

Minutes
Spring Hope Board of Commissioners Meeting
January 10, 2022

A regular meeting of the Town of Spring Hope Board of Commissioners was held at 7 p.m. at the Spring Hope Town Hall.

Members present: Mayor William Pritchard, Commissioners Brenda Lucas, Brent Cone, Tony Jefferys, Prudence Wilkins and Drew Griffin.

Also present was Interim Manager Hal Mason, Town Clerk Michele Collins, Town Attorney Mark Edwards and Chief Nathan Gant were also in attendance.

Lindell Kay from the Spring Hope Enterprise, Mark Cone from Southern Nash News and Kendra Jones from the Nashville Graphic were also present.

Mayor Pritchard called the meeting to order and led the pledge of allegiance.

Commissioner Griffin made a motion to approve the agenda and the minutes as written; Commissioner Cone seconded and the motion passed unanimously.

Public Comment

Mayor Pritchard introduced his advisory boards and they summarized what they planned to do in their individual groups.

New Business

Commissioner Griffin made a motion to accept the contract for the new Town Manager Andrew DeLonno; Commissioner Lucas seconded; Town Attorney Mark Edwards told the board to make sure and insert the correct date and the motion passed unanimously.

Mayor Pritchard congratulated Mr. DeLonno and read his bio.

Commissioner Cone asked the board to remember that in months prior there had been an issue with businesses trying to launch electronic gaming stations in their stores. He said that these stores were in Central and General Business and that electronic gaming and or kiosks were only allowed in Light and Heavy Industrial. He wanted the board to know that there were now new stores that were trying to do the same thing. He also read the GS that stated that local police departments could be directed by their boards to enforce any and all ordinances as they pertained to the location of the establishments.

Commissioner Cone made a motion to empower Chief Gant and the Police Department to enforce the ordinances related to electronic gaming; Commissioner Griffin seconded and the motion passed unanimously.

Mayor Pritchard suggested to the board that some of the ARPA money that the town received be given to the employees who worked during the height of the pandemic. He asked the clerk when the plan for the expenditures could be executed. She said that there were some guidelines to follow first and that with the new manager coming in the town needed to wait for him to

start. Mr. Mason also said that the town needed to make sure to follow all of the criteria for the distribution of the funds.

Mayor Pritchard said that he wanted to recommend that the board changed the current procurement policy to allow the Chief to have a credit card in his name. He said that the policy only allowed for two cards that were given to the tax collector who did the ordering and the finance officer. He said that he would suggest transferring the one that was in the Finance Officers name to the Chief.

Commissioner Griffin asked the Chief if he ever had any issues using the card with the Finance Officers name. Chief Gant said no however he felt like he needed to have one with him just in case something happened. Commissioner Griffin asked why both cards were given to the town hall side. The Finance Officer said that her card was made available to the Chief and the Town Manager. She said that it was done that way due to fiscal control and to make sure that there was no misuse of funds.

Mr. Mason said he thought that keeping the procurement policy as it was written was a good idea. Mr. DeLonno the incoming manager said that it was a common practice of small municipalities to limit the number of cards available to employees.

Commissioner Cone made a motion to table the conversation until the new town manager was in place to make a recommendation; Commissioner Wilkins seconded and the motion passed unanimously.

Commissioner Cone made a motion to nominate Commissioner Wilkins to become the new ex-officio on the Downtown Development Board; Commissioner Griffin seconded and the motion passed unanimously.

Commissioner Cone made a motion to reappoint Commissioner Lucas to represent Spring Hope at the UCPCOG; Commissioner Jefferys seconded and the motion passed unanimously.

Commissioner Cone made a motion to appoint Commissioner Jefferys to the Fire Board; Commissioner Griffin seconded and the motion passed unanimously.

Spring Hope Chamber

Ethan Vester the Spring Hope Chamber President mentioned that he had been in touch with the owners of the Bojangles and that they were waiting for some equipment to arrive before they could open. He also said there was a new massage office in town that had already open as well as a new furniture store coming in February.

Town Attorney Report

Commissioner Cone asked Attorney Mark Edwards what the status was as far as the two buildings on Ash St were concerned. Mr. Edwards said that the paperwork had been sent to Mr. White's attorney and were ready to be signed.

Envirolink Report

John Nelson from Envirolink told the board that they planned on doing some smoke testing during the second week of February. He also said that Mr. Lamm the Operator in Charge suggested that someone look at the meter at the plant. Mayor Pritchard asked about the filtration pilot study; Mr. Nelson said that they were aware of the study and that they would have to get approval from the Public Water Supply. Mayor Pritchard mentioned that Envirolink would be doing the smoke test, specific hydrant flushing and the filtration study for free. Commissioner Jefferys said that he did not trust that Envirolink would be able to complete these extra duties when they could not manage to pick up leaves and limbs. He told the Mayor that nothing was for free.

Police Chief Report

Chief Gant told the board that there were only three reported incidents during December and 158 calls for service. He also mentioned that there were 15 reports for street lights out and that he would ask the office if they knew why the lights may not be getting fixed. He said that one of the stores that had sweepstakes was more like an internet hub. He said that there were no actual machines but that they used the store for the connection. Chief Gant said that the ordinance did not include these kinds of connections. Town Attorney Mark Edwards said that the ordinance was sufficient to cover the stores that had that kind of operation.

Town Hall Report

Interim Manager Hal Mason mentioned that the Planning Board approved the plat for Bryson's Ridge with conditions. He said that they wanted to review the Subdivision ordinance in the near future. He said that the items should be passed along to the new town manager and taken into consideration when he arrives.

He also said that there was an application for the same subdivision to be annexed and that the new manager would take that into consideration.

Mr. Mason thanked the board for the opportunity to serve the town for the past months.

Ruth Emory with Alliance Code Enforcement told the board that they were able to abate many cases during the month. She said that there was a civil penalty served to the residents on Hopkins Ave. She also said that a total of 107 cases had been closed out of the 120 that were opened during the time they had been working for the town.

Ms. Emory said that during the last meeting an appeal hearing was held for 205 W Main St. and that the finding of fact order was upheld by the Board of Commissioners. She said that as of tonight's meeting 30 days had past and that there was little to no progress made on the building demolition, rehab or obtaining a new contractor. Ms. Emory said she had done a visual inspection and noticed that the building seemed to be collapsing more. She said Mr. Clark called her on her way to the meeting and said that he had done work over the weekend himself.

Commissioner Cone said he felt as though Mr. Clark has had every opportunity to comply with the Board of Commissioners requests. Commissioner Griffin asked what the next step would be as far as Mr. Clark. Ms. Emory said that they would write up the ordinance and have it

completed by the end of the week. She said that the ordinance would give the town the power to demolish the building if they so desired.

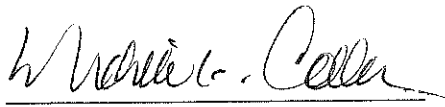
Ms. Emory also mentioned that there would be an appeal hearing as far as the case with the goats that were complained about on East Nash St. She said that the goats were a zoning violation.

There was no new business by the Commissioners

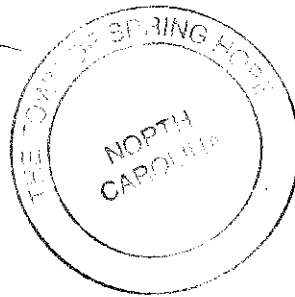
Commissioner Cone made a motion to adjourn; Commissioner Wilkins seconded and the motion passed unanimously.

Submitted

Attested



Michele K Collins
Town Clerk



RESOLUTION #2022-01

**A RESOLUTION EXPENDING FEDERAL FUNDS UNDER THE AMERICAN RESCUE
PLAN ACT (ARPA) for PREMIUM PAY**

WHEREAS, the American Rescue Plan Act (ARPA) was signed into law on March 11, 2021; and,

WHEREAS, the State of North Carolina appropriated \$208,746.83 initial funding from the State share of ARPA funds to the Town of Spring Hope; and,

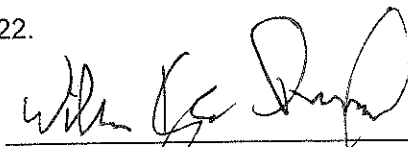
WHEREAS, in January 2022 the Town Manager codified an ARPA Premium Pay Policy; and,

WHEREAS, revenue received under the ARPA is kept in a separate fund and is not commingled with other revenue; and,

WHEREAS, the Town of Spring Hope will provide to the State of North Carolina and the US Treasury any unspent balance of the funds received.

NOW, THEREFORE, BE IT RESOLVED, by the Town of Spring Hope Board of Commissioners and Mayor that we do expend \$32,000 in ARPA funding to be distributed to essential town employees as directed in the Premium Pay Policy and by adopting this resolution affirm that the revenue is used as directed in the ARPA guidance in 31 CFR, Part 35, and any applicable regulations, for expenditures incurred due to the public health emergency connected with the COVID-19 pandemic, budget and certify such to the State Director of Office of Budget and Management and the Town of Spring Hope Finance Officer; and,

ADOPTED this the 7th day of February, 2022.

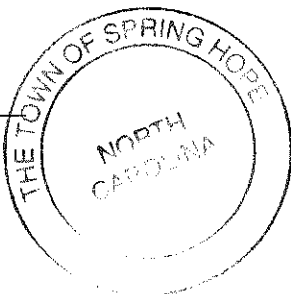


William Kyle Pritchard, Mayor

ATTEST:



Michele Collins, Town Clerk



ARPA Fiscal Recovery Fund Premium Pay Policy

1.0 POLICY

The American Rescue Plan Act of 2021 contains provisions under the Coronavirus State and Local Fiscal Recovery Funds (ARP/CLFRF) allowing local governments to provide premium pay to eligible workers that performed essential work during the pandemic.

2.0 PURPOSE

The ARP/CLFRF provides funding to all North Carolina counties and municipalities to address pandemic-related and essential infrastructure needs. One of the eligible expenditure categories of ARP/CLFRF monies is to respond to workers performing essential work during the COVID-19 public health emergency by providing premium pay. The Town has designated a portion of the funding received under the ARP/CLFRF towards a one-time premium payment to eligible employees.

Town employees selflessly performed essential work and placed themselves on the front line of the pandemic by responding to calls for service to assist local citizens and visitors experiencing emergencies, utility emergencies, environmental and refuse needs, and other crisis situations. In addition, other groups of employees performed essential work processing the daily documentation necessary to support the infrastructure of the Town, such as taking payments from citizens, processing daily receipts, processing payroll and vital COVID leave documentation, and other essential work requiring the regular physical handling of documentation handled by the public or coworkers. For this valuable work, the Town is responding in part by creating this policy on premium payments to eligible employees.

3.0 SCOPE

This policy applies to all eligible workers who performed essential work for the Town.

4.0 DEFINITIONS

- 4.1 Eligible Employee – For the purpose of this policy, an Eligible Employee is an employee who was employed during the period of time the Town of Spring Hope was under a State of Emergency due to the COVID-19 public health emergency and continues active employment on the date premium payment is issued to all employees.
- 4.2 Essential Work – Essential work is defined by the Federal Interim Final Ruling as work that:
 - Is not performed while teleworking from a residence; AND
 - Involves:
 - Regular in-person interactions with patients, the public, or coworkers of the individual that is performing the work; or
 - Regular physical handling of items that were handled by, or are to be handled by patients, the public, or coworkers of the individual that is performing the work.
- 4.3 State of Emergency – For the purpose of this policy, the Town of Spring Hope was under a declared State of Emergency from March 20, 2020 to June 8, 2021.

5.0 ORGANIZATIONAL RULES

- 5.1 State law prohibits premium payments to former employees who are no longer employed by the Town, even if the former employee would otherwise qualify for retroactive premium pay according to the eligibility criteria established in this policy.
- 5.2 All premium payments made to employees are through the Town's payroll system and shall be treated as wages. Premium payments are subject to employment taxes, retirement, and other such applicable withholdings.
- 5.3 All ARP/CLFRF monies are subject to most provisions of the federal Uniform Guidance (UG) 2 C.F.R 200, including contracting, internal controls, and auditing provisions. With respect to premium pay, this policy is meant to ensure compliance with 2 CFR 200.303.

- 5.4 The Town's premium pay program shall target low- and moderate-income employees. For eligible employees whose total wage remuneration is above 150% of the State's average annual wage for all occupations, the Town must provide additional written justification to the US Treasury on how granting premium pay to these employees responds to eligible workers performing essential work.
- 5.5 The Town will follow the record retention practices required of ARP/CLFRF funds and will submit periodic Project and Expenditure Reports. The Executive Project Manager will ensure the Town's compliance with the necessary US Treasury Reporting Requirements for ARP/CLFRF funds.

6.0 PROCEDURES

- 6.1 The Town identified employees who performed essential work during the period of time covered by this policy based upon the employee's job tasks and how those job tasks involved regular in-person interaction with the public or coworkers of the employee performing the work, or based on the regular physical handling of items that were handled by the public or coworkers of individuals performing the work.


Any full-time staff member performing essential duties during the dates set within section 4.3 and is paid no more than 150% of the North Carolina average income for all occupations as calculated by BLS May 2020 https://www.bls.gov/oes/current/oes_nc.htm#00-0000 is eligible for a one-time payment of a maximum \$4,000.

- 6.2 The State of Emergency period contains 446 days. Those qualifying employees who were hired by the Town during the State of Emergency will be paid pro-rata amounts appropriate for the tier the employee was hired into. The amount to be paid to the employee will be calculated by dividing the tier amount of the position held by the employee by the number of days the employee actually worked in the position.
- 6.3 Any period of time the employee was on an approved leave of absence from the Town, such as Family Medical Leave, will not be counted as eligible time worked under the days covered by this policy.
- 6.4 ARP/CLFRF premium pay funds will be issued to eligible employees on a lump sum basis. Funds will be included on a regular pay date during February 2022. Employees on an approved leave of absence from the employer on December 16, 2021, such as on Family Medical Leave or other approved leave, who would otherwise be eligible for premium pay, are considered eligible for adjusted premium pay under this policy.
- 6.5 The Town Manager, in his sole discretion, shall make the final decision with regard to premium pay an employee is eligible to receive under this policy. The Town Manager's decision is final and is not eligible for review under any other terms of employment.

7.0 APPENDIX, APPENDICES

- None

POLICY EFFECTIVE DATE: 27 January 2022

AUTHORIZED BY:  Town Manager

RESOLUTION #2022-02

A RESOLUTION FOR RECEIVING FUNDS from SESSION LAW 2021-180 for WATER and WASTEWATER SYSTEMS REPAIRS

WHEREAS, the State Budget was signed into law on November 18, 2021; and,

WHEREAS, the State of North Carolina appropriated funding from the federal ARPA fund for Statewide infrastructure repairs and improvements; and,

WHEREAS, the North Carolina General Assembly provided for the distribution of \$3.7 million of funds through SL 2021-180 to the Town of Spring Hope for water and wastewater systems repairs; and,

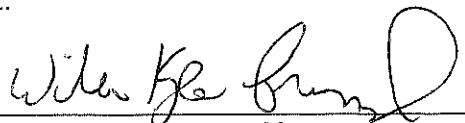
WHEREAS, revenue received under the ARPA appropriation will be kept in a separate fund and will not be commingled with other revenue; and,

WHEREAS, the Town of Spring Hope will provide to the State of North Carolina and the US Treasury any unspent balance of the funds received.

NOW, THEREFORE, BE IT RESOLVED, by the Town of Spring Hope Board of Commissioners and Mayor that we do hereby request the ARPA funding to be distributed by the State of North Carolina and by adopting this resolution affirm that the revenue will only be used for the purposes prescribed in the ARPA guidance as described in 31 CFR, Part 35, and any applicable regulations, for necessary expenditures incurred to repair the water distribution and wastewater collection systems, budget and certify such to the North Carolina Department of Environmental Quality and the Town of Spring Hope Finance Officer; and,

BE IT FUTHER RESOLVED, that the Town of Spring Hope will comply with the procedure created by the North Carolina General Assembly and the US Treasure Department to receive funds under the act.

ADOPTED this the 7th day of February, 2022.


William Kyle Pritchard, Mayor

ATTEST:


Michele Collins, Town Clerk

