

Minutes
Spring Hope Board of Commissioners Meeting
February 7, 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 Town Manager Andrew DeIonno, 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 from the January 10th meeting; Commissioner Cone seconded, and the motion passed unanimously.

Appeal Hearing

The clerk swore in Derek Mabe from Alliance Code Enforcement and Brandi Apetsi for the hearing.

Mr. Mabe read the code violation and stated that Ms. Apetsi was sent a letter to inform her that she was in violation of Spring Hope code prohibiting farm animals in town limits. He said she understood and was going to contact the town.

Ms. Apetsi said that she has two children that are on the Autism Spectrum and that the goats seem to help them. She said she was aware when she got the goats that they were not allowed but that she planned on asking for an accommodation. She said that the goats were calm and that they stayed either in her yard or on her sun porch.

The board asked her to bring in documentation that would help with the decision.

Commissioner Cone made a motion to table the discussion/hearing until more evidence could be obtained; Commissioner Wilkins seconded and the motion passed unanimously.

Derek Made from Alliance Code Enforcement told the board that the building located at 205 W. Main St had not been repaired as the order stated.

Commissioner Jefferys said he also noticed that the building still looked like it did months prior. Commissioner Cone also said that the building was now touching the neighboring structure.

Commissioner Cone made a motion to pass the Ordinance instructing the town to demolish the building at 205 W Main St.: Commissioner Griffin seconded and the motion passed unanimously.

Commissioner Griffin made a motion to accept Resolution 2022-02 receiving funds from Session Law 2021-06; Commissioner Lucas seconded and the motion passed unanimously.

Commissioner Cone made a motion to accept Resolution 2022-01 expending Federal Funds under the ARPA for Premium Pay; Commissioner Griffin seconded and the motion passed unanimously.

Commissioner Cone made a motion to accept Budget Amendment 2022-03 moving ARPA funds into expenditures from revenue; Commissioner Jefferys seconded and the motion passed unanimously.

Katie Fisher from the Wooten Company presented the Interlocal Agreement for the grant monies received by Nash County. She said that the county was purposing using the grant to erect two wash stations within the town limits. Ms. Fisher said that the grant would cover the cost of the two stations for one year excluding the water.

Commissioner Griffin made a motion to accept the agreement; Commissioner Lucas seconded and the motion passed unanimously.

Town Attorney Mark Edwards had no new business.

Envirolink Report

John Nelson from Envirolink gave the monthly report. He said that they would be starting smoke testing on February 24th and would continue through March on Thursday and Fridays. He also mentioned that the meter at the Mclean St well needed to be replaced. Commissioner Cone asked if there was any kind of schedule to refill the holes that were left after the leaks. Mr. Nelson said that he was waiting for the compactor machine to return from the shop.

Police Chiefs Report

Chief Gant told the board that there were several incidents that included 170 calls for service, 48 vehicle stops and two lights reported out. Commissioner Wilkins thanked the Chief for the work that the officers were doing on trying to reduce the speed on Louisburg Rd.

Town Manager's Report

Mr. DeIonno thanked the board for the opportunity to serve the town. He said that there were a lot of things going on in town. He pointed out that the bids for the separation of the mowing part of the public works responsibilities came in very high. He also said that he had spoken with Mike Tolson concerning the AIA Grant. He said he reviewed the wastewater section and gave Mr. Tolson his recommendations on changes. He also said that he thought going after the USDA grant right now was not a good idea.

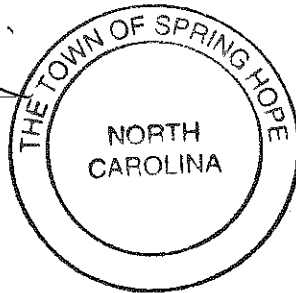
Commissioner Griffin asked if the bid was going back out for leaf and limb collection; Mr. DeLonno said he could send out something more specific if the board wanted. The board members agreed to resend the RFP for leaf, limb and mowing services. Mayor Pritchard said he was excited to see that the CMAQ project was still an option. Mr. DeLonno said that there was a good meeting with NCDOT and that there was still time to cancel the grant and use the Powell Bill money for street repair.

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

Submitted by

Attested by

W. Nicholas Cole



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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,

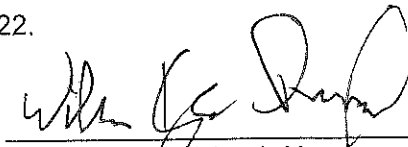
WHEREAS, in January 2022 the Town Manager codified an ARPA Premium Pay Policy; and,

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.

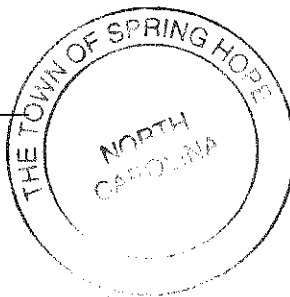
NOW, THEREFORE, BE IT RESOLVED, by the Town of Spring Hope Board of Commissioners and Mayor that we do expend \$32,000 in ARPA funding to be distributed to essential town employees as directed in the Premium Pay Policy and by adopting this resolution affirm that the revenue is used as directed in the 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



BUDGET ORDINANCE AMENDMENT #2022-03

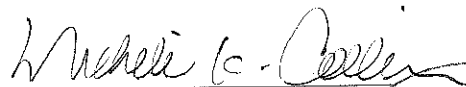
BE IT ORDAINED by the Governing Board of the Town of Spring Hope, North Carolina that the following amendment shall be made to the annual budget ordinance for the fiscal year ending June 30, 2022:

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

		Decrease	Increase
10-3350-0008	(Revenue)	\$32,000.00	
ARPA Grant			
10-4200-0200	(Expense)		\$ 8,000.00
Administration Salaries			
10-5100-0200	(Expense)		\$24,000.00
Police Salaries			

Section 3. Copies of this budget amendment shall be furnished to the Clerk to the Governing Board and the Budget Officer.

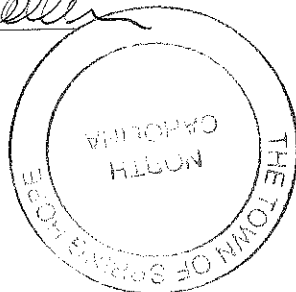
Adopted this 7th day of February, 2022.



Michele K. Collins
Finance Officer



William K. Pritchard
Mayor



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 renumeration 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

