Town of Dallas
Agenda
January 12, 2021
6:00 PM
BOARD OF ALDERMEN
Rick Coleman, Mayor

Jerry Cearley, Mayor Pro-Tem — **Darlene Morrow**
Allen Huggins — **E. Hoyle Withers**

MINUTES FOR BOARD OF ALDERMEN MEETING

December 8, 2020

6:00 PM

The following elected officials were present: Mayor Coleman, Alderwoman Morrow, Alderman Huggins, and Alderman Withers. Alderman Cearley was not present at this meeting.

The following staff members were present: Maria Stroupe, Town Manager; Nolan Groce, Development Services Director; Robert Walls, Police Chief; Doug Huffman, Electric Director; Bill Trudnak, Public Works Director; Earl Withers, III, Fire Chief; Jonathan Newton, Finance Director; Brandon Whitener, Recreation Director; Shannon Whittle, Town Clerk/HR Director; and Thomas Hunn, Town Attorney.

Mayor Coleman called the meeting to order at 6:00pm.

Mayor Coleman opened with the Invocation and the Pledge of Allegiance to the Flag.

Mayor Coleman requested that a discussion regarding filling the vacant alderperson seat be added to the agenda, and then asked if there were any further additions or deletions. Alderman Withers requested that a discussion regarding adding a stop sign at Ingle's also be added to the agenda. The two additions were added under New Business as Item 8D and Item 8E, respectively. Alderman Huggins motioned to set the agenda with the two additions, seconded by Alderman Withers, and carried unanimously.

Alderwoman Morrow motioned to approve the minutes from the November 10th Regular Meeting and the November 24th Work Session, seconded by Alderman Huggins, and carried unanimously.

Recognition of Citizens:

Starletta Harrison wished everyone a Merry Christmas and thanked the Town for this year's Christmas lights display. Curtis Wilson prayed over the meeting, then passed along a word of thanks from Dickie Jenkins to the Town for its participation in the annual Toy Run.

Consent Agenda:

There were no items to be addressed on the consent agenda.

Public Hearings:

Item 6A: At 6:10 pm, Alderman Huggins motioned to enter into a Public Hearing regarding the Wilson Family Rentals Annexation Request, seconded by Alderwoman Morrow, and carried unanimously. This item was originally brought before the Board at the July 14th regular Board Meeting, but was tabled until the September 8th meeting. At the September Meeting, the Board asked to discuss the request further at the September 22nd Work Session. Wilson Family Rentals, LLC, owner of PID #169183 (no address assigned) is petitioning for annexation into the Town of Dallas. The requested zoning is R-8 "Multi Family Residential" for the development of a 96-unit apartment community. This parcel is considered to be non-contiguous. Pursuant to the motion

passed by the Board of Aldermen on November 12, 2019, and G.S. § 160A-58.2, a sufficiency investigation was performed and the petition was deemed sufficient. The 2003 Future Land Use Plan highlights this specific parcel for new residential development. The Planning Board unanimously approved a motion to recommend the property to be annexed in as R-8 during their October 2019 meeting. At the October 20th Board of Aldermen meeting, a public hearing was set for December 8th to get public input and to make a determination to approve or decline the annexation request. Please see Exhibit 6A for supplemental information. Chief Withers expressed concerns over being able to provide adequate coverage from the fire department while Chief Walls also expressed similar concerns with being able to provide adequate coverage from the police department. There are also some concerns that sewer connections may also be an issue. Bill Huffstetler of 105 Hull Drive expressed concerns about the property's effect on adjacent property owners. At this time, annexation of this property does not bring a benefit to the Town, however, as development extends up that corridor, annexation may be more appropriate. The Board voted unanimously to deny this request. At 6:27 pm, Alderman Huggins motioned to exit this Public Hearing, seconded by Alderwoman Morrow, and carried unanimously.

Item 6B: At 6:29 pm, Alderwoman Morrow motioned to enter into a Public Hearing regarding the TrueHomes Conditional Zoning request, seconded by Alderman Withers, and carried unanimously. Shaun Gasparini, with TrueHomes, is interested in establishing an 87-home development on PIDs #216368, 131854, and 301158. The property is located North of Hwy 279, East and West of Dallas Stanley Hwy, and South of Evans Lake Rd. The applicant is requesting Conditional Zoning, Cluster Development Overlay for the property (CZ R-6). This allows a 25% reduction of the minimum lot size. The current R-6 minimum lot size is 6,000 square feet, 60' lot width, 25' front and rear depth, 6' side depth. A virtual public involvement meeting was held, per requirement, on May 28, 2020. The Planning Board recommended approval of the Conditional Zoning with 3 amendments to the listed condition and the staff provided a Consistency Statement during the September 17th meeting. At the November 10th Board of Aldermen meeting, a public hearing was set for December 8th for potential approval of the request. And additional discussion on this project and the proposed zoning was held at the November 24th Work Session. Please see Exhibit 6B for supplemental information. There were no comments from citizens. Alderman Huggins expressed concerns over erosion and was informed that erosion control plans are being developed and will be submitted to the county for approval. Mayor Coleman expressed concerns over the sewer connections and stated that an easement would be required before the development could proceed. At 7:03 pm, the Board requested a recess to develop additional conditions to submit for TrueHomes' approval. At 7:27 pm, the meeting resumed and Nolan Groce provided the following two conditions to be added to the agreement and submitted to TrueHomes for approval:

- Amendment 17: Construction drawings must be approved by the Town of Dallas within 12 months of Conditional Zoning approval. Prior to expiration, Developer must receive approval of extension.
- Amendment 18: All off-site utility easements, if necessary, to provide utilities to the site, must be obtained by the Developer, at their expense,

prior to approval of construction plans, issuance of permits, or commencement of construction.

Alderwoman Morrow made a motion to approve these new two new amendments and continue the Public Hearing until these concerns are resolved. Alderman Withers seconded and the motion was carried unanimously. At 7:32, Alderman Huggins motioned to exit this Public Hearing, seconded by Alderman Withers, and carried unanimously.

Old Busines:

There was no old business to be addressed at this meeting.

New Business:

Item 8A was regarding the FY2022 Budget Calendar. Each year the Town establishes a calendar for the preparation of the upcoming fiscal year's budget. Attached (See Exhibit 8A) is a proposed calendar for the FY2021-22 budget process, including a Strategic Planning Meeting on Monday, February 15, 2021. The Planning Meeting would be held in the Community Room at the Fire Department beginning with lunch at 11:30 am and then the meeting would begin at 12:00 pm. This meeting typically lasts 4 hours. Two Budget Work Sessions are scheduled: 1) Tuesday, March 23, 2021 and 2) Tuesday, May 25, 2021. These work sessions will be held in the Fire Department Community Room at 5:00 pm, with dinner available at 4:30 pm. Alderman Huggins motioned to approve the FY2022 Budget Calendar as presented, seconded by Alderwoman Morrow, and carried unanimously.

Item 8B was regarding the FY2021 Board of Aldermen Meeting Calendars. Attached (See Exhibit 8B) is the Board of Aldermen regular month meeting schedule, as well as the monthly work session schedule, for calendar year 2021. Upon approval, these schedules will be filed as required by G.S. § 143-318.12. Alderwoman Morrow motioned to approve the 2021 Meeting Schedules as presented, seconded by Alderman Withers, and carried unanimously.

Item 8C was regarding an Annexation Request from Tammbar, LLC. As part of the Conditional Zoning off of Dallas Stanley Highway, the petitioner, TrueHomes, has submitted an annexation request on behalf of the owner, for two pieces of property previously not annexed (please see Exhibit 8C). These two parcels will be part of the larger TrueHomes development project at the location. The pieces of property are located on Gaston County Parcel #216368 & 3011585 and are respectively .17 acres and .16 acres. The Planning Board Recommended the zoning of Conditional Zoning R-6 Cluster Development Overlay during its November 19, 2020 meeting. To move forward, the Board must direct staff to investigate the sufficiency of the request. Alderwoman Morrow motioned to direct staff to being the sufficiency investigation, seconded by Alderman Withers, and carried unanimously.

Item 8D pertained to the current alderperson vacancy. To fill the seat, an application will be developed for those interested. Alderwoman Morrow made a motion to accept these applications

until December 31st and review them at the January 12th Regular Board Meeting. The motion was seconded by Alderman Huggins and was carried unanimously.

Item 8E was concerning the lack of a stop sign at the entrance of the Ingles parking lot. Alderman Withers informed the town of the dangers presented and automotive accidents occurring because of this and asked Town Attorney Thomas J. Hunn to reach out and see if there was anything to be done about the matter.

Manager's Report:

Ms. Stroupe gave the Manager's Report, informing everyone that the Town has been awarded a $5000 safety grant, which will be used to purchase new gear for the police officers, as well as a new camera security system. She went on to add that all five summer concerts have been booked.

Alderwoman Morrow made a motion to adjourn, seconded by Alderman Withers, and carried unanimously. (8:05 pm)

Rick Coleman, Mayor

Shannon Whittle, Town Clerk

TOWN OF DALLAS, NORTH CAROLINA

REQUEST FOR BOARD ACTION

DESCRIPTION: Town Manager Salary Adjustment

AGENDA ITEM NO. 5A MEETING DATE: 1/12/2021

In light of the Town Manager's 19 years of service to the Town of Dallas and recently obtaining a Master's Degree in Public Administration, the Board of Aldermen want to increase the Manager's salary by 3 percent. This increase is to be effective with the next pay period.

MANAGER'S RECOMMENDATION:

BOARD ACTION TAKEN:

TOWN OF DALLAS, NORTH CAROLINA

REQUEST FOR BOARD ACTION

DESCRIPTION: Budget Calendar FY2021/2022 REVISED

AGENDA ITEM NO. 8A MEETING DATE: 1/12/2021

A Budget Calendar for FY2021/2022 was approved at the December 8, 2020 meeting. Part of this calendar was setting a Strategic Planning meeting for Monday, February 15th.

The proposed revision would move the Strategic Planning meeting from February 15th until Monday, March 1st at the same time and location. This move is to accommodate receiving information that will be discussed at the February 23rd Work Session that may have bearing on the Strategic Planning meeting.

MANAGER'S RECOMMENDATION: Approve the FY2021/2022 Budget Calendar revision as presented, moving the Strategic Planning meeting to Monday, March 1, 2021.

BOARD ACTION TAKEN:

Town of Dallas FY 2022 Budget Calendar (Revised)	
Date	**Description**
January 15, 2021	Budget Forms to Department Heads
February 5, 2021	Department Heads forward Proposed Budget Requests to Town Manager and Finance Officer
March 1, 2021	**Strategic Planning Meeting to Discuss Goals**
February 22 - February 26, 2021	Department Meetings on Proposed Budget Requests
March 18, 2021	Draft Budget Submitted to Board
March 23, 2021	Budget Worksession
April 19 - April 23, 2021	Department Meetings on Proposed Budget Requests (if necessary)
May 14, 2021	Draft Budget Submitted to Board
May 25, 2021	Budget Worksession
June 8, 2021	Adoption of Budget Ordinance
June 30, 2021	End of FY21

TOWN OF DALLAS, NORTH CAROLINA

REQUEST FOR BOARD ACTION

DESCRIPTION: COVID-19 Vaccine Declination

AGENDA ITEM NO. 8B MEETING DATE: 1/12/2021

With the emergency approval by the FDA of two COVID vaccines, there has been discussion among local governments as to requiring or not requiring employees to take the vaccine. While it is legal to require employees to take a vaccine, most local governments have decided not to require employees to take the vaccine. The decision on whether to take the vaccine would be entirely voluntary on the part of the employee.

Attached is a fact sheet for both the Pfizer-BioNTech and Moderna vaccines in order to provide information to employees that may assist them in making their decision.

While not requiring employees to take the vaccine, it is prudent to have employees sign a declination form, just as they do when declining a HepB vaccine. This form states that employees have been offered the vaccine, but have declined. Attached is a copy of a Vaccine Declination Form.

Although an employee may initially decline the vaccine, they may at any time decide to change their mind and receive the vaccine.

This discussion is to determine if the Town of Dallas wishes to require employees to take an available vaccine, or to allow employees to make that decision voluntarily.

MANAGER'S RECOMMENDATION: To provide the educational material and encourage employees to take an available COVID-19 vaccine, but to require employees choosing not to be vaccinated to sign the Vaccine Declination Form.

BOARD ACTION TAKEN:

DALLAS
The Crossroads of Gaston County

COVID-19 Vaccine Declination Form

The North Carolina Department of Health and Human Services has recommended that all employees receive the COVID-19 vaccine due to activities this agency is responsible for.

Despite this recommendation I, _____
am declining to receive the COVID-19 vaccine. I understand the following:

- COVID-19 is highly contagious.
- My job duties as a public worker put me at a higher risk of exposure to the COVID-19 virus.
- COVID-19 is considered an active public health emergency/pandemic.
- If I am infected with COVID-19, my living situation/work situation may put others at risk even if I am not symptomatic.
- The consequences of refusing this vaccine may lead to me inadvertently transmitting this virus to others

I understand that I may change my mind at any time and elect to receive the vaccine either from the Health Department as currently offered, from my primary care provider, or from another site.

I have read and fully understand the information on this declination form.

Comments (optional): _____

_____

Name (print): _____

Signature: _____ Date: _____

Supervisor's Name (print): _____

Supervisor's Signature: _____ Date: _____

FACT SHEET FOR RECIPIENTS AND CAREGIVERS

EMERGENCY USE AUTHORIZATION (EUA) OF THE PFIZER-BIONTECH COVID-19 VACCINE TO PREVENT CORONAVIRUS DISEASE 2019 (COVID-19) IN INDIVIDUALS 16 YEARS OF AGE AND OLDER

You are being offered the Pfizer-BioNTech COVID-19 Vaccine to prevent Coronavirus Disease 2019 (COVID-19) caused by SARS-CoV-2. This Fact Sheet contains information to help you understand the risks and benefits of the Pfizer-BioNTech COVID-19 Vaccine, which you may receive because there is currently a pandemic of COVID-19.

The Pfizer-BioNTech COVID-19 Vaccine is a vaccine and may prevent you from getting COVID-19. There is no U.S. Food and Drug Administration (FDA) approved vaccine to prevent COVID-19.

Read this Fact Sheet for information about the Pfizer-BioNTech COVID-19 Vaccine. Talk to the vaccination provider if you have questions. It is your choice to receive the Pfizer-BioNTech COVID-19 Vaccine.

The Pfizer-BioNTech COVID-19 Vaccine is administered as a 2-dose series, 3 weeks apart, into the muscle.

The Pfizer-BioNTech COVID-19 Vaccine may not protect everyone.

This Fact Sheet may have been updated. For the most recent Fact Sheet, please see www.cvdvaccine.com.

WHAT YOU NEED TO KNOW BEFORE YOU GET THIS VACCINE

WHAT IS COVID-19?

COVID-19 disease is caused by a coronavirus called SARS-CoV-2. This type of coronavirus has not been seen before. You can get COVID-19 through contact with another person who has the virus. It is predominantly a respiratory illness that can affect other organs. People with COVID-19 have had a wide range of symptoms reported, ranging from mild symptoms to severe illness. Symptoms may appear 2 to 14 days after exposure to the virus. Symptoms may include: fever or chills; cough; shortness of breath; fatigue; muscle or body aches; headache; new loss of taste or smell; sore throat; congestion or runny nose; nausea or vomiting; diarrhea.

WHAT IS THE PFIZER-BIONTECH COVID-19 VACCINE?

The Pfizer-BioNTech COVID-19 Vaccine is an unapproved vaccine that may prevent COVID-19. There is no FDA-approved vaccine to prevent COVID-19.

The FDA has authorized the emergency use of the Pfizer-BioNTech COVID-19 Vaccine to prevent COVID-19 in individuals 16 years of age and older under an Emergency Use Authorization (EUA).

For more information on EUA, see the "**What is an Emergency Use Authorization (EUA)?**" section at the end of this Fact Sheet.

WHAT SHOULD YOU MENTION TO YOUR VACCINATION PROVIDER BEFORE YOU GET THE PFIZER-BIONTECH COVID-19 VACCINE?

Tell the vaccination provider about all of your medical conditions, including if you:

- have any allergies
- have a fever
- have a bleeding disorder or are on a blood thinner
- are immunocompromised or are on a medicine that affects your immune system
- are pregnant or plan to become pregnant
- are breastfeeding
- have received another COVID-19 vaccine

WHO SHOULD GET THE PFIZER-BIONTECH COVID-19 VACCINE?

FDA has authorized the emergency use of the Pfizer-BioNTech COVID-19 Vaccine in individuals 16 years of age and older.

WHO SHOULD NOT GET THE PFIZER-BIONTECH COVID-19 VACCINE?

You should not get the Pfizer-BioNTech COVID-19 Vaccine if you:

- had a severe allergic reaction after a previous dose of this vaccine
- had a severe allergic reaction to any ingredient of this vaccine.

WHAT ARE THE INGREDIENTS IN THE PFIZER-BIONTECH COVID-19 VACCINE?

The Pfizer-BioNTech COVID-19 Vaccine includes the following ingredients: mRNA, lipids ((4-hydroxybutyl)azanediyl)bis(hexane-6,1-diyl)bis(2-hexyldecanoate), 2 [(polyethylene glycol)-2000]-N,N-ditetradecylacetamide, 1,2-Distearoyl-sn-glycero-3-phosphocholine, and cholesterol), potassium chloride, monobasic potassium phosphate, sodium chloride, dibasic sodium phosphate dihydrate, and sucrose.

HOW IS THE PFIZER-BIONTECH COVID-19 VACCINE GIVEN?

The Pfizer-BioNTech COVID-19 Vaccine will be given to you as an injection into the muscle.

The Pfizer-BioNTech COVID-19 Vaccine vaccination series is 2 doses given 3 weeks apart.

If you receive one dose of the Pfizer-BioNTech COVID-19 Vaccine, you should receive a second dose of this same vaccine 3 weeks later to complete the vaccination series.

HAS THE PFIZER-BIONTECH COVID-19 VACCINE BEEN USED BEFORE?
The Pfizer-BioNTech COVID-19 Vaccine is an unapproved vaccine. In clinical trials, approximately 20,000 individuals 16 years of age and older have received at least 1 dose of the Pfizer-BioNTech COVID-19 Vaccine.

WHAT ARE THE BENEFITS OF THE PFIZER-BIONTECH COVID-19 VACCINE?
In an ongoing clinical trial, the Pfizer-BioNTech COVID-19 Vaccine has been shown to prevent COVID-19 following 2 doses given 3 weeks apart. The duration of protection against COVID-19 is currently unknown.

WHAT ARE THE RISKS OF THE PFIZER-BIONTECH COVID-19 VACCINE?
Side effects that have been reported with the Pfizer-BioNTech COVID-19 Vaccine include:

- injection site pain
- tiredness
- headache
- muscle pain
- chills
- joint pain
- fever
- injection site swelling
- injection site redness
- nausea
- feeling unwell
- swollen lymph nodes (lymphadenopathy)

There is a remote chance that the Pfizer-BioNTech COVID-19 Vaccine could cause a severe allergic reaction. A severe allergic reaction would usually occur within a few minutes to one hour after getting a dose of the Pfizer-BioNTech COVID-19 Vaccine. For this reason, your vaccination provider may ask you to stay at the place where you received your vaccine for monitoring after vaccination. Signs of a severe allergic reaction can include:

- Difficulty breathing
- Swelling of your face and throat
- A fast heartbeat
- A bad rash all over your body
- Dizziness and weakness

These may not be all the possible side effects of the Pfizer-BioNTech COVID-19 Vaccine. Serious and unexpected side effects may occur. Pfizer-BioNTech COVID-19 Vaccine is still being studied in clinical trials.

WHAT SHOULD I DO ABOUT SIDE EFFECTS?
If you experience a severe allergic reaction, call 9-1-1, or go to the nearest hospital.

Call the vaccination provider or your healthcare provider if you have any side effects that bother you or do not go away.

Complete and submit reports to VAERS online at https://vaers.hhs.gov/reportevent.html. For further assistance with reporting to VAERS call 1-800-822-7967. Please include "Pfizer-BioNTech COVID-19 Vaccine EUA" in the first line of box #18 of the report form.

In addition, you can report side effects to Pfizer Inc. at the contact information provided below.

Website	Fax number	Telephone number
www.pfizersafetyreporting.com	1-866-635-8337	1-800-438-1985

You may also be given an option to enroll in v-safe. V-safe is a new voluntary smartphone-based tool that uses text messaging and web surveys to check in with people who have been vaccinated to identify potential side effects after COVID-19 vaccination. V-safe asks questions that help CDC monitor the safety of COVID-19 vaccines. V-safe also provides second-dose reminders if needed and live telephone follow-up by CDC if participants report a significant health impact following COVID-19 vaccination. For more information on how to sign up, visit: www.cdc.gov/vsafe.

WHAT IF I DECIDE NOT TO GET THE PFIZER-BIONTECH COVID-19 VACCINE?
It is your choice to receive or not receive the Pfizer-BioNTech COVID-19 Vaccine. Should you decide not to receive it, it will not change your standard medical care.

ARE OTHER CHOICES AVAILABLE FOR PREVENTING COVID-19 BESIDES PFIZER-BIONTECH COVID-19 VACCINE?
Currently, there is no approved alternative vaccine available for prevention of COVID-19. Other vaccines to prevent COVID-19 may be available under Emergency Use Authorization.

CAN I RECEIVE THE PFIZER-BIONTECH COVID-19 VACCINE WITH OTHER VACCINES?
There is no information on the use of the Pfizer-BioNTech COVID-19 Vaccine with other vaccines.

WHAT IF I AM PREGNANT OR BREASTFEEDING?
If you are pregnant or breastfeeding, discuss your options with your healthcare provider.

WILL THE PFIZER-BIONTECH COVID-19 VACCINE GIVE ME COVID-19?
No. The Pfizer-BioNTech COVID-19 Vaccine does not contain SARS-CoV-2 and cannot give you COVID-19.

KEEP YOUR VACCINATION CARD

When you get your first dose, you will get a vaccination card to show you when to return for your second dose of Pfizer-BioNTech COVID-19 Vaccine. Remember to bring your card when you return.

ADDITIONAL INFORMATION

If you have questions, visit the website or call the telephone number provided below.

To access the most recent Fact Sheets, please scan the QR code provided below.

Global website	Telephone number
www.cvdvaccine.com	1-877-829-2619 (1-877-VAX-CO19)

HOW CAN I LEARN MORE?

- Ask the vaccination provider.
- Visit CDC at https://www.cdc.gov/coronavirus/2019-ncov/index.html.
- Visit FDA at https://www.fda.gov/emergency-preparedness-and-response/mcm-legal-regulatory-and-policy-framework/emergency-use-authorization.
- Contact your local or state public health department.

WHERE WILL MY VACCINATION INFORMATION BE RECORDED?

The vaccination provider may include your vaccination information in your state/local jurisdiction's Immunization Information System (IIS) or other designated system. This will ensure that you receive the same vaccine when you return for the second dose. For more information about IISs visit: https://www.cdc.gov/vaccines/programs/iis/about.html.

WHAT IS THE COUNTERMEASURES INJURY COMPENSATION PROGRAM?

The Countermeasures Injury Compensation Program (CICP) is a federal program that may help pay for costs of medical care and other specific expenses of certain people who have been seriously injured by certain medicines or vaccines, including this vaccine. Generally, a claim must be submitted to the CICP within one (1) year from the date of receiving the vaccine. To learn more about this program, visit www.hrsa.gov/cicp/ or call 1-855-266-2427.

WHAT IS AN EMERGENCY USE AUTHORIZATION (EUA)?

The United States FDA has made the Pfizer-BioNTech COVID-19 Vaccine available under an emergency access mechanism called an EUA. The EUA is supported by a Secretary of Health and Human Services (HHS) declaration that circumstances exist to

justify the emergency use of drugs and biological products during the COVID-19 pandemic.

The Pfizer-BioNTech COVID-19 Vaccine has not undergone the same type of review as an FDA-approved or cleared product. FDA may issue an EUA when certain criteria are met, which includes that there are no adequate, approved, available alternatives. In addition, the FDA decision is based on the totality of scientific evidence available showing that the product may be effective to prevent COVID-19 during the COVID-19 pandemic and that the known and potential benefits of the product outweigh the known and potential risks of the product. All of these criteria must be met to allow for the product to be used in the treatment of patients during the COVID-19 pandemic.

The EUA for the Pfizer-BioNTech COVID-19 Vaccine is in effect for the duration of the COVID-19 EUA declaration justifying emergency use of these products, unless terminated or revoked (after which the products may no longer be used).

Manufactured by
Pfizer Inc., New York, NY 10017

BIONTECH
Manufactured for
BioNTech Manufacturing GmbH
An der Goldgrube 12
55131 Mainz, Germany

LAB-1451-1.1

Revised: December 2020

Scan to capture that this Fact Sheet was provided to vaccine recipient for the electronic medical records/immunization information systems.

Barcode Date: 12/2020

FACT SHEET FOR RECIPIENTS AND CAREGIVERS
EMERGENCY USE AUTHORIZATION (EUA) OF THE MODERNA COVID-19 VACCINE TO PREVENT CORONAVIRUS DISEASE 2019 (COVID-19) IN INDIVIDUALS 18 YEARS OF AGE AND OLDER

You are being offered the Moderna COVID-19 Vaccine to prevent Coronavirus Disease 2019 (COVID-19) caused by SARS-CoV-2. This Fact Sheet contains information to help you understand the risks and benefits of the Moderna COVID-19 Vaccine, which you may receive because there is currently a pandemic of COVID-19.

The Moderna COVID-19 Vaccine is a vaccine and may prevent you from getting COVID-19. There is no U.S. Food and Drug Administration (FDA) approved vaccine to prevent COVID-19.

Read this Fact Sheet for information about the Moderna COVID-19 Vaccine. Talk to the vaccination provider if you have questions. It is your choice to receive the Moderna COVID-19 Vaccine.

The Moderna COVID-19 Vaccine is administered as a 2-dose series, 1 month apart, into the muscle.

The Moderna COVID-19 Vaccine may not protect everyone.

This Fact Sheet may have been updated. For the most recent Fact Sheet, please visit www.modernatx.com/covid19vaccine-eua.

WHAT YOU NEED TO KNOW BEFORE YOU GET THIS VACCINE

WHAT IS COVID-19?
COVID-19 is caused by a coronavirus called SARS-CoV-2. This type of coronavirus has not been seen before. You can get COVID-19 through contact with another person who has the virus. It is predominantly a respiratory illness that can affect other organs. People with COVID-19 have had a wide range of symptoms reported, ranging from mild symptoms to severe illness. Symptoms may appear 2 to 14 days after exposure to the virus. Symptoms may include: fever or chills; cough; shortness of breath; fatigue; muscle or body aches; headache; new loss of taste or smell; sore throat; congestion or runny nose; nausea or vomiting; diarrhea.

WHAT IS THE MODERNA COVID-19 VACCINE?
The Moderna COVID-19 Vaccine is an unapproved vaccine that may prevent COVID-19. There is no FDA-approved vaccine to prevent COVID-19.

The FDA has authorized the emergency use of the Moderna COVID-19 Vaccine to prevent COVID-19 in individuals 18 years of age and older under an Emergency Use Authorization (EUA).

For more information on EUA, see the "**What is an Emergency Use Authorization (EUA)?**" section at the end of this Fact Sheet.

WHAT SHOULD YOU MENTION TO YOUR VACCINATION PROVIDER BEFORE YOU GET THE MODERNA COVID-19 VACCINE?

Tell your vaccination provider about all of your medical conditions, including if you:

- have any allergies
- have a fever
- have a bleeding disorder or are on a blood thinner
- are immunocompromised or are on a medicine that affects your immune system
- are pregnant or plan to become pregnant
- are breastfeeding
- have received another COVID-19 vaccine

WHO SHOULD GET THE MODERNA COVID-19 VACCINE?

FDA has authorized the emergency use of the Moderna COVID-19 Vaccine in individuals 18 years of age and older.

WHO SHOULD NOT GET THE MODERNA COVID-19 VACCINE?

You should not get the Moderna COVID-19 Vaccine if you:

- had a severe allergic reaction after a previous dose of this vaccine
- had a severe allergic reaction to any ingredient of this vaccine

WHAT ARE THE INGREDIENTS IN THE MODERNA COVID-19 VACCINE?

The Moderna COVID-19 Vaccine contains the following ingredients: messenger ribonucleic acid (mRNA), lipids (SM-102, polyethylene glycol [PEG] 2000 dimyristoyl glycerol [DMG], cholesterol, and 1,2-distearoyl-sn-glycero-3-phosphocholine [DSPC]), tromethamine, tromethamine hydrochloride, acetic acid, sodium acetate, and sucrose.

HOW IS THE MODERNA COVID-19 VACCINE GIVEN?

The Moderna COVID-19 Vaccine will be given to you as an injection into the muscle.

The Moderna COVID-19 Vaccine vaccination series is 2 doses given 1 month apart.

If you receive one dose of the Moderna COVID-19 Vaccine, you should receive a second dose of the same vaccine 1 month later to complete the vaccination series.

HAS THE MODERNA COVID-19 VACCINE BEEN USED BEFORE?

The Moderna COVID-19 Vaccine is an unapproved vaccine. In clinical trials, approximately 15,400 individuals 18 years of age and older have received at least 1 dose of the Moderna COVID-19 Vaccine.

WHAT ARE THE BENEFITS OF THE MODERNA COVID-19 VACCINE?

In an ongoing clinical trial, the Moderna COVID-19 Vaccine has been shown to prevent COVID-19 following 2 doses given 1 month apart. The duration of protection against COVID-19 is currently unknown.

WHAT ARE THE RISKS OF THE MODERNA COVID-19 VACCINE?
Side effects that have been reported with the Moderna COVID-19 Vaccine include:

- Injection site reactions: pain, tenderness and swelling of the lymph nodes in the same arm of the injection, swelling (hardness), and redness
- General side effects: fatigue, headache, muscle pain, joint pain, chills, nausea and vomiting, and fever

There is a remote chance that the Moderna COVID-19 Vaccine could cause a severe allergic reaction. A severe allergic reaction would usually occur within a few minutes to one hour after getting a dose of the Moderna COVID-19 Vaccine. For this reason, your vaccination provider may ask you to stay at the place where you received your vaccine for monitoring after vaccination. Signs of a severe allergic reaction can include:

- Difficulty breathing
- Swelling of your face and throat
- A fast heartbeat
- A bad rash all over your body
- Dizziness and weakness

These may not be all the possible side effects of the Moderna COVID-19 Vaccine. Serious and unexpected side effects may occur. The Moderna COVID-19 Vaccine is still being studied in clinical trials.

WHAT SHOULD I DO ABOUT SIDE EFFECTS?
If you experience a severe allergic reaction, call 9-1-1, or go to the nearest hospital.

Call the vaccination provider or your healthcare provider if you have any side effects that bother you or do not go away.

Report vaccine side effects to **FDA/CDC Vaccine Adverse Event Reporting System (VAERS)**. The VAERS toll-free number is 1-800-822-7967 or report online to https://vaers.hhs.gov/reportevent.html. Please include "Moderna COVID-19 Vaccine EUA" in the first line of box #18 of the report form.

In addition, you can report side effects to ModernaTX, Inc. at 1-866-MODERNA (1-866-663-3762).

You may also be given an option to enroll in **v-safe. V-safe** is a new voluntary smartphone-based tool that uses text messaging and web surveys to check in with people who have been vaccinated to identify potential side effects after COVID-19 vaccination. **V-safe** asks questions that help CDC monitor the safety of COVID-19 vaccines. **V-safe** also provides second-dose reminders if needed and live telephone follow-up by CDC if participants report a significant health impact following COVID-19 vaccination. For more information on how to sign up, visit: www.cdc.gov/vsafe.

WHAT IF I DECIDE NOT TO GET THE MODERNA COVID-19 VACCINE?
It is your choice to receive or not receive the Moderna COVID-19 Vaccine. Should you decide not to receive it, it will not change your standard medical care.

ARE OTHER CHOICES AVAILABLE FOR PREVENTING COVID-19 BESIDES MODERNA COVID-19 VACCINE?
Currently, there is no FDA-approved alternative vaccine available for prevention of COVID-19. Other vaccines to prevent COVID-19 may be available under Emergency Use Authorization.

CAN I RECEIVE THE MODERNA COVID-19 VACCINE WITH OTHER VACCINES?
There is no information on the use of the Moderna COVID-19 Vaccine with other vaccines.

WHAT IF I AM PREGNANT OR BREASTFEEDING?
If you are pregnant or breastfeeding, discuss your options with your healthcare provider.

WILL THE MODERNA COVID-19 VACCINE GIVE ME COVID-19?
No. The Moderna COVID-19 Vaccine does not contain SARS-CoV-2 and cannot give you COVID-19.

KEEP YOUR VACCINATION CARD
When you receive your first dose, you will get a vaccination card to show you when to return for your second dose of the Moderna COVID-19 Vaccine. Remember to bring your card when you return.

ADDITIONAL INFORMATION
If you have questions, visit the website or call the telephone number provided below.

To access the most recent Fact Sheets, please scan the QR code provided below.

Moderna COVID-19 Vaccine website	Telephone number
www.modernatx.com/covid19vaccine-eua	1-866-MODERNA (1-866-663-3762)

HOW CAN I LEARN MORE?

- Ask the vaccination provider
- Visit CDC at https://www.cdc.gov/coronavirus/2019-ncov/index.html
- Visit FDA at https://www.fda.gov/emergency-preparedness-and-response/mcm-legal-regulatory-and-policy-framework/emergency-use-authorization
- Contact your state or local public health department

WHERE WILL MY VACCINATION INFORMATION BE RECORDED?
The vaccination provider may include your vaccination information in your state/local jurisdiction's Immunization Information System (IIS) or other designated system. This will ensure that you receive the same vaccine when you return for the second dose. For more information about IISs, visit: https://www.cdc.gov/vaccines/programs/iis/about.html.

WHAT IS THE COUNTERMEASURES INJURY COMPENSATION PROGRAM?
The Countermeasures Injury Compensation Program (CICP) is a federal program that may help pay for costs of medical care and other specific expenses of certain people who have been seriously injured by certain medicines or vaccines, including this vaccine. Generally, a claim must be submitted to the CICP within one (1) year from the date of receiving the vaccine. To learn more about this program, visit www.hrsa.gov/cicp/ or call 1-855-266-2427.

WHAT IS AN EMERGENCY USE AUTHORIZATION (EUA)?
The United States FDA has made the Moderna COVID-19 Vaccine available under an emergency access mechanism called an EUA. The EUA is supported by a Secretary of Health and Human Services (HHS) declaration that circumstances exist to justify the emergency use of drugs and biological products during the COVID-19 pandemic.

The Moderna COVID-19 Vaccine has not undergone the same type of review as an FDA-approved or cleared product. FDA may issue an EUA when certain criteria are met, which includes that there are no adequate, approved, and available alternatives. In addition, the FDA decision is based on the totality of the scientific evidence available showing that the product may be effective to prevent COVID-19 during the COVID-19 pandemic and that the known and potential benefits of the product outweigh the known and potential risks of the product. All of these criteria must be met to allow for the product to be used during the COVID-19 pandemic.

The EUA for the Moderna COVID-19 Vaccine is in effect for the duration of the COVID-19 EUA declaration justifying emergency use of these products, unless terminated or revoked (after which the products may no longer be used).

Patent(s): www.modernatx.com/patents
Revised: 12/2020

Scan to capture that this Fact Sheet was provided to vaccine recipient for the electronic medical records/immunization information systems.
Barcode Date: 12/2020

TOWN OF DALLAS, NORTH CAROLINA

REQUEST FOR BOARD ACTION

DESCRIPTION: Severe Communicable Illness Policy

AGENDA ITEM NO. 8C MEETING DATE: 1/12/2021

In October 2009, the Board of Aldermen approved a Severe Communicable Illness Policy in response to the H1N1 Flu epidemic. This policy advances employees with insufficient sick leave balances 2 days of sick leave in order to encourage them to stay home and not spread a severe illness. This is an advance and places an employee in a negative balance situation until the advance can be made up through normal sick leave accruals.

During the current COVID-19 pandemic, the Families First Coronavirus Response Act (FFRCA) was enacted on March 18, 2020. This Act provided for up to 80 hours of emergency leave for employees due to COVID-19. The provisions of the FFRCA were allowed to expire on December 31, 2020 with the signing of the Consolidated Appropriations Act 2021 on December 27, 2020.

Employers have the option of extending the emergency leave until March 31, 2021 at their discretion. Privately-held companies that extend the leave provision are eligible for tax credits. **Public employers are not eligible for these tax credits.**

It is in the best interest of the workforce, and the community, for those with a severe communicable illness to stay home to reduce the risk of infecting others. In order to encourage employees to remain home while ill with a severe communicable disease, the current Severe Communicable Illness Policy could be expanded to grant a determined number of hours to an employee upon a medically documented severe communicable illness.

This discussion is to determine whether to modify the current policy, particularly in relation to the severity of COVID-19.

Attached is a proposed policy modification.

MANAGER'S RECOMMENDATION: To modify the current policy by increasing the number of hours to 40 hours granted, instead of advanced, to employees during a severe communicable illness and to require medical documentation of the illness in order to qualify for the leave.

BOARD ACTION TAKEN:

Severe Communicable Illness Policy

It is the intent of the Town of Dallas to limit its employees' exposure to the threat of severe, communicable illnesses. To achieve this, the Town encourages all employees to stay home when they are symptomatic during the outbreak of a severe illness. For those employees that do not carry sufficient sick leave balances to cover their absences during a severe illness event, the Town will advance those employees 2 days of sick leave. This sick leave advance will leave the employee with a deficit that will be made up in the months following the illness, through normal sick leave accruals.

PROPOSED Severe Communicable Illness Policy

It is the intent of the Town of Dallas to limit its employees' exposure to the threat of severe, communicable illnesses. To achieve this, the Town encourages all employees to stay home when they receive a positive diagnosis during the outbreak of a severe illness. Employees who contract a severe communicable illness, and provide medical documentation of a positive diagnosis of the illness, shall be granted up to 40 hours of sick leave. This leave will allow the employee to remain at home, which promotes healing and reduces the exposure of the workforce and community to the illness. Severe communicable illnesses are those illnesses recognized by healthcare professionals and deemed to be at epidemic or pandemic levels.

Coates' Canons Blog: So Emergency Paid Sick Leave and Emergency FMLA Leave Have Expired? Should We Extend?

By Diane Juffras

Article: https://canons.sog.unc.edu/so-emergency-paid-sick-leave-and-emergency-fmla-leave-have-expired-should-we-extend/

This entry was posted on January 04, 2021 and is filed under Compensation & Benefits, Employment, Family & Medical Leave Act, Featured Posts Related To COVID-19, General Local Government (Miscellaneous), Medical Inquiries & Medical Testing

The Consolidated Appropriations Act, 2021, commonly called the stimulus bill and signed into law on December 27, 2020, let the leave requirements of the ***Families First Coronavirus Response Act (FFCRA) expire. No longer are employers obligated by law to*** grant employees 80 hours of paid sick leave for COVID-19 related reasons (emergency paid sick leave or EPSL) and up to 12 weeks of paid FMLA leave (emergency Family and Medical Leave Act or EFMLA) to care for a child whose place of care or school is closed for COVID-19 related reasons. The requirement expired on December 31. Look at this blog post. In response to that news, I have received a number of questions about voluntarily extending these benefits. This blog post addresses some of those questions.

QUESTIONS ABOUT EXTENDING FFCRA LEAVE

1. **Is it true that employers may voluntarily decide to be bound by the FFCRA's emergency paid sick leave (EPSL) and emergency FMLA (EFMLA) leave requirements through March 31, 2021?**
    - The stimulus bill allows employers to choose to continue to be bound by the FFCRA's leave requirements through March 31, 2021. Private employers who make that choice will continue to claim tax credits for FFCRA leave payments through March 31, 2021. Public employers have been ineligible for tax credits all along and remain ineligible.
2. **If a public employer chooses to continue to be bound by either EPSL or EFMLA through March 31, 2021, will it still be exempt from the employer social security contribution portion of FICA through March 31, 2021?**
    - The employer social security contribution exemption was not extended. It ended on December 31, 2020.
3. **If an employer chooses to continue to be bound by EPSL through March 31, 2021, do employees who have already used their 80 hours of EPSL get a second entitlement of EPSL?**
    - When an employer chooses to extend EPSL through March 31, 2021, only employees who have not yet exhausted their 80 hours will be entitled to emergency paid sick leave.
4. **If an employer chooses to be bound by EFMLA through March 31, 2021, do employees who have already used their 12 weeks of EFMLA get a second 12 weeks of EFMLA?**
    - When an employer chooses to extend EFMLA through March 31, 2021, only employees who have not yet exhausted their 12 weeks of EFMLA (or their 12 weeks of EFMLA and regular FMLA combined) are entitled to use EFMLA. This is true even if an employee's regular FMLA clock has reset and they are now entitled to another 12 weeks of regular FMLA leave.
5. **What are the pros and cons of choosing to continue to be bound by EPSL until March 31, 2021?**

    Employers have three choices:

1. Employers can decide not to extend EPSL and not to offer any other kind of Covid-related new benefit. In that case, employees could continue to use accrued paid sick or vacation leave or accrued comp time if they need to take off for a COVID-19 related reason, but they would have no special leave benefit. This option has the attraction of doing business as pre-COVID usual. Employers will not have to calculate 2/3^{rds} of an employee's regular rate of pay for EPSL taken for reasons 4 and 5. There is a public health downside to this option, however. If an employee who contracts COVID-19 or is exposed to it has no accumulated leave left, the employee may feel no choice but to come to work anyhow in order to keep being paid. The risk of infecting others obviously goes up. The whole point of EPSL in the first place was to avoid just this problem.
2. Employers can choose to continue to be bound by EPSL until March 31, 2021 (but only for those employees have not already made use of their 80-hour entitlement). This choice gives employees who are infected with or exposed to COVID-19 a reason for not coming into work and it provides a form of leave with which employees and supervisors are already familiar. As a downside, the employer has obligated itself to a legal requirement. And there is expense involved.
3. Employers can adopt a time-limited policy of granting EPSL-like leave ("COVID leave") of their own design rather than choosing to be bound by EPSL itself. The advantage of this option is that employers can add to or subtract from EPSL's reasons for taking leave. There are many possible examples. An employer could decide to offer COVID leave only for employees who are infected with or have had direct exposure to someone infected with COVID-19 (EPSL reasons 1 and 2). Or it could also include persons waiting for test results (EPSL reason 3). Or it might want to exclude caring for a family member with COVID-19 (EPSL reason 4) or child care where a child's school or place of care is closed due to COVID-19 (EPSL reason 5). With a policy of its own design, an employer could choose to pay employees taking COVID leave for what were EPSL reasons 4 and 5 at 100% of their regular rate, rather than at the EPSL Act's 2/3^{rds} of the regular rate. Every employer's workforce and needs are different. There is no downside to this option other than the fact that employees and supervisors would have to adjust to a new leave system.

6. **What are the pros and cons of extending EFMLA until March 31, 2021?**

Employers have three choices:

1. Employers can decide not to extend EFMLA and not to offer a similar benefit. In that case, employees could continue to use accrued paid sick or vacation leave or accrued comp time if they need to take time off from work because their child's place or care or school is closed due to COVID-19, but they would not have a special leave benefit. This option may greatly limit the number of employees who are working remotely or working (or taking leave) on an intermittent or reduced-schedule basis.
2. Employers can choose to continue to be bound by EFMLA until March 31, 2021 (but only for employees who have not already used either their 12-weeks of EFMLA or twelve-weeks combined of EFMLA and regular FMLA). Under this option, any time taken for EFMLA counts against an employee's annual twelve-week total FMLA entitlement. This is an advantage over adopting an employer-designed EFMLA-like leave policy, because in that case leave would not count against an employee's regular 12-week FMLA entitlement. Employees are likely to continue to need to make arrangements to work intermittently or on a reduced-leave schedule as many schools are continuing remote instruction in light of the winter surge in COVID-19 cases across North Carolina.
3. Employers can adopt a time-limited policy of granting EFMLA-like leave ("COVID child care leave") of their own design rather than choosing to be bound by EFMLA itself. Employers could limit COVID child care leave to a shorter period of time and could require that it be taken only under circumstances specified by the employer – only in full-day increments or in half-day increments, say, or only a limited number of days per week. An employer could exclude employees from particular departments from taking leave under the policy. The leave could be paid or unpaid – or paid for the first so-many weeks, and unpaid thereafter. Every employer's workforce and needs are different.

CONCLUSION

The FFCRA's leave requirements have expired and now North Carolina public employers have options. They can choose to let the benefits simply fall away. They can choose to be bound by the law's leave requirements through March 31. Or they can design their own plan with benefits more or less like EPSL and EFMLA. The benefit of choosing to be bound or

choosing to provide similar benefitsis that it gives employees an incentive to stay home when they may be infectious. That is a gift not only to employees but to the community, as well. Each government employer should decide what works best for its individual workplace and community. There is no single best practice.

Links

- www.congress.gov/bill/116th-congress/house-bill/133

TOWN OF DALLAS, NORTH CAROLINA

REQUEST FOR BOARD ACTION

DESCRIPTION: Budget Amendment to Appropriate Duke Energy Refund

AGENDA ITEM NO. 8D MEETING DATE: 1/12/2021

Duke Energy will be issuing a refund to the Town of Dallas, along with a number of other municipal power providers, based upon an audit review conducted at Duke Energy. This review identified errors in charges that required correcting.

Dallas will be receiving $219,000 as a result of the audit review and resulting corrections.

Attached is a budget amendment to appropriate the refund to the Capital Reserve Fund in anticipation of improvements at the Town's Warehouse facility.

MANAGER'S RECOMMENDATION: Approve the Budget Amendment appropriating $219,000 in refunds from Duke Energy to the Capital Reserve Fund.

BOARD ACTION TAKEN:

Town of Dallas
Budget Amendment

Date: January 8, 2021

Action: Electric Fund

Purpose: To Account for Duke Energy Refund from Audit Review

Number: EL-001

Fund	Dept	Line Item	Item Description	Original Amount	Amended Amount	Difference
30	3500	0000	Miscellaneous	$2,000	$221,000	$219,000
30	8500	9040	Contrib. to Capital Reserve	$0	$219,000	$219,000
50	3900	0000	Contrib. From Electric Fund	$0	$219,000	$219,000
50	7000	7500	Cap. Outlay - Construction	$0	$219,000	$219,000

Approval Signature
(Town Manager)

TOWN OF DALLAS, NORTH CAROLINA

REQUEST FOR BOARD ACTION

DESCRIPTION: Appointment of Candidate to Fill Vacant Board of Aldermen Seat

AGENDA ITEM NO. 8E MEETING DATE: 1/12/2021

In August 2020, Alderwoman Stacey Thomas resigned from the Town of Dallas Board of Aldermen. That seat has been vacant until now.

The Board of Aldermen have determined that they are ready to appoint a replacement to that seat. The person appointed will be sworn in at the February 9th Board of Aldermen meeting and will fill out the remaining term of Alderwoman Thomas, which is up for election in November 2021.

MANAGER'S RECOMMENDATION:

BOARD ACTION TAKEN: