



TOWN OF  
**GRANITE FALLS**  
*North Carolina*

Dr. Caryl B. Burns Mayor • Mike Mackie Mayor Pro Tem • Jerry T. Church Town Manager  
Council Members Ritch Bolick • Larry Knight • Jim Mackie • Martin D. Townsend • Tracy Townsend

**AMENDED AGENDA**  
**SPECIAL TOWN COUNCIL MEETING**  
**MONDAY, JANUARY 8, 2024**  
**4 SOUTH MAIN STREET**  
**5:30 PM**

- I. WELCOME - CALL TO ORDER MAYOR DR. CARYL B. BURNS
- II. INVOCATION COUNCILMEMBER MARTIN TOWNSEND
- III. PLEDGE OF ALLEGIANCE COUNCILMEMBER LARRY KNIGHT
- IV. CONFLICT OF INTEREST STATEMENT COUNCILMEMBER TRACY TOWNSEND

*In accordance with the State Government Ethics Act, it is the duty of every Council member to avoid both conflicts of interest and the appearance of conflicts. Does any Council member have any known conflict of interest or appearance of conflicts with respect to any matters coming before the Council today? If so, please identify the conflict or appearance of conflict and refrain from any undue participation in the particular matters involved.*

*(N.C.G.S. 14-234, N.C.G.S. 160A-479.11, & N.C.G.S. 160D-109)*

- V. RECOGNITION OF VISITORS
- VI. SPECIAL PRESENTATIONS/INTRODUCTIONS/RECOGNITIONS  
Town of Granite Falls Fire Chief Brian Bennett will introduce Firefighters Greyson Wilson and Ty Potter to the Council.

**VII. APPROVAL THE AGENDA AS AMENDED TO AMEND XVII. ADJOURN TO RECESS.**

- VIII. CONSENT AGENDA  
*All items below are considered to be enacted by one motion. There will be no separate discussion or separate votes of the items listed under the Consent Agenda unless a Councilmember requests that an item or items be considered as a separate item of new business. When a Councilmember makes this request, the item(s) will be removed from the Consent Agenda and will be considered under agenda Section XII. New Business.*

1) **APPROVAL OF MINUTES FROM THE SPECIAL ORGANIZATIONAL TOWN COUNCIL MEETING HELD MONDAY, DECEMBER 4, 2023**

(See attachment #1.)

2) **COUNCIL CALENDAR**

Enclosed with the Council Agenda package is a calendar of events through the end of January 2025. Changes to the Council Calendar from the last Council Calendar are highlighted in yellow. (See attachment #2.)

3) **TOWN HOLIDAY SCHEDULE**

The Town of Granite Falls Administrative Office, the Recreation Center, and the Public Works and Electric Departments will be closed in observance of the following holidays:

Dr. Martin Luther King, Jr.	Monday, January 15 <sup>th</sup>
Easter Holiday - Good Friday	Friday, March 29 <sup>th</sup>

The Police & Fire Departments and the Water & Wastewater Facilities will be on duty as scheduled and those employees on shift that work the holiday receive pay for the holiday. The employees that are not on shift and that work the holiday receive alternate time off with pay. Republic Services will pick up garbage and recycling on their normal collection schedule.

**IX. TOWN ATTORNEY REPORT**

**X. PUBLIC COMMENT PERIOD**

**XI. PUBLIC HEARINGS**

1) **PUBLIC HEARING ON AMENDMENTS TO THE TOWN CODE OF ORDINANCES**

The Council shall hold a public hearing on amendments to the Town of Granite Falls Code of Ordinances, Chapter 50, Solid Waste, Junk and Weeds. The proposed changes would better align the Town Code of Ordinances with the North Carolina General Statutes.

A summary of the proposed changes is as follows:

- A) **§50.01 Definitions of Abandoned Motor Vehicles and Junked Motor Vehicles.**
- B) **§50.56 Public Health or Safety Dangers.**

The Council called for the public hearing at the December 4, 2023, Council meeting following the presentation by Town Planner Greg Wilson. At the public hearing, all residents of the Town and other interested parties must be allowed to speak. The amended Town Ordinance would be effective immediately. (See attachment #3.)

Notice of the public hearing was duly given in the *News Topic* as required by law.

**XII. NEW BUSINESS/ACTION ITEMS**

1) **APPROVE ORDINANCE #387 - AMENDMENTS TO TOWN CODE OF ORDINANCES**

The Council is requested to approve Ordinance #387 which will amend the following sections of the Town of Granite Falls Code of Ordinances - §50.01 Definitions of Abandoned Motor Vehicles and Junked Motor Vehicles and §50.56 Public Health or Safety Dangers. (See attachment #3.)

2) **UPDATE ON NORTH CAROLINA DEPARTMENT OF TRANSPORTATION (NC DOT) PROJECTS IN OR NEAR THE TOWN OF GRANITE FALLS**

Town Planner Greg Wilson will provide the Council with an updated timetable on the NC DOT projects in or near the Town of Granite Falls. (See attachment #4.)

**3) REVIEW PRELIMINARY OPTIONS FOR TWO NEW TOWN OF GRANITE FALLS GATEWAY SIGNS**

Town Manager Jerry Church and Town Planner Greg Wilson will review potential options for two new gateway signs for the Town of Granite Falls on US Highway 321 (321). The Town is allowed to have one NC DOT approved gateway sign on each side of 321. The Council is requested to provide input and guidance on how to proceed with this project.

**4) CONSIDER REQUEST TO ALLOW TOWN STAFF TO APPLY FOR A GRANT FROM THE NORTH CAROLINA DIVISION OF PARKS & RECREATION (NC PARKS & RECREATION) ACCESSIBLE PARKS (AP) GRANT PROGRAM**

Town of Granite Falls Parks & Recreation Director Chad Raby will request that the Council approve allowing Town staff to apply for an AP Grant from a new funding opportunity available from NC Parks & Recreation. The AP Grant project is for a total renovation of Neighborhood Park focusing on ADA accessibility. This grant is administered by the NC Parks and Recreation Trust Fund (PART-F), but the AP Grant only requires a \$1 to \$5 Town match instead of the normal \$1 for \$1 Town match. The maximum amount of the grant is \$500,000 and if the Town were to receive the grant, the Town match would be \$100,000. (See attachment #5.)

Action requested: Council is requested to approve Town staff applying for an AP Grant of up to \$500,000 and to authorize the Town Manager to sign all documents for the AP grant application.

**5) FINANCIAL REPORT**

Assistant Town Manager/Finance Director Ashley Presnell will present highlights from the finance report for the 6 months ended December 31, 2023. The agenda package includes the Budget Report, the Financial Dashboard, and analyses of the current year's sales tax revenue and current property tax revenue versus the previous year and budgeted revenues. The information in these reports represents 50% of the current 2023 - 2024 fiscal year budget. Presnell will also present updates on the ERP conversion and other projects. (See attachment #6.)

**6) APPROVE SELECTION OF AN ENGINEER TO PROVIDE ENGINEERING SERVICES FOR THE DRINKING WATER STATE RESERVE FUND (DWSRF) LEAD AND COPPER RULE REVISION (LCRR)**

The Council previously approved the acceptance of a NC DEQ Division of Water Infrastructure DWSRF grant for \$240,000. The estimated total cost of the LCRR project is \$400,000 and the grant requires a 40% Town match of \$160,000. The Town has until October 1, 2024, to complete the Lead Service Line Replacement (LSLR) inventory scope of work and Town staff has issued a RFP for Engineering Services to solicit proposals to complete the LSLR inventory

The next steps in this process are as follows: Advertise and select a qualified engineering firm to perform the services outlined in the Town Request for Proposal (RFP). As required under North Carolina General Statute 143-64.31 (AKA the "Mini-Brooks Act"), Town staff issued the (RFP) for Engineering Services for the LCRR on November 30, 2023. The responses to the RFP were due January 4, 2024, and the "Mini-Brooks Act" required the Town staff to evaluate proposals using a Qualifications-Based Selection (QBS) process before staff enters into contract negotiations with responders to the RFP. Town staff has completed the QBS process and Town of Granite Falls Water Resources Director Randy Smith will recommend that the Town approve entering into a Professional Services Agreement with an engineering firm to complete this project, contingent upon NC DEQ review and acceptance of the Town's preliminary project scope, cost estimate, and budget.

When the NC DEQ completes a satisfactory review of the preliminary project scope, cost estimate, and budget, the Council will also be requested to approve the preliminary project scope, cost estimate, and budget. The Town Manager will then enter into a formal agreement with an engineering firm to provide the engineering services for this project.

Action requested: Approve the selection of an engineering firm to provide the engineering services for the LCRR and approve the Town Manger negotiating and entering into a Professional Services Agreement with an engineering firm to provide the engineering services contingent upon NC DEQ review and acceptance of the Town’s preliminary project scope, cost estimate, and budget which would also be approved by the Council.

**XIII. MANAGER UPDATE - TOWN MANAGER JERRY CHURCH**

**XIV. COUNCIL COMMITTEE REPORTS**

1. WPCOG Policy Board
2. Caldwell County Railroad Policy Board
3. Metropolitan Planning Organization (MPO) and Technical Coordinating Committee
4. Caldwell County Economic Development Advisory Commission (EDAC)
5. NC Municipal Power Agency # 1 Board of Commissioners
6. Caldwell County Managers’ bi-monthly meeting

**XV. INFORMATION ITEMS/REPORTS**

1. The Recreation Advisory Board will not meet in January. The next Recreation Advisory Board meeting is scheduled for Tuesday, February 13<sup>th</sup> at 6:30 p.m. at the Recreation Center.
2. The Merchants’ Association will not meet in January.
3. The History Committee will meet on Tuesday, January 16<sup>th</sup> at 2:00 p.m. at the History Museum.
4. The Planning Board will meet on Tuesday, January 23<sup>rd</sup> at 5:00 p.m. in the Council Room.
5. The Board of Adjustment will not meet in January. The next Board of Adjustment meeting is scheduled for Wednesday, February 13<sup>th</sup> at 5:00 p.m. in the Council Room.
6. The WPCOG MPO/RPO will meet on Wednesday, January 24<sup>th</sup> at 1:00 p.m. at the WPCOG.
7. The ABC Board will meet on Monday, January 15<sup>th</sup> at 5:30 p.m. at the ABC Store.

**XVI. OTHER BUSINESS**

**XVII. RECESS THE TOWN COUNCIL MEETING**

The Council is requested to recess tonight’s Council meeting and to continue the meeting at 2:00 p.m. on Tuesday, January 9, 2024, at the Western Piedmont Council of Governments located at 1880 2<sup>nd</sup> Avenue NW Hickory, NC 28601. Mayor Burns will request that a Councilmember make a motion to take this action, and that another Councilmember second this motion, which would then be followed by the normal Council voting procedures.

As required under NC General Statutes, if the Council takes the action to recess the meeting, Town staff must place a notice on the Town website of the recessed meeting prior to the meeting being continued. The notice on the Town website must include the recessed meeting’s date, time, and place where the recessed meeting will be continued.

**The next regular Town Council Meeting is scheduled for Monday, February 5, 2024, at 5:30 p.m. in the Council Chambers.**

In accordance with Title II of the Americans with Disabilities Act, neither the Town of Granite Falls, nor the Granite Falls ABC Board, discriminates based on disability in conducting its meetings. Individuals with disabilities who require auxiliary aids or services or other accommodations for effective communication and participating in a meeting may contact the Town Clerk at (828) 396-3131. Requests should be made at least 72 hours prior to the meeting.