



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

AGENDA
REGULAR TOWN COUNCIL MEETING
MONDAY, FEBRUARY 5, 2024
4 SOUTH MAIN STREET
5:30 PM

- I. WELCOME - CALL TO ORDER MAYOR DR. CARYL B. BURNS
- II. INVOCATION COUNCILMEMBER LARRY KNIGHT
- III. PLEDGE OF ALLEGIANCE COUNCILMEMBER JIM MACKIE
- IV. CONFLICT OF INTEREST STATEMENT COUNCILMEMBER MARTIN 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
- A) Western Piedmont Council of Governments Senior Planner – Projects Management Duncan Cavanaugh will do a presentation on the Placer AI (Artificial Intelligence) Program.
- B) Western Piedmont Council of Governments Community and Economic Development Director Ben Willis will do an update on the WPCOG efforts to address homelessness.
- VII. APPROVAL OF AGENDA
- 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 TOWN COUNCIL MEETING HELD MONDAY, JANUARY 8, 2024
(See attachment #1.)

2) COUNCIL CALENDAR

Enclosed with the Council Agenda package is a calendar of events through the end of March 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:

Easter Holiday - Good Friday	Friday, March 29 th
Memorial Day Holiday	Monday, May 27 th
Independence Day Holiday	Thursday, July 4 th
Labor Day Holiday	Monday, September 2 nd
Veterans Day Holiday	Monday, November 11 th
Thanksgiving Holidays	Thursday and Friday, November 28 th & 29 th
Christmas Holidays	Tues, Wed., & Thurs., December 24 th , 25 th , & 26 th

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 – NONE SCHEDULED

XII. NEW BUSINESS/ACTION ITEMS

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

Town Planner Greg Wilson will review different options for two new gateway signs for the Town of Granite Falls on US Highway 321. The Council is requested to provide input and guidance on how to proceed with this project. **The Council is requested to bring the packet of information on signs that was previously delivered to your homes and any notes or ideas related to this project.**

2) CONSIDER APPROVING UPDATED CAPITAL IMPROVEMENT PLAN (CIP) PROJECT FOR NEIGHBORHOOD PARK ACCESSIBILITY RENOVATIONS

At the January 8, 2024, Council Meeting, the Town Council approved Town staff applying for an Accessible Parks (AP) Grant which is available from the North Carolina Parks & Recreation Trust Fund (PARTF). The AP Grant project is for a total renovation of Neighborhood Park focusing on ADA accessibility. The current CIP includes Recreation Department CIP R22 - Renovation of Neighborhood Park. The Council is requested to approve a revised CIP R22 – Neighborhood Park Accessibility Renovations to reflect more extensive accessibility renovations at this location. The revised CIP R22 includes more features than what was previously presented to the Council last month, but the estimated cost of the project remains at \$600,000. The revised CIP R22, and a revised site map for Neighborhood Park are attached to the agenda. (See attachment #3.)

Action requested: The Council is requested to approve the revised CIP R22 and the revised project site map for Neighborhood Park.

3) AWARD BID FOR 7.62 kV VOLTAGE REGULATORS

The Council approved Electric Department CIP E70 in the FY 2024 Budget. Progressive Engineering Consultants, Inc. (Progressive), the Town's electric distribution system engineers solicited bids for (3) 7.62 kV Voltage Regulators needed for this project. Progressive recommends that the Council award the contract to Wesco Distribution, Inc., as the lowest responsive, responsible bidder, in the amount of one-hundred, twenty-seven thousand, two hundred U.S. dollars and zero cents (\$127,200.00). Costs for these regulators have continued to increase and CIP E70 will be updated as part of the Town CIP update this spring. Based on current estimated delivery times, CIP E70 may not be completed until FY 2026. (See attachment #4.)

Action requested: The Council is requested to award the contract as presented and to approve the Town Manager executing all agreements necessary to complete this part of CIP E70.

4) ADVERTISE TAX LIENS ON 2023 TAXES

Granite Falls Tax Collector Katilyn Parlier has submitted a certified list of property owners who have unpaid taxes that represent an unpaid tax lien. It is requested that the Council set the date of Thursday, April 18, 2024, to advertise the 2023 unpaid taxes on real property as required by NCGS 105-369(c). (See attachment #5.)

5) AUTHORIZATION TO APPROVE DISCOVERIES AND RELEASE TAXES

The Council is asked to authorize Granite Falls Tax Collector Katilyn Parlier to approve \$56.06 in property tax discoveries and to release taxes in the amount of \$470.11. Ms. Parlier submitted a certified request, and the Caldwell County Tax Office verified the discoveries and releases.

At a regular Council meeting held on Monday, February 20, 2012, the Town Council approved a resolution allowing the Tax Collector not to bill a taxpayer, or otherwise attempt to collect property taxes when the principal amount of the property taxes due does not exceed \$3.00. The resolution requires the Tax Collector to keep a record of the amount of minimal taxes and report this to the governing body. Tax Collector Katilyn Parlier has reported that \$90.97, out of the \$470.11, in tax releases were for principal amounts of taxes due that were less than \$3. The larger releases, totaling 379.14, were for a property that was billed with the incorrect tax value and for a property that isn't in the Town limits. The correct amount of taxes, billed at the correct tax value, is included in the discoveries. (See attachment #6.)

6) 2023 TAX LEVY

Granite Falls Tax Collector Katilyn Parlier submits the revised 2023 Tax Levy, after the discoveries and releases, for Council review and comments. (See attachment #7.)

7) BUDGET AMENDMENT # 2024-6 FOR INCREASED PROPERTY AND CASUALTY INSURANCE RENEWAL PREMIUMS

The Town of Granite Falls had two unusually large prior year insurance claims that were paid out during the current fiscal year. The Town also had an auto claim against a third party whose coverage fell under the NC uninsured/under insured pool that reimbursed our carrier that paid us out all costs except for the deductible. These claims that were all paid out in this fiscal year, combined with the market increase and the increase in the values of Town assets, lead to a premium increase of approximately \$50,000 in this fiscal year. The good news is that we budgeted interest income conservatively in this fiscal year to offset unexpected expense increases. The Council is requested to approve Budget Amendment #6 to increase General & Auto Insurance Expense in the General and Water/Sewer Funds which will be offset by corresponding increases in Interest Income on Investments in each of these funds. (See attachment # 8.)

8) BUDGET AMENDMENT # 2024-7 FOR A GRASSROOTS GRANT

Town of Granite Falls Assistant Town Manager/Finance Director Ashley Presnell requests the Council approve budget amendment #2024-7 for a Caldwell County Arts Council Grassroots Grant award of \$1,600.00 (See attachment #9.)

9) FINANCE DEPARTMENT REPORT AND PROGRESS ON THE FISCAL YEAR 2025 BUDGET

Town of Granite Falls Assistant Town Manager/Finance Director Ashley Presnell will present the Finance Department Report including a progress report on the fiscal year 2025 budget. (See attachment #10.)

10) CONSIDER TOWN APPLICATION FOR AN ASSISTANCE TO FIREFIGHTERS GRANT (AFG)

Chief Brian Bennett will request that Town staff be authorized to apply for an AFG for up to \$950,000.00 to replace the 1986 White/Volvo included in the CIP as project F3. Parts for this 38-year-old tanker are becoming difficult to find and the galvanized tank on the truck is well past its 20-year guaranteed life. The availability of AFG funds was announced on January 29, 2024, and applications are due May 1, 2024. There would be a 5% required Town match of \$47,500.00 and there would be a 5% grant writers fee of \$47,500.00 due to JMCM if the Town receives the full AFG amount. If we apply for the grant now, we could possibly get the made-to-order truck by the end of calendar 2026. (See attachment #11.)

Action requested: Approve the Town application for the AFG as presented and authorize the Town Manager to enter into a contract with JMCM to write the grant for the Town.

11) APPROVE CHANGE TO CAPITAL IMPROVEMENT PLAN (CIP) FOR THE FIRE DEPARTMENT PROJECT F 3

The Council is requested to approve a revised CIP for Fire Department project F3 for the replacement of the 1986 White/Volvo tanker truck. Chief Brian Bennett has updated the cost of the new tanker truck. (See attachment #11.)

12) ABC FINANCIAL STATEMENTS

The Granite Falls ABC Board has submitted the financial statement for the quarter ended December 31, 2023, for Council review and comments. (See attachment #12.)

13) APPROVE 2ND QUARTER ABC DISTRIBUTION

Town of Granite Falls Assistant Town Manager/Finance Director Ashley Presnell requests the Council authorize the distribution of ABC funds for \$10,755.71 to the local schools as follows:

Granite Falls Elementary School	36%	\$3,872.06
Granite Falls Middle School	36%	\$3,872.06
Dudley Shoals Elementary School	28%	\$3,011.59
Total Distribution	100%	\$10,755.71

These funds represent the portion of the ABC Store profit distribution to schools for the second quarter ended 12/31/2023. (See attachment #13.)

XIII. MANAGER UPDATE - TOWN MANAGER JERRY CHURCH

- 1) Town staff will be working with the Town engineers to bid out Street Department CIP S41 for storm culvert/drainage repair to Birch Street. The Council approved this project to be included in the fiscal year 2023-2024 budget at an estimated cost of \$144,000.00. \$65,000.00

of the total estimated cost of the project was budgeted to be taken out of Powell Bill Funds and the other \$79,000.00 was budgeted under the line-item Street Maintenance and Repairs.

- 2) Town staff will be working with the Town engineers to bid out Water/Sewer Department CIP WWC 13 for the Hillside Avenue sewer repair/replacement. The Council approved this project to be included in the fiscal year 2023-2024 budget at an estimated cost of \$325,000.00. \$175,000.00 of the total estimated cost of the project was budgeted to be taken out of ARPA money and the other \$150,000.00 was budgeted to be taken out of the Water/Sewer ARPA funds allocated to the Town out of the state budget.

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 Parks and Recreation Master Plan meeting will be held on Tuesday, February 13th at 5:30 p.m. followed by a Special Meeting of the Recreation Advisory Board at 6:30 p.m. The Accessible Parks Grant Public Meeting will be held on Tuesday, March 5th at 5:30 p.m. All three of these meetings will be held in the Council Room.
2. The Merchants' Association will not meet in February.
3. The History Committee will meet on Tuesday, February 20th at 2:00 p.m. at the History Museum.
4. The Planning Board will meet on Tuesday, February 27th at 5:00 p.m. in the Council Room.
5. The Board of Adjustment will meet on Wednesday, February 14th at 5:00 p.m. in the Council Room.
6. The WPCOG MPO/RPO will meet on Wednesday, February 28th at 1:00 p.m. at the WPCOG.
7. The ABC Board will meet on Monday, February 12th at 5:30 p.m. at the ABC Store.

XVI. OTHER BUSINESS

XVII. CLOSED SESSION

Under N.C. General Statutes 143-318.11 (3) and 143-318.11 (6) the Council shall hold a closed session to consult with an attorney employed or retained by the public body in order to preserve the attorney-client privilege between the attorney and the public body, which privilege is hereby acknowledged.

XVIII. OTHER BUSINESS

XIX. ADJOURN

Reminder: The next Town Council Meeting is a regular meeting on Monday, February 19, 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.