



TOWN OF
GRANITE FALLS
North Carolina

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

AGENDA
REGULAR TOWN COUNCIL MEETING
MONDAY, FEBRUARY 6, 2023
4 SOUTH MAIN STREET
5:30 PM

Face coverings are optional for the February 6, 2023, Council meeting but all attendees are encouraged to wear face coverings, and to social distance from other attendees who are not members of the same household, regardless of vaccination status. Individuals in high-risk groups, individuals who are completing isolation or were recently exposed, and residents at risk of infection should continue to wear face coverings in all public indoor settings.

- I. WELCOME - CALL TO ORDER MAYOR DR. CARYL B. BURNS
- II. INVOCATION FIRE CHIEF BRIAN BENNETT
- III. PLEDGE OF ALLEGIANCE COUNCILMEMBER TRACY TOWNSEND
- IV. CONFLICT OF INTEREST STATEMENT COUNCILMEMBER MIKE MACKIE

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
Fire Chief Brian Bennett will recognize Fire Lieutenant James Whiteheart who was recently promoted from his former position of Fire Engineer.
- VII. APPROVAL OF AGENDA
- VIII. APPROVAL OF MINUTES FROM THE SPECIAL TOWN COUNCIL MEETING HELD MONDAY, JANUARY 23, 2023.
- IX. TOWN ATTORNEY REPORT BRUCE CANNON

- X. PUBLIC COMMENT PERIOD NONE SCHEDULED
- XI. PUBLIC HEARINGS NONE SCHEDULED
- XII. NEW BUSINESS/ACTION ITEMS

1) **REZONING PETITION #1-2023 – 53 FALLS AVENUE**

Town Planner Greg Wilson shall review with the Council the Granite Falls Planning Board meeting held Tuesday, January 24, 2023, where the Planning Board reviewed Rezoning Petition #1-2023 submitted by Mitchell Hawkins for a portion of his property located at 53 Falls Avenue. The property is currently split-zoned, with the front portion (~0.5 acre) in the N-B, Neighborhood Business District while the rearmost portion (~0.25 acre) is in the R-15, Single Family Residential District. The request is to rezone the front portion from N-B, Neighborhood Business to H-B, Highway Business, while leaving the balance of the property in the R-15 District. The property is currently vacant. (See attachment #1.)

The Planning Board voted unanimously to recommend that the Town Council approve the Petition for Rezoning #1-2023 as submitted and provided the following Statement of Plan Consistency and Reasonableness:

1. **The Zoning Map Amendment would be inconsistent with the Future Land Use Map in the adopted Granite Falls Land Use Plan, which calls for Neighborhood Business Commercial use on the property, rather than Highway Business Commercial.**
2. **The Zoning Map Amendment would be reasonable and in the public interest due to the expansion of available commercial uses on a property which is located at a major highway interchange. Development on the property would be subject to buffering and setback requirements which will minimize impacts on adjacent residential properties.**
3. **The Zoning Map Amendment would further protect nearby residential properties by retaining the R-15 designation for the portion of the property that lies behind several of the residential properties on Sunnyside Street., contingent upon subdivision and recombination.**

Action Requested: Review and call for a public (legislative) hearing at the Regular Town Council Meeting scheduled for Monday, February 20, 2023, at 5:30 p.m. in the Council Room. The hearing notice will be posted on the property, published in the News Topic, and direct-mailed to adjacent property owners per the requirements set forth in G.S. §160D-602.

2) **2022 FIRE DEPARTMENT ANNUAL REPORT**

Town of Granite Falls Fire Chief Brian Bennett will present the 2022 Fire Department Annual Report. (See attachment #2.)

3) **2022 ELECTRIC DEPARTMENT ANNUAL REPORT**

Town of Granite Falls Electric Services Director Rick Sisk will present the 2022 Electric Department Annual Report. (See attachment #3.)

4) **ABC FINANCIAL STATEMENTS**

The Granite Falls ABC Board has submitted the financial statement for the quarter ended December 31, 2022, for Council review and comments. (See attachment #4.)

5) **APPROVE 2ND QUARTER ABC DISTRIBUTION**

Finance Director Ashley Presnell requests the Council authorize the distribution of ABC funds for \$19,922.47 to the local schools as follows:

Granite Falls Elementary School	36%	\$7,172.09
Granite Falls Middle School	36%	\$7,172.09
Dudley Shoals Elementary School	<u>28%</u>	<u>\$5,578.29</u>
Total Distribution	<u>100%</u>	<u>\$19,922.47</u>

These funds represent the portion of the ABC Store profit distribution to schools for the second quarter ended 12/31/2022. (See attachment #5.)

6) **ADVERTISE TAX LIENS ON 2022 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 20, 2023, to advertise the 2022 unpaid taxes on real property as required by NCGS 105-369(c). (See attachment #6.)

7) **AUTHORIZATION TO APPROVE DISCOVERIES AND RELEASE TAXES**

Council is asked to authorize Granite Falls Tax Collector Katilyn Parlier to approve \$591.81 in property tax discoveries and to release taxes in the amount of \$424.18. 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 \$54.17, out of the \$424.18, in tax releases were for principal amounts of taxes due that were less than \$3. The largest release, of \$370.01, was for a property that was billed with the incorrect tax value. The correct amount of taxes, billed at the correct tax value, is included in the discoveries. (See attachment #7.)

8) **2022 TAX LEVY**

Granite Falls Tax Collector Katilyn Parlier submits the revised 2022 Tax Levy, after the discoveries and releases, for Council review and comments. (See attachment #8.)

9) **APPROVE SPECIAL REVENUE FUND BUDGET FOR NC DEQ WATER ASSET INVENTORY AND ASSESSMENT GRANT**

The Town of Granite Falls was awarded and has accepted a \$150,000 AIA grant from the North Carolina Department of Environmental Quality (NC DEQ) to perform asset inventory and assessment work on the Town water infrastructure. The Council is requested to approve the Special Revenue Fund Budget of \$150,000 for the NC DEQ Water Asset Inventory and Assessment Grant. (See attachment #9.)

10) FINANCIAL REPORT

The Revenue and Expenditure report for the period ended January 23, 2023, is enclosed for the Council’s review. This report represents 58% of the current 2022 – 2023 fiscal year budget. Also enclosed for Council review is the financial dashboard and an analysis of the current year’s sales tax revenue and property tax revenue versus the previous year and budgeted revenues. (See attachment #10.)

11) APPROVAL OF AUDIT CONTRACT

The Council is requested to approve the audit contract with Martin Starnes & Associates, CPAs, P.A. to complete the audit of the Town’s financial statements for the fiscal year beginning July 1, 2022 and ending June 30, 2023. The amount of the contract is \$36,850 for the basic audit, including \$3,500 for single audit procedures, \$5,200 for financial statement preparation, plus printing costs. The Local Government Commission (LGC) requires that every municipality sign an annual audit contract with their audit firm. (See attachment #11.)

XIII. MANAGER UPDATE

Town Manager Jerry Church shall update the Council on the following:

- 1) Enclosed with your Agenda package is a calendar of events through the end of February 2024. Revisions since the last calendar are highlighted in yellow.

Note: Members of the Town Council may attend events that are, or are not, sponsored by the Town but there will be no Council business conducted at any of these events in instances where a quorum of the Council may be present.

XIV. COUNCIL COMMITTEE REPORTS

1. WPCOG Policy Board
2. Caldwell County Railroad Policy Board
3. Sales Tax Reinvestment Committee
4. Metropolitan Planning Organization (MPO) and Technical Coordinating
5. Caldwell County Economic Development Commission (EDC)
6. NC Municipal Power Agency # 1 Board of Commissioners
7. Caldwell County Manager’s bi-monthly meeting

XV. INFORMATION ITEMS/REPORTS

1. The Recreation Advisory Board will not meet in February.
2. The Merchants’ Association will not meet in February.
3. The History Committee will meet on Tuesday, February 14th at 2:00 p.m. at the History Museum.
4. The Planning Board will meet on Tuesday, February 28th at 5:00 p.m. in the Council Room.
5. The Board of Adjustment will not meet in February.
6. The WPCOG MPO/RPO will meet on Wednesday, February 22nd at 1:00 p.m. at the WPCOG.
7. The ABC Board will meet on Monday, February 13th at 5:30 p.m. at the ABC Store.

XVI. CLOSED SESSION

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

XVII. OTHER BUSINESS

XVIII. ADJOURN

Reminder: The next Town Council Meeting is a regular meeting on Monday, February 20, 2023, 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.