



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, MARCH 4, 2024**  
**4 SOUTH MAIN STREET**  
**5:30 PM**

- I. WELCOME - CALL TO ORDER MAYOR DR. CARYL B. BURNS
- II. INVOCATION COUNCILMEMBER RITCH BOLICK
- III. PLEDGE OF ALLEGIANCE COUNCILMEMBER TRACY TOWNSEND
- IV. CONFLICT OF INTEREST STATEMENT COUNCILMEMBER JIM 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  
Town of Granite Falls Fire Chief Brian Bennett will introduce Firefighters Jonathan Hart and Clay Wilson to the Town Council.
  - VII. APPROVAL OF THE 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 REGULAR TOWN COUNCIL MEETING HELD MONDAY, FEBRUARY 19, 2024  
(See attachment #1.)

2) **COUNCIL CALENDAR**

Enclosed with the Council Agenda package is a calendar of events through the end of April 2025. Changes to the Council Calendar from the last Council Calendar are highlighted in yellow. Also enclosed is additional information about upcoming a few upcoming events. (See attachment #2.)

3) **APPROVE PROCLAMATION DESIGNATING APRIL 18, 2024, AS ELECTRIC LINEMAN APPRECIATION DAY**

The Council is requested to approve a proclamation designating April 18, 2024, as Electric Lineman Appreciation Day. (See attachment #3.)

4) **APPROVE PROCLAMATION DESIGNATING APRIL 14-20, 2024, AS NATIONAL PUBLIC SAFETY TELECOMMUNICATORS WEEK**

The Council is requested to approve a proclamation designating April 14-20, 2024, as National Public Safety Telecommunicators Week. (See attachment #4.)

5) **APPROVE PROCLAMATION DESIGNATING APRIL 24, 2024 AS NATIONAL ADMINISTRATIVE PROFESSIONALS' DAY**

The Council is requested to approve a proclamation designating April 24, 2024, as National Administrative Professionals' Day to recognize the accomplishments of all Administrative Professionals working in the Town of Granite Falls and to extend appreciation to all of the Administrative Professionals working for the Town of Granite Falls. (See attachment #5.)

6) **APPROVE RESOLUTION ENCOURAGING RESIDENTS TO HELP KEEP THE TOWN OF GRANITE FALLS AND CALDWELL COUNTY LITTER-FREE**

The Council is requested to approve a resolution encouraging residents to help keep the Town of Granite Falls and Caldwell County litter free and to support Town of Granite Falls staff that volunteer to pick up litter in the Town on Tuesday, April 16, 2024. (See attachment #6.)

7) **APPROVE RESOLUTION - MUNICIPAL CLERKS WEEK**

The Council is requested to approve a resolution proclaiming May 5 through May 11, 2024, as Municipal Clerks Week to recognize the accomplishments of all Municipal Clerks and to extend appreciation to the Town of Granite Falls Town Clerk Paula M. Kirby. (See attachment #7.)

8) **APPROVE PROCLAMATION DESIGNATING THE WEEK OF MAY 19-25, 2024, AS NATIONAL PUBLIC WORKS WEEK**

The Council is requested to approve a proclamation designating the week of May 19-25, 2024, as National Public Works Week. (See attachment #8.)

9) **APPROVE RESOLUTION DECLARING MAY 25, 2024, AS NATIONAL MISSING CHILDREN'S DAY IN THE TOWN OF GRANITE FALLS**

The Council is requested to consider a resolution from the National Center for Exploited & Missing Children proclaiming Monday, May 25, 2024, as National Missing Children's Day in the Town of Granite Falls as part of an on-going effort to prevent the abduction and sexual exploitation of children. (See attachment #9.)

10) **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 <sup>th</sup>
Memorial Day Holiday	Monday, May 27 <sup>th</sup>
Independence Day Holiday	Thursday, July 4 <sup>th</sup>
Labor Day Holiday	Monday, September 2 <sup>nd</sup>
Veterans Day Holiday	Monday, November 11 <sup>th</sup>
Thanksgiving Holidays	Thursday and Friday, November 28 <sup>th</sup> & 29 <sup>th</sup>
Christmas Holidays	Tues, Wed., & Thurs., December 24 <sup>th</sup> , 25 <sup>th</sup> , & 26 <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 – NONE SCHEDULED**

**XII. NEW BUSINESS/ACTION ITEMS**

**1) 2023 PLANNING DEPARTMENT ANNUAL REPORT**

Granite Falls Town Planner Greg Wilson will present the 2023 Planning Department Annual Report. (See attachment #10.)

**2) 2023 FIRE DEPARTMENT ANNUAL REPORT**

Town of Granite Falls Fire Chief Brian Bennett will present the 2023 Fire Department Annual Report. (See attachment #11.)

**3) 2023 POLICE DEPARTMENT ANNUAL REPORT**

Town of Granite Falls Police Chief Brine Branham will present the 2023 Police Department Annual Report. (See attachment #12.)

**4) CONSIDER NAMING AN INTERIM TOWN MANAGER FOR THE TOWN OF GRANITE FALLS**

Town Manager Jerry Church will be retiring effective Sunday, March 31, 2024, and his last day in the Town Office will be Thursday, March 28, 2024. Daniel Cobb will not be sworn in as the next Town Manager until Monday, April 15, 2024. The Town Council needs to appoint an Interim Town Manager to be sworn in on March 28, 2024, and to serve in that role until April 15, 2024. Town Manager Church has recommended that Assistant Town Manager/Finance Director Ashley Presnell be appointed as the Interim Town Manager. The pay for the Interim Town Manager will be adjusted as defined in the Town of Granite Falls Personnel Policy.

Action requested: The Council is requested to name Ashley Presnell as Interim Town Manager effective March 28, 2024, until Daniel Cobb is sworn in as Town Manager on April 15, 2024.

**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 Parks and Recreation Accessible Parks Grant Public Meeting will be held on Tuesday, March 5<sup>th</sup> at 5:30 p.m. in the Council Room.
2. The Merchants' Association will meet on Monday, March 18<sup>th</sup> at noon in the Council Room.
3. The History Committee will meet on Tuesday, March 19<sup>th</sup> at 2:00 p.m. at the History Museum.
4. The Planning Board will meet on Tuesday, March 26<sup>th</sup> at 5:00 p.m. in the Council Room.
5. The Board of Adjustment will meet on Wednesday, March 13<sup>th</sup> at 5:00 p.m. in the Council Room.
6. The WPCOG MPO/RPO will meet on Wednesday, March 27<sup>th</sup> at 1:00 p.m. at the WPCOG.
7. The ABC Board will meet on Monday, March 11<sup>th</sup> at 5:30 p.m. at the ABC Store.

**XVI. OTHER BUSINESS**

**XVII. CLOSED SESSION**

Under N.C. General Statutes 143-318.11 (3) 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, March 18, 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.