



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, MARCH 6, 2023
4 SOUTH MAIN STREET
5:30 PM

Face coverings are optional for the March 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 COUNCILMEMBER LARRY KNIGHT
- III. PLEDGE OF ALLEGIANCE COUNCILMEMBER RITCH BOLICK
- 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
The Council will recognize Linda Richards Crowder, Co-Chairperson of the Town of Granite Falls History and Transportation Committee and President of the Granite Falls Historical Association, for receiving the North Carolina Society of Historians Award of Excellence in recognition for her contributions toward the preservation of North Carolina history.
- VII. APPROVAL OF AGENDA
- VIII. APPROVAL OF MINUTES FROM THE REGULAR TOWN COUNCIL MEETING HELD MONDAY, FEBRUARY 20, 2023.
- IX. TOWN ATTORNEY REPORT BRUCE CANNON

X. PUBLIC COMMENT PERIOD

XI. PUBLIC HEARINGS

NONE SCHEDULED

XII. NEW BUSINESS/ACTION ITEMS

1) REZONING PETITION #2-2023 – 5 PINWOOD ROAD

Town Planner Greg Wilson shall review with the Council the Granite Falls Planning Board meeting held Tuesday, February 28, 2023, where the Planning Board reviewed Rezoning Petition #2-2023 submitted by Kenneth Moretz for a portion of property owned by Jaclyn Eller located at 5 Pinewood Road. Mr. Moretz has an agreement in place with Ms. Eller to purchase a roughly 0.97-acre portion of her property at the intersection of Pinewood Road and Dudley Shoals Road. The request is to rezone the newly created lot from R-20A, Medium Density Residential District to H-B, Highway Business District. The balance of the property would remain in the R-20A District. (See attachment #1.)

The Planning Board voted unanimously to recommend that the Town Council approve the Petition for Rezoning #2-2023 as submitted, contingent upon the requisite subdivision, and provided the following Statement of Plan Consistency and Reasonableness:

- 1. The Zoning Map Amendment would be consistent with the Future Land Use Map in the adopted Granite Falls Land Use Plan, which calls for Highway Business Commercial use on the property.**
- 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 busy intersection near other commercial properties.**
- 3. Development on the property would be subject to buffering and setback requirements which would minimize impacts on adjacent residential properties.**

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) CONSIDER AMENDMENTS TO THE TOWN OF GRANITE FALLS PARKS AND RECREATION CENTER FEE SCHEDULE FOR FISCAL YEAR 2022-2023

In recent years, the Town's Parks and Recreation Department has added summer volleyball and indoor soccer programs. The timing of these seasons dictates that the registration periods for these programs fall in one fiscal year while the costs of these two programs fall in the following fiscal year when the games are actually played. Additionally, the pool season actually falls in two fiscal years since the pool is open in at least parts of the months of May, June, July, & August. With the unprecedented rising costs of lifeguards, game officials, pool chemicals, & uniforms, Town staff recommends that starting now and going forward, that the fee schedule for volleyball, indoor soccer, pool usage and pool rentals be amended in the spring of each year instead of amending the fee schedule for these specific activities as part of the budget process each June. Parks and Recreation Director Chad Raby will attend the meeting to answer any questions the Council has about the proposed changes to the Parks and Recreation Center Fee Schedule. (See attachment #2.)

3) **APPROVE AGREEMENT BETWEEN THE TOWN OF GRANITE FALLS AND THE WESTERN PIEDMONT COUNCIL OF GOVERNMENTS (WPCOG) FOR THE PROVISION OF GRANT MANAGEMENT ASSISTANCE WITH THE COMMUNITY DEVELOPMENT BLOCK GRANT (CDBG) NEIGHBORHOOD REVITALIZATION (NR) GRANT**

The Town of Granite Falls was recently awarded a CDBG-NR Grant for \$4,999,000.00. The WPCOG was instrumental in assisting the Town obtain the CDBG-NR Grant because of their expertise in applying for and complying with the stringent parameters of this grant. Town staff does not have the in-house expertise or staff capacity to perform the CDBG technical assistance that the WPCOG can provide. The WPCOG has proposed an agreement to provide grant management assistance for the Town of Granite Falls CDBG-NR from March 6, 2023, through December 31, 2025, at a cost not to exceed \$395,000.00. The cost of the grant management assistance can be paid out of the grant proceeds. Town staff recommends that the Town enter into this agreement with the WPCOG. Sherry Long, WPCOG Assistant Executive Director, will attend the meeting to answer any questions the Council has about the agreement. (See attachment #3.)

Action requested: Approve Agreement with the WPCOG as presented.

4) **APPROVE AGREEMENT BETWEEN THE TOWN OF GRANITE FALLS AND THE WESTERN PIEDMONT COUNCIL OF GOVERNMENTS (WPCOG) FOR AMERICANS WITH DISABILITIES ACT (ADA) PLANNING MAINTENANCE ASSISTANCE SERVICES**

In 2019, the WPCOG started updating the Town of Granite Falls ADA Assessment and Transition Plan (Plan) and completed the update in June 2021 at a cost of \$56,073.84. Effective July 2, 2021, the Council approved the Town entering into a two-year agreement with the WPCOG to maintain the Plan at a cost of \$4,547.50 per year. Town staff recommends that the Town enter into a two-year agreement with the WPCOG to assist the Town with maintaining the updated Plan from July 1, 2023 – June 30, 2025, at a cost not to exceed \$4,824.00 per year. (See attachment #4.)

Action requested: Approve Agreement with the WPCOG as presented.

5) **APPROVE AGREEMENT BETWEEN THE TOWN OF GRANITE FALLS AND THE WESTERN PIEDMONT COUNCIL OF GOVERNMENTS (WPCOG) FOR ASSISTANCE IN SUPPORTING THE WESTERN PIEDMONT STORMWATER PARTNERSHIP**

In 2019, the WPCOG started updating the Town’s Stormwater Plan (Plan) and to assist the Town in maintaining on-going compliance with the six required minimum measures of the Plan: (Public Education and Outreach on Stormwater Impacts, Public Involvement and Participation, Illicit Discharge Detection and Elimination, Construction Site Stormwater Runoff and Control, Post-Construction Stormwater Management in New Development and Redevelopment, and Pollution Prevention/Good Housekeeping for Municipal Operations). The WPCOG completed the update in June 2021 at a cost of \$34,646.00. Effective July 1, 2021, The Council approved the Town entering into a two-year agreement with the WPCOG to assist the Town with maintaining the updated Plan at a cost of \$17,842.50 per year. Town staff recommends that the Town enter into a two-year agreement with the WPCOG to assist the Town with maintaining the updated Plan. The agreement will be effective from July 1, 2023 – June 30, 2025, at a cost not to exceed \$18,927.00 per year. (See attachment #5.)

Action requested: Approve Agreement with the WPCOG as presented.

6) APPROVE PROCLAMATION DESIGNATING APRIL 18, 2023 AS ELECTRIC LINEMAN APPRECIATION DAY

The Council is requested to approve a proclamation designating April 18, 2023, as Electric Lineman Appreciation Day. (See attachment #6.)

7) APPROVE PROCLAMATION DESIGNATING APRIL 9 – 15, 2023 AS NATIONAL PUBLIC SAFETY TELECOMMUNICATORS WEEK

The Council is requested to approve a proclamation designating April 9 – 15, 2023 as National Public Safety Telecommunicators Week. (See attachment #7.)

8) AUTHORIZATION TO APPROVE REVISED DISCOVERIES AND RELEASE TAXES

The Council is asked to authorize Granite Falls Tax Collector Katilyn Parlier to approve \$1,211.83 in property tax discoveries and to release taxes in the revised amount of \$1,106.20. Ms. Parlier submitted a certified request, and the Caldwell County Tax Office verified the discoveries and releases but later informed her of an error caused by the County not informing her that the County had waived a \$62.00 late fee for a taxpayer that had been assessed the late fee in error. Discoveries increased by \$620.02 to reflect the correct amount of the personal property taxes for O'Reilly Automotive Stores, Inc. taxes and Releases increased by \$682.02 to remove the erroneous amount of personal property taxes for O'Reilly. (See attachment #8.)

9) REVISED 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 #9.)

10) FINANCIAL REPORT

Town of Granite Falls Finance Director Ashley Presnell will present the Financial Report for February 2023. The financial dashboard and an analysis of current year sales tax revenue and current year property tax revenue versus prior year and budgeted revenues, for the eight months ended February 28, 2023, are enclosed for Council review. These reports represent 67% of the current 2022-2023 fiscal year budget. (See attachment #10.)

11) RENEW CONTRACT WITH FIFTH ASSET, INC., D/B/A DEBTBOOK, TO PROVIDE SERVICES FOR GOVERNMENTAL ACCOUNTING STANDARDS BOARD-87 (GASB-87) LEASES

New GASB-87 accounting standards for leases became effective with the fiscal year ending June 30, 2022. All governmental entities were required to:

- 1) Consolidate their lease agreements – includes leases from the entity (Town is Lessor) or to the entity (Town is Lessee).
- 2) Test all lease agreements to determine whether they are subject to the reporting requirements.
- 3) Calculate and create schedules that confirm compliance with GASB-87.
- 4) Update the audit with the GASB-87 information.

In June of 2022, the Town's auditors, Martin Starnes & Associates, CPAs, P.A. (MSA), informed Town staff that MSA personnel are not allowed to perform the audit and provide aid or guidance on the implementation of GASB-87. The Council then approved an agreement with Fifth Asset, Inc., d/b/a DebtBook on June 21, 2022, to complete the GASB-87 piece of the audit in order to guarantee that MSA would be able to issue the audit report before the October 31, 2022, Local Government Commission (LGC) deadline.

Town staff recommends that the Town renew the agreement with Fifth Asset, Inc., D/B/A DebtBook for two years for a total of \$17,000. The cost would be \$7,000 for the fiscal year ending 06/30/2023 and \$10,000 for the fiscal year ending 06/30/2024. As of now, DebtBook is the best option available for the Town for the GASB-87 implementation. (See attachment #11.)

Action requested: Approve agreement as presented and authorize the Town manager to sign the agreement on behalf of the Town.

12) UPDATE ON SELECTION OF CHA CONSULTING, INC. TO PROVIDE ENGINEERING SERVICES FOR THE HILLSIDE AVENUE ARPA FUNDED SEWER PROJECT

In April 2022, Town staff were informed the Town had been awarded a \$150,000 grant from state ARPA funds for a water & sewer infrastructure project. Town staff recently received guidance on how these funds can be spent. In June 2022, the Council approved the submission of CIP W8 (Repair Hillside Avenue Sewer Line) to the state for approval in the amount of \$220,000. The amount of the project must exceed the \$150,000 grant and must include a 10% contingency. The Council also approved Town Manager Jerry Church advertising for, and signing a contract with, an engineer to design the project in compliance with guidelines for the use of state ARPA funds. Town Manager Church has selected CHA Consulting, Inc. (CHA), from Stanley, NC as the engineer for this project based on their extensive experience in similar sewer line rehabilitation projects. Per ARPA guidelines, Town Manager Church has started the negotiations for the engineering contract with CHA. (See attachment #12.)

13) CONSIDER CHANGES TO THE COUNCIL MEETING SCHEDULE

The Council is requested to cancel the Regular Council meeting scheduled for 5:30 p.m. on Monday, September 18, 2023, in the Council Room and call for a Special Council Meeting on Monday, September 11, 2023, in the Council Room. The Council is also requested to cancel the Regular Council meeting scheduled for Monday, October 2, 2023, at 5:30 p.m. in the Council Room.

14) TOWN HOLIDAY SCHEDULE

The Town of Granite Falls Administrative Office, the Recreation Center, and the Public Works and Electric Departments will be closed on Friday, April 7, 2023, in observance of the Good Friday Holiday. The Police and Fire Departments and the Water and Wastewater Facilities will be on duty as scheduled and those employees scheduled to work the holiday receive alternate time off with pay. Republic Services will pick up garbage and recycling on their regular schedule.

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.
- 2) May 1, 2023, begins the 125th year as an incorporated municipality in the State of North Carolina. The History Committee is working with Town staff to publicize the 125th year leading up to the Town's 125th anniversary on April 30, 2024.
- 3) Brief Budget update.

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