



TOWN OF

GRANITE FALLS

North Carolina

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

AGENDA

SPECIAL TOWN COUNCIL MEETING

MONDAY, JUNE 17, 2019
4 SOUTH MAIN STREET
5:30 PM

- I. WELCOME - CALL TO ORDER MAYOR BARRY HAYES
- II. INVOCATION PASTOR CASEY FENN
ROCK CHAPEL CHURCH OF GOD
- III. PLEDGE OF ALLEGIANCE MAYOR BARRY HAYES
- IV. RECOGNITION OF VISITORS
- V. SPECIAL PRESENTATIONS/INTRODUCTIONS/RECOGNITIONS
 - A) Granite Falls Police Chief Chris Jenkins will introduce Police Officer Joshua Warren.
 - B) Granite Falls Police Chief Chris Jenkins will recognize Police Sergeant Todd Arnette who was recently promoted from Police Officer.
 - C) Town Manager Jerry Church has one special recognition.
- VI. APPROVAL OF AGENDA
- VII. APPROVAL OF MINUTES FROM THE SPECIAL TOWN COUNCIL MEETING HELD MAY 13, 2019.
- VIII. TOWN ATTORNEY REPORT NONE SCHEDULED
- IX. PUBLIC COMMENT PERIOD
- X. PUBLIC HEARINGS
 - 1. **PUBLIC HEARING ON ZONING TEXT AMENDMENT #4-2019**
The Council shall hold a public hearing on Zoning Text Amendment #4-2019. The Council called for the public hearing at the May 13, 2019 Council meeting following the presentation of the text amendment by Town Planner Greg Wilson. At the public hearing, all Town residents and other interested parties must be allowed to speak.

Zoning Text Amendment #4-2019, submitted by Liviu Marhao, would reduce the required rear yard setback for single-family homes from twenty-five (25) feet to fifteen (15) feet in the TND, Traditional Neighborhood Design District. The TND District allows for smaller lots with smaller setbacks between homes. The only neighborhood in Granite Falls that is zoned TND is The Falls subdivision on Falls Avenue. There are approximately ten (10) remaining vacant lots in this neighborhood. The Planning Board voted unanimously to recommend that the Town Council approve Zoning Text Amendment #4-2019. (See attachment #1.)

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

2. PUBLIC HEARING ON PROPOSED BUDGET FOR FISCAL YEAR 2019-2020

The Council shall hold a public hearing on the proposed budget for fiscal year 2019-2020 for \$15,261,000. The budget, including the budget message, was presented to the Council at the special Council meeting held May 13, 2019 and is a “blueprint” used to provide a sound financial framework for all Town operations. It ensures that the Town’s limited resources are allocated toward the services and priorities identified by the Council. More specifically, the budget is a financial plan consisting of estimated sources of revenues and proposed expenditures. (Please bring your copy of the budget from the May 13th special meeting.)

The recommended budget for fiscal year 2019-2020 of \$15,261,000 is \$119,677 or .78% less than the 2018-2019 amended budget of \$15,380,677. The main increases in the 2019-2020 budget are due to increases in capital outlay, professional consultants’ expense, service and maintenance contracts, and personnel costs. The anticipated increases in the 2019-2020 budget will be more than offset by decreases in the budget for Powell Bill and other street paving & maintenance and a reduction in wholesale power costs from NCMPIA1. The Town Council and Town Staff have had numerous meetings in preparation of the proposed budget. (See attachment #2.)

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

XI. NEW BUSINESS/ACTION ITEMS

1. ZONING TEXT AMENDMENT #4-2019

Council shall consider Zoning Text Amendment #4-2019. The Planning Board voted unanimously to recommend that the Town Council approve Zoning Text Amendment #4-2019 as submitted. (See attachment #1.)

The motions required under NC G.S. 160A-383, to approve or deny the petition, are as follows:

Motion to Approve (required per NC G.S. 160A-383)

Motion to approve Zoning Text Amendment #4-2019, which the Granite Falls Town Council does hereby find and determine that the adoption thereof is both reasonable and in the public interest. The Council further determines that the request is consistent with the adopted Granite Falls Horizons: Land Development Plan, which encourages infill development and a mix of housing options that reflect the needs of Town residents and preserves the reputation of Granite Falls as an attractive place to live and work.

Motion to Deny (required per NC G.S. 160A-383)

Motion to deny Zoning Text Amendment #4-2019, which the Granite Falls Town Council does hereby find and determine that the adoption thereof would be inconsistent with the Granite Falls Horizons: Land Development Plan. It is hereby determined that this request is not reasonable and in the public interest.

2. ORDINANCE #350

Council shall consider Ordinance #350 amending the Town of Granite Falls Zoning Ordinance, contingent upon the approval of Zoning Text Amendment #4-2019 at tonight's Council meeting. Zoning Text Amendment #4-2019 would reduce the required rear yard setback for single-family homes from twenty-five (25) feet to fifteen (15) feet in the TND, Traditional Neighborhood Design District. The TND District allows for smaller lots with smaller setbacks between homes.

Ordinances for Zoning Text Amendments are not required under NC General Statutes; however, the passing of the formal ordinance gives the Town an additional mechanism to track zoning activity and serves as the formal document that repeals former zoning ordinances or resolves conflict when there are zoning disputes. (See attachment #3 for Ordinance #350.)

Action Requested: If Zoning Text Amendment #4-2019 is approved, approve Ordinance #350 as presented.

3. REZONING PETITION #1-2019 – DUKE STREET

Town Planner Greg Wilson shall review with the Council the Granite Falls Planning Board meeting held Tuesday, May 28, 2019 where they reviewed Rezoning Petition #1-2019. Livi Marhao submitted a Rezoning Petition for property owned by Jeffrey Brock and located on the east side of Duke Street, just south of the intersection with Duke Power Road. The property is currently vacant and is approximately 1.78 acres in size. The property is currently zoned M-1, General Manufacturing and the request is to rezone it to R-8, Medium-High Density Residential. The M-1 District allows for industrial and commercial uses, while the R-8 District does not. However, R-8 allows for multi-family residential, while the M-1 District does not. (See attachment #4.)

The Planning Board voted unanimously to recommend that the Town Council approve the Petition for Rezoning #1-2019 as submitted.

Action Requested: Review and call for a public hearing at the Regular Town Council Meeting scheduled for Monday, July 15, 2019 at 6:00 p.m.

4. ADOPT BUDGET ORDINANCE #349

Following the public hearing on the budget, the Council is required to adopt the Budget Ordinance #349 for \$15,261,000 for fiscal year 2019-2020 that will enact the budget. (See attachment #2 for Budget Ordinance #349.)

5. APPROVE FEE SCHEDULE FOR FISCAL YEAR 2019-2020

Council is requested to approve the Town of Granite Falls Fee Schedule effective July 1, 2019. The Fee Schedule includes the electric rate schedules and the new water and sewer rate schedules as well as other fees. (See attachment #5.)

6. **ADOPT UPDATED RENEWABLE ENERGY PORTFOLIO STANDARDS (REPS) RIDER**
The Council needs to adopt an update to the Renewable Retail Rider #15. The Retail REPS Rider must be updated for the Renewable Resource and the DSM/Energy Efficiency portions of the charge. Approval is also required to enable the Town to bill and collect these “pass through” charges effective July 1, 2019. (See attachment #6.)

7. **DESIGNATE DEPOSITORIES FOR FISCAL YEAR 2019-2020**
It is required the Council designate financial institutions the Town may use as depositories during fiscal year 2019-2020. Note that the name of Capital Bank will change to First Horizon this fall but there will be no changes to any existing customer accounts. (See attachment #7.)

Capital Bank/First Horizon
PNC Bank

NC Cash Management Trust
First Citizens Bank

8. **RECEIVE APPROVED BUDGET FROM GRANITE FALLS ABC BOARD**
At the May 13, 2019 special meeting, Council was presented a proposed 2019-2020 budget for the Granite Falls Alcoholic Beverage Control Board. Under N.C.G.S. 18B-702, effective for fiscal years starting after May 1, 2011, each local ABC Board must operate under a balanced budget and the proposed budget must be presented to the local ABC Board, the appointing authority (Granite Falls Town Council) and the NC ABC Commission before June 1st of each year. The budget must be adopted by the local ABC Board at a meeting held after June 1st each year and the budget approved by the local board must be submitted to the appointing authority and to the NC ABC Commission. The ABC Board approved the budget at its June 10, 2019 meeting. The Council is not required to approve this budget, but the presentation of the approved budget to the Council from the ABC Board must be reflected in the Council meeting minutes. The approved ABC budget for 2019-2020 did not change from the proposed ABC budget the Council accepted on May 13, 2019. (See attachment # 8.)

9. **FINANCIAL REPORT**
The financial dashboard report for the period ended May 31, 2019 is enclosed for the Council’s review. This report represents 92% of the current 2018-2019 fiscal year budget. Also enclosed for Council review is an analysis of current year sales tax revenue and property tax revenue versus prior year and budgeted revenues. (See attachment #9.)

10. **ACCEPT WATER SYSTEM ASSET MANAGEMENT PLAN COMPONENTS**
On December 16, 2016, the Council approved a Professional Services Agreement with the Wooten Company to provide Asset Management Plan (AMP) Components for the Town Water System. The AMP for the Water System was funded by a \$150,000 grant from the North Carolina Department of Environmental Quality (DEQ) for asset inventory and assessment (AIA). The Wooten Company has completed the project and the Council is requested to approve the AMP for the Town Water System as presented. A summary of the Water System Asset Management Plan is attached. The full plan will be available in the Council Room for review prior to the Council meeting Monday night. (See attachment #10.)

11. **ACCEPT WASTEWATER SYSTEM ASSET MANAGEMENT PLAN COMPONENTS**
On February 20, 2017, the Council approved a Professional Services Agreement with the Wooten Company to provide Asset Management Plan (AMP) Components for the Town Wastewater System. The AMP for the Wastewater System was funded by a \$150,000 grant from the North Carolina Department of Environmental Quality (DEQ) for asset inventory and assessment (AIA). The Wooten Company has completed the project and the Council is requested to approve the AMP

for the Town Wastewater System as presented. A summary of the Wastewater System Asset Management Plan is attached. The full plan will be available in the Council Room for review prior to the Council meeting Monday night. (See attachment #11.)

12. APPROVE AMENDED CAPITAL PROJECTS BUDGET ORDINANCE FOR THE SHUFORD RECREATION ACCESSIBILITY ENHANCEMENT PROJECT

Council is requested to approve an amended capital projects budget ordinance for the Shuford Recreation Accessibility Enhancement Project for the Connect North Carolina Bond (CNCB) Grant through the North Carolina Department of Natural and Cultural Resources (DNCR) Division of Parks and Recreation. The CNCB Grant required the Town to install two ADA compliant restrooms in the main building and one ADA compliant outdoor restroom near the Veterans monument. Instead of building one ADA compliant outdoor restroom, the Council approved building two outdoor ADA compliant restrooms near the Veterans Monument as part of the 2018-2019 update to the Capital Improvement Plan (CIP). The revised project budget after the completion of the indoor restrooms and the near completion of the outdoor restrooms remains at \$167,000. Town staff is requesting Council approval to move expenditures between the line items in the project budget ordinance. (See attachment #12.)

Action requested: Council is requested to approve the revised Capital Projects Budget Ordinance for the Shuford Recreation Accessibility Enhancement Project as presented.

13. APPROVE AMENDED CAPITAL PROJECT BUDGET ORDINANCE FOR STATE BUDGET SPECIAL APPROPRIATION FOR ADA COMPLIANCE PROJECTS AT THE SHUFORD RECREATION CENTER

Council is requested to approve an amended capital projects budget ordinance for the one-time \$50,000 allocation from the 2018-2019 state budget for ADA projects at the Recreation Center. On August 13, 2018 the Council approved using the money for two projects: 1) remove the existing sidewalk at Field #1 and the Tennis Courts, which is not ADA compliant, and replace the sidewalk with an ADA compliant sidewalk with two access ramps which will provide better access to the new ADA compliant restrooms, and 2) purchase additional ADA compliant playground equipment for toddlers 2 to 5 years old. On March 4, 2019, the Council approved construction of another section of ADA sidewalk at a cost of \$50,000. This section of sidewalk connects the lower parking lot with the walking path and to the ADA sidewalk that runs to the new ADA playground and would provide ADA accessible sidewalk from the walking path to Field #1. The revised project budget remains at \$100,000. Town staff is requesting Council approval to move expenditures between the line items in the project budget ordinance. (See attachment #13.)

Action Requested: Council is requested to approve the revised Capital Project Budget Ordinance for the State Budget Appropriation Project as submitted.

14. APPROVE BUDGET TRANSFER FROM THE ADMINISTRATION DEPARTMENT TO THE RECREATION DEPARTMENT

Budget Ordinance #340 was adopted by the Council at a Special Meeting held June 18, 2018, and authorizes the Budget Officer, Town Manager Jerry Church, to transfer up to \$5,000 between departments of the same fund with an official report on each such transfer being made at the next meeting of the Town Council. Budget transfers over \$5,000 between departments within the same fund must have Council approval before funds can be transferred. Budget Officer Church is requesting Council approval to transfer \$40,000 dollars from the Administration Department budget to the Recreation Department budget. There are no plans or needs to spend the \$40,000 in the Administration Department this fiscal year. The proposed transfer is as follows:

Increase Recreation Department Capital Outlay Budget	\$40,000.00
Decrease Administration Department Capital Outlay Budget	\$40,000.00

Action requested: Approve budget transfer as presented.

15. APPROVE BUDGET TRANSFER OF FUNDS TO CLOSE OUT TOWN OF GRANITE FALLS PROJECTS FOR FISCAL YEAR 2019

Council approved funding for several projects including the Connect NC Bond project and the State Budget Appropriation Act 2018 ADA Compliance project at the Recreation Center, and the Drinking Water State Reserve Program Loan project and the GFMS Sewer Extension project in the Water and Sewer Fund. Effective with this fiscal year, Town staff must request Council approval to transfer funds from the applicable department budgets into the individual project budgets before the end of the fiscal year instead of obtaining Council approval after the end of the current fiscal year for the actual amounts of the transfers. These transfers are the amounts of the current fiscal year estimated project expenditures less projected reimbursements from any funding agency that has committed funding for the project. Finance Officer Marsha Harbison requests the Council approve the estimated budget transfers as presented. (See attachment #14.)

16. APPROVE APPLICATION TO NORTH CAROLINA DEPARTMENT OF PUBLIC SAFETY TO PARTICIPATE IN INMATE WORK RELEASE PROGRAM

The contract for the current inmate work release program ends effective June 30, 2019. Town staff recommends that Council approve participation in the NC Department of Public Safety (DPS) inmate work release program for two inmates for fiscal 2020. As a reminder, each inmate works five eight-hour days, fifty-two weeks per year. The Town is required to pay upfront costs of \$260 per inmate per year and cover the inmates under the Town worker's compensation policy through the NCLM at a cost of \$740 per inmate per year. The DPS provides lunch for the prisoners and transportation to and from the prison unit; however, the Town has the option to transport the prisoners in situations where it is more efficient to do so. The DPS also provides free orientation training sessions for our employees that will supervise or work with the inmates. The total program cost is approximately \$5,000 for two work release inmates (\$520 for the DPS contract, \$1,480 for worker's compensation and \$3,000 to transport the prisoners. (See attachment #15.)

Action Requested: Council is requested to approve a contract between the Town and the NC DPS and to authorize the Town Manager to execute the agreement with the NC DPS.

17. ACCEPT DONATION OF PERSONAL PROPERTY FROM LOVELADY RESCUE SQUAD

Council is requested to accept the donation of personal property from Lovelady Rescue Squad. (See attachment #16.)

18. APPROVE PROPOSAL FROM SEAGLE'S ELECTRICAL SERVICE INC. TO CONVERT THE RECREATION CENTER CIVIC BUILDING INTO A STORAGE FACILITY AND RENOVATE THE FORMER MEN'S WEIGHT ROOM IN THE MAIN BUILDING AT THE RECREATION CENTER INTO A MEETING ROOM FOR CIVIC CLUBS AND OTHER ORGANIZATIONS

If the Council approves the 2020 fiscal year budget as presented, Council is requested to approve a bid from Seagle's Electric Service Inc. to convert the Civic Building into a storage facility and remodel the former women's weight room at the Recreation Center into a meeting room for civic and other organizations at a cost of \$39,500. Since the cost of these renovations was estimated to be less than \$90,000, formal bids were not required.

As part of the Capital Improvement Plan (CIP) update for 2019, the Council approved revisions to the CIP including the removal of CIPs R-34 & R-35 for the renovation of the Civic Building which was estimated to cost \$135,000. Much of this cost would have been for the installation of 2 required ADA compliant restrooms and new required ADA sidewalks for the Civic Building. Town Staff proposed an alternative for \$45,000 in CIP R-53 which would convert the Civic Building into a storage facility and convert the former women’s weight room into a meeting room. Since the main building at the Recreation Center already meets ADA compliance for restrooms, entrance ways, and hallways, the Town can save the cost of ADA compliance and still provide newly renovated meeting space. (See attachment # 17.)

Action requested: Approve bid as presented and authorize the Town Manager to sign any documents required to complete this project.

19. APPROVE AGREEMENT WITH SMITH ROGERS PLLC TO PROVIDE 24-HOUR LAW ENFORCEMENT LEGAL SUPPORT

If the Council approves the 2020 fiscal year budget as presented, Council is requested to approve an agreement with Smith Rogers PLLC to provide 24-Hour Law Enforcement Legal Support to the Granite Falls Police Department for fiscal year 2020 at an annual cost of \$7,599. The cost of this service was included in the 2020 Police Department Budget. (See attachment #18.)

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

20. APPROVE LEASING A MODEL NORTH CAROLINA LAW ENFORCEMENT POLICY AND LAW ENFORCEMENT PROCEDURES FROM SMITH ROGERS PLLC

If the Council approves the 2020 fiscal year budget as presented, Council is requested to approve leasing a model North Carolina Law Enforcement Policy and Law Enforcement Procedures from Smith Rogers PLLC for fiscal year 2020 at an annual cost of \$5,000. The cost of this service was included in the 2020 Police Department Budget. (See attachment #19.)

Action requested: Approve lease as presented and authorize the Town Manager to execute the lease on behalf of the Town.

21. CHANGE COUNCIL MEETING SCHEDULE

Council is requested to cancel the regular Council meeting scheduled for Monday, August 5, 2019.

22. 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:

July 4 th	Thursday, July 4 th (Rec. Center building closed, Pool is open)
Labor Day	Monday, September 2 nd

The Police and Fire Departments and the Water and Wastewater Facilities will be on duty as scheduled and those employees scheduled to work these holidays receive alternate time off with pay. Republic Services will pick up garbage and recycling on their regular schedule.

XII. OTHER BUSINESS NOT LISTED

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 July 2020. Revisions since the last calendar are highlighted in yellow. Upcoming events include the Special Town Council Meeting on Monday, June 17, 2019 at 5:30 p.m., the employee appreciation luncheon on Friday, June 28, 2019 at 11:00 a.m. at the Recreation Center, the ElectriCities Annual Conference August 10-12 in Williamsburg, VA (Please see Town Clerk Paula Kirby about registering for this event), and the Granite Falls Merchants Association Festival on Main on Saturday, September 21, 2019 from 2:00 p.m. until 8:00 p.m. in downtown Granite Falls.

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. Catawba River Study Committee
5. Metropolitan Planning Organization (MPO) and Technical Coordinating
6. Caldwell County Economic Development Commission (EDC)
7. Corporate Circle – sponsored by Caldwell Chamber of Commerce
8. NC Municipal Power Agency # 1 Board of Commissioners
9. Caldwell County Manager’s bi-monthly meeting
10. ElectriCities Grassroots Committee
11. Caldwell County’s Green Commission

INFORMATION ITEMS:

1. The Granite Falls Board of Adjustment will meet Wednesday, July 10th at 5:00 p.m.
2. The Granite Falls Planning Board will meet Tuesday, June 25th at 5:00 p.m.
3. The Granite Falls Recreation Advisory Board will not meet in June or July.
4. The Granite Falls History Committee will meet Tuesday, June 18th at 2:00 p.m. at the Baird House.
5. The Granite Falls Merchant’s Association (GFMA) will meet Monday, July 15th at noon in the Council Room.
6. The WPCOG MPO/RPO meeting will be at 2:00 p.m. Wednesday, June 26th at the WPCOG.
7. The Granite Falls ABC Board will meet Monday, July 15th at 5:30 p.m. at the ABC store.

Reminder: The next Town Council Meeting is a Regular Town Council Meeting on Monday, July 15, 2019 at 6:00 p.m. in the Council Chambers.