



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

- I. WELCOME - CALL TO ORDER MAYOR DR. CARYL B. BURNS
- II. INVOCATION COUNCILMEMBER TRACY TOWNSEND
- III. PLEDGE OF ALLEGIANCE COUNCILMEMBER JIM MACKIE
- IV. CONFLICT OF INTEREST STATEMENT COUNCILMEMBER RITCH BOLICK

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) Town of Granite Falls Police Chief Brine Branham will recognize Assistant Police Chief Ricky Lail and Police Lieutenant Kalem Kirby for their recent promotions.
- B) Brandi C. Fesperman, CPA, Senior Accountant with Martin Starnes & Associates, CPAs, P.A., will present the Council with the Town of Granite Falls Annual Report and audit results for the year ended June 30, 2023. (See attachment #1.)
- VII. APPROVAL OF AGENDA – **As Amended to add New Business Item 11).**
- 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, OCTOBER 16, 2023**

(See attachment #2.)

2) **APPROVAL OF CHANGES TO THE COUNCIL MEETING SCHEDULE**

The Council is requested to cancel the Regular Council meetings scheduled at 5:30 p.m. on Monday, December 4, 2023, and on Monday, December 18, 2023, in the Council Room. The Council is also requested to call for Special Council meetings at 5:00 p.m. on Monday, December 4, 2023, and at 5:30 p.m. on Monday, January 8, 2024, in the Council Room. The Special Council meeting on January 8, 2024, is necessary since the 1st and 3rd Mondays in January 2024 are both Town holidays.

3) **RESOLUTIONS DESIGNATING MEETING DATES FOR 2024**

The Town Council is requested to adopt resolutions designating meeting dates for the Granite Falls Town Council, the Granite Falls Planning Board, the Granite Falls Board of Adjustment, and the Granite Falls Recreation Advisory Board. (See attachment #3.)

4) **COUNCIL CALENDAR**

Enclosed with the Council Agenda package is a calendar of events through the end of December 2024. Changes to the Council Calendar from the last Council Calendar are **highlighted in yellow**. (See attachment #4.)

5) **EVENTS SCHEDULE**

The Council shall review the schedule of events for the balance of calendar year 2023.

Veterans Day Ceremony - 10:00 a.m. Thurs., 11/09/2023 - Recreation Center

Light Up Granite Falls Tree Decorating Contest - 3:30 p.m. Mon., 11/20/2023 - Downtown.

Festival on the Square Tree Lighting Ceremony - 6:15 p.m. Mon., 11/20/2023 – Downtown.

Impact by Rotary Club Granite Falls Christmas Parade - Noon, Sat., 12/02/2022 – Downtown.

6) **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:

Veterans Day	Friday, November 10 th
Thanksgiving	Thursday, November 23 rd & Friday, November 24 th
Christmas	Monday, Tuesday, & Wednesday, December 25 th , 26 th , & 27 th
New Year's Day	Monday, January 1 st
Dr. Martin Luther King, Jr.	Monday, January 15 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 the regular schedule except for Christmas Day.

7) **RESOLUTIONS FROM THE NORTH CAROLINA LEAGUE OF MUNICIPALITIES (NCLM)**

Town staff requested that the NCLM pass the following resolutions at the NCLM Annual Conference which was held earlier this year. These resolutions will be delivered to the retirees, and to the families of the deceased. Copies of these resolutions will be part of the permanent Council meeting minutes. (See attachment #5.)

Fire Lieutenant Roger Annas retired after 34 years of service at the Fire Department.

Senior Water Treatment Plant Operator Ronald Herman retired after 32 years and 9 months of service at the Water Treatment Facility.

IT/Special Projects Manager Marsha Harbison retired after 20 years of service at the Town Office.

Former Council Member and Recreation Advisory Board Member Donald “Coach” Kirkpatrick was remembered for his 34 years of service to the citizens of the Town.

Former Council Member Inez Clay was remembered for her 8 years of service to the citizens of the Town.

IX. TOWN ATTORNEY REPORT

X. PUBLIC COMMENT PERIOD

XI. PUBLIC HEARINGS

1) PUBLIC (LEGISLATIVE) HEARING ON ZONING TEXT AMENDMENT #1-2023 – SWIMMING POOLS

The Council shall hold a public (legislative) hearing on Zoning Text Amendment #1-2023 which was submitted by David and Amy Lail and would allow for placement of swimming pools in the side yard for single-family residential properties. Pools are currently allowed only in the rear yard. The proposed amendment would remove the side yard prohibition for pools (and tennis courts), but they would still be subject to the same setbacks standards that apply to all other accessory structures. The Council called for the public hearing at the October 16, 2023, Council meeting following the presentation by Town Planner Greg Wilson. At the public hearing, all residents of the Town and other interested parties must be allowed to speak. The text amendment would become effective immediately. (See attachment #6.)

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

2) PUBLIC (LEGISLATIVE) HEARING ON ZONING TEXT AMENDMENT #2-2023 – PLANNED DEVELOPMENTS

The Council shall hold a public (legislative) hearing on Zoning Text Amendment #2-2023 which was submitted by Town staff and would update and expand the requirement and processes for Planned Developments. The proposed amendment would modify the minimum lot size required in some residential districts, expand requirements for sidewalks, and require neighborhood meetings to be conducted prior to submittal. The Council called for the public hearing at the October 16, 2023, Council meeting following the presentation by Town Planner Greg Wilson. At the public hearing, all residents of the Town and other interested parties must be allowed to speak. The text amendment would become effective immediately. (See attachment #7.)

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

3) PUBLIC HEARING ON ASSESSMENT AGAINST REAL PROPERTY OF OWNERS FAILING TO PAY INVOICES TO THE TOWN OF GRANITE FALLS

The Council shall hold a public hearing on the preliminary assessment roll against real property owners failing to pay invoices to the Town of Granite Falls for services and fines rendered by the Town to abate public nuisances on said real property.

These abatement services consisted of mowing grass and/or removing refuse or solid waste and/or demolition of declared nuisance structures, and/or the issuance of fines for failure to abate nuisances, in accordance with Town Ordinances. At the public hearing, all real property owners of said property as well as other residents of the Town must be allowed to speak. Following the

public hearing, the Council will be asked to approve assessments and/or discounts from the preliminary assessment roll. (See attachment #8.)

The public hearing has been duly noticed by publishing a notice in the News Topic as required under NC General Statutes.

XII. NEW BUSINESS/ACTION ITEMS

1) UPDATE TO THE TOWN OF GRANITE FALLS ZONING REGULATIONS – ZONING TEXT AMENDMENT #1-2023

The Council shall consider the update to the Town of Granite Falls Zoning Regulations. (See attachment #6 for Ordinance #385.)

A Council Member may consider the following sample motion script to simplify the State requirements:

“I make a motion to (Approve or Deny) Zoning Text Amendment #1-2023, Ordinance #385 and to approve the corresponding Statement of Consistency & Reasonableness contained in the agenda packet.”

Any additions or deletions to either of the following statements should be noted within the motion

2) UPDATE TO THE TOWN OF GRANITE FALLS ZONING REGULATIONS – ZONING TEXT AMENDMENT #2-2023

The Council shall consider the update to the Town of Granite Falls Zoning Regulations. (See attachment #7 for Ordinance #386.)

A Council Member may consider the following sample motion script to simplify the State requirements:

“I make a motion to (Approve or Deny) Zoning Text Amendment #1-2023, Ordinance #386 and to approve the corresponding Statement of Consistency & Reasonableness contained in the agenda packet.”

Any additions or deletions to either of the following statements should be noted within the motion

3) APPROVE ASSESSMENTS AND/OR DISCOUNTS FROM THE PRELIMINARY ASSESSMENT ROLL

Council is requested to approve the preliminary assessment roll, after determining whether or not to allow any discounts from the assessment roll, against real property of owners failing to pay invoices to the Town of Granite Falls for services rendered by the Town to abate public nuisances, or fines to abate nuisances, on said real property. These abatement services consisted of mowing grass and/or removing refuse or solid waste and/or demolition of declared nuisance structures, and/or the issuance of fines for failure to abate nuisances, in accordance with Town Ordinances. (See attachment #8.)

4) DETERMINE LOCATION OF AN ADDITION TO THE ADA COMPLIANT WALKING PATH AT THE SHUFORD RECREATION CENTER

On July 17, 2023, the Council voted to award the contract to Lail Builders, Hickory, NC (Lail) for One hundred, fifty-two thousand dollars and no cents (\$152,000.00) for site preparation and construction of ADA compliant walking path at the Shuford Recreation Center. The Council also authorized the Town Manager to sign all documents required to complete the ADA walking path project.

When Lail was completing the preliminary engineering testing for the selected site of the walking path adjacent to the Field #3 retaining wall, the structural engineer determined that this location for the walking path would most likely negatively impact the integrity of the retaining wall over time.

Parks and Recreation Director Chad Raby will give a presentation, and a recommendation for an alternate location for the ADA compliant walking path. It should be noted that the Town Manager has not yet entered into a binding contractual arrangement with Lail for this project. We anticipate that the total cost of this project will remain at \$152,000.00. (See attachment #9.)

Action requested: Approve alternate location for the ADA Compliant Walking Path as presented.

5) BUDGET AMENDMENT # 2024-5 FOR WAL-MART GRANT

The Town of Granite Falls Police Department applied for and received a grant from Wal-Mart to replace computers in the Police Department. There is no required Town match, but a budget amendment is necessary to record the grant and to authorize the Police department to spend the grant money. (See attachment #10.)

6) ACCEPT A STATE OF NORTH CAROLINA GRANT AND/OR LOAN TO CONDUCT A STUDY OF LEAD AND COPPER SERVICE LINES OR GOOSENECKS WITHIN THE TOWN'S WATER DISTRIBUTION SYSTEM

On May 24, 2023, the Council approved applying for a grant or loan from the NC DEQ Division of Water Infrastructure to identify, inventory, and replace lead service lines and lead connectors throughout water systems in anticipation of receiving these funds in the fall of 2023. Funding was available for local governments, non-profit water companies, and investor-owned water utilities that request low-interest loans and some principal forgiveness will be offered to those that are eligible, subject to availability. The Town of Granite Falls is required to complete an initial lead service line inventory by October 16, 2024. The Town was just awarded a grant of up to \$240,000 to assist in conducting an inventory of the lead and copper water lines. The grant only pays 60% of the \$400,000 estimated cost of the project. (See attachment #11.)

Action Requested: The Council is requested to accept the grant of \$240,000 from the NC DEQ Division of Water Infrastructure and to authorize the Town Manager to apply for a loan of up to \$160,000, including principal forgiveness, if the Town is deemed eligible.

7) APPROVE REVISED EMPLOYEE JOB GRADES, CLASSIFICATIONS AND PAY RANGES FOR FISCAL 2023-2024

Town Manager Jerry Church recommends that the Council approve the attached schedule revising employee job grades, classifications and pay ranges for the FY year 2023-2024. Police Chief Brine Branham has determined that he doesn't plan to fill the Police Officer II position (Grade 17) at this time and Chief Branham requests that the Council decrease this headcount budget from 1 to 0 and increase the headcount budget for Police Officer I (Grade 16) from 7 to 8. The FY 2024 revised full-time headcount budget will remain at 71. (See attachment #12.)

Action Requested: Council is requested to approve the revised employee job grades, classifications, pay ranges, and headcount budget for FY 2023-2024.

8) ABC FINANCIAL STATEMENTS

The Granite Falls ABC Board has submitted the financial statement for the three-month period ended September 30, 2023, for your review and comments. (See attachment #13.)

9) ABC DISTRIBUTION

Town Finance Officer Ashley Presnell has requested the Council authorize the distribution of ABC funds in the amount of \$4,588.84 to the local schools as follows:

Granite Falls Elementary School	36%	\$1,651.98
Granite Falls Middle School	36%	\$1,651.98
Dudley Shoals Elementary School	28%	\$1,284.88
Total Distribution	100%	\$4,588.84

These funds represent the portion of the ABC Store profit distribution for the first quarter ended 9/30/2023. (See attachment #14.)

10) FINANCIAL REPORT

The financial dashboard for the four months ended October 31, 2023, is enclosed for the Council’s review. This report represents 33% of the current 2023 - 2024 fiscal year budget. Also enclosed for Council review is an analysis of the current year’s sales tax revenue and current property tax revenue versus the prior year and budgeted revenues. These reports represent 33% of the current 2023 - 2024 fiscal year budget. (See attachment #15.)

11) ADOPT PROCLAMATION RECOGNIZING NOVEMBER 10, 2023 AS WELCOME HOME VIETNAM VETERAN DAY

The Tucker’s Barn Chapter, NSDAR (National Society Daughters of the American Revolution) have requested that the Town adopt a Proclamation recognizing November 10, 2023, as Welcome Home Vietnam Veteran Day. To commemorate this day, NSDAR will host a Welcome Home Vietnam Veteran celebration on Friday, November 10, 2023, from 1:00 pm to 3:00 pm at Hudson First Baptist Church. (See attachment #16.)

Action Requested: Approve Proclamation as presented.

XIII. MANAGER UPDATE - TOWN MANAGER JERRY CHURCH

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. 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 Recreation Advisory Board will meet Tuesday, December 12th at 6:30 p.m. at the Recreation Center.
2. The Merchants' Association will meet Monday, November 13th at Noon at the Town Office.
3. The History Committee will meet on Tuesday, November 21st at 2:00 p.m. at the History Museum.
4. The Planning Board will meet on Tuesday, November 28th at 5:00 p.m. in the Council Room.
5. The Board of Adjustment will meet on Wednesday, November 8th at 5:00 p.m. in the Council Room.
6. The WPCOG MPO/RPO will meet on Wednesday, November 15th at 1:00 p.m. at the WPCOG.
7. The ABC Board will meet on Monday, November 6th 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 in order 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 special meeting on Monday, December 4, 2023, at 5:00 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.