

MINUTES OF REGULAR MEETING HELD AUGUST 15, 2022

Face coverings were optional for the August 15, 2022, Council meeting but all attendees were 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.

REGULAR MEETING The Granite Falls Town Council held a Regular Meeting on August 15, 2022, at 6:00 p.m. in the Council Chambers of the Administrative Building.

PRESENT The following members of the governing body were present: Mayor Dr. Caryl B. Burns and Council Members Ritch Bolick, Larry Knight, Jim Mackie, Mike Mackie, Martin Townsend, and Tracy Townsend.

ABSENT The following member of the governing body was absent: None

STAFF PRESENT The following staff members attended the meeting: Town Manager Jerry Church, Town Attorney Bruce Cannon, Town Clerk Paula Kirby, Finance Officer Ashley Presnell, Town Planner Greg Wilson, Water Resources Director/Public Works Director Randy Smith, Street Department Supervisor Rodney Stone, Street Department Workers Grant Norrod and Dace Kirby, and Police Chief Chris Jenkins.

VISITORS Wendy Stone

NEWS MEDIA No news media attended the meeting.

MEETING CALLED TO ORDER Mayor Dr. Caryl B. Burns called the meeting to order and welcomed everyone present.

INVOCATION Mayor Pro Tem Tracy Townsend led in prayer.

PLEDGE OF ALLEGIANCE Councilmember Jim Mackie led the Pledge of Allegiance.

CONFLICT OF INTEREST STATEMENT Councilmember Ritch Bolick read the Conflict-of-Interest Statement.

In accordance with the State Government Ethics Act, it is the duty of every Council member to avoid both conflicts of interest and 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)

RECOGNITION OF VISITORS

SPECIAL PRESENTATIONS/INTRODUCTIONS/RECOGNITIONS

Water Resources/Public Works Director Randy Smith introduced Street Supervisor Rodney Stone and Street Department Workers Grant Norrod and Dace Kirby to the Council.

APPROVAL OF AGENDA Tracy Townsend made a motion the Council approve the agenda as presented. Larry Knight seconded the motion, with a unanimous affirmative vote.

APPROVAL OF MINUTES FROM THE REGULAR TOWN COUNCIL MEETING HELD MONDAY, JULY 18, 2022 Martin Townsend made a motion the Council approve the minutes from the Regular Town Council Meeting held Monday, July 18, 2022 as presented. Jim Mackie seconded the motion, with a unanimous affirmative vote.

TOWN ATTORNEY REPORT Town Attorney Bruce Cannon did not have a report.

PUBLIC COMMENT PERIOD No one attended to speak during the Public Comment Period.

PUBLIC HEARINGS

PUBLIC HEARING CALLED TO ORDER ON ASSESSMENT AGAINST REAL PROPERTY OF OWNERS FAILING TO PAY INVOICES TO THE TOWN OF GRANITE FALLS Mayor Dr. Caryl B. Burns called to order 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 were allowed to speak. Following the public hearing, the Council will be asked to approve assessments and/or discounts from the preliminary assessment roll.

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

No one attended the public hearing to speak.

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

Mayor Burns closed the public hearing on assessment against real property of owners failing the pay invoices to the Town of Granite Falls.

PUBLIC HEARING CALLED TO ORDER ON AN AMENDMENT TO THE TOWN CODE OF ORDINANCES, TITLE VII: TRAFFIC CODE, CHAPTER 72. TRAFFIC SCHEDULES TO CHANGE THE NAME OF LEISURE WAY TO MOSSWOOD WAY

Mayor Burns called to order a public hearing on an amendment to the Town Code of Ordinances Title VII: Traffic Code, Chapter 72. Traffic Schedules. The amendment would change the name of Leisure Way to Mosswood Way. At the public hearing, all residents of the Town and other interested parties were allowed to speak. The amended Town Ordinance would become effective September 1, 2022.

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

No one attended the public hearing to speak.

PUBLIC HEARING ON AN AMENDMENT TO THE TOWN CODE OF ORDINANCES, TITLE VII: TRAFFIC CODE, CHAPTER 72. TRAFFIC SCHEDULES TO CHANGE THE NAME OF LEISURE WAY TO MOSSWOOD WAY

CLOSED Mayor Burns closed the public hearing on an amendment to the Town Code of Ordinances, Title VII: Traffic Code, Chapter 72, Traffic Schedules to change the name of Leisure Way to Mosswood Way.

PUBLIC HEARING CALLED TO ORDER ON AN AMENDMENT TO THE TOWN CODE OF ORDINANCES, TITLE VII: TRAFFIC CODE, CHAPTER 72. TRAFFIC SCHEDULES TO CONVERT BENSON DRIVE TO A THRU STREET BY REMOVING STOP SIGNS ON BENSON DRIVE AT THE INTERSECTION OF BENSON DRIVE AND FOX RIDGE DRIVE

Mayor Burns called to order a public hearing on an amendment to the Town Code of Ordinances Title VII: Traffic Code, Chapter 72. Traffic Schedules. The amendment would convert Benson Drive to a thru street by removing stop signs on Benson Drive at the intersection of Benson Drive and Fox Ridge Drive. At the public hearing, all residents of the Town and other interested parties were allowed to speak. The amended Town Ordinance would become effective immediately.

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

No one attended the public hearing to speak.

PUBLIC HEARING ON AN AMENDMENT TO THE TOWN CODE OF ORDINANCES, TITLE VII: TRAFFIC CODE, CHAPTER 72. TRAFFIC SCHEDULES TO CONVERT BENSON DRIVE TO A THRU STREET BY REMOVING STOP SIGNS ON BENSON DRIVE AT THE INTERSECTION OF BENSON DRIVE AND FOX RIDGE DRIVE

CLOSED Mayor Burns closed the public hearing on an amendment to the Town Code of Ordinances, Title VII: Traffic Code, Chapter 72. Traffic Schedules to convert Benson Drive to a thru street by removing stop signs on Benson Drive at the intersection of Benson Drive and Fox Ridge.

NEW BUSINESS/ACTION ITEMS

ASSESSMENT ROLL APPROVED WITH NO DISCOUNTS The Council was 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.

Tracy Townsend made a motion the Council approve the preliminary assessment roll with no discounts as requested. Martin Townsend seconded the motion, with a unanimous affirmative vote. A copy of the preliminary assessment roll is attached and is hereby made a part of these minutes.

ORDINANCE #367 RENAMING LEISURE WAY TO MOSSWOOD WAY APPROVED The Council was requested to approve Ordinance #367 which amends the Town Code of Ordinances and renames Leisure Way as Mosswood Way.

Mike Mackie made a motion the Council approve Ordinance #367 as requested. Ritch Bolick seconded the motion, with a unanimous affirmative vote. A copy of the ordinance is attached and is hereby made a part of these minutes.

ORDINANCE #368 TO CONVERT BENSON DRIVE TO A THRU STREET APPROVED The Council was requested to approve Ordinance #368 which converts Benson Drive to a thru street by removing stop signs on Benson Drive at the intersection of Benson Drive and Fox Ridge Drive.

Martin Townsend made a motion the Council approve Ordinance #368 as requested. Larry Knight seconded the motion, with a unanimous affirmative vote. A copy of the ordinance is attached and is hereby made a part of these minutes.

REZONING PETITION #1-2022 – 32 FALLS AVENUE APPROVED Town Planner Greg Wilson reviewed with the Council the Granite Falls Planning Board meeting held Tuesday, July 26, 2022 where the Planning Board reviewed Rezoning Petition #1-2022. Jon Younce submitted a Zoning Map Amendment for .093 acres of a 1.15-acre parcel owned by Lee and Betty Brittain located at 30 Falls Avenue. Mr. Younce has an agreement in place to purchase a small portion of the Brittain property to add to his 30 Falls Avenue property which would allow room for an addition to his building at 30 Falls Avenue (First Impressions Dental Lab). The 32 Falls Avenue property is in the Town limits and is currently zoned R-15, Single Family Residential and the request is to rezone .093 acres to H-B, Highway Business so that the zoning will be consistent with the 30 Falls Avenue Property when the proposed subdivision and recombination is completed.

The Planning Board voted unanimously to recommend that the Town Council approve the Petition for Rezoning #1-2022 as submitted, contingent upon subdivision and recombination.

Larry Knight made a motion the Council call for a public (legislative) hearing at the Regular Town Council Meeting scheduled for Monday, September 19, 2022 at 6:00 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. Tracy Townsend seconded the motion, with a unanimous affirmative vote. A copy of Rezoning Petition #1-2022 is attached and is hereby made a part of these minutes.

MONTHLY BUDGET REPORT – FINANCE OFFICER ASHLEY PRESNELL The Financial Dashboard for the period ended July 31, 2022 was presented for Council review and comments. This report represents 8% of the 2022–2023 fiscal year budget. Also presented for Council review was an analysis of 2022-2023 sales tax revenue versus prior year and budgeted revenue. Finance Officer Presnell also gave a presentation on the audit process for the fiscal year ended June 30, 2022, a presentation of the property tax billing process for the fiscal year ending June 30, 2023, and status updates on the Part-F and CDBG grants. Copies of these reports and presentations are attached and are hereby made a part of these minutes.

ABC FINANCIAL STATEMENT The Granite Falls ABC Board submitted the financial statement for the twelve-month period ended June 30, 2022 for Council review and comments. A copy of the statement is attached and is hereby made a part of these minutes.

4th QUARTER ABC DISTRIBUTION APPROVED Town Finance Officer Ashley Presnell requested the Council to authorize the distribution of ABC funds for \$6,717.87 to the local schools as follows:

Granite Falls Elementary School	36%	\$2,418.43
Granite Falls Middle School	36%	\$2,418.43
Dudley Shoals Elementary School	<u>28%</u>	<u>\$1,881.01</u>
Total Distribution	<u>100%</u>	<u>\$6,717.87</u>

These funds represent the portion of the ABC Store profit distribution to schools for the fourth quarter ended 06/30/2022.

Tracy Townsend made a motion the Council approve the fourth quarter ABC distribution to schools as presented. Martin Townsend seconded the motion, with a unanimous affirmative vote.

RESOLUTION RECOGNIZING PATRIOT DAY, THE NATIONAL DAY OF SERVICE AND REMEMBRANCE AND THE NATIONAL MOMENT OF REMEMBRANCE OF THE 21ST ANNIVERSARY OF SEPTEMBER 11, 2001 ADOPTED The Council was requested to consider a resolution recognizing Patriot Day, the National Day of Service and Remembrance and the National Moment of Remembrance on the 21ST anniversary of September 11, 2001. To honor the victims and the heroic efforts of the first responders on September 11, 2001, Congress established a National Moment of Remembrance

calling for a nationwide moment of silence to begin at 8:46 a.m. EDT on September 11, 2022 – the 21st anniversary of the attacks – and last for one minute.

Mike Mackie made a motion the Council adopt the resolution as requested. Tracy Townsend seconded the motion, with a unanimous affirmative vote. A copy of the resolution is attached and is hereby made a part of these minutes.

RESOLUTION – PUBLIC POWER WEEK ADOPTED The Council considered a resolution declaring the week of October 3rd – 9th as Public Power Week in Granite Falls. The Council was also requested to designate Tuesday, October 4th as “Customer Appreciation Day.” The Town of Granite Falls has owned its electrical distribution system since 1921. The electric system is an asset to the community that contributes to the well-being of our citizens by providing safe and reliable power, excellent customer service and economic development opportunities.

Martin Townsend made a motion the Council adopt the resolution as presented and designate Tuesday, October 4th as “Customer Appreciation Day” as requested. Ritch Bolick seconded the motion, with a unanimous affirmative vote. A copy of the resolution is attached and is hereby made a part of these minutes.

COMPLIANCE TRAINING ASSOCIATES, INC. CONTRACT APPROVED Town Staff recommended the Town renew the contract with Compliance Training Associates, LLC (CTA) to provide safety consultant services to the Town from October 1, 2022 through September 30, 2023 at a flat renewal cost of \$8,500. CTA is completing its seventh year as the Town’s safety consultant and has done a great job with the Town safety program.

Tracy Townsend made a motion the Council approve the contract and authorize Town Manager Jerry Church to execute the contract on behalf of the Town. Larry Knight seconded the motion, with a unanimous affirmative vote. A copy of the contract proposal is attached and is hereby made a part of these minutes.

CONTRACT WITH HR ESSENTIALS CONSULTING FOR A PAY AND CLASSIFICATION STUDY APPROVED The last Pay and Classification Study for the Town of Granite Falls was completed in February 2015. Because job duties change over time and market pay rates change for different jobs, comprehensive and pay plan reviews are needed periodically which is approximately every five years. The Council approved funds for hiring an independent consultant to conduct a pay and classification study for all full-time employees during the 2022-2023 fiscal year. Town staff recommends that the Town contract with HR Essentials Consulting, Knoxville, Tennessee, to complete the Pay and Classification Study for the Town at a flat rate of \$7,200.00. Former Caldwell County Human Resources Director David Hill serves as the Managing Partner of HR Essentials Consulting and has over 40 years of experience in Human Resource management.

Martin Townsend made a motion the Council approve the contract and authorize Town Manager Jerry Church to execute the contract on behalf of the Town. Jim Mackie seconded

the motion, with a unanimous affirmative vote. A copy of the contract is attached and is hereby made a part of these minutes.

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:

Labor Day	Monday, September 5 th
Veterans Day	Friday, November 11 th
Thanksgiving	Thursday, November 24 th & Friday, November 25 th
Christmas	Friday, Monday, & Tuesday, December 23 rd , 26 th , & 27 th
New Year's Day	Monday, January 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 except for Christmas Day.

MANAGER UPDATE Town Manager Jerry Church updated the Council on the following:

- 1) Enclosed with the Council's agenda package was a calendar of events through the end of September 2023. Revisions since the last calendar were highlighted in yellow. Public Power Week will be October 3rd – 9th. Customer Appreciation Day will be Tuesday, October 4th.
- 2) Enclosed with the Council's agenda package was the End of Session Bulletin: Short Session Supplement for 2022 published by the North Carolina League of Municipalities (NCLM). The NCLM publishes this recap of new legislation as a service to its members. Town Manager Church requested Councilmembers to review the bulletin and contact him if additional information on the new legislation is needed.

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.

COUNCIL COMMITTEE REPORTS

1. WPCOG Policy Board – Mayor Burns, Tracy Townsend, and Town Manager Church attended the meeting. WPCOG staff provided a detailed report on the “state of the workforce” in our area. Tracy Townsend also informed the Council that the COG played a big role in acquiring the new weather radar system for our area.
2. Caldwell County Railroad Policy Board did not meet.
3. Sales Tax Reinvestment Committee did not meet.
4. Metropolitan Planning Organization (MPO) and Technical Coordinating

5. Caldwell County Economic Development Commission (EDC) did meet on August 9th but Town Manager Jerry Church did not attend because he was at the ElectriCities Annual Conference.
6. NC Municipal Power Agency # 1 Board of Commissioners – Town Manager Church stated that the Board did not meet but he attended ElectriCities Annual Conference August 8-11, 2022. There were several excellent presentations at the conference but tonight I am giving you a copy of ElectriCities’ Strategic Plan for Public Power that was presented at the conference. As the Council is aware, Town staff has been working on these “pillars” of the plan for years and the five pillars also apply to all aspects of Town operations not just the operation of an electric distribution system.
7. Caldwell County Manager’s bi-monthly meeting – Will meet Wednesday, August 17th.

INFORMATION ITEMS/REPORTS

- a. The Granite Falls Recreation Advisory Board will not meet in September. Town Manager Jerry Church stated the Recreation Advisory Committee met Tuesday, August 9, 2022 at the Recreation Center - Parks and Recreation Director, Chad Raby updated the board on the 2020 PARTF Projects and the upcoming SCIF grant projects slated for 2023. Director Raby presented a power point presentation with (6) completed PARTF projects (Batting cage, Satellite-walk playground equipment, Viper S playground slide, Pool slide, Outdoor adult exercise equipment, and Children’s Playground Picnic Shelter) and (2) remaining projects (Outdoor ADA Restrooms, and Splash Pad) which are scheduled for completion by the fall of 2023. Director Raby also updated the advisory board on the State Capital & Infrastructure Fund directed grants (SCIF) that the town received near the end of 2021. There are (2) projects associated with this grant: CIP #R40 (Addition ADA Compliant Sidewalk to walking path at children’s playground) \$150,000 and CIP #R51 (New Lower Parking Lot) \$180,000.00. The remaining PARTF projects and the SCIF projects will be ready to go out to bid soon.
- b. The Granite Falls Merchants’ Association will meet Monday, August 15th at noon in the Town Office Conference Room. ** Meeting changed to Monday, August 22nd.
- c. The Granite Falls History Committee will meet Tuesday, August 16th at 2:00 p.m. at the Museum.
- d. The Granite Falls Planning Board will meet Tuesday, August 23rd at 5:00 p.m. in the Council Room.
- e. The Granite Falls Board of Adjustment will not meet in August.
- f. The WPCOG MPO/RPO will meet Tuesday, August 23rd at 1:00 p.m. at the WPCOG.
- g. The Granite Falls ABC Board will meet Monday, August 15th at 5:30 p.m. at the ABC Store.

COUNCIL GOES INTO CLOSED SESSION Mike Mackie made a motion the Council 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. Martin Townsend seconded the motion, with a unanimous affirmative vote.

COUNCIL GOES OUT OF CLOSED SESSION Ritch Bolick made a motion the Council go out of Closed Session. Mike Mackie seconded the motion, with a unanimous affirmative vote.

MEETING ADJOURNED Tracy Townsend made a motion the Council adjourn the meeting. Larry Knight seconded the motion, with a unanimous affirmative vote.