

## MINUTES OF REGULAR MEETING HELD JULY 18, 2022

Face coverings were optional for the July 18, 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 July 18, 2022, at 6:00 p.m. in the Council Chambers of the Administrative Building.

**PRESENT** The following members of the governing body were physically present: Mayor Dr. Caryl B. Burns and Council Members Larry Knight, Jim Mackie, Mike Mackie, Martin Townsend, and Tracy Townsend. Council Member Ritch Bolick participated in the meeting remotely as allowed under North Carolina General Statutes and the Town of Granite Falls Town Council Remote Participation Policy adopted May 21, 2020.

**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, Administrative Assistant Kara Calloway, Water Resources Director/Public Works Director Randy Smith, and Police Chief Chris Jenkins.

**VISITORS** None.

**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** Councilmember Larry Knight led in prayer.

**PLEDGE OF ALLEGIANCE** Councilmember Mike Mackie led the Pledge of Allegiance.

**CONFLICT OF INTEREST STATEMENT** Councilmember Martin Townsend 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** - None

**SPECIAL PRESENTATIONS/INTRODUCTIONS/RECOGNITIONS-NONE SCHEDULED**

**APPROVAL OF AGENDA** Mayor Dr. Caryl B. Burns informed the Council that the Closed Session listed on the agenda was not needed and requested the agenda to be amended. Mike Mackie made a motion the Council approve the amended agenda as requested. Martin Townsend seconded the motion, with a unanimous affirmative vote.

**APPROVAL OF MINUTES FROM THE SPECIAL TOWN COUNCIL MEETING HELD MONDAY, JUNE 21, 2022** Martin Townsend made a motion the Council approve the minutes from the Special Town Council Meeting held Monday, June 21, 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** None Scheduled

**NEW BUSINESS/ACTION ITEMS**

**PUBLIC HEARING CALLED ON THE PRELIMINARY ASSESSMENT ROLL** The Council was requested to review the preliminary assessment roll of potential liens against owners of real property located in the Town of Granite Falls that have failed to pay invoices issued by the Town for services 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 in accordance with Town ordinances. Town Planner Greg Wilson was in attendance to answer any questions about the assessment roll.

Martin Townsend made a motion the Council call for a public hearing on the preliminary assessment roll at the Regular Town Council meeting scheduled for Monday, August 15, 2022 at 6:00 p.m. in the Council Room. Jim Mackie 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.

**PUBLIC HEARING CALLED ON RENAMING LEISURE WAY** The Town of Granite Falls Street Committee met on Thursday, July 14, 2022 at 2:00 p.m. where Town Planner Greg Wilson presented a request from the property owners on Leisure Way to change the name of this Town street to Mosswood Way to eliminate confusion with Leisure Lane and Leisure Circle for delivery drivers. Chairman Martin Townsend discussed the committee's recommendation that the Council approve the request as presented.

Mike Mackie made a motion the Council approve the recommendation of the Street Committee and call for a public hearing to amend the Town Code of Ordinances at the August 15, 2022 Council meeting. Jim Mackie seconded the motion, with a unanimous affirmative vote. A copy of a map of Leisure Way is attached and is hereby made a part of these minutes.

**PUBLIC HEARING CALLED ON REMOVING STOP SIGNS ON BENSON DRIVE**

The Town of Granite Falls Street Committee met on Thursday, July 14, 2022 at 2:00 p.m. where Town Police Chief Chris Jenkins presented a request from citizens in the Hunter's Creek development to remove stop signs on Benson Drive. The change would make Benson Drive a thru street with stop signs remaining at Town streets that intersect with Benson Drive. Chairman Martin Townsend discussed the committee's recommendation that the Council approve the request as presented.

Tracy Townsend made a motion the Council approve the recommendation of the Street Committee and call for a public hearing to amend the Town Code of Ordinances at the August 15, 2022 Council meeting. Larry Knight seconded the motion, with a unanimous affirmative vote. A copy of a map of Benson Drive is attached and is hereby made a part of these minutes.

**STREET PAVING RECOMMENDATIONS FOR FY 2023 ENDING JUNE 30, 2023**

**APPROVED** The Town of Granite Falls Street Committee met on Thursday, July 14, 2022 where Water Resources Director/Public Works Director Randy Smith presented an updated list of street paving priorities and estimated costs for the Committee to review. Town Manager Jerry Church requested that the Street Committee endorse the request that the Council approve allocating an additional \$495,000 out of the Town's Unrestricted Fund Balance to be used for paving Town streets. The \$495,000, coupled with the 2023 fiscal year-end Powell Bill restricted fund balance of \$305,401.85, would allow the Town to spend a little over \$800,000 on street paving projects in fiscal 2023. Chairman Martin Townsend discussed the committee's recommendation that the Council approve the request as presented.

**Council Member Larry Knight Recused From Voting** Council Member Larry Knight requested to be recused from voting due to his residence being located on one of the recommended streets.

Martin Townsend made a motion the Council recuse Council Member Knight from voting as requested. Jim Mackie seconded the motion, with a unanimous affirmative vote.

Tracy Townsend made a motion the Council approve allocating an additional \$495,000 out of the Town's Unrestricted Fund Balance for street paving projects, authorize Town Staff soliciting bids for paving the prioritized projects up to a total cost of \$800,401.85, to allow the Street Department to award the projects to the lowest responsive, responsible bidder, and to authorize the Town Manager to sign all contracts and documents to complete these paving projects. Mike Mackie seconded the motion, with a unanimous affirmative vote. A copy of the list of recommended streets are attached and is hereby made a part of these minutes.

**REPORT ON UNPAID TAXES AND SETTLEMENT FOR 2021-2022 TAXES**

**ACCEPTED** After July 1 and before being charged with 2021-2022 taxes, the Tax Collector must make a sworn report to the governing board showing a list of unpaid taxes constituting liens on real property, a list of unpaid taxes on personal property not constituting liens on real property and make settlement for 2021-2022 taxes per North Carolina General Statute 105-373(a). The Council was requested to accept the report as submitted by Deputy Finance Officer Kim Eckard.

Martin Townsend made a motion the Council accept the report as submitted. Larry Knight seconded the motion, with a unanimous affirmative vote. A copy of the report is attached and is hereby made a part of these minutes.

**FINANCE REPORT – FINANCE OFFICER ASHLEY PRESNELL**

Finance Officer Ashley Presnell presented the Finance Report for the period ended June 30, 2022. The Council was presented the preliminary Revenue and Expenditure Report for the period ended June 30, 2022 for Council review and comments. This report represents 100% of the 2021–2022 fiscal year budget. Also presented for Council review were the financial dashboard and an analysis of 2021-2022 sales tax revenue and property tax revenue versus prior year and budgeted revenues. Finance Officer Pennell also presented a history of property tax and sales tax collections. Copies of these reports are attached and are hereby made a part of these minutes.

**BUDGET AMENDMENT #1– 2022-2023 APPROVED– FINANCE OFFICER ASHLEY**

**PRESNELL** During the fiscal year ended June 30, 2022, the Town was awarded a \$210,000 (\$200,000 grant plus \$10,000 5% local match) North Carolina Department of Commerce Building Reuse Grant for SERVPRO for renovations at their facility located at 121 Falls Avenue. The Town was the local government applicant for this grant and serves as the a “pass-thru” agency for these funds. Renovations are underway and at the end of FYE 22, \$12,950 of the grant has been disbursed leaving a balance of \$197,050 remaining in the grant. Finance Director Ashley Presnell requested the Council to approve this budget amendment to amend the FYE 23 budget for the remaining revenue and expense associated with this grant.

Tracy Townsend made a motion the Council approve Budget Amendment #1-2022-2023 as requested. Mike Mackie seconded the motion, with a unanimous affirmative vote. A copy of the amendment is attached and is hereby made a part of these minutes.

**BUDGET AMENDMENT #2–2022-2023 APPROVED – FINANCE OFFICER ASHLEY**

**PRESNELL** Town Staff was not able to complete certain projects before the end of fiscal year 2022. Since these projects were not completed, the money designated for the projects went straight into fund balance at the end of June 2022. The Council was requested to approve this budget amendment to authorize expenditures to complete these projects in Fiscal Year 2022-2023.

Martin Townsend made a motion the Council approve Budget Amendment #3- 2022-2023 as requested. Larry Knight seconded the motion, with a unanimous affirmative vote. A copy of the amendment is attached and is hereby made a part of these minutes.

**BUDGET AMENDMENT #3–2022-2023 APPROVED – FINANCE OFFICER ASHLEY PRESNELL** During tonight’s Council meeting, the Council approved a recommendation from the Street Committee to allocate \$495,000 out of the Town’s Unrestricted Fund Balance for street paving. The Council needs to approve Budget Amendment #3 to amend the budget to increase the street paving budget for FY 23.

Martin Townsend made a motion the Council approve Budget Amendment #3 – 2022-2023 as requested. Jim Mackie seconded the motion, with a unanimous affirmative vote. A copy of the amendment is attached and is hereby made a part of these minutes.

**LETTER OF SUPPORT FOR FOOTHILLS CONSERVANCY OF NORTH CAROLINA FOR A GRANT FOR A CONSERVATION PROJECT ON WILSON’S CREEK APPROVED** The Town of Granite Falls is a member of the Catawba Wateree Water Management Group (CWWMG). Water Treatment Plant Superintendent Joy Munday serves as the Town’s representative for this organization. Earlier this week, the CWWMG’s Source Water Protection Task Force reviewed a grant proposal from Foothills Conservancy of North Carolina (FCNC) requesting a \$40,000 grant toward the FCNC purchase of a 93-acre parcel along 1.5 miles of Wilson’s Creek in Caldwell County. Wilson’s Creek serves as the headwaters for the Catawba River Basin which includes Lake Rhodhiss, the source of water for the treatment facilities that serve the residents of the Town of Granite Falls and Caldwell County. The purchase of this property would help protect the quality of the water for our residents. The CWWMG has requested the Town send a letter of support for the grant.

Jim Mackie made a motion the Council approve the letter of support as presented. Tracy Townsend seconded the motion, with a unanimous affirmative vote. A copy of the letter 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 <sup>th</sup>  |
| Veterans Day   | Friday, November 11 <sup>th</sup>  |
| Thanksgiving   | Thursday, November 24 <sup>th</sup> & Friday, November 25 <sup>th</sup>                      |
| Christmas      | Friday, Monday, & Tuesday, December 23 <sup>rd</sup> , 26 <sup>th</sup> , & 27 <sup>th</sup> |
| New Year’s Day | Monday, January 2 <sup>nd</sup>  |

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 August 2023. Revisions since the last calendar were highlighted in yellow.
- 2) Town Manager Church stated that the Art in the Park concert held Tuesday, June 20, 2022 at the Shuford Recreation Center was well attended. The tentative date for next year's concert is Monday, June 20, 2023.

**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 – Next meeting is Tuesday, July 26, 2022
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 – No meeting in July
5. Caldwell County Economic Development Commission (EDC) – Town Manager Church stated that new EDC board members and new EDC officers were approved at the July 12, 2022 meeting.
6. NC Municipal Power Agency # 1 Board of Commissioners – Next meeting is July 19, 2022. Town Manager Church will be attending.
7. Caldwell County Manager's bi-monthly meeting – No meeting in July

**INFORMATION ITEMS/REPORTS**

1. The Granite Falls Recreation Advisory Board will meet Tuesday, August 9<sup>th</sup> at 6:30 p.m. at the Recreation Center.
2. The Granite Falls Merchants' Association will meet Monday, August 15<sup>th</sup> at noon in the Town Office Conference Room.
3. The Granite Falls History Committee will meet Tuesday, July 19<sup>th</sup> at 2:00 p.m. at the Museum. Mayor Burns informed the Council that the Museum Committee held a birthday party in honor of Town of Granite Falls founder Andrew Baird's 230<sup>th</sup> birthday. The party was held Sunday, July 17<sup>th</sup> with 15 people in attendance. The Museum Committee will also be hosting an English Tea Party on Saturday, July 23<sup>rd</sup>. Vintage clothing is now on display at the museum. Mayor Burns encouraged Council members to visit the exhibit.
4. The Granite Falls Planning Board will meet Tuesday, July 26<sup>th</sup> at 5:00 p.m. in the Council Room.
5. The Granite Falls Board of Adjustment will meet Wednesday, August 10<sup>th</sup> at 5:00 p.m. in the Council Room.
6. The WPCOG MPO/RPO will not meet in July.
7. The Granite Falls ABC Board will meet Monday, July 18<sup>th</sup> at 5:30 p.m. at the ABC Store.

**MEETING ADJOURNED** Tracy Townsend made a motion the Council adjourn the meeting. Jim Mackie seconded the motion, with a unanimous affirmative vote.