

MINUTES OF REGULAR MEETING HELD OCTOBER 17, 2022

Face coverings were optional for the October 17, 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 October 17, 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, Electric Services Director Rick Sisk, and Senior Electric Linemen Ethan Webb and Joshua Greene.

VISITORS

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)

SPECIAL INTRODUCTIONS Electric Services Director Rick Sisk introduced Electric Department Senior Electric Linemen Ethan Webb & Joshua Greene to the Council.

APPROVAL OF AGENDA Martin Townsend made a motion the Council approve the agenda as presented. Jim Mackie seconded the motion, with a unanimous affirmative vote.

APPROVAL OF MINUTES FROM THE REGULAR TOWN COUNCIL MEETING HELD MONDAY, SEPTEMBER 19, 2022 Tracy Townsend made a motion the Council approve the minutes from the regular meeting held Monday, September 19, 2022 as presented. Ritch Bolick 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 the meeting to speak during the Public Comment period.

PUBLIC HEARINGS

PUBLIC HEARING CALLED TO ORDER ON AN AMENDMENT TO THE TOWN CODE OF ORDINANCES, TITLE VII: TRAFFIC CODE, CHAPTER 72. TRAFFIC SCHEDULE IV, SPEED LIMITS TO CHANGE THE SPEED LIMIT ON GRANDVIEW STREET FROM 35 MILES PER HOUR TO 25 MILES PER HOUR
Mayor Dr. Caryl B. Burns called to order a public hearing on an amendment to the Town Code of Ordinances Title VII: Traffic Code, Chapter 72. Traffic Schedule IV, Speed Limits. The amendment will change the speed limit on Grandview Street from 35 miles per hour to 25 miles per hour. At the public hearing, all residents of the Town and other interested parties were allowed to speak. The amended Town Ordinance will become effective November 15, 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 SCHEDULE IV, SPEED LIMITS TO CHANGE THE SPEED LIMIT ON GRANDVIEW STREET FROM 35 MILES PER HOUR TO 25 MILES PER HOUR CLOSED Mayor Burns closed the public hearing on an amendment to the Town Code of Ordinances, Title VII: Traffic Code, Chapter 72. Traffic Schedule IV, Speed Limits to change the speed limit on Grandview Street from 35 miles per hour to 25 miles per hour.

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Title VII: Traffic Code, Chapter 72. Traffic Schedule IV, Speed Limits. The amendment will change the speed limit on Hill Street from 35 miles per hour to 25 miles per hour. 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.

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NEW BUSINESS/ACTION ITEMS

ORDINANCE #370 REDUCING THE SPEED LIMIT ON GRANDVIEW STREET FROM 35 MILES PER HOUR TO 25 MILES PER HOUR (MPH) APPROVED Martin Townsend made a motion the Council approve Ordinance #370 which amends the Town Code of Ordinances and reduces the speed limit on Grandview Street from 35 MPH to 25 MPH. Jim Mackie seconded the motion, with a unanimous affirmative vote. A copy of Ordinance #370 is attached and is hereby made a part of these minutes.

ORDINANCE #371 REDUCING THE SPEED LIMIT ON HILL STREET FROM 35 MILES PER HOUR TO 25 MILES PER HOUR (MPH) APPROVED Tracy Townsend made a motion the Council approve Ordinance #371 which amends the Town Code of Ordinances and reduces the speed limit on Hill Street from 35 MPH to 25 MPH. Larry Knight seconded the motion, with a unanimous affirmative vote. A copy of Ordinance #371 is attached and is hereby made a part of these minutes.

CHANGE TO THE TOWN CODE OF ORDINANCES APPROVED The Council was requested to consider a change to the Town Code of Ordinances TITLE III: ADMINISTRATION, Chapter 30. Town Council, General Provisions, Section 30.01 REGULAR MEETINGS. The current ordinance states “The Council shall hold a regular meeting on the first and third Monday of each month, unless that day is a legal holiday, in which case the meeting may be held on the next business day or canceled by the majority vote of the Council. The meeting shall be held at the Town Hall and shall begin at 6:00 p.m. unless otherwise designated by the agenda.”

Town staff recommended that the reference to the Town Hall be changed to Town Offices and that the starting time of the meetings be changed from 6:00 p.m. to 5:30 p.m. The revised ordinance would state “The Council shall hold a regular meeting on the first and third Monday of each month, unless that day is a legal holiday, in which case the meeting may be held on the next business day or canceled by the majority vote of the Council. The meeting shall be held

at the Town Offices and shall begin at 5:30 p.m. unless otherwise designated by the agenda.” The change to the ordinance would go into effect for meetings held after January 1, 2023.

Martin Townsend made a motion the Council approve the Town staff recommendation and call for a public hearing to amend the Town Code of Ordinances at the November 7, 2022, Council meeting. Jim Mackie seconded the motion, with a unanimous affirmative vote. Copies of the current and proposed ordinances are attached and are hereby made a part of these minutes.

REVISED AUDIT CONTRACT APPROVED On March 21, 2022, Council approved the audit contract with Martin Starnes & Associates, CPAs, P.A. (MSA) to complete the audit of the Town’s financial statements for the fiscal year beginning July 1, 2021 and ending June 30, 2022 (FYE 22). The amount of the contract was \$35,000 for the basic audit, including \$3,500 for single audit procedures, \$4,900 for financial statement preparation, plus printing costs. The Local Government Commission (LGC) requires that every municipality sign an annual audit contract with their audit firm before the firm can begin the audit process.

During the audit process, MSA determined that the Town did not require a single audit for FYE 22 and has submitted a revised audit contract. The revised amount of the contract is for \$31,500 for the basic audit, including \$4,900 for financial statement preparation, plus printing costs. The audit contract had to be signed before MSA could complete the FYE 22 audit.

Tracy Townsend made a motion the Council approve the revised audit contract as presented and authorize Town Manager Jerry Church to execute the revised audit contract on behalf of the Town. Mike Mackie seconded the motion, with a unanimous affirmative vote. A copy of the revised contract is attached and is hereby made a part of these minutes.

FINANCIAL REPORT – FINANCE OFFICER ASHLEY PRESNELL The Revenue and Expenditure report for the period ended September 30, 2022, was presented for the Council’s review. This report represents 25% of the current 2022 – 2023 fiscal year budget. Also presented for Council review was the financial dashboard and an analysis of current year sales tax revenue versus prior year and budgeted revenues. Copies of these reports are attached and are hereby made a part of these minutes.

BUDGET AMENDMENT #6 – 2022-2023 APPROVED The Council was requested to approve Budget Amendment #2023-6 to record an insurance reimbursement of \$43,000 for the Ford F250 truck that was totaled when struck by another vehicle on Duke Street earlier this year. The budget amendment authorizes Town staff to expend the reimbursement on a replacement vehicle.

Tracy Townsend made a motion the Council approve Budget Amendment #6- 2022-2023 as requested. Larry Knight seconded the motion, with a unanimous affirmative vote. A copy of Budget Amendment #6 2022-2023 is attached and is hereby made a part of these minutes.

BUDGET AMENDMENT #7 – 2022-2023 APPROVED The Council was requested to approve Budget Amendment #2023-7 to amend the budget for the Drinking Water State Revolving Project (DWSRP) loan proceeds.

Martin Townsend made a motion the Council approve Budget Amendment #7 2022-2023 as requested. Jim Mackie seconded the motion, with a unanimous affirmative vote. A copy of Budget Amendment #7 2022-2023 is attached and is hereby made a part of these minutes.

AMENDED CAPITAL PROJECT BUDGET ORDINANCE FOR THE DWSRP LOAN COVERING THE WATER LINE REPLACEMENT ON LAUREL STREET APPROVED Martin Townsend made a motion the Council approve the amended Capital Project Budget Ordinance as presented. Mike Mackie seconded the motion, with a unanimous affirmative vote. A copy of the amended ordinance is attached and is hereby made a part of these minutes.

AMENDMENT TO STATE CAPITAL AND INFRASTRUCTURE FUND (SCIF) DIRECTED GRANT PROJECT ORDINANCE FOR THE GRANITE FALLS RECREATION CENTER & SIDEWALKS PROJECT APPROVED The Town previously received confirmation for two State Capital and Infrastructure Fund Directed Grants (SCIF) totaling \$330,000. The first SCIF grant is for \$150,000 (CIP #R40) for the addition of ADA compliant sidewalk to the walking path at the Recreation Center from the pool area/multipurpose field #3 to the back parking lot and to the sidewalk at the ADA playgrounds. The Council approved a Grant Project Ordinance of \$150,000 for this project on February 21, 2022. The Council is now being requested to approve an amendment to the ordinance which would be effective as of June 30, 2022.

Larry Knight made a motion the Council approve the amendment as requested. Ritch Bolick seconded the motion, with a unanimous affirmative vote. A copy of the amended ordinance is attached and is hereby made a part of these minutes.

AMENDMENT TO THE STATE CAPITAL AND INFRASTRUCTURE FUND (SCIF) DIRECTED GRANT PROJECT ORDINANCE FOR THE GRANITE FALLS RECREATION CENTER PARKING LOT PROJECT APPROVED The Town previously received confirmation for two State Capital and Infrastructure Fund Directed Grants (SCIF) totaling \$330,000. The second SCIF grant is for \$180,000 (CIP #R51) for the construction of a new parking lot at the Recreation Center in the area between the former civic building and the water tank. The Council approved a Grant Project Ordinance of \$180,000 for this project on February 21, 2022. The Council is now being requested to approve an amendment to this ordinance which would be effective as of June 30, 2022.

Tracy Townsend made a motion the Council approve the amendment as requested. Martin Townsend seconded the motion, with a unanimous affirmative vote. A copy of the amended ordinance is attached and is hereby made a part of these minutes.

RESOLUTION DECLARING NOVEMBER 2022 AS PUBLIC SAFETY AND EMERGENCY SERVICE PROVIDERS APPRECIATION MONTH ADOPTED The Council was requested to adopt a resolution declaring November 2022 as Public Safety and Emergency Service Providers Appreciation Month. The resolution expresses gratitude to those agencies directly responsible for making the Town of Granite Falls a safer place to live and work.

Ritch Bolick made a motion the Council approve 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.

PROCLAMATION RECOGNIZING OCTOBER 23 – OCTOBER 31, 2022, AS NATIONAL RED RIBBON WEEK ADOPTED The Council was requested to adopt a proclamation recognizing October 23 – 31, 2022 as National Red Ribbon Week. Red Ribbon Week is in honor of fallen DEA Special Agent and former Marine Enrique “Kiki” Camarena and his fight against drugs and the crimes of the drug cartels. Red Ribbon Week allows the Young Marines to continue to deliver Special Agent Camarena’s message of hope to millions of people every year.

Ritch Bolick made a motion the Council adopt the resolution as requested. Larry Knight seconded the motion, with a unanimous affirmative vote. A copy of the resolution is attached and is hereby made a part of these minutes.

IDENTITY THEFT PREVENTION PROGRAM ANNUAL REPORT ACCEPTED The Town Council previously adopted the Identity Theft Prevention Program that was required under the Federal Trade Commission’s (FTC) Red Flags Rule. The FTC delayed enforcement of the Red Flags Rule on several occasions with the final date of compliance being December 31, 2010. The Town implemented the rules effective November 1, 2008 and submitted the required annual report for Council review. Additions to the annual report were highlighted in yellow.

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

SOLICITATION OF BIDS FOR RECREATION DEPARTMENT PROJECTS PREVIOUSLY APPROVED BY COUNCIL APPROVED The Council previously approved several projects for the Recreation Department that are funded through various sources. The Council was requested to approve allowing Town staff to obtain bids on these projects so the projects can be completed before the funding deadlines.

The projects are as follows:

PARTF Grant

CIP #R28	ADA Restrooms near Field #3	Estimated Cost	\$135,000
CIP #R38	Splash Pad	Estimated Cost	\$400,000

State Budget Grant

CIP #R40	ADA Walking Path/Sidewalk	Estimated Cost	\$150,000
CIP #R51	New Parking Lot	Estimated Cost	\$180,000

The Council will be requested to award the project to the lowest responsive, responsible bidder at a future Council meeting.

Tracy Townsend made a motion the Council approve the solicitation of bids as requested. Larry Knight seconded the motion, with a unanimous affirmative vote.

CHANGES TO THE COUNCIL MEETING SCHEDULE APPROVED The Council was requested to cancel the regular Council meeting scheduled for Monday, November 7, 2022, and call for a special Council meeting at 5:00 p.m. on the same date. The Council was requested to cancel the regular Council meeting scheduled for Monday, December 5, 2022. The Council was requested to call for a special meeting on Monday, December 12, 2022, at 5:00 p.m. in the Council Room.

Martin Townsend made a motion the Council approve the changes as requested. Jim Mackie seconded the motion, with a unanimous affirmative vote.

EVENTS SCHEDULE The Council considered the schedule of events for the balance of 2022.

Veterans Day Ceremony - 10:00 a.m. Thurs., 11/10/2022 - Rec. Center
Light Up Granite Falls Tree Decorating Contest - 3:30 p.m. Mon., 11/21/2022 - Downtown
Festival on the Square Tree Lighting Ceremony - 6:15 p.m. Mon., 11/21/2022 - Downtown
Impact by Rotary Club Granite Falls Christmas Parade - Noon, Sat., 12/03/2022 - Downtown

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 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 will be on duty as scheduled and employees that are not scheduled to get all holidays off will be paid holiday pay at their regular rate of pay for the holidays regardless of whether they work those days. 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 November 2023. Revisions since the last calendar were highlighted in yellow.

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.

- 2) At the November 7, 2022, Special Council Meeting, the Town's external auditors, Martin Starnes & Associates, CPAs, PA, will present the Town's audit report for fiscal year ended June 30, 2022.

COUNCIL COMMITTEE REPORTS

1. WPCOG Policy Board – No report
2. Caldwell County Railroad Policy Board – No report
3. Sales Tax Reinvestment Committee - N
4. Metropolitan Planning Organization (MPO) and Technical Coordinating - No report
5. Caldwell County Economic Development Commission (EDC) - No report
6. NC Municipal Power Agency # 1 Board of Commissioners – Will meet Tuesday, November 15, 2022
7. Caldwell County Manager's bi-monthly meeting – No report

INFORMATION ITEMS/REPORTS

1. The Recreation Advisory Board will not meet in October or November.
2. The Merchants' Association will meet Monday, October 31st at noon in the Town Office.
3. The History Committee will meet Tuesday, October 18th at 2:00 p.m. at the Museum.
4. The Planning Board will meet Tuesday, October 25th at 5:00 p.m. in the Council Room.
5. The Board of Adjustment will meet Wednesday, November 9th at 5:00 p.m. in the Council Room.
6. The WPCOG MPO/RPO will meet Wednesday, October 26th at 1:00 p.m. at the WPCOG.
7. The ABC Board will meet Monday, November 7th at 5:30 p.m. at the ABC Store.

OTHER INFORMATION

Mayor Burns informed the Council that the Transportation Museum will have a military display in the month of November. The emphasis will be on the Vietnam War.

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