

MINUTES OF SPECIAL MEETING HELD MARCH 7, 2022

Face coverings were optional for tonight's 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.

SPECIAL MEETING The Granite Falls Town Council held a Special Meeting on March 7, 2022 at 5:30 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, Assistant Town Manager/Finance Officer Jana Williams, Town Planner Greg Wilson, Police Chief Chris Jenkins, Fire Chief Brian Bennett, Water Resources Director and Public Works Director Randy Smith, Electric Services Director Rick Sisk, Parks and Recreation Director Chad Raby, and Sergeant Daniel Sharpe.

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 Jim Mackie led the Pledge of Allegiance.

CONFLICT OF INTEREST STATEMENT Mayor Pro Tem Tracy 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

SPECIAL PRESENTATIONS/INTRODUCTIONS/RECOGNITIONS

Police Chief Chris Jenkins recognized Sergeant Daniel Sharpe who was recently promoted from Patrol Officer.

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, FEBRUARY 21, 2022 Tracy Townsend made a motion the Council approve the minutes from the Regular Town Council meeting held Monday, February 21, 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

NONE SCHEDULED

PUBLIC HEARINGS

NONE SCHEDULED

NEW BUSINESS/ACTION ITEMS

2021 PLANNING DEPARTMENT ANNUAL REPORT Granite Falls Town Planner Greg Wilson presented the 2021 Planning Department Annual Report to the Council. A copy of the report is attached and is hereby made a part of these minutes.

2021 FIRE DEPARTMENT ANNUAL REPORT Town of Granite Falls Fire Chief Brian Bennett presented the 2021 Fire Department Annual Report to the Council. A copy of the report is attached and is hereby made a part of these minutes.

2021 POLICE DEPARTMENT ANNUAL REPORT Town of Granite Falls Police Chief Chris Jenkins presented the 2021 Police Department Annual Report to the Council. A copy of the report is attached and is hereby made a part of these minutes.

PROCLAMATION DESIGNATING APRIL 10 – 16, 2022 AS NATIONAL PUBLIC SAFETY TELECOMMUNICATORS WEEK APPROVED The Council was requested to approve a proclamation approving April 10 – 16, 2022 as National Public Safety Telecommunicators Week. Larry Knight made a motion the Council approve the proclamation as presented. Tracy Townsend seconded the motion, with a unanimous affirmative vote. A copy of the proclamation is attached and is hereby made a part of these minutes.

2021 PUBLIC WORKS DEPARTMENT ANNUAL REPORT Water Resources Director and Public Works Director Randy Smith presented the 2021 Public Works Department Annual Report to the Council. A copy of the report is attached and is hereby made a part of these minutes.

2021 WATER RESOURCES ANNUAL REPORT Water Resources Director and Public Works Director Randy Smith presented the 2021 Wastewater and Water Treatment Departments Annual Reports to the Council. Copies of the reports are attached and are hereby made a part of these minutes.

2021 ELECTRIC DEPARTMENT ANNUAL REPORT Electric Services Director Rick Sisk presented the 2021 Electric Department Annual Report to the Council. A copy of the report is attached and is hereby made a part of these minutes.

PROCLAMATION DESIGNATING APRIL 18, 2022 AS ELECTRIC LINEMAN APPRECIATION DAY APPROVED The Council was requested to approve a proclamation approving April 18, 2022 as Electric Lineman Appreciation Day.

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

ASPLUNDH TREE EXPERT COMPANY AGREEMENT APPROVED The Council was requested to approve the General Agreement with Asplundh Tree Expert Co. for March 1, 2022 through February 28, 2023 and to authorize the Town Manager to execute the agreement on behalf of the Town. The agreement establishes compensation, obligations and insurance requirements, etc. There are no significant changes to the terms and conditions and the agreement includes rate increases of approximately 3% per hour or approximately \$1,900 per year. Asplundh's rates are still lower than the labor rate quotes we received from other tree trimming companies.

Martin Townsend made a motion the Council approve the agreement as requested and authorize the Town Manager to execute the agreement on behalf of the Town. Ritch Bolick seconded the motion, with a unanimous affirmative vote. A copy of the agreement is attached and is hereby made a part of these minutes.

ASPLUNDH STORM EMERGENCY PROCEDURE - TREE CREWS APPROVED The Council was requested to approve the Storm Emergency Procedure – Tree Crews Terms and Conditions with Asplundh Tree Expert Co. for March 1, 2022 through February 28, 2023 and to authorize the Town Manager to execute the contract on behalf of the Town.

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

2021 PARKS AND RECREATION DEPARTMENT ANNUAL REPORT Town of Granite Falls Parks and Recreation Director Chad Raby presented the 2021 Parks and Recreation Department Annual Report to the Council. A copy of the report is attached and is hereby made a part of these minutes.

PUBLIC HEARING CALLED TO CONSIDER AMENDMENT TO TOWN CODE OF ORDINANCES TITLE III: ADMINISTRATION, CHAPTER 32: TOWN ORGANIZATIONS, SUBSECTION 32.07 RECREATION DEPARTMENT The Council was requested to consider amendments to the Town Code of Ordinances TITLE III: ADMINISTRATION, CHAPTER 32: Town Organizations, Subsection 32.07 Recreation Department. The ordinance is being updated as follows:

- (B) (1) The members of the Recreation Advisory Committee shall be approved by the Town Council in the same manner as other Town boards.
- (B) (2) The committee shall consist of 7 resident members and 2 non-resident members that must reside in Caldwell County.
- (C) (1) The Council shall approve a schedule of the committee meetings in the same manner as they do for other Town boards. The Town Manager would have the authority to cancel the regular meetings when there isn't any business that needs to come before the committee.
- (D) (1), (2), & (3) The changes remove the requirement that the officers of the committee have to change every two years. (See attachment #12.)

Tracy Townsend made a motion the Council call for a public hearing on the amendment to the Town Code of Ordinances at the Town Council Meeting scheduled for Monday, March 21, 2022 at 6:00 p.m. 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.

AMENDMENTS TO THE TOWN OF GRANITE FALLS RECREATION CENTER FEE SCHEDULE FOR FISCAL YEAR 2021-2022 APPROVED As part of a wellness initiative to try to reduce health care costs, many local governments are providing employees with discounts to use Town recreation facilities. Town Parks & Recreation Director Chad Raby presented proposed rate changes to the 2021-2022 Recreation fee schedule for Town employees and members of their immediate households. Last year, the Council approved reducing the rates charged for pool memberships since the pool opening date was delayed and the pool hours were reduced due to COVID-19. The Council was requested to change the pool membership rates back to normal rates since the pool will operate on a normal schedule this year and to approve the employee discounts as presented.

Mike Mackie stated that he did not want a discount for being a Councilmember.

Jim Mackie made a motion the Council approve the pool membership rates change back to normal rates since the pool will operate on a normal schedule this year and to approve the employee discounts as presented. Larry Knight seconded the motion, with a 5 to 1 affirmative vote. A copy of the amendments is attached and is hereby made a part of these minutes.

PROPOSAL FROM MCGILL ASSOCIATES, PA FOR ENGINEERING SERVICES FOR THE ADA RESTROOMS AND SPLASH PAD AT THE TOWN OF GRANITE FALLS RECREATION CENTER APPROVED

The Council was requested to consider a proposal from McGill Associates, PA (McGill) for engineering services for the construction of ADA restrooms (CIP #R28) and the splashpad (CIP #R38) at the Town of Granite Falls Recreation Center. These projects are part of the NC Department of Cultural and Natural Resources PARTF grant the Town was awarded in 2020. The engineering services agreement is for \$34,900 and the services include design, preparation of bid packages, bid tabulation, recommendation of bid award, permitting, contract administration and construction observation.

Mike Mackie made a motion the Council approve the proposal and authorize the Town Manager to sign an engineering agreement with McGill. Ritch Bolick seconded the motion, with a unanimous affirmative vote. A copy of the proposal is attached and is hereby made a part of these minutes.

PROPOSAL FROM MCGILL ASSOCIATES, PA FOR ENGINEERING SERVICES FOR THE ADDITION OF ADA COMPLIANT SIDEWALK TO THE WALKING PATH AT THE TOWN OF GRANITE FALLS RECREATION CENTER APPROVAL

The Council was requested to consider a proposal from McGill Associates, PA (McGill) for engineering services for the construction for the addition of ADA compliant sidewalk to the walking path (CIP #R40) at the Town of Granite Falls Recreation Center. This project is being funded by a \$150,000 State Capital and Infrastructure Fund Directed Grant that the Town was awarded during the state budget process. The engineering services agreement is for \$14,000 and the services include design, preparation of bid packages, bid tabulation, recommendation of bid award, permitting, contract administration, and construction observation.

Martin Townsend made a motion the Council approve the proposal and authorize the Town Manager to sign an engineering agreement with McGill. Mike Mackie seconded the motion, with a unanimous affirmative vote. A copy of the proposal is attached and is hereby made a part of these minutes.

PROPOSAL FROM MCGILL ASSOCIATES, PA FOR ENGINEERING SERVICES FOR THE CONSTRUCTION OF A NEW PARKING LOT AT THE TOWN OF GRANITE FALLS RECREATION CENTER APPROVED

The Council was requested to consider a proposal from McGill Associates, PA (McGill) for engineering services for the construction of a new parking lot (CIP #R51) at the Town of Granite Falls Recreation Center. This project is being funded by a \$180,000 State Capital and Infrastructure Fund Directed Grant that the Town was awarded during the state budget process. The engineering services agreement is for \$35,600 and the services include design, preparation of bid packages, bid tabulation, recommendation of bid award, permitting, contract administration, and construction observation.

Tracy Townsend made a motion the Council approve the proposal and authorize the Town Manager to sign an engineering agreement with McGill. Mike Mackie seconded the motion, with a unanimous affirmative vote. A copy of the proposal is attached and is hereby made a part of these minutes.

BUDGET AMENDMENT #9 – 2021-2022 APPROVED Assistant Town Manager/Finance Director Jana Williams requested the Council to approve budget amendment #9 for fiscal year 2022.

Increase General Fund Revenue Donation to Recreation Center	\$100.00
Increase Recreation Department Recreation Supplies Expense	\$100.00

This was a donation from the Granite Falls Lion’s Club in memory of Dr. Marion Douglas Poythress and Mrs. Mary Elaine Poythress. They were the parents of Athletic Program Supervisor Isaac Poythress.

Tracy Townsend made a motion the Council approve Budget Amendment #9 – 2021-2022 as requested. Martin Townsend seconded the motion, with a unanimous affirmative vote.

VOTING DELEGATE FOR THE NORTH CAROLINA LEAGUE OF MUNICIPALITIES (NCLM) CITYVISION ANNUAL CONFERENCE ELECTED The NCLM has scheduled their 2022 CityVision Annual Conference as a virtual event that will be held Tuesday through Thursday, April 26 through April 28, 2022. Council members need to let Town Clerk Paula Kirby know if they would like to attend the conference so the Town can complete the registrations.

Martin Townsend made a motion the Council elect Town Manager Jerry Church as voting delegate who will cast an electronic vote for the 2022-2023 NCLM Board of Directors prior to the Conference. Jim Mackie seconded the motion, with a unanimous affirmative vote.

TOWN HOLIDAY SCHEDULE The Town of Granite Falls Administrative Office, the Recreation Center, and the Public Works and Electric Departments will be closed on Friday, April 15, 2022 in observance of the Good Friday Holiday. The Police and Fire Departments and the Water and Wastewater Facilities will be on duty as scheduled and those employees scheduled to work the holiday receive alternate time off with pay. Republic Services will pick up garbage and recycling on their regular schedule.

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 March 2023. Revisions since the last calendar were highlighted in yellow.
2. Enclosed in the agenda package was a budget calendar of events through June 2022.
3. Mr. Church called attention to the revised calendar of events which includes the following events:

Ribbon Cutting ceremony for Shoe Sensation at 4:00 p.m. on Friday, March 18th

Retirement reception for Mayor Barry Hayes from 2:00-4:00 p.m. at First Baptist Church Granite Falls on Sunday, March 20th

WPCOG Annual meeting at 6:00 p.m. the Hickory Metro Convention Center on March 31st

COUNCIL COMMITTEE REPORTS

1. WPCOG Policy Board – No report
2. Caldwell County Railroad Policy Board – No report
3. Sales Tax Reinvestment Committee – No report
4. Metropolitan Planning Organization (MPO) and Technical Coordinating – Martin Townsend reported that the Pinewood Road intersection project will begin in the Spring. Repairs to the 321 bridge will be completed by the end of March or first of April. Most of the work will be done at night. Electric vehicles were discussed and how they will impact the economy.
5. Caldwell County Economic Development Commission (EDC) – Meets Tuesday, March 8th
6. NC Municipal Power Agency # 1 Board of Commissioners – Meets March 15th
7. Caldwell County Manager’s bi-monthly meeting - Meets March 18th

INFORMATION ITEMS

Mayor Burns represented the Town at the grand opening event for the Blue Ridge Energies solar farm in Grace Chapel.

Mayor Burns attended the ribbon cutting ceremony for Homerun Station located on Highway 321 on March 1st. The owner, Clint McCall, lives in Granite Falls.

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

COUNCIL GOES OUT OF CLOSED SESSION Martin Townsend made a motion the Council go out of closed session. Jim Mackie seconded the motion, with a unanimous affirmative vote.

Page 8
Minutes of
Special Meeting
March 7, 2022

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