

MINUTES OF SPECIAL MEETING HELD NOVEMBER 29, 2022

Face coverings were optional for the November 29, 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.

SPECIAL MEETING The Granite Falls Town Council held a Special Meeting on Tuesday, November 29, 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, Finance Officer Ashley Presnell, Police Chief Chris Jenkins, Fire Chief Brian Bennett, Fire Engineer Justin Winebarger, Payroll Technician/Tax Collector Katilyn Parlier, Police Sergeant Daniel Sharpe, Water Resources Director/Public Works Director Randy Smith, and Parks and Recreation Director Chad Raby.

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 Ritch Bolick led in prayer.

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

CONFLICT OF INTEREST STATEMENT Councilmember Larry Knight 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 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)*

SPECIAL PRESENTATIONS/INTRODUCTIONS/RECOGNITIONS

Town of Granite Falls Fire Chief Brian Bennett introduced Fire Engineer Justin Winebarger to the Council.

Town of Granite Falls Finance Director Ashley Presnell introduced Payroll Technician & Tax Collector Katilyn (Kati) Parlier to the Council.

Town of Granite Falls Police Chief Chris Jenkins recognized Police Sergeant Daniel Sharpe for receiving his Intermediate Law Enforcement Certificate from the NC Criminal Justice Education and Training Standards Commission.

Town of Granite Falls Water Resources Director/Public Works Director Randy Smith will recognize Davie Jones for passing the NC Water Treatment Facility Operators Board of Certification “C Surface” Water Operator exam at a future Council meeting. Davie was unable to attend tonight’s meeting.

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 SPECIAL TOWN COUNCIL MEETING HELD MONDAY, NOVEMBER 7, 2022 Tracy Townsend made a motion the Council approve the minutes from the special meeting held Monday, November 7, 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 None

NEW BUSINESS/ACTION ITEMS

INCREASING DOLLAR AMOUNT ALLOCATED FOR 2023 STREET PAVING PROJECTS APPROVED The Town of Granite Falls Street Committee met Tuesday, November 29, 2022, at 5:00 p.m. where Town Manager Jerry Church presented an update on paving bids. Town Manager Church requested the Street Committee approve recommending that the Council spend an additional \$77,748.15 from the 2023 Powell Bill allocation to increase the amount for the 2023 paving project from \$800,401.85 to \$878,150.00. Note: The Town would still have \$88,755.15 in 2023 Powell Bill funds available for other uses.

Tracy Townsend made a motion the Council approve the Street Committee’s recommendation to spend an additional \$77,748.15 from the 2023 Powell Bill Allocation to increase the amount for the 2023 paving project from \$800,401.85 to \$878,150.00. Jim Mackie seconded the

motion, with a unanimous affirmative vote. Copies of the bid proposals are attached and are hereby made a part of these minutes.

CONTRACT FOR 2023 STREET PAVING PROJECTS AWARDED The Town of Granite Falls Street Committee met Tuesday, November 29, 2022, at 5:00 p.m. where Town Manager Jerry Church presented an update on paving bids. Town Manager Church requested the Street Committee recommend that the Council approve awarding the paving contract for \$878,150.00 to J.T. Russell & Sons, Conover, NC as the lowest responsive, responsible bidder and authorize Town Manager Jerry Church to execute the contract with J.T. Russell, and any other documents required for the project on behalf of the Town. Note: Town Attorney Bruce Cannon has reviewed the proposed contract with J.T. Russell.

Ritch Bolick made a motion the Council approve the Street Committee's recommendation to award the 2023 paving projects contract for \$878,150.00 to J.T. Russell & Sons, Conover, NC as the lowest responsive, responsible bidder and to authorize Town Manager Jerry Church to execute the contract with J.T. Russell, and any other documents required for the project, on behalf of the Town. Martin Townsend seconded the motion, with a unanimous affirmative vote. A copy of the contract is attached and is hereby made a part of these minutes.

RESOLUTION TO GRANT THE CALDWELL COUNTY ANIMAL CARE ENFORCEMENT DIVISION POWER TO ENFORCE ITS ORDINANCE IN THE TOWN OF GRANITE FALLS TOWN LIMITS APPROVED The Caldwell County Animal Care Enforcement Division (Animal Enforcement) recently updated its ordinances to comply with new state regulations set forth in North Carolina Senate Bill (SB) 300 which is also known as the "Decriminalization Bill." Every municipality in Caldwell County needs to adopt the attached Resolution to grant Animal Enforcement the power to enforce the provisions of the revised ordinance within their municipal limits.

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

PUBLIC HEARING CALLED ON 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. Note: The Assessment Roll attachment will be updated to reflect any payments by property owners and any additional liens through 11/29/2022.

Larry Knight made a motion the Council call for a public hearing on the preliminary assessment roll at the Special Town Council meeting scheduled for Monday, December 12, 2022, at 5:30 p.m. Tracy Townsend seconded the motion, with a unanimous affirmative vote.

Larry Knight amended the motion to have the Council call for a public hearing on the preliminary assessment roll at the Special Town Council meeting scheduled for Monday, December 12, 2022, at 5:00 p.m. Tracy Townsend amended his second to the earlier motion and the amended motion passed with a unanimous affirmative vote. A copy of the preliminary assessment roll is attached and is hereby made a part of these minutes.

APPOINTMENT OF TAX COLLECTOR RATIFIED At the February 21, 2022, Council meeting the Council ratified the decision made by Town Manager Jerry Church to appoint Kim Eckard to serve as Tax Collector. Town Manager Jerry Church appointed recently hired Katilyn (Kati) Parlier to serve as Tax Collector and appointed Deputy Finance Director Kim Eckard to serve as Deputy Tax Collector.

Tracy Townsend made a motion the Council ratify the Town Manager's decisions. Martin Townsend seconded the motion, with a unanimous affirmative vote.

PUBLIC HEARING CALLED TO RECEIVE CITIZEN INPUT FOR THE DEVELOPMENT OF COMMUNITY DEVELOPMENT BLOCK GRANT (CDBG) APPLICATIONS FOR THE UPCOMING YEAR The Council was requested to call for a public hearing to receive citizen input in the development of CDBG applications for the upcoming year. CDBG funds may be used for a variety of different activities including Neighborhood Revitalization (NR), Economic Development (ED), and Demolition projects.

The NC Department of Commerce Rural Economic Development Division (REDD) has officially notified the Town that we have been awarded \$4,999,000 in CDBG funds for round two of the NR program. One of the stipulations is that the Town must hold two public hearings to obtain public input for this award,

Tracy Townsend made a motion the Council call for a public hearing to receive citizen input on the CDBG applications at the Special Town Council meeting scheduled for Monday, December 12, 2022, at 5:00 p.m. Martin Townsend seconded the motion, with a unanimous affirmative vote.

BID FOR NEW PARKING LOT AT THE GRANITE FALLS RECREATION CENTER AWARDED On March 7, 2022, the Council approved a contract with McGill Associates, PA (McGill) for engineering services for the construction of a new parking lot between the water tank and former civic building at the Town of Granite Falls Recreation Center (CIP #R51). This project is being funded by a \$180,000.00 State Capital and Infrastructure Fund Directed Grant (SCIF) that the Town was awarded during the 2021 state budget process. The engineering services agreement previously approved by the Council was for \$35,600.00 and the services McGill will provide the Town include design, preparation of bid packages, bid tabulation, recommendation of a bid award, permitting, contract administration, and construction observation. The bid opening was held Monday, November 28, 2022, at the Recreation Center. The Town received three informal bids for this project and McGill recommends the Town award the bid for the construction of the new parking lot for \$253,500.00 to Mountain Crest, LLC, Lenoir, NC as the lowest responsive, responsible bidder.

The total cost of the project, including \$35,600.00 in engineering fees, and a contingency of \$2,900.00, would be \$292,000.00.

Tracy Townsend made a motion the Council award the bid for \$253,500.00 for the parking lot construction to Mountain Crest, LLC, Lenoir, NC as the lowest responsive, responsible bidder and to authorize Town Manager Jerry Church to sign the contract for the project, and any other documents required for the project, on behalf of the Town. Larry Knight seconded the motion, with a unanimous affirmative vote. A copy of the bid sheet 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 Council was requested to approve an amendment to the Granite Falls Recreation Center Parking Lot Grant Project Ordinance increasing the amount of the ordinance from \$180,000.00 to \$292,000.00.

Martin Townsend made a motion the Council approve the amendment as requested. Ritch Bolick seconded the motion, with a unanimous affirmative vote. A copy of the amendment 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:

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| Christmas | Friday, Monday, & Tuesday, December 23 rd , 26 th , & 27 th |
| New Year's Day | Monday, January 2 nd |
| Dr. Martin Luther King, Jr. Day | Monday, January 16 th |

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 December 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) The Town will be hosting the Western Piedmont Council of Governments' Policy Board meeting on Tuesday, July 25, 2023. The location of the meeting will be determined at a later date.

COUNCIL COMMITTEE REPORTS

1. WPCOG Policy Board – Met last Tuesday, November 22, 2022
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 gave Councilmembers a handout of transportation needs and projects in Caldwell County.
5. Caldwell County Economic Development Commission (EDC) – No meeting in November
6. NC Municipal Power Agency # 1 Board of Commissioners – Representatives from Electricities will hold a presentation at the February 20, 2023 Council meeting.
7. Caldwell County Manager's bi-monthly meeting – No report

INFORMATION ITEMS/REPORTS

1. The Recreation Advisory Board will not meet in December.
2. The Merchants' Association will not meet in December.
3. The History Committee will not meet in December.
4. The Planning Board will not meet in December.
5. The Board of Adjustment will meet Wednesday, December 14th at 5:00 p.m. in the Council Room.
6. The WPCOG MPO/RPO will meet Wednesday, December 14th at 1:00 p.m. at the WPCOG.
7. The ABC Board will meet Monday, December 5th at 5:30 p.m. at the ABC Store.
8. Mayor Burns invited Councilmembers to attend the Caldwell County Board of Education Holiday Celebration on Thursday, December 8th at 9:00 a.m.
9. Mayor Burns stated that the Festival on the Square was beautiful and a great success. Tracy Townsend stated that it was a wonderful event but noticed that you could not hear unless you were standing in front of the stage.

COUNCIL GOES INTO CLOSED SESSION

Jim 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 Jim Mackie made a motion the Council go out of closed session. Martin Townsend seconded the motion, with a unanimous affirmative vote.

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