



TOWN OF
GRANITE FALLS
North Carolina

Dr. Caryl B. Burns Mayor • Tracy Townsend Mayor Pro Tem • Jerry T. Church Town Manager
Council Members Ritch Bolick • Larry Knight • Jim Mackie • Mike Mackie • Martin D. Townsend

AGENDA
SPECIAL TOWN COUNCIL MEETING
MONDAY, MAY 23, 2022
4 SOUTH MAIN STREET
5:30 PM

Face coverings are optional for the May 23, 2022 Council meeting but all attendees are 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.

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|------|--------------------------------|----------------------------|
| I. | WELCOME - CALL TO ORDER | MAYOR DR. CARYL B. BURNS |
| II. | INVOCATION | POLICE CHIEF CHRIS JENKINS |
| III. | PLEDGE OF ALLEGIANCE | COUNCILMEMBER RITCH BOLICK |
| IV. | CONFLICT OF INTEREST STATEMENT | COUNCILMEMBER LARRY KNIGHT |

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)

- V. RECOGNITION OF VISITORS
- VI. SPECIAL PRESENTATIONS/INTRODUCTIONS/RECOGNITIONS
- 1) Fire Chief Brian Bennett will introduce Fire Engineer Nathan Earp to the Council.
 - 2) Town Manager Jerry Church will introduce Finance Director Ashley Presnell to the Council.
- VII. APPROVAL OF AGENDA
- VIII. APPROVAL OF MINUTES FROM THE SPECIAL TOWN COUNCIL MEETING HELD MONDAY, APRIL 25, 2022.

IX. TOWN ATTORNEY REPORT

BRUCE CANNON

X. PUBLIC COMMENT PERIOD

XI. PUBLIC HEARINGS

1. PUBLIC (LEGISLATIVE) HEARING ON WATER SUPPLY WATERSHED PROTECTION ORDINANCE UPDATE #1-2022

The Council shall hold a public (legislative) hearing on Water Supply Watershed Protection Ordinance Update #1-2022. This would be the first major update to this ordinance since 1996 and the update reflects updated legislation that allows some different options for project density for new developments. The Planning Board voted unanimously to recommend that the Town Council approve the Water Supply Watershed Protection Ordinance Update #1-2022 as presented. The Council called for the public hearing at the April 25, 2022 Council meeting following the presentation by Town Planner Greg Wilson. At the public hearing, all residents of the Town and other interested parties must be allowed to speak. The updated ordinance would become effective immediately. (See attachment #1.)

Notice of the public hearing was duly provided in the *News Topic* as required by law.

2. PUBLIC (LEGISLATIVE) HEARING ON GRANITE FALLS PHASE II STORMWATER ORDINANCE UPDATE #1-2022

The Council shall hold a public (legislative) hearing on the Town of Granite Falls Phase II Stormwater Ordinance Update #1-2022. The Town of Granite Falls contracts with the Western Piedmont Council of Governments (WPCOG) to manage the Town's Stormwater Program. The Planning Board voted unanimously to recommend that the Town Council approve the Phase II Stormwater Ordinance Update #1-2022 as presented. The Council called for the public hearing at the April 25, 2022 Council meeting following the presentation by Jack Cline, WPCOG Stormwater Administrator. At the public hearing, all residents of the Town and other interested parties must be allowed to speak. The updated ordinance would become effective immediately. (See attachment #2.)

Notice of the public hearing was duly provided in the *News Topic* as required by law.

XII. NEW BUSINESS/ACTION ITEMS

1. WATER SUPPLY WATERSHED PROTECTION ORDINANCE UPDATE #1-2022

Council shall consider the update to the Town of Granite Falls Water Supply Watershed Protection Ordinance. (See attachment #1.)

A Council Member may consider the following sample motion script to simplify the State requirements:

“I make a motion to (Approve or Deny) Water Supply Watershed Protection Ordinance #1-2022 and to approve the corresponding Statement of Consistency & Reasonableness contained in the agenda packet.”

Any additions or deletions to either of the sample motion scripts must be noted within the motion

2. TOWN OF GRANITE FALLS PHASE II STORMWATER ORDINANCE UPDATE #1-2022

Council shall consider the Town of Granite Falls Phase II Stormwater Ordinance Update #1-2022. (See attachment #2.)

A Council Member may consider the following sample motion script to simplify the State requirements:

“I make a motion to (Approve or Deny) Phase II Stormwater Ordinance Amendment #1-2022 and to approve the corresponding Statement of Consistency & Reasonableness contained in the agenda packet.”

Any additions or deletions to either of the sample motion scripts must be noted within the motion

3. MONTHLY BUDGET REPORT

The financial dashboard for the 10 months ended April 30, 2022 is enclosed for your review and comments. This report represents 83% of the current 2021-2022 fiscal year budget. Also enclosed for Council review are the analyses of current year sales tax revenue and property tax revenue versus prior year and budgeted revenues. (See attachment #3.)

4. ABC FINANCIAL STATEMENTS

The Granite Falls ABC Board has submitted the financial statement for the nine-month period ended March 31, 2022 for your review and comments. (See attachment #4.)

5. APPROVE BUDGET AMENDMENT #13 FY 2021-2022

Finance Director Ashley Presnell requests the Council approve budget amendment #13 for fiscal year 2022. (See attachment #5.)

Increase General Fund Budgeted Revenue – ABC School Receipts	\$11,968.00
Increase General Fund Budgeted Expense – ABC Distribution to Schools	\$11,968.00

6. APPROVE 3rd QUARTER ABC DISTRIBUTION

Finance Director Ashley Presnell requests the Council authorize the distribution of ABC funds for \$11,968.28 to the local schools as follows:

Granite Falls Elementary School	36%	\$4,308.58
Granite Falls Middle School	36%	\$4,308.58
Dudley Shoals Elementary School	<u>28%</u>	<u>\$3,351.12</u>
Total Distribution	<u>100%</u>	<u>\$11,968.28</u>

These funds represent the portion of the ABC Store profit distribution to schools for the third quarter ended 03/31/2022. (See attachment #6.)

7. APPROVE ATTORNEY’S CONTRACT

Council is requested to approve The General Counsel Agreement for \$5,000 with Cannon Law Firm, P.A. to serve as the Town’s attorney for fiscal year 2022-2023. (See attachment #7.)

8. APPROVE AGREEMENT FOR THE GRANITE FALLS POLICE DEPARTMENT TO PROVIDE SCHOOL RESOURCE OFFICER TO GRANITE FALLS MIDDLE SCHOOL

Council is requested to approve an agreement between the Caldwell County Board of Education (School Board) and the Granite Falls Police Department (GFPD) for the GFPD to continue providing a School Resource Officer (SRO) for Granite Falls Middle School (GFMS). The School Board reimburses the GFPD for the cost of providing the SRO for GFMS. Council is also requested to authorize the Town Manager to sign this agreement on behalf of the Town. (See attachment #8.)

9. ACCEPT PROPOSED ABC BUDGET FOR FISCAL YEAR 2022-2023

Under N.C.G.S. 18B-702, effective for fiscal years starting after May 1, 2011, each local ABC Board must operate under a balanced budget and the proposed budget must be presented to the local ABC Board, the appointing authority (Granite Falls Town Council) and the NC ABC Commission before June 1st of each year. The budget must be adopted by the local ABC Board at a meeting held after June 1st each year and the budget approved by the local board must be submitted to the appointing authority and to the NC ABC Commission. The Council will receive the approved budget at the June 21, 2022 Special Meeting. The Council is not required to take any action on this budget, but the presentations of the proposed and approved budgets must be reflected in the Council meeting minutes. (See attachment #9.)

10. APPROVE RENEWAL OF AGREEMENT WITH SMITH ROGERS PLLC TO PROVIDE 24-HOUR LAW ENFORCEMENT LEGAL SUPPORT

Council is requested to approve the renewal of an agreement with Smith Rogers PLLC to provide 24-Hour Law Enforcement Legal Support to the Granite Falls Police Department for fiscal year 2023 at an annual cost of \$7,599. The cost of this service was included in the 2023 Police Department Budget. (See attachment #10.)

Action requested: Approve renewal of agreement as presented and authorize the Town Manager to execute the renewal agreement on behalf of the Town.

11. PRESENT BUDGET FISCAL YEAR 2022-2023

Town Manager and Budget Officer Jerry Church shall present the proposed budget for fiscal year 2022-2023 for \$15,350,100 including the required budget message. The budget is the “blueprint” used to provide a sound financial framework for all Town operations. The budget ensures that the Town’s limited resources are allocated toward the services and priorities identified by the Council. More specifically, the budget is a financial plan consisting of proposed expenditures and the means of financing those expenditures through revenues for a given period, usually one year (July 1-June 30). The recommended budget for fiscal year 2022-2023 is \$43,961 or .29% less than the 2021-2022 amended budget of \$15,394,061. The largest increases in the 2022-2023 budget are Salaries, Wages, and Benefits (\$255,982), Supplies (\$108,650), Gas & Oil (\$59,800), Utilities (\$15,700), and Maintenance & Repairs/Service Contracts (\$52,948), and Travel & Training (\$19,425). The anticipated cost increases in 2022 will be offset by decreases in Purchase of Electricity (\$321,600), SERVPRO Building Reuse Grant (\$210,000), and Capital Outlay (\$20,200). (See attachment #11.)

Action Requested – Review and call for a public hearing on the proposed fiscal year 2021-2022 budget at the Special Council Meeting scheduled for Tuesday, June 21, 2022, at 5:00 p.m.

12. RECOMMENDATIONS FOR COMMITTEES APPOINTED BY THE TOWN COUNCIL

Council shall consider Staff recommendations for committees appointed by the Town Council.

- A) The terms for Planning Board members Rita Church and Deborah Chernesky expire 06/30/2022 and both ladies have agreed to be reappointed to three-year terms.
- B) The terms for Board of Adjustment Member Wade Yount and Ed Mangan expire 06/30/2022 and both gentlemen have agreed to be reappointed to three-year terms.
- C) The terms of Board of Adjustment ETJ Member Wylie Moore and Planning Board ETJ Member Patrick Barker expire 06/30/2022. Both gentlemen are willing to be reappointed to three-year terms but their reappointment is subject to approval by both the Council and the County Commissioners. If Council approves their reappointments, the Town Manager will send a letter to Caldwell County Commission Chairman Randy Church asking for County Commissioner approval.
- D) Local realtor Lauren Hart has agreed to serve a three-year term as an alternate member of the Board of Adjustment.
- E) The Town is currently searching for 2 alternate members for the Planning Board and 1 more alternate member for the Board of Adjustment. Council will be requested to approve those members in the near future.
- F) Andrew Berry has agreed to serve a three-year term on the Recreation Advisory Board.
- G) Warren Walden has decided not to be reappointed to the ABC Board. Stacy Cooke has agreed to serve a three-year term on the ABC Board. (See attachment #12.)

Action Requested: Council is requested to appoint members to Town Council Appointed Committees as presented.

13. APPROVE APPLICATION TO NORTH CAROLINA DEPARTMENT OF PUBLIC SAFETY TO PARTICIPATE IN INMATE WORK RELEASE PROGRAM

The contract for the current inmate work release program ends effective June 30, 2022. Town staff recommends that Council approve participation in the NC Department of Public Safety (DPS) inmate work release program for two inmates for fiscal 2023. As a reminder, each inmate works five eight-hour days, fifty-two weeks per year. The Town is required to pay upfront costs of \$200 per inmate per year and cover the inmates under the Town worker's compensation policy through the NCLM at a cost of \$800 per inmate per year. The DPS provides lunch for the prisoners and transportation to and from the prison unit; however, the Town has the option to transport the prisoners in situations where it is more efficient to do so. The DPS also provides free orientation training sessions for our employees that will supervise or work with the inmates. The total cost of the program for fiscal 2023 is approximately \$2,000 for two work release inmates if the DPS transports the prisoners or \$5,000 if the Town transports the prisoners. (See attachment #13).

Action Requested: Council is requested to approve a contract between the Town and the NC DPS and to authorize the Town Manager to execute the agreement with the NC DPS.

14. TOWN HOLIDAY SCHEDULE

The Town of Granite Falls Administrative Office, the Recreation Center, the Public Works and Electric Departments will be closed on Monday, May 30, 2022 in observance of Memorial Day and on Monday, July 4, 2022 for the July 4th 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.

15. CONSIDER CHANGES TO THE COUNCIL MEETING SCHEDULE

Council is requested to cancel the regular Council meetings scheduled for Monday, June 6, 2022 and Monday, June 20, 2022. Council is requested to call for a special Council meeting for Tuesday, June 21, 2022 at 5:00 p.m. in the Council Room for the budget hearing and other necessary items of business.

XIII. MANAGER UPDATE

Town Manager Jerry Church shall update the Council on the following:

- 1) Enclosed with your Agenda package is a calendar of events through the end of June 2023. Revisions since the last calendar are highlighted in yellow.
- 2) Update on Pinewood Road project.

XIV. COUNCIL COMMITTEE REPORTS

1. WPCOG Policy Board
2. Caldwell County Railroad Policy Board
3. Sales Tax Reinvestment Committee
4. Metropolitan Planning Organization (MPO) and Technical Coordinating
5. Caldwell County Economic Development Commission (EDC)
6. NC Municipal Power Agency # 1 Board of Commissioners
7. Caldwell County Manager's bi-monthly meeting

XV. INFORMATION ITEMS/REPORTS

1. The Granite Falls Recreation Advisory Board will meet Tuesday, June 14th at 6:30 p.m. at the Recreation Center.
2. The Granite Falls Merchants' Association will meet Monday, June 13th at noon in the Town Office Conference Room.
3. The Granite Falls History Committee will meet Tuesday, June 21st at 2:00 p.m. at the Museum.
4. The Granite Falls Planning Board will hold a virtual meeting Tuesday, June 28th at 5:00 p.m.
5. The Granite Falls Board of Adjustment will hold a special meeting on Wednesday, June 8th in the Recreation Center Social Hall at 5:00 p.m.
6. The WPCOG MPO/RPO will meet Wednesday, May 25th at 1:00 p.m. at the WPCOG.
7. The Granite Falls ABC Board will meet Monday, June 13th at 5:30 p.m. at the ABC Store.

In accordance with Title II of the Americans with Disabilities Act, neither the Town of Granite Falls, nor the Granite Falls ABC Board, discriminates on the basis of disability in conducting its meetings. Individuals with disabilities who require auxiliary aids or services or other accommodations for effective communication and participating in a meeting may contact the Town Clerk at (828) 396-3131. Requests should be made at least 72 hours prior to the meeting.

Reminder: The next Town Council Meeting is a special meeting on Tuesday, June 21, 2022 at 5:00 p.m. in the Council Room.