



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**  
**REGULAR TOWN COUNCIL MEETING**  
**MONDAY, AUGUST 15, 2022**  
**4 SOUTH MAIN STREET**  
**6:00 PM**

Face coverings are optional for the August 15, 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.

- I. WELCOME - CALL TO ORDER MAYOR DR. CARYL B. BURNS
- II. INVOCATION MAYOR PRO TEM TRACY TOWNSEND
- III. PLEDGE OF ALLEGIANCE COUNCILMEMBER JIM MACKIE
- IV. CONFLICT OF INTEREST STATEMENT COUNCILMEMBER RITCH BOLICK

*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  
Water Resources/Public Works Director Randy Smith will introduce Street Department Workers Grant Norrod and Dace Kirby.
- VII. APPROVAL OF AGENDA
- VIII. APPROVAL OF MINUTES FROM THE REGULAR TOWN COUNCIL MEETING HELD TUESDAY, JULY 18, 2022.
- IX. TOWN ATTORNEY REPORT BRUCE CANNON

**X. PUBLIC COMMENT PERIOD**

**XI. PUBLIC HEARINGS**

**1) PUBLIC HEARING ON ASSESSMENT AGAINST REAL PROPERTY OF OWNERS FAILING TO PAY INVOICES TO THE TOWN OF GRANITE FALLS**

The Council shall hold a public hearing on the preliminary assessment roll against real property owners failing to pay invoices to the Town of Granite Falls for services and fines 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, and/or the issuance of fines for failure to abate nuisances, in accordance with Town Ordinances. At the public hearing, all real property owners of said property as well as other residents of the Town must be allowed to speak. Following the public hearing, the Council will be asked to approve assessments and/or discounts from the preliminary assessment roll. (See attachment #1.)

**The public hearing has been duly noticed by publishing a notice in the News Topic as required under NC General Statutes.**

**2) PUBLIC HEARING ON AN AMENDMENT TO THE TOWN CODE OF ORDINANCES, TITLE VII: TRAFFIC CODE, CHAPTER 72. TRAFFIC SCHEDULES TO CHANGE THE NAME OF LEISURE WAY TO MOSSWOOD WAY**

The Council shall hold a public hearing on an amendment to the Town Code of Ordinances Title VII: Traffic Code, Chapter 72. Traffic Schedules. The amendment would change the name of Leisure Way to Mosswood Way. At the public hearing, all residents of the Town and other interested parties must be allowed to speak. The amended Town Ordinance would become effective September 1, 2022. (See attachment #2.)

**The public hearing has been duly noticed by publishing a notice in the News Topic as required under NC General Statutes.**

**3) PUBLIC HEARING ON AN AMENDMENT TO THE TOWN CODE OF ORDINANCES, TITLE VII: TRAFFIC CODE, CHAPTER 72. TRAFFIC SCHEDULES TO CONVERT BENSON DRIVE TO A THRU STREET BY REMOVING STOP SIGNS ON BENSON DRIVE AT THE INTERSECTION OF BENSON DRIVE AND FOX RIDGE DRIVE**

The Council shall hold a public hearing on an amendment to the Town Code of Ordinances Title VII: Traffic Code, Chapter 72. Traffic Schedules. The amendment would convert Benson Drive to a thru street by removing stop signs on Benson Drive at the intersection of Benson Drive and Fox Ridge Drive. At the public hearing, all residents of the Town and other interested parties must be allowed to speak. The amended Town Ordinance would become effective immediately. (See attachment #3.)

**The public hearing has been duly noticed by publishing a notice in the News Topic as required under NC General Statutes.**

## **XII. NEW BUSINESS/ACTION ITEMS**

### **1) APPROVE ASSESSMENTS AND/OR DISCOUNTS FROM THE PRELIMINARY ASSESSMENT ROLL**

Council is requested to approve the preliminary assessment roll, after determining whether or not to allow any discounts from the assessment roll, against real property of owners failing to pay invoices to the Town of Granite Falls for services rendered by the Town to abate public nuisances, or fines to abate 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, and/or the issuance of fines for failure to abate nuisances, in accordance with Town Ordinances. (See attachment #1.)

### **2) APPROVE ORDINANCE #367 RENAMING LEISURE WAY TO MOSSWOOD WAY**

Council is requested to approve Ordinance #367 which amends the Town Code of Ordinances and renames Leisure Way to Mosswood Way. (See attachment #2.)

### **3) APPROVE ORDINANCE #368 TO CONVERT BENSON DRIVE TO A THRU STREET**

Council is requested to approve Ordinance #368 which converts Benson Drive to a thru street by removing stop signs on Benson Drive at the intersection of Benson Drive and Fox Ridge Drive. (See attachment #3.)

### **4) REZONING PETITION #1-2022 – 32 FALLS AVENUE**

Town Planner Greg Wilson shall review with the Council the Granite Falls Planning Board meeting held Tuesday, July 26, 2022 where the Planning Board reviewed Rezoning Petition #1-2022. Jon Younce submitted a Zoning Map Amendment for .093 acres of a 1.15-acre parcel owned by Lee and Betty Brittain located at 30 Falls Avenue. Mr. Younce has an agreement in place to purchase a small portion of the Brittain property to add to his 30 Falls Avenue property which would allow room for an addition to his building at 30 Falls Avenue (First Impressions Dental Lab). The 32 Falls Avenue property is in the Town limits and is currently zoned R-15, Single Family Residential and the request is to rezone .093 acres to H-B, Highway Business so that the zoning will be consistent with the 30 Falls Avenue Property when the proposed subdivision and recombination is completed. (See attachment #4.)

**The Planning Board voted unanimously to recommend that the Town Council approve the Petition for Rezoning #1-2022 as submitted, contingent upon subdivision and recombination.**

Action Requested: Review and call for a public (legislative) hearing at the Regular Town Council Meeting scheduled for Monday, September 19, 2022 at 6:00 p.m. in the Council Room. The hearing notice will be posted on the property, published in the News Topic and direct-mailed to adjacent property owners per the requirements set forth in G.S. §160D-602.

### **5) MONTHLY BUDGET REPORT – FINANCE OFFICER ASHLEY PRESNELL**

The Financial Dashboard for the period ended July 31, 2022 is enclosed for Council review and comments. This report represents 8% of the 2022–2023 fiscal year budget. Also enclosed for Council review is an analysis of 2022-2023 sales tax revenue versus prior year and budgeted revenue. (See attachment #5.)

### **6) ABC FINANCIAL STATEMENTS**

The Granite Falls ABC Board has submitted the financial statement for the twelve-month period ended June 30, 2022 for your review and comments. (See attachment #6.)

**7) APPROVE 4<sup>th</sup> QUARTER ABC DISTRIBUTION**

Town Finance Officer Ashley Presnell requests the Council authorize the distribution of ABC funds for \$6,717.87 to the local schools as follows:

Granite Falls Elementary School	36%	\$2,418.43
Granite Falls Middle School	36%	\$2,418.43
Dudley Shoals Elementary School	28%	\$1,881.01
Total Distribution	<u>100%</u>	<u>\$6,717.87</u>

These funds represent the portion of the ABC Store profit distribution to schools for the fourth quarter ended 06/30/2022. (See attachment #7.)

Action requested: Council is requested to approve the fourth quarter ABC distribution to schools as presented.

**8) ADOPT RESOLUTION RECOGNIZING PATRIOT DAY, THE NATIONAL DAY OF SERVICE AND REMEMBRANCE AND THE NATIONAL MOMENT OF REMEMBRANCE OF THE 21<sup>ST</sup> ANNIVERSARY OF SEPTEMBER 11, 2001**

Council is requested to consider a resolution recognizing Patriot Day, the National Day of Service and Remembrance and the National Moment of Remembrance on the 21<sup>ST</sup> anniversary of September 11, 2001. To honor the victims and the heroic efforts of the first responders on September 11, 2001, Congress established a National Moment of Remembrance calling for a nationwide moment of silence to begin at 8:46 a.m. EDT on September 11, 2022 – the 21<sup>st</sup> anniversary of the attacks – and last for one minute. (See attachment #8.)

Council Action Requested: Approve Resolution as presented.

**9) ADOPT RESOLUTION – PUBLIC POWER WEEK**

Council shall consider a resolution declaring the week of October 3<sup>rd</sup> – 9<sup>th</sup> as Public Power Week in Granite Falls. Council is also requested to designate Tuesday, October 4<sup>th</sup> as “Customer Appreciation Day.” The Town of Granite Falls has owned its electrical distribution system since 1921. The electric system is an asset to the community that contributes to the well-being of our citizens by providing safe and reliable power, excellent customer service and economic development opportunities. (See attachment #9.)

Council Action Requested: Approve Resolution as presented.

**10) APPROVE COMPLIANCE TRAINING ASSOCIATES, INC. CONTRACT**

Town Staff recommends that the Town renew the contract with Compliance Training Associates, LLC (CTA) to provide safety consultant services to the Town from October 1, 2022 through September 30, 2023 at a flat renewal cost of \$8,500. CTA is completing its seventh year as the Town’s safety consultant and has done a great job with the Town safety program. (See attachment #10.)

Action Requested: Approve the contract and authorize Town Manager Jerry Church to execute the contract on behalf of the Town.

**11) APPROVE CONTRACT WITH HR ESSENTIALS CONSULTING FOR A PAY AND CLASSIFICATION STUDY**

The last Pay and Classification Study for the Town of Granite Falls was completed in February 2015. Because job duties change over time and market pay rates change for different jobs, comprehensive and pay plan reviews are needed periodically which is approximately every five years. The Council approved funds for hiring an independent consultant to conduct a pay and classification study for all full-time employees during the 2022-2023 fiscal year. Town staff recommends that the Town contract with HR Essentials Consulting, Knoxville, Tennessee, to complete the Pay and Classification Study for the Town at a flat rate of \$7,200.00. Former Caldwell County Human Resources Director David Hill serves as the Managing Partner of HR Essentials Consulting and has over 40 years of experience in Human Resource management (See attachment #11.)

Action Requested: Approve the contract and authorize Town Manager Jerry Church to execute the contract on behalf of the Town.

**12) 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.

**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 September 2023. Revisions since the last calendar are 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) Enclosed with your agenda package is the End of Session Bulletin: Short Session Supplement for 2022 published by the North Carolina League of Municipalities (NCLM). The NCLM publishes this recap of new legislation as a service to its members. Please review this and let Town Manager Jerry Church know if you have any questions or if you would like any additional information on the new legislation.

#### **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 not meet in September.
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, August 16<sup>th</sup> at 2:00 p.m. at the Museum.
4. The Granite Falls Planning Board will meet Tuesday, August 23<sup>rd</sup> at 5:00 p.m. in the Council Room.
5. The Granite Falls Board of Adjustment will not meet in August.
6. The WPCOG MPO/RPO will not Tuesday, August 23<sup>rd</sup> at 1:00 p.m. at the WPCOG.
7. The Granite Falls ABC Board will meet Monday, August 22<sup>nd</sup> at 5:30 p.m. at the ABC Store.

#### **XVI. CLOSED SESSION**

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.

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 regular meeting on Monday, September 19, 2022 at 6:00 p.m. in the Council Room.**