



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, SEPTEMBER 19, 2022
4 SOUTH MAIN STREET
6:00 PM

Face coverings are optional for the September 19, 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 COUNCILMEMBER MIKE MACKIE
- III. PLEDGE OF ALLEGIANCE MAYOR PRO TEM TRACY TOWNSEND
- IV. CONFLICT OF INTEREST STATEMENT COUNCILMEMBER JIM MACKIE

*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
Electric Services Director Rick Sisk will introduce Electric Department Senior Electric Linemen Ethan Webb & Joshua Greene.
- VII. APPROVAL OF AGENDA
- VIII. APPROVAL OF MINUTES FROM THE REGULAR TOWN COUNCIL MEETING HELD MONDAY, AUGUST 15, 2022.
APPROVAL OF MINUTES FROM THE SPECIAL TOWN COUNCIL MEETING HELD TUESDAY, SEPTEMBER 6, 2022.

IX. TOWN ATTORNEY REPORT

BRUCE CANNON

X. PUBLIC COMMENT PERIOD

XI. PUBLIC HEARINGS

1) PUBLIC (LEGISLATIVE) HEARING ON REZONING PETITION #1-2022 – 30 FALLS AVENUE

The Council shall hold a public (legislative) hearing on Rezoning Petition #1-2022. Jon Younce submitted a Zoning Map Amendment for .093 acres he purchased from Lee and Betty Brittain at 32 Falls Avenue. Mr. Younce has added the .093 acres he purchased 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 request is to rezone the .093 acres from R-15, Single Family Residential to H-B, Highway Business so that the zoning will be consistent with the balance of the 30 Falls Avenue Property. The Council called for the public hearing at the August 15, 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 rezoning would become effective immediately. (See attachment #1.)

The public hearing has been duly noticed by posting a sign on the subject property, publishing a notice in the News Topic and by direct mail to adjacent property owners per the requirements set forth in G.S. §160D-602.

XII. NEW BUSINESS/ACTION ITEMS

1) REZONING PETITION #1-2022 – 30 FALLS AVENUE

Council shall consider Rezoning Petition #1-2022 for approximately 0.93 acres of property located at 30 Falls Avenue. The property is currently zoned R-15, Single Family Residential and the request is to rezone the property to H-B, Highway Business. (See attachment #1 for Ordinance #369.)

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

“I make a motion to (Approve or Deny) Rezoning Petition #1-2022, Rezoning Ordinance #369, 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) CONSIDER REDUCING THE SPEED LIMIT ON GRANDVIEW STREET FROM 35 MILES PER HOUR TO 25 MILES PER HOUR

The Town of Granite Falls Street Committee met on Tuesday, September 6, 2022 at 4:30 p.m. where Town Police Chief Chris Jenkins presented a proposal to reduce the speed limit on Grandview Street from 35 to 25 miles per hour. Grandview Street is partially owned by the Town and partially owned by the NCDOT. The NC DOT has no issue reducing the speed limit on their portion of Grandview Street. Chairman Martin Townsend will discuss the committee’s recommendation that the Council approve the request as presented. (See attachment #2.)

Action Requested: The Council is requested to approve the recommendation of the Street Committee and call for a public hearing to amend the Town Code of Ordinances at the October 17, 2022 Council meeting.

3) **CONSIDER REDUCING THE SPEED LIMIT ON HILL STREET FROM 35 MILES PER HOUR TO 25 MILES PER HOUR**

The Town of Granite Falls Street Committee met on Tuesday, September 6, 2022 at 4:30 p.m. where Town Police Chief Chris Jenkins presented a proposal to reduce the speed limit on Hill Street from 35 to 25 miles per hour. Hill Street is a Town street. Chairman Martin Townsend will discuss the committee’s recommendation that the Council approve the request as presented. (See attachment #3.)

Action Requested: The Council is requested to approve the recommendation of the Street Committee and call for a public hearing to amend the Town Code of Ordinances at the October 17, 2022 Council meeting.

4) **APPROVE SELECTION OF THE WOOTEN COMPANY TO PROVIDE ENGINEERING SERVICES FOR THE WATER DISTRIBUTION SYSTEM ASSET INVENTORY AND ASSESSMENT GRANT**

On September 20, 2021, the Town Council approved the application for an Asset Inventory and Assessment Grant (AIA) for the Town’s water distribution system. On August 17, 2022 the Town received notice that the project has been approved for a \$150,000 grant from the North Carolina Department of Environmental Quality (NC DEQ). The grant does not require a Town match. The next steps in this process are as follows:

A) Advertise and select a qualified engineering firm to perform the services outlined on the Town Request for Proposal (RFP). As required under North Carolina General Statute 143-64.31 (AKA the “Mini-Brooks Act”), Town staff issued the (RFP) for Engineering Services for the Water System Asset Inventory and Assessment Project on August 24, 2022. The responses to the RFP were due September 7, 2022 and the “Mini-Brooks Act” required the Town staff to evaluate proposals using a Qualifications-Based Selection (QBS) process before entering into contract negotiations with responders to the RFP. Town staff has completed the QBS process and recommends that the Town approve entering into a Professional Services Agreement with The Wooten Company for the Water System Asset Inventory and Assessment Project, contingent upon NC DEQ review and acceptance of the Town’s preliminary project scope, cost estimate, and budget. The preliminary project scope, cost estimate, and budget includes \$128,000 to update and calibrate the Town water system hydraulic model, \$14,000 to update and edit the Town Asset Management Plan and Capital Improvement Plan, and \$8,000 for report preparation, Council presentation, and project closeout. When the NC DEQ completes a satisfactory review of the preliminary project scope, cost estimate, and budget, Town staff recommends that the Town enter into a formal agreement with The Wooten Company to provide the engineering services for this project.

B) Approve the preliminary project scope, cost estimate, and budget as presented.

C) Approve the Resolution by Governing Body of Recipient Town of Granite Falls to accept the AIA grant contingent upon the satisfactory review of the preliminary project scope, cost estimate, and budget by NC DEQ. (See attachment #4.)

Action requested: A) Approve the selection of The Wooten Company to provide the engineering services for the Water System Asset Inventory and Assessment Project and approve the Town Manger negotiating and entering into a Professional Services Agreement with The Wooten Company to provide the engineering services contingent upon NC DEQ review and acceptance of the Town’s preliminary project scope, cost estimate, and budget, B) Approve the preliminary project scope, cost estimate, and budget as presented, and C) approve the Resolution by Governing Body of Recipient Town of Granite Falls to accept the AIA grant contingent upon the satisfactory review of the preliminary project scope, cost estimate, and budget by NC DEQ.

5) MONTHLY BUDGET REPORT – FINANCE OFFICER ASHLEY PRESNELL

The Financial Dashboard for the period ended August 31, 2022 is enclosed for Council review and comments. This report represents 17% 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) CHARGE TAX LEVY FOR 2022 – FINANCE OFFICER ASHLEY PRESNELL

Council is requested to charge Tax Collector Kim Eckard with collecting the 2022 ad valorem taxes in the amount of \$2,135,440.36 under NC General Statute §159-13. The 2022 levy represents an increase of \$57,597.27 or 2.78% from the 2021 tax levy. The breakdown of the tax assessments is shown below. (See attachment #6.)

Real Property	\$427,574,750
Personal Property	\$48,554,507
Total Assessed Valuation	<u>\$476,129,257</u>

7) APPROVE PRINCIPALS’ DISTRIBUTION – FINANCE OFFICER ASHLEY PRESNELL

The local principals have submitted the ABC distribution percentages based on school enrollment on the 10th day of school for the school year 2022-2023. It is requested the Council approve the distribution percentages for the 2022-2023 school year. (See attachment #7.)

8) BUDGET AMENDMENT #4 – 2022-2023 – FINANCE OFFICER ASHLEY PRESNELL

Council is requested to approve increases in the salary and benefits budgets for the Police and Fire Departments to make the pay more competitive in an extremely difficult employment market and approve Budget Amendment #4 – 2022-2023. Budget amendment #4 – 2022-2023 includes the cost of pay increases for all employees in both departments, the cost of paying out Holiday Pay to the shift employees in these departments as the holidays actually occur instead of accruing paid time off to be taken at later dates, and the cost of related variable benefits. This amendment requires the use of \$92,200 in General Fund Balance. (See attachment #8.)

9) BUDGET AMENDMENT #5 – 2022-2023 – FINANCE OFFICER ASHLEY PRESNELL

Council is requested to approve a one-time retention bonus payment of \$500 for each full-time employee and \$200 for each full-time, part-time employee in early November, 2022, when the annual Longevity payment is paid, and to approve Budget Amendment #5 – 2022-2023. Budget amendment #5 – 2022-2023 includes the cost of the retention bonus payments and the cost of related variable benefits. This amendment requires the use of \$28,850 in General Fund Balance, \$8,650 in Water/Sewer Fund Balance, and \$5,600 in Electric Fund Balance. (See attachment #9.)

10) ABC AUDIT- FINANCE OFFICER ASHLEY PRESNELL

The Granite Falls ABC Board has submitted the fiscal year ended June 30, 2022 audited financial statements for the Council’s review. (See attachment #10.)

11) APPROVE POLICIES FOR AMERICAN RESCUE PLAN/CORONAVIRUS STATE AND LOCAL FISCAL RECOVERY FUNDS (ARP/CSLFRF FUNDS)

Sherry Long, Assistant Executive Director of the Western Piedmont Council of Governments, has informed Town staff that there are three additional policies that the Town Council needs to approve related to ARP/CSLFRF funds). Ms. Long assisted Town staff in writing these three policies specifically for these funds. These policies are as follows:

- A) Records Retention Policy: Documents Created or Maintained Pursuant to the ARP/CSLFRF Award.
- B) American Rescue Plan of 2021 Coronavirus State and Local Fiscal Recovery Funds Eligibility Determination Policy.
- C) Nondiscrimination Policy: Pursuant to the ARP/CSLFRF Award. (See attachment #11.)

Action Requested: The Council is requested to review and approve the ARP/CSLFRF Policies as presented.

12) REPORT ON GRANITE FALLS MERCHANTS’ ASSOCIATION FESTIVAL ON MAIN

Councilmember Mike Mackie, President of the Granite Falls Merchants’ Association (GFMA), will report on the 12th annual Festival on Main that was held Saturday, September 17, 2022.

13) 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 or not 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.

14) POPULATION ESTIMATE

The NC Department of State Budget and Management has estimated the Town of Granite Falls’ population at 5,000 as of July 1, 2021, which is an increase of 43 from the July 1, 2020 estimate of 4,957. As a reminder, the population estimates are published one year in arrears.

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 October 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) As many of you know, the Granite Falls Rotary Club dissolved earlier this year after many years of dedicated service to this community. The Rotary Club members previously planned and organized the Annual Granite Falls Christmas Parade as a fundraising event to provide scholarships for local high school students. I am pleased to announce that Impact by Rotary International is going to step in and plan and organize this year's parade. Impact is also going to continue the tradition of using this as a fundraiser for local high school students. The Town will still be involved by providing street closures, security, emergency aid, trash pick-up, stage set-up and break down, tables, chairs, etc. This is a win-win for the Town and for local high school students.

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 Recreation Advisory Board will not meet in October.
2. The Merchants' Association will meet Monday, September 26th at noon in the Town Office.
3. The History Committee will meet Tuesday, September 20th at 2:00 p.m. at the Museum.
4. The Planning Board will meet Tuesday, Sept.27th at 5:00 p.m. in the Council Room. (This meeting will probably be cancelled.)
5. The Board of Adjustment will meet Wednesday, Oct.10th at 5:00 p.m. in the Council Room.
6. The WPCOG MPO/RPO will meet Wednesday, September 28th at 1:00 p.m. at the WPCOG.
7. The ABC Board will meet Monday, October 10th 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.

XVII. OTHER BUSINESS

XVIII. ADJOURN

Reminder: The next Town Council Meeting is a regular meeting on Monday, October 17, 2022 at 6:00 p.m. in the Council Room.

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.