



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, NOVEMBER 7, 2022**  
**4 SOUTH MAIN STREET**  
**5:00 PM**

Face coverings are optional for the November 7, 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 MARTIN TOWNSEND
- III. PLEDGE OF ALLEGIANCE COUNCILMEMBER LARRY KNIGHT
- IV. CONFLICT OF INTEREST STATEMENT COUNCILMEMBER MIKE 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
- A) Brandi C. Fesperman, CPA, Senior Accountant with Martin Starnes & Associates, CPAs, P.A., will present the Council with the Town of Granite Falls Annual Report and audit results for the year ended June 30, 2022. (See attachment #1.)
  - B) Dr. Mark Poarch, President of Caldwell Community College and Technical Institute, will present an update on the college.
  - C) Dr. Don Phipps, Superintendent of the Caldwell County Schools, will present an update on the school system.
  - D) Alison Adams, Regional and Community Planning Director of the Western Piedmont Council of Governments (WPCOG), will present an overview of the updated WPCOG Comprehensive Economic Development Strategy (CEDs). (The WPCOG CEDs Report was included with the agenda package.)

**VII. APPROVAL OF AGENDA**

**VIII. APPROVAL OF MINUTES FROM THE REGULAR TOWN COUNCIL MEETING HELD MONDAY, OCTOBER 17, 2022.**

**IX. TOWN ATTORNEY REPORT**

**BRUCE CANNON**

**X. PUBLIC COMMENT PERIOD**

**XI. PUBLIC HEARINGS**

**1) PUBLIC HEARING ON AN AMENDMENT TO THE TOWN CODE OF ORDINANCES, TITLE III: ADMINISTRATION, CHAPTER 30. TOWN COUNCIL, GENERAL PROVISIONS, SECTION 30.01 REGULAR MEETINGS**

The Council shall hold a public hearing on an amendment to the Town Code of Ordinances TITLE III: ADMINISTRATION, Chapter 30. Town Council, General Provisions, Section 30.01 REGULAR MEETINGS. The amendment would change the starting time of regular Town Council meetings from 6:00 p.m. to 5:30 p.m. and change the reference in the ordinance referring to the location of Council meetings from Town Hall to Town Offices.

The current ordinance states “The Council shall hold a regular meeting on the first and third Monday of each month, unless that day is a legal holiday, in which case the meeting may be held on the next business day or canceled by the majority vote of the Council. The meeting shall be held at the Town Hall and shall begin at 6:00 p.m. unless otherwise designated by the agenda.”

Town staff recommends that the reference to the Town Hall be changed to Town Offices and that the starting time of the meetings be changed from 6:00 p.m. to 5:30 p.m. The revised ordinance would state “The Council shall hold a regular meeting on the first and third Monday of each month, unless that day is a legal holiday, in which case the meeting may be held on the next business day or canceled by the majority vote of the Council. The meeting shall be held at the Town Offices and shall begin at 5:30 p.m. unless otherwise designated by the agenda.” The change to the ordinance would go into effect for meetings held after January 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.**

**XII. NEW BUSINESS/ACTION ITEMS**

**1) APPROVE ORDINANCE #372 CHANGING THE STARTING TIME OF REGULAR COUNCIL MEETINGS FROM 6:00 P.M. TO 5:30 P.M. AND THE LOCATION OF REGULAR COUNCIL MEETINGS FROM TOWN HALL TO TOWN OFFICES**

Council is requested to approve Ordinance #372 which changes the starting time and location of regular Council meetings. (See attachment #2.)

**2) CONSIDER CHANGE TO THE COUNCIL MEETING SCHEDULE**

Council is requested to call for a special Council meeting on Monday, January 23, 2023, at 5:30 p.m. in the Council Room located in the Town Offices. The special meeting is necessary since the 1<sup>st</sup> and 3<sup>rd</sup> Mondays in January 2023 are both Town holidays.

**3) RESOLUTIONS DESIGNATING MEETING DATES FOR 2023**

The Town Council is requested to adopt resolutions designating meeting dates for the Granite Falls Town Council, the Granite Falls Planning Board, the Granite Falls Board of Adjustment, and the Granite Falls Recreation Advisory Board. (See attachment #3.)

**4) CONSIDER REDUCING THE SPEED LIMIT ON ALL TOWN MAINTAINED STREETS THAT DO NOT HAVE ESTABLISHED SPEED LIMITS FROM 35 MILES PER HOUR TO 25 MILES PER HOUR (MPH)**

Town of Granite Falls Police Chief Chris Jenkins has been reviewing established speed limits on all Town maintained streets and has recommended that the Council approve a change to the Town Code of Ordinances to reduce the speed limit on streets that do not have established speed limits from 35 MPH to 25 MPH. Reducing the speed limit on the aforementioned streets requires a change to the Town Code of Ordinances Title VII: Traffic Code, Chapter 72. Traffic Schedule IV, Speed Limits.(A) and (C) (3). (See attachment #4.)

Action Requested: The Council is requested to approve this recommendation and call for a public hearing to amend the Town Code of Ordinances at the December 12, 2022, special Council meeting.

**5) FINANCIAL REPORT**

The financial dashboard for the four months ended October 31, 2022, is enclosed for the Council’s review. This report represents 33% of the current 2022 - 2023 fiscal year budget. Also enclosed for Council review is an analysis of current year sales tax revenue and current property tax revenue versus prior year and budgeted revenues. (See attachment #5.)

**6) ABC FINANCIAL STATEMENTS**

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

**7) ABC DISTRIBUTION**

Town Finance Officer Ashley Presnell has requested the Council authorize the distribution of ABC funds in the amount of \$13,057.55 to the local schools as follows:

Granite Falls Elementary School	36%	\$4,700.72
Granite Falls Middle School	36%	\$4,700.72
Dudley Shoals Elementary School	<u>28%</u>	<u>\$3,656.11</u>
Total Distribution	<u>100%</u>	<u>\$13,057.55</u>

These funds represent the portion of the ABC Store profit distribution for the first quarter ended 9/30/2022. (See attachment #7.)

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

Council is requested to approve Budget Amendment #2023-8 for the purchase of 3 parcels of property from Larry and Jo Ann Huffman. The Council previously approved the purchase of the property and the closing date for the property will be before the end of December 2022. (See attachment #8.)

**9) NOTIFY COUNCIL OF TRANSFER OF BUDGET DOLLARS TO THE RECREATION DEPARTMENT FROM THE ADMINISTRATIVE DEPARTMENT FOR INCREASED PAY FOR GAME OFFICIALS AND LIFEGUARDS**

Per Section 5 of Town of Granite Falls Budget Ordinance #366, which was approved by the Council on June 21, 2022, The Budget Officer is hereby authorized to transfer appropriations within a fund as contained herein under the following conditions:

- b. He/she may transfer amounts up to \$5,000 between departments of the same fund with an official report on each such transfer being made at the next meeting of the Town Council.

Town Manager Jerry Church, who also serves as Town Budget Officer, is reporting to the Council that he has transferred \$5,000 in the previously approved 2022-2023 fiscal year budget from the Administrative Department budget to the Recreation Department budget to cover additional compensation for game officials and lifeguards. (See attachment #9.)

**10) CONSIDER TRANSFER OF BUDGET DOLLARS FROM THE POLICE DEPARTMENT TO THE RECREATION DEPARTMENT**

Participation in Recreation team programs has significantly increased in the past few years as additional programs, such as volleyball and indoor soccer have been added. In 2016, there were 702 participants in 4 team sports program and in 2022 there have been 1,070 participants in 6 team sports programs for an increase of 150% in participants and programs. In the next year, there will be 4 major construction projects at the Recreation Center: New Splash Pad, New ADA Restrooms, New Parking Lot, and new ADA Sidewalk/Walking Trail Addition. Parks & Recreation Director Chad Raby will be spending significant time managing these projects. Chad will also be assisting Town Manager Jerry Church in the implementation of the Town ADA Transition Plan.

Town Manager Church is requesting the Council to approve the transfer of \$20,000 in the previously approved 2022-2023 fiscal year budget from the Police Department to the Recreation Department to cover the additional costs of increasing the salary of the Athletic Program Specialist who will pick up additional team sport program duties and to “add back” the two part-time night and weekend building supervisor positions that were eliminated during COVID while the building was closed.

Action requested: Approve transfer of budget funds as requested.

**11) EVENTS SCHEDULE**

Council shall consider the schedule of events for the balance of 2022.

Veterans Day Ceremony - 10:00 a.m. Thurs., 11/10/2022 - Rec. Center

Light Up Granite Falls Tree Decorating Contest - 3:30 p.m. Mon., 11/21/2022 - Downtown

Festival on the Square Tree Lighting Ceremony - 6:15 p.m. Mon., 11/21/2022 - Downtown

Impact by Rotary Club Granite Falls Christmas Parade - Noon, Sat., 12/03/2022 – Downtown

**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:

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 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.

**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 December 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) Update on CDBG infrastructure grant.
- 3) On Tuesday, October 25, 2022, Town Manager Jerry Church did a presentation on Town services and events, the role of the Town Manager in local government, and on the importance of leadership skills, to Cub Scouts Troup #260 sponsored by First United Methodist Church, Granite Falls.

**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 November.
2. The Merchants' Association will not meet in November.
3. The History Committee will meet Tuesday, November 15<sup>th</sup> at 2:00 p.m. at the Museum.
4. The Planning Board will meet Tuesday, November 22<sup>nd</sup> at 5:00 p.m. in the Council Room.
5. The Board of Adjustment will meet Wednesday, November 9<sup>th</sup> at 5:00 p.m. in the Council Room.
6. The WPCOG MPO/RPO will meet Wednesday, November 16<sup>th</sup> October 26<sup>th</sup> at 1:00 p.m. at the WPCOG.
7. The ABC Board will meet Monday, November 7<sup>th</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.

**XVII. OTHER BUSINESS**

**XVIII. ADJOURN**

**Reminder: The next Town Council Meeting is a special meeting on Monday, December 12, 2022, at 5:00 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 based on 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.