



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**  
**TUESDAY, NOVEMBER 29, 2022**  
**4 SOUTH MAIN STREET**  
**5:30 PM**

Face coverings are optional for the November 29, 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 RITCH BOLICK
- III. PLEDGE OF ALLEGIANCE COUNCILMEMBER JIM MACKIE
- 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 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)

- V. RECOGNITION OF VISITORS
- VI. SPECIAL PRESENTATIONS/INTRODUCTIONS/RECOGNITIONS
- A) Town of Granite Falls Fire Chief Brian Bennett will introduce Fire Engineer Justin Winebarger to the Council.
  - B) Town of Granite Falls Finance Director Ashley Presnell will introduce Payroll Technician & Tax Collector Katilyn (Kati) Parlier to the Council.
  - C) Town of Granite Falls Police Chief Chris Jenkins will recognize Police Sergeant Daniel Sharpe for receiving his Intermediate Law Enforcement Certificate from the NC Criminal Justice Education and Training Standards Commission.
  - D) 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.

**VII. APPROVAL OF AGENDA**

**VIII. APPROVAL OF MINUTES FROM THE SPECIAL TOWN COUNCIL MEETING HELD MONDAY, NOVEMBER 7, 2022.**

**IX. TOWN ATTORNEY REPORT** **BRUCE CANNON**

**X. PUBLIC COMMENT PERIOD** **NONE SCHEDULED**

**XI. PUBLIC HEARINGS** **NONE SCHEDULED**

**XII. NEW BUSINESS/ACTION ITEMS**

**1) CONSIDER INCREASING DOLLAR AMOUNT ALLOCATED FOR 2023 STREET PAVING PROJECTS**

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. Street Committee Chairman Martin Townsend will discuss the Street Committee’s recommendation. (See attachment #1.)

If approved by the Street Committee, the Action Requested would be as follows: The Council is requested to 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.

**2) AWARD CONTRACT FOR 2023 STREET PAVING PROJECTS**

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. Street Committee Chairman Martin Townsend will discuss the Committee’s recommendation. (See attachment #2.)

If the Street Committee and the Council approve the request to increase the amount of funds allocated to the 2023 street paving projects to \$878,150.00, the Action Requested would be as follows: The Council is requested to 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 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.

3) **APPROVE RESOLUTION TO GRANT THE CALDWELL COUNTY ANIMAL CARE ENFORCEMENT DIVISION POWER TO ENFORCE ITS ORDINANCE IN THE TOWN OF GRANITE FALLS TOWN LIMITS**

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. (See attachment #3.)

Action requested: Review revised regulations and approve the Resolution as presented.

4) **REVIEW PRELIMINARY ASSESSMENT ROLL AND CALL FOR PUBLIC HEARING**

Council is 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 11/28/2022. (See attachment #4.)

Action Requested: Review and 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.

5) **CONSIDER APPOINTMENT OF TAX COLLECTOR**

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. The Council is requested to ratify the Town Manager’s decisions. (See attachment #5.)

6) **CONSIDER CALLING FOR A PUBLIC HEARING TO RECEIVE CITIZEN INPUT FOR THE DEVELOPMENT OF COMMUNITY DEVELOPMENT BLOCK GRANT (CDBG) APPLICATIONS FOR THE UPCOMING YEAR**

The council is 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.

Action requested: Council is requested to 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. (See attachment #6.)

**7) CONSIDER BIDS FOR NEW PARKING LOT AT THE GRANITE FALLS RECREATION CENTER**

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 (CIP #R51) at the Town of Granite Falls Recreation Center. This project is being funded by a \$180,000 State Capital and Infrastructure Fund Directed Grant (SCIF) that the Town was awarded during the state budget process. The engineering services agreement is for \$35,600 and the services include design, preparation of bid packages, bid tabulation, recommendation of bid award, permitting, contract administration, and construction observation. The bid opening will be held Monday, November 28, 2022, at the Recreation Center. If the Town receives a reasonable bid from a responsive, responsible bidder, McGill will make a recommendation to the Council to award the bid for the project. If McGill makes a recommendation to award the bid, Council will be requested to award the bid as recommended by McGill 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.

**8) APPROVE AMENDMENT TO THE STATE CAPITAL AND INFRASTRUCTURE FUND (SCIF) DIRECTED GRANT PROJECT ORDINANCE FOR THE GRANITE FALLS RECREATION CENTER PARKING LOT PROJECT**

If the Town awards the bid tonight for the new parking lot at the Recreation Center in the area between the former civic building and the water tank, Council will be requested to approve an amendment to the Granite Falls Recreation Center Parking Lot Grant Project Ordinance. If the bids are reasonable, the amended Grant Project Ordinance will be available for review and discussion at the meeting.

**9) 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:

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>
Dr. Martin Luther King, Jr. Day	Monday, January 16 <sup>th</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.

**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 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 14<sup>th</sup> at 5:00 p.m. in the Council Room.
6. The WPCOG MPO/RPO will meet Wednesday, December 14<sup>th</sup> at 1:00 p.m. at the WPCOG.
7. The ABC Board will meet Monday, December 5<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 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.