

MINUTES OF REGULAR MEETING HELD AUGUST 17, 2020

Due to COVID-19 (coronavirus), this special meeting of the Granite Falls Town Council was held in the Council Room and allowed for remote participation by members of the media, citizens and members of the general public, and all other interested parties.

REGULAR MEETING The Granite Falls Town Council held a Regular Meeting on August 17, 2020 at 6:00 p.m. in the Council Chambers of the Administrative Building.

PRESENT The following members of the governing body were physically present: Mayor Barry Hayes, and Council Members Dr. Caryl B. Burns, Larry Knight, Jim Mackie, Mike Mackie, Martin Townsend, and Tracy Townsend. Mayor Hayes did a roll call of all members present.

ABSENT The following member of the governing body was absent: None

STAFF PRESENT The following staff members physically attended the meeting: Town Manager Jerry Church, Town Clerk Paula Kirby, Town Attorney Bruce Cannon, Finance Director Jana Williams, and Administrative Assistant Kara Calloway.

VISITORS Brandon Norris and Joseph Norris attended the meeting by remote participation.

NEWS MEDIA Garrett Stell, representing *The News-Topic*, attended the meeting by remote participation.

MEETING CALLED TO ORDER Mayor Barry Hayes called the meeting to order and welcomed everyone present.

INVOCATION Councilmember Tracy Townsend led in prayer.

PLEDGE OF ALLEGIANCE Mayor Barry Hayes led the Pledge of Allegiance.

APPROVAL OF AGENDA Tracy Townsend made a motion the Council approve the agenda as presented. Larry Knight seconded the motion, with a unanimous affirmative vote determined by the Mayor individually polling each Councilmember.

APPROVAL OF MINUTES FROM THE REGULAR COUNCIL MEETING HELD JULY 20, 2020 Martin Townsend made a motion the Council approve the minutes from the Regular Council meeting held July 20, 2020 as presented. Dr. Caryl B. Burns seconded the motion, with a unanimous affirmative vote determined by the Mayor individually polling each Councilmember.

TOWN ATTORNEY REPORT Town Attorney Bruce Cannon did not have a report.

PUBLIC HEARINGS None

PUBLIC COMMENT PERIOD No public comments were submitted.

NEW BUSINESS/ACTION ITEMS

ABC EXPENDITURE STATEMENTS SUBMITTED The principals of the local schools submitted their expenditure statements for the quarter ended June 30, 2020 for the Council's review and comments. Copies of the statements are attached and are hereby made a part of these minutes.

ABC FINANCIAL STATEMENTS SUBMITTED The Granite Falls ABC Board submitted the financial statements for the twelve-month period ended June 30, 2020 for the Council's review and comments. A copy of the statements is attached and is hereby made a part of these minutes.

BUDGET AMENDMENT #7 FY 2019-2020 APPROVED Finance Officer Jana Williams requested the Council to approve budget amendment #7 for fiscal year 2020.

Increase General Fund Budgeted Revenue – ABC School Receipts	\$1,210.00
Increase General Fund Budgeted Expense – ABC Distribution to Schools	\$1,210.00

Tracy Townsend made a motion the Council approve Budget Amendment #7 2019-2020 as requested. Larry Knight seconded the motion, with a unanimous affirmative vote determined by the Mayor individually polling each Councilmember.

4th QUARTER ABC DISTRIBUTION APPROVED Town Finance Officer Jana Williams requested the Council authorize the distribution of ABC funds for \$1,209.55 to the local schools as follows:

Granite Falls Elementary School	36%	\$435.44
Granite Falls Middle School	36%	\$435.44
Dudley Shoals Elementary School	<u>28%</u>	<u>\$338.67</u>
Total Distribution	<u>100%</u>	<u>\$1,209.55</u>

These funds represent the portion of the ABC Store profit distribution to schools for the fourth quarter ended 06/30/2020.

Larry Knight made a motion the Council approve the distribution of ABC funds as requested. Tracy Townsend seconded the motion, with a unanimous affirmative vote determined by the Mayor individually polling each Councilmember.

FINAL BUDGET 2019 – 2020 ADOPTED Finance Director Jana Williams requested the Council to approve the final budget for the fiscal year ended June 30, 2020. The Town’s auditors, Martin Starnes & Associates will start the annual audit on Monday, August 24, 2020.

	<u>2019-2020</u>	<u>2019-2020</u>
<u>General Fund</u>	<u>Approved Budget</u>	<u>Final Amended Budget</u>
Administrative	\$852,000	\$920,001
Police	\$1,359,000	\$1,428,142
Fire	\$793,000	\$797,361
Street	\$892,000	\$892,000
Sanitation	\$200,000	\$200,000
Recreation	\$558,000	\$577,000
Total General Fund	<u>\$4,654,000</u>	<u>\$4,814,504</u>
Water & Sewer Fund	<u>\$3,327,200</u>	<u>\$3,327,200</u>
Electric Fund	<u>\$7,279,800</u>	<u>\$7,439,800</u>
Total All Funds	<u>\$15,261,000</u>	<u>\$15,581,504</u>

Martin Townsend made a motion the Council approve the final budget for 2019-2020 as requested. Dr. Caryl B. Burns seconded the motion, with a unanimous affirmative vote determined by the Mayor individually polling each Councilmember.

MONTHLY BUDGET REPORT – FINANCE OFFICER JANA WILLIAMS The Financial Dashboard for the period ended July 31, 2020 was presented for Council review and comments. This report represents 8% of the 2020–2021 fiscal year budget. Also presented for Council review was an analysis of 2020-2021 sales tax revenue versus prior year and budgeted revenue. Copies of these reports are attached and are hereby made a part of these minutes.

BUDGET AMENDMENT #3 FY 2020-2021 APPROVED Finance Officer Jana Williams requested the Council approve budget amendment #3 for fiscal year 2021.

Budget Amendment #3 – 2021

To allow for the pass through of funds for the completion of the Grace Village, LLC Rural Hope Grant from the NC Department of Commerce.

Increase GF Revenue DOC Rural Hope Grant Grace Village, LLC	\$210,000.00
Increase GF-Adm. Expense Grace Village, LLC Rural Hope Grant	\$210,000.00

Tracy Townsend made a motion the Council approve Budget Amendment #3 FY 2020-2021 as requested. Martin Townsend seconded the motion, with a unanimous affirmative vote determined by the Mayor individually polling each Councilmember.

RESOLUTION – PUBLIC POWER WEEK ADOPTED The Council considered a resolution declaring the week of October 4th – 10th as Public Power Week in Granite Falls. The Council was also requested to designate Tuesday, October 6th 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.

Mike Mackie made a motion the Council approve the resolution and designate Tuesday, October 6th as “Customer Appreciation Day” as requested. Dr. Caryl B. Burns seconded the motion, with a unanimous affirmative vote determined by the Mayor individually polling each Councilmember. A copy of the resolution is attached and is hereby made a part of these minutes.

RESOLUTION RECOGNIZING PATRIOT DAY, THE NATIONAL DAY OF SERVICE AND REMEMBRANCE AND THE NATIONAL MOMENT OF REMEMBRANCE OF THE 19TH ANNIVERSARY OF SEPTEMBER 11, 2001 ADOPTED The Council was requested to consider a resolution recognizing Patriot Day, the National Day of Service and Remembrance and the National Moment of Remembrance on the 19th 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, 2020 – the 19th anniversary of the attacks – and last for one minute.

Jim Mackie made a motion the Council approve the resolution as presented. Larry Knight seconded the motion, with a unanimous affirmative vote determined by the Mayor individually polling each Councilmember. A copy of the resolution is attached and is hereby made a part of these minutes.

TOWN APPLICATION FOR A NORTH CAROLINA (NC) DEPARTMENT OF ENVIRONMENTAL QUALITY (DEQ) ASSET INVENTORY AND ASSESSMENT (AIA) GRANT AUTHORIZED The Council was requested to approve the Town application for a NC DEQ AIA Grant of up to \$150,000 for water distribution projects. The grant requires a 5%, 10%, or 15% (\$7,500, \$15,000, or \$22,500) Town match that can be absorbed in the existing 2021 Water & Sewer Department budget.

Town staff recommends the application include as much of these three important projects as possible:

- 1) Water distribution system flow modeling for fire protection to determine how the new proposed lines for the upcoming NC DOT projects (321, 321A, Pinewood Road) will affect our water distribution system, and evaluation of a new interconnection of the Town’s water distribution system with the County water distribution system near Granada Farms.

- 2) Investigation and mapping of the underground infrastructure at the Town's Water Treatment Facility.
- 3) Locate old buried water valves along North and South Main Streets and U.S. Highway 321. Check conditions of valve boxes and possibly develop procedures for proper exercising of valves. Verify the actual lines these valves isolate in the water distribution system and update this information on our water distribution system maps.

The Council would be required to approve a resolution authorizing the application and stating that arrangements have been made to provide matching funds. The resolution and application are due September 30, 2020.

Tracy Townsend made a motion the Council authorize Town staff applying for a NC DEQ AIA water system grant of \$150,000. Mike Mackie seconded the motion, with a unanimous affirmative vote determined by the Mayor individually polling each Councilmember.

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 7 th
Veterans Day	Wednesday, November 11 th
Thanksgiving	Thursday, November 26 th & Friday, November 27 th
Christmas	Wednesday, Thursday, & Friday, December 23 rd - 25 th
New Year's Day	Friday, January 1, 2021

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.

MANAGER UPDATE

Town Manager Jerry Church updated the Council on the following:

1. Enclosed with the Council's agenda package was a calendar of events through the end of August 2021. Revisions since the last calendar were 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. COVID-19 Update

A) While we are not "out of the woods yet", there are some positive trends. The number of patients recovered in Caldwell County exceeds the number of active patients. The cases by age shows that there are more young people <50 infected

with COVID than what was initially forecasted. Caldwell County has seen a decline in the number of positive cases reported weekly in the last two weeks after this number peaked the week ended 8/1/20. The average number of cases reported daily in August has dropped to 19 per day after peaking at 24 per day in July. Positive cases are at 1.6% of the total population in Caldwell County and active cases now stand at .7% of the County's population. Hospitalizations in Caldwell County have not been anywhere as high as initially feared and this number has leveled off and actually declined to 18 after peaking at 23. These 18 patients represent the number of Caldwell County residents hospitalized in hospitals across the state. Caldwell Memorial currently has 8 of these patients. Things are looking up but we still need to continue to be cautious.

- B) The Recreation Soccer season has been moved to spring in between basketball and baseball/softball seasons. The schedules will be set up where the seasons do not overlap.
- C) The CARES Act plan is due Thursday and defines how the Town will spend the money received from Caldwell County. Most of these funds will be spent for PPE, sanitizing equipment and supplies, and technology upgrades for remote working and required training.

MEETING ADJOURNED Larry Knight made a motion the Council adjourn the meeting. Dr. Caryl B. Burns seconded the motion, with a unanimous affirmative vote determined by the Mayor individually polling each Councilmember.