

MINUTES OF REGULAR MEETING HELD FEBRUARY 6, 2017

REGULAR MEETING The Granite Falls Town Council held a Regular Meeting on Monday, February 6, 2017 at 6:00 p.m. in the Council Chambers of the Administrative Building.

PRESENT The following members of the governing body were present: Mayor Barry Hayes, Council Members Dr. Caryl B. Burns, Marc Church, Jim Mackie, Mike Mackie, Martin Townsend and Tracy Townsend.

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

STAFF PRESENT The following staff members attended the meeting: Town Manager Jerry Church, Town Clerk Paula Kirby, Administrative Assistant Kara Calloway, Town Planner Greg Wilson, Police Chief Ritch Bolick, Electric Services Director Rick Sisk and Fire Chief Brian Bennett.

VISITORS The following visitors attended the meeting: Lesley Mason, Caldwell County Public Library Director and Susan Clark, Caldwell County Library, Granite Falls Branch Librarian.

NEWS MEDIA No news media attended the meeting.

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

INVOCATION Police Chief Ritch Bolick led in prayer.

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

SPECIAL RECOGNITIONS/PRESENTATIONS

Lesley Mason, Caldwell County Public Library Director Ms. Mason introduced herself to the Council and stated she started her position in Caldwell County on November 1, 2016. She informed the Council of the “Fine Free February” program which forgives library fines to encourage and reengage people to come to the library. They have presently “forgiven” approximately \$1,500 in fines.

Susan Clark, Caldwell County Library, Granite Falls Branch Librarian Ms. Clark informed the Council that the library uses “Passive Programming” to encourage people to read and visit the library. Window displays are a big part of this program. Displays are changed each month. This month’s displays include Black History Month and a display of 1960 memorabilia provided by a Granite Falls Middle School history class. Also, the library uses an easel to encourage library patrons to read with messages such as “What I’m Finally Going to Read This Year.”

Mayor Hayes thanked both ladies for their work and dedication. He also stated he enjoyed the window displays each month.

AGENDA APPROVED Tracy Townsend made a motion the Council approve the agenda as presented. Martin Townsend seconded the motion, with a unanimous affirmative vote.

MINUTES FROM THE SPECIAL TOWN COUNCIL MEETING HELD MONDAY, JANUARY 9, 2017 APPROVED Jim Mackie made a motion the Council approve the minutes from the Special Meeting held Monday, January 9, 2017. Dr. Caryl B. Burns seconded the motion, with a unanimous affirmative vote.

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

PUBLIC COMMENT PERIOD No one registered to speak during the Public Comment Period.

PUBLIC HEARING None

NEW BUSINESS/ACTION ITEMS

PUBLIC HEARING CALLED ON SUBDIVISION ORDINANCE AMENDMENT #1-2017 Town Planner Greg Wilson reviewed with the Council the Granite Falls Planning Board meeting held Tuesday, January 24, 2017. The Planning Board considered Subdivision Ordinance Amendment #1-2017 that would modify the Final Plat Approval Process for performance guarantees for subdividers and update the septic tank/water source certificate. The proposed change to performance guarantees increases the amount of the subdivider’s guarantee from 100% of the estimated costs of construction of the required improvements to 125% of the estimated construction costs of the required improvements. The proposed change also reserves the Town Manager’s right to seek a recalculation of the costs of the construction of required improvements as a condition of approval of a one year extension of the performance guarantee. The update to the septic tank/water source certificate is a result of changes requested by the Caldwell County Environmental Health Department.

The Planning Board voted unanimously to recommend that the Town Council approve Subdivision Ordinance Amendment #1-2017 as submitted.

Tracy Townsend made a motion the Council call for a public hearing on Subdivision Ordinance Amendment #1-2017 at the Regular Town Council Meeting scheduled for Monday, February 20, 2017 at 6:00 p.m. Mike Mackie seconded the motion, with a unanimous affirmative vote. A copy of Subdivision Ordinance Amendment #1-2017 is attached and is hereby made a part of these minutes.

PUBLIC HEARING CALLED ON ZONING TEXT AMENDMENT #1-2017 Town Planner Greg Wilson reviewed with the Council the Granite Falls Planning Board meeting held Tuesday, January 24, 2017. The Planning Board considered Zoning Text Amendment #1-2017 that would reduce the required setback from a street right-of-way for freestanding signs and also update standards for maintaining visibility at intersections. The distance from the street right-of-way for freestanding signs would be reduced from ten feet to five feet and the distance of plantings, structures, signs, fences or walls would be reduced from 30 feet to 25 feet at the point of intersections other than those intersections in the Central Business District.

The Planning Board voted unanimously to recommend that the Town Council approve Zoning Text Amendment #1-2017 as submitted.

Tracy Townsend made a motion the Council call for a public hearing on Zoning Text Amendment #1-2017 at the Regular Town Council Meeting scheduled for Monday, February 20, 2017 at 6:00 p.m. Martin Townsend seconded the motion, with a unanimous affirmative vote. A copy of Zoning Text Amendment #1-2017 is attached and is hereby made a part of these minutes.

2016 ELECTRIC DEPARTMENT ANNUAL REPORT Granite Falls Electric Services Director Rick Sisk presented the 2016 Electric Department Annual Report. A copy of the report is attached and is hereby made a part of these minutes.

2016 FIRE DEPARTMENT ANNUAL REPORT Granite Falls Fire Chief Brian Bennett presented the 2016 Fire Department Annual Report. A copy of the report is attached and is hereby made a part of these minutes.

2016 POLICE DEPARTMENT ANNUAL REPORT Granite Falls Police Chief Ritch Bolick presented the 2016 Police Department Annual Report. A copy of the report is attached and is hereby made a part of these minutes.

AGREEMENT WITH GOVOFFICE.COM FOR WEBSITE DESIGN AND HOSTING SERVICES APPROVED Town Manager Jerry Church requested the Council to approve an agreement with GovOffice.com to redesign and host the Town of Granite Falls website. Mr. Church discussed the selection process, features, benefits and cost of GovOffice.com. Martin Townsend made a motion the Council approve the agreement as requested. Jim Mackie seconded the motion, with a unanimous affirmative vote. Copies of Mr. Church's presentation and the agreement are attached and are hereby made a part of these minutes.

BUDGET AMENDMENT #4 FY 2016-2017 APPROVED Finance Officer Marsha Harbison requested the Council approve budget amendment #4 for fiscal year 2017.

Budget Amendment #4 – 2017

To increase the budget for a NC Forest Service 50/50 grant for turnout gear for the Town of Granite Falls Fire Department.

Increase GF Miscellaneous Grant Revenue	\$1,181.00
Increase GF Fire Department Turnout Gear Expense	\$1,181.00

Tracy Townsend made a motion the Council approve Budget Amendment #4 FY 2016-2017 as requested. Dr. Caryl B. Burns seconded the motion, with a unanimous affirmative vote.

2ND QUARTER ABC DISTRIBUTION APPROVED Town Finance Officer Marsha Harbison requested the Council authorize the distribution of ABC funds for \$3,227.96 to the local schools as follows:

Granite Falls Elementary School	36%	\$1,162.07
Granite Falls Middle School	36%	\$1,162.07
Dudley Shoals Elementary School	28%	\$ 903.82
Total Distribution	100%	<u>\$3,227.96</u>

These funds represent the portion of the ABC Store profit distribution to schools for the second quarter ended 12/31/2016.

Mike Mackie made a motion the Council approve the second quarter ABC distribution to schools as presented. Tracy Townsend seconded the motion, with a unanimous affirmative vote.

ABC EXPENDITURE STATEMENTS The principals of the local schools submitted their expenditure statements for the quarter ended December 31, 2016 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 The Granite Falls ABC Board submitted the financial statements for the six-month period ended December 31, 2016 for the Council's review and comments. Copies of the statements are attached and are hereby made a part of these minutes.

ADVERTISE TAX LIENS ON 2016 TAXES APPROVED Granite Falls Tax Collector Kim Anderson submitted a certified list of property owners who have unpaid taxes that represent an unpaid tax lien. It was requested that Council set the date of Thursday, May 11, 2017 to advertise the 2016 unpaid taxes on real property as required by NCGS 105-369(c). Martin Townsend made a motion the Council set the advertising date of Thursday, May, 11

2017 as requested. Dr. Caryl B. Burns seconded the motion, with a unanimous affirmative vote. A copy of the unpaid tax list is attached and is hereby made a part of these minutes.

AUTHORIZATION TO APPROVE DISCOVERIES AND RELEASE TAXES The Council was asked to authorize Granite Falls Tax Collector Kim Anderson to approve \$5,471.84 in property tax discoveries and to release taxes in the amount of \$83.93. Ms. Anderson submitted a certified request and the Caldwell County Tax Office verified the discoveries and releases.

At a regular Council meeting held on Monday, February 20, 2012, the Town Council approved a resolution allowing the Tax Collector not to bill a taxpayer, or otherwise attempt to collect property taxes when the principal amount of the property taxes due does not exceed \$3.00. The resolution requires the Tax Collector to keep a record of the amount of minimal taxes and report this to the governing body. Tax Collector Kim Anderson has reported that \$82.31, included in the amount of tax releases of \$83.93, were for principal amounts of taxes due that were less than \$3.

Mike Mackie made a motion the Council authorize Granite Falls Tax Collector Kim Anderson to approve \$5,471.84 in property tax discoveries and to release taxes in the amount of \$83.93 as requested. Martin Townsend seconded the motion, with a unanimous affirmative vote. A copy of the 2016 Tax Discoveries and Releases list is attached and is hereby made a part of these minutes.

SOLICITATION OF BIDS FOR GRANITE FALLS RECREATION DEPARTMENT PARTF PROJECTS APPROVED The Town of Granite Falls was awarded a Parks and Recreation Trust Fund (PARTF) Grant of \$196,875 on August 25, 2016. The Town is required to provide the local match of \$196,875. The grant covers the renovation of the gymnasium, the renovation of the tennis courts, the construction of a new ADA compliant playground area, the construction of a new retaining wall with permanent seating for multi-purpose field #3 and the installation of permanent bag toss boards.

Jim Mackie made a motion the Council approve soliciting bids for the renovation of the gymnasium, the renovation of the tennis courts, and the construction of a new ADA compliant playground area. Marc Church seconded the motion, with a unanimous affirmative vote.

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 February 2018. Revisions since the last calendar were highlighted in gray. Also enclosed was a proposed fiscal 2017-2018 budget timeline. This timeline will change as we go through the budget process.
2. A 2017 ElectriCities calendar was at the Council's seats tonight.

3. The Catawba-Wateree Drought Management Advisory Group (C-W DMAG) drought trigger update February 1, 2017 indicated through the Low Inflow Protocol (LIP) drought indicators, that the C-W basin remains in Stage 1 Drought Conditions.
4. Town Manager Church attended the Granite Falls Middle School Open House for the Maker Space Program on Thursday, January 19, 2017.
5. Town Manager Church represented the Town and spoke on behalf of the Caldwell County Chamber of Commerce at the 20th Anniversary celebration of Lake Hickory Veterinary on Friday, January 27, 2017.
6. Town Manager Church will have jury duty the week of February 13, 2017.

INFORMATION ITEMS

1. Mayor Barry Hayes, several Council Members and Town Staff attended the Ribbon Cutting ceremony for C Con Metals on Friday, February 3, 2017. Mayor Hayes stated that he appreciated everyone attending and enjoyed the great hospitality of the Pugh family.
2. Mayor Hayes reminded Council members of the Caldwell County Chamber of Commerce dinner to be held Tuesday, February 7, 2017.

MEETING ADJOURNED Martin Townsend made a motion the Council adjourn the meeting. Mike Mackie seconded the motion, with a unanimous affirmative vote.

Town Clerk

Council

Mayor

Members