

MINUTES OF REGULAR MEETING HELD MARCH 1, 2021

Due to COVID-19 (coronavirus), this 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. Town Department Heads that were on the agenda, the media, and up to two citizens, members of the general public or other interested parties were allowed to attend the meeting in person.

REGULAR MEETING The Granite Falls Town Council held a Regular Meeting on March 1, 2021 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 Attorney Bruce Cannon, Town Clerk Paula Kirby, Town Finance Director Jana Williams, Parks and Recreation Director Chad Raby, Police Chief Chris Jenkins, and Assistant Police Chief Brine Branham.

VISITORS No visitors attended the meeting.

NEWS MEDIA Kara Fohner, 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 Parks and Recreation Director Chad Raby led in prayer.

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

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

APPROVAL OF MINUTES FROM THE SPECIAL COUNCIL MEETING HELD FEBRUARY 15, 2021 Tracy Townsend made a motion the Council approve the minutes from the special Council meeting held February 15, 2021 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.

NEW BUSINESS/ACTION ITEMS

2020 PARKS AND RECREATION DEPARTMENT ANNUAL REPORT Town of Granite Falls Parks and Recreation Director Chad Raby presented the 2020 Parks and Recreation Department Annual Report to the Council. A copy of the report is attached and is hereby made a part of these minutes.

2020 POLICE DEPARTMENT ANNUAL REPORT Town of Granite Falls Police Chief Chris Jenkins presented the 2020 Police Department Annual Report to the Council. A copy of the report is attached and is hereby made a part of these minutes.

AUDIT CONTRACT APPROVED The Council was requested to approve the audit contract with Martin Starnes & Associates, CPAs, P.A. to complete the audit of the Town's financial statements for the fiscal year beginning July 1, 2020 and ending June 30, 2021. The amount of the contract is \$27,825 for the basic audit, including \$1,500 for single audit procedures, plus financial statement preparation and printing costs. The Local Government Commission (LGC) requires that every municipality sign an annual audit contract with their audit firm. The amount in the annual audit contract agrees with the amount specified in the 3-year contract approved by the Council on March 4, 2019.

Mike Mackie made a motion the Council approve the contract as requested. Tracy Townsend seconded the motion, with a unanimous affirmative vote determined by the Mayor individually polling each Councilmember. A copy of the contract is attached and is hereby made a part of these minutes.

BUDGET AMENDMENT #13 FY 2020-2021 APPROVED Finance Director Jana Williams requested the Council approve budget amendment #13 for fiscal year 2021 to purchase a new server for the Police Department and battery-operated rescue equipment for the Fire Department. These purchases will be funded by better-than-expected collection of 2020 property taxes and better-than-expected sales of cemetery plots.

Larry Knight made a motion the Council approve budget amendment #13 FY 2020-2021 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 amendment is attached and is hereby made a part of these minutes.

BUDGET AMENDMENT #14 FY 2020-2021 APPROVED Finance Director Jana Williams requested the Council approve budget amendment #14 for fiscal year 2021 for a

FEMA Assistance to Firefighters Grant for safety supplies. The grant is for \$8,200.00 and requires a 5% (\$410.00) Town match.

Tracy Townsend made a motion the Council approve budget amendment #14 FY 2020-2021 as requested. Martin Townsend seconded the motion, with a unanimous affirmative vote determined by the Mayor individually polling each Councilmember. A copy of the amendment is attached and is hereby made a part of these minutes.

AMOUNT OF AUTHORIZATION TO AWARD BID FOR LAKESIDE AVENUE WATER LINE REPLACEMENT FROM THE WATER TREATMENT FACILITY TO LAUREL STREET AMENDED On January 4, 2021, the Council approved issuing a contingent award of a contract to replace the water line from the Water Treatment Facility to Laurel Street to M&M Construction of Banner Elk, NC in the amount of \$339,140.00. After the Council meeting, the Town completed the required Project Bid Information Package and sent it to the NC Department of Environmental Quality (NC DEQ) for review and the issuance of the authorization to award (ATA) the contract. COVID-19 delays prevented NC DEQ from reviewing the documentation and issuing the ATA in a timely manner before the M&M Construction bid expired. M&M Construction would not extend their bid past the expiration date due to material price increases since last November. Town staff has been negotiating with M&M construction, and M&M has agreed to resubmit their bid with the revised materials prices increasing by \$8,395.27, which makes the amended bid \$347,535.27. The next lowest bid submitted for the project was \$379,486.00 and this contractor would also be facing the same material price increases since the submission of their bid. Town Engineer Slade Harvin, from the Wooten Company, recommends the Town issue an amended contingent award of the contract for this project to M&M Construction in the amount of \$347,535.27 so the Town can resubmit this documentation to DEQ for approval to award the contract.

Mike Mackie made a motion the Council approve an amended contingent award of a contract to replace the water line from the Water Treatment Plant to Laurel Street to M&M Construction in the amount of \$347,535.27 and authorize the Town Manager to execute all documents to award the bid after DWI approval and to execute contracts and other documents required for the project. Larry Knight seconded the motion, with a unanimous affirmative vote determined by the Mayor individually polling each Councilmember. A copy of the bid modification is attached and is hereby made a part of these minutes.

RESOLUTION IN SUPPORT OF NORTH CAROLINA DEPARTMENT OF TRANSPORTATION (NC DOT) PROJECT FOR DRAINAGE REPAIR ALONG US 321 AT DAY 3 CHURCH APPROVED North Carolina General Statute 136.11.1 requires NC DOT to notify municipalities, counties, and utility providers when project funding applications for access and public service road projects, contingency projects, small urban projects, and spot safety projects exceed two hundred fifty thousand dollars (\$250,000). Municipalities, counties, and utility can be requested to provide NC DOT with a resolution in support of these projects for consideration by the NC DOT Board when making funding decisions. Ramie Shaw, P.E., who serves as Division Project Team Lead, Highway Division Eleven – Project Development Unit of NC DOT, has requested a Resolution of Support of the NC DOT Project For Drainage Repair along US 321 at Day 3 Church. Approximately

335 linear feet of pipe has failed and the estimated cost to repair the pipe is \$250,000. If the project is approved by NC DOT, NC DOT will provide 100% of the funds to repair the drainage pipe.

Tracy Townsend made a motion the Council approve the resolution as presented. Jim Mackie 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.

PROCLAMATION DESIGNATING APRIL 18, 2021 AS ELECTRIC LINEMAN APPRECIATION DAY APPROVED The Council was requested to approve a proclamation approving April 18, 2021 as Electric Lineman Appreciation Day.

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

PROCLAMATION DESIGNATING APRIL 11 – 17, 2021 AS NATIONAL PUBLIC SAFETY TELECOMMUNICATORS WEEK APPROVED The Council was requested to approve a proclamation approving April 11 – 17, 2021 as National Public Safety Telecommunicators Week.

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

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 March 2022. 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** Buildings remain closed to the public, except for the Recreation Center, face coverings are being worn according to policy, work crews' schedules, break times, and lunch times are still staggered, riding one person per vehicle except for Fire Department and for Police Officers in training, and sanitizing and social distancing protocols are being maintained. We are conducting almost all required meetings and training sessions remotely with exceptions limited to required training sessions that cannot be done remotely.

COUNCIL GOES INTO CLOSED SESSION Tracy Townsend made a motion 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. Larry Knight seconded the motion, with a unanimous affirmative vote determined by the Mayor individually polling each Councilmember.

COUNCIL GOES OUT OF CLOSED SESSION Martin Townsend made a motion the Council go out of closed session. Jim Mackie seconded the motion, with a unanimous affirmative vote determined by the Mayor individually polling each Councilmember.

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