

MINUTES OF REGULAR MEETING HELD MAY 17, 2021

Per Center for Disease Control guidance, attendees at the Council meeting who have not been vaccinated should continue to wear face coverings and social distance from others in attendance.

REGULAR MEETING The Granite Falls Town Council held a Regular Meeting on May 17, 2021 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, and Council Members Dr. Caryl B. Burns, Larry Knight, 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 Attorney Bruce Cannon, Town Clerk Paula Kirby, Town Finance Director Jana Williams, Town Planner Greg Wilson, and Police Chief Chris Jenkins.

VISITORS Reverend Howard Fleming, First United Methodist Church

NEWS MEDIA Carmen Boone, representing the *News-Topic*, attended the meeting.

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

INVOCATION Howard Fleming, First United Methodist Church, 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. Dr. Caryl B. Burns seconded the motion, with a unanimous affirmative vote.

APPROVAL OF MINUTES FROM THE REGULAR COUNCIL MEETING HELD MAY 3, 2021 Martin Townsend made a motion the Council approve the minutes from the regular Council meeting held May 3, 2021 as presented. Larry Knight seconded the motion, with a unanimous affirmative vote.

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

PUBLIC HEARINGS

PUBLIC HEARING CALLED TO ORDER ON ZONING TEXT AMENDMENT #1-2021 – CHAPTER 160-D UPDATE Mayor Barry Hayes called to order a public hearing on Zoning Text Amendment #1-2021 which updates the Town of Granite Falls Zoning Regulations as required by legislative updates to Chapter 160-D of the North Carolina General Statutes. The Council called for the public hearing at the May 3, 2021 Council meeting following the presentation of the update by Town Planner Greg Wilson. At the public hearing, all residents of the Town and other interested parties must be allowed to speak. The update will become effective immediately.

Notice of the public hearing was duly provided in the *News Topic* as required by law.

No one attended the public hearing to speak.

PUBLIC HEARING CLOSED ON ZONING TEXT AMENDMENT #1-2021 – CHAPTER 160-D UPDATE Mayor Hayes closed the public hearing on Zoning Text Amendment #1-2021 – Chapter 160D Update.

PUBLIC HEARING CALLED TO ORDER ON SUBDIVISION TEXT AMENDMENT #1-2021 – CHAPTER 160-D UPDATE Mayor Barry Hayes called to order a public hearing on Subdivision Text Amendment #1-2021 which updates the Town of Granite Falls Subdivision Regulations as required by legislative updates to Chapter 160-D of the North Carolina General Statutes. The Council called for the public hearing at the May 3, 2021 Council meeting following the presentation of the update by Town Planner Greg Wilson. At the public hearing, all residents of the Town and other interested parties must be allowed to speak. The update will become effective immediately.

Notice of the public hearing was duly provided in the *News Topic* as required by law.

No one attended the public hearing to speak.

PUBLIC HEARING CLOSED ON SUBDIVISION TEXT AMENDMENT #1-2021 – CHAPTER 160D UPDATE Mayor Hayes closed the public hearing on Subdivision Text Amendment #1-2021 – Chapter 160D Update.

NEW BUSINESS/ACTION ITEMS

UPDATE TO THE TOWN OF GRANITE FALLS ZONING REGULATIONS – ZONING TEXT AMENDMENT #1-2021 APPROVED The Council considered the update to the Town of Granite Falls Zoning Regulations.

Martin Townsend made a motion the Council approve Zoning Text Amendment #1-2021 and approve the corresponding Statement of Consistency & Reasonableness contained in the agenda packet. Jim Mackie seconded the motion, with a unanimous affirmative vote. A copy of the amendment is attached and is hereby made a part of these minutes.

UPDATE TO THE TOWN OF GRANITE FALLS SUBDIVISION REGULATIONS – SUBDIVISION TEXT AMENDMENT #1-2021 APPROVED The Council considered the update to the Town of Granite Falls Subdivision Regulations.

Tracy Townsend made a motion the Council approve Subdivision Text Amendment #1-2021 and approve the corresponding Statement of Consistency & Reasonableness contained in the agenda packet. Larry Knight seconded the motion, with a unanimous affirmative vote. A copy of the amendment is attached and is hereby made a part of these minutes.

FINANCIAL REPORT The financial dashboard for the ten months ended 4/30/2021 was presented for the Council’s review and comment. This report represents 83% of the current 2020-2021 fiscal year budget. Also presented for Council review was an analysis of 2020-2021 sales tax revenue and property tax revenue versus prior year and budgeted revenues. Copies of these reports are attached and are hereby made a part of these minutes.

BUDGET AMENDMENT #17 FY 2020-2021 APPROVED Finance Director Jana Williams requested the Council to approve budget amendment #17 for fiscal year 2021.

Increase General Fund Budgeted Revenue – ABC School Receipts	\$16,328.00
Increase General Fund Budgeted Expense – ABC Distribution to Schools	\$16,328.00

Dr. Caryl B. Burns made a motion the Council approve Budget Amendment #17 FY 2020-2021 as requested. Tracy Townsend seconded the motion, with a unanimous affirmative vote.

3rd QUARTER ABC DISTRIBUTION APPROVED Town Finance Director Jana Williams requested the Council to authorize the distribution of ABC funds for \$16,327.81 to the local schools as follows:

Granite Falls Elementary School	36%	\$5,878.01
Granite Falls Middle School	36%	\$5,878.01
Dudley Shoals Elementary School	<u>28%</u>	<u>\$4,571.79</u>
Total Distribution	<u>100%</u>	<u>\$16,327.81</u>

These funds represent the portion of the ABC Store profit distribution to schools for the third quarter ended 03/31/2021.

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

ABC FINANCIAL STATEMENTS The Granite Falls ABC Board submitted the financial statements for the nine-month period ended March 31, 2021 for the Council’s review and comments. Copies of the statements are attached and are hereby made a part of these minutes.

PROPOSED ABC BUDGET FOR FISCAL YEAR 2020-2021 ACCEPTED Under N.C.G.S. 18B-702, effective for fiscal years starting after May 1, 2011, each local ABC Board

must operate under a balanced budget and the proposed budget must be presented to the local ABC Board, the appointing authority (Granite Falls Town Council) and the NC ABC Commission before June 1st of each year. The budget must be adopted by the local ABC Board at a meeting held after June 1st each year and the budget approved by the local board must be submitted to the appointing authority and to the NC ABC Commission. The Council will receive the approved budget at the June 21, 2021 Regular Meeting. The Council is not required to take any action on this budget, but the presentations of the proposed and approved budgets must be reflected in the Council meeting minutes.

Dr. Caryl B. Burns made a motion the Council accept the proposed ABC budget as presented. Martin Townsend seconded the motion, with a unanimous affirmative vote. A copy of the proposed budget is attached and is hereby made a part of these minutes.

ACCEPTANCE OF AMERICAN RESCUE PLAN ACT (ARPA) FUNDS AND SPECIAL REVENUE FUND BUDGET ORDINANCE FOR ARPA FUNDS APPROVED The Town of Granite Falls is scheduled to receive \$1,360,000 in funds from the American Rescue Plan Act (ARPA). The use of these funds is restricted to certain types of expenditures and the preliminary information on the allowable uses indicates that these funds can be used for upgrading water & sewer system infrastructure. Town staff will make recommendations of allowable water & sewer infrastructure projects to the Council for final approval before any ARPA funds will be expended. The Council is requested to approve acceptance of the ARPA funds and to approve the Town Manager and/or the Town Finance Officer to execute any documents required to obtain the ARPA funds.

Since a portion of these funds may be received before the end of fiscal 2021, and the Town has until December 31, 2024 to spend the funds, the Council is also requested to approve a Special Revenue Fund Budget Ordinance since the ARPA funds received and spent may be in five fiscal years.

Mike Mackie made a motion the Council approve acceptance of ARPA funds, authorize the Town Manager and/or the Town Finance Officer to execute any documents required for the ARPA funds, and approve the Special Revenue Fund Budget Ordinance for ARPA funds as presented. Tracy Townsend seconded the motion, with a unanimous affirmative vote. A copy of the ordinance is attached and is hereby made a part of these minutes.

RESOLUTION APPROVING THE CAPITAL IMPROVEMENT PLAN ADOPTED Earlier this month, the Council received the revised Capital Improvement Plan (CIP) for the Town of Granite Falls. The revised CIP identifies both short-term (0 to 5 years) and long-term (6 to 20 years) projects and purchases, defines cost estimates for each project or purchase, prioritizes and schedules each project or purchase and identifies potential funding sources. The CIP is a “living document” that is updated each year as part of the annual budget process and can be used to approach funding agencies for financial assistance. Included with the CIP were updated schedules of CIP projects completed, added, or changed significantly since the CIP was updated in 2020. Included in the agenda package are schedules of the proposed capital outlay for fiscal 2022 by department and in total. The proposed capital outlay schedules are included for information purposes only as these will be approved when the 2022 budget is

finalized in June 2021. Please note that the capital outlay schedules do not include any expenditures for water & sewer projects that use ARPA funds as these projects will run through a Special Revenue Fund Ordinance.

Larry Knight made a motion the Council adopt the resolution formally approving the updated Town of Granite Falls Capital Improvement Plan. Dr. Caryl B. Burns seconded the motion, with a unanimous affirmative vote. A copy of the resolution is attached and is hereby made a part of these minutes.

CHANGES TO THE COUNCIL MEETING SCHEDULE APPROVED The Council was requested to cancel the regular Council meeting scheduled for Monday, June 21, 2021. The Council was requested to call for a special Council meeting for Wednesday, May 26, 2021 at 5:30 p.m. for the budget presentation and any other necessary items of business. The Council was also requested to call for a special Council meeting for Monday, June 21, 2021 at 5:30 p.m. in the Council Room for the budget hearing and other necessary items of business.

Martin Townsend made a motion the Council approve the changes to the meeting schedule as requested. Jim Mackie seconded the motion, with a unanimous affirmative vote.

TOWN HOLIDAY SCHEDULE The Town of Granite Falls Administrative Office, the Recreation Center, and the Public Works and Electric Departments will be closed on Monday, May 31, 2021 in observance of Memorial Day and on Monday, July 5, 2021 for the July 4th Holiday. The Police and Fire Departments and the Water and Wastewater Facilities will be on duty as scheduled and those employees scheduled to work the holiday receive alternate time off with pay. Republic Services will pick up garbage and recycling on their regular schedule.

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 June, 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 Town Manager Church stated that he was happy to get back to normal meetings. He is in the process of easing mask restrictions for Town employees.

OTHER BUSINESS NOT LISTED

Mayor Barry Hayes informed the Council that filing for Municipal elections begins Friday, July 2, 2021 and ends Friday, July 16, 2021. Mayor Hayes also announced that he will not be running for re-election. He has been honored to serve the Town of Granite Falls as a Councilmember for 14 years and as Mayor for 24 years.

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