

MINUTES OF REGULAR MEETING HELD NOVEMBER 16, 2020

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.

REGULAR MEETING The Granite Falls Town Council held a Regular Meeting on November 16, 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 Attorney Bruce Cannon, Town Clerk Paula Kirby, and Town Finance Director Jana Williams.

VISITORS Brandi C. Fesperman, CPA, Senior Accountant with Martin Starnes & Associates, CPAs, P.A. physically 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 Councilmember Dr. Caryl B. Burns led in prayer.

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

SPECIAL PRESENTATIONS/INTRODUCTIONS/RECOGNITIONS Brandi C. Fesperman, CPA, Senior Accountant with Martin Starnes & Associates, CPAs, P.A., presented the Town of Granite Falls Annual Report and audit results for the year ended June

30, 2020. A copy of the power point presentation is attached and is hereby made a part of these minutes. A copy of the full annual report is available for review at the Town Office.

APPROVAL OF AGENDA Larry Knight made a motion the Council approve the agenda as presented. Mike Mackie 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 OCTOBER 19, 2020 Mike Mackie made a motion the Council approve the minutes from the regular Council meeting held October 19, 2020 as presented. Tracy Townsend seconded the motion, with a unanimous affirmative vote determined by the Mayor individually polling each Councilmember.

TOWN ATTORNEY REPORT Town Attorney Bruce Cannon informed the Council that enforcement procedures were in process for nuisance violations on North Highland Avenue and Forest Hill Court. Attorney Cannon will be sending the Council a detailed email regarding these two properties.

PUBLIC COMMENT PERIOD No public comments were submitted.

NEW BUSINESS/ACTION ITEMS

CHANGES TO THE COUNCIL MEETING SCHEDULE APPROVED Martin Townsend made a motion the Council cancel the regular meeting scheduled for Monday, December 7, 2020 and call for a special meeting on Monday, December 14, 2020 at 5:30 p.m. Dr. Caryl B. Burns seconded the motion, with a unanimous affirmative vote determined by the Mayor individually polling each Councilmember.

RESOLUTIONS DESIGNATING MEETING DATES FOR 2021 APPROVED The Town Council was requested to adopt resolutions designating meeting dates for the Granite Falls Town Council, the Granite Falls Planning Board, the Granite Falls Board of Adjustment and the Granite Falls Recreation Advisory Board.

Mike Mackie made a motion the Council approve the resolutions as requested. Jim Mackie seconded the motion, with a unanimous affirmative vote determined by the Mayor individually polling each Councilmember. Copies of the resolutions are attached and are hereby made a part of these minutes.

FINANCIAL REPORT The financial dashboard for the four months ended October 31, 2020 was presented for the Council's review. This report represents 33% of the current 2020 - 2021 fiscal year budget. Also presented for Council review was an analysis of current year sales tax revenue and current property tax revenue versus prior year and budgeted revenues. Copies of these reports are attached and are hereby made a part of these minutes.

ABC FINANCIAL STATEMENT The Granite Falls ABC Board submitted the financial statement for the three-month period ended September 30, 2020 for the Council's review and comments. A copy of the statement is attached and is hereby made a part of these minutes.

ABC DISTRIBUTION AUTHORIZED Town Finance Officer Jana Williams requested the Council to authorize the distribution of ABC funds in the amount of \$11,884.17 to the local schools as follows:

Granite Falls Elementary School	36%	\$4,278.30
Granite Falls Middle School	36%	\$4,278.30
Dudley Shoals Elementary School	28%	\$3,327.57
Total Distribution	100%	\$11,884.17

These funds represent the portion of the ABC Store profit distribution for the first quarter ended 9/30/2020.

Tracy Townend made a motion the Council authorize the ABC distributions as requested. Larry Knight seconded the motion, with a unanimous affirmative vote determined by the Mayor individually polling each Councilmember.

ABC EXPENDITURE STATEMENTS The principals of the local schools submitted their expenditure statements for the quarter ended September 30, 2020 for the Council's review and comments.

Dr. Caryl B. Burns stated that she would like to have more detailed information on the receipts for the expenditures submitted by the school. Jim Mackie agreed with Dr. Burns. Mayor Hayes suggested that Finance Officer Jana Williams and Dr. Burns meet with the Principals regarding this matter. Jana Williams stated that the expenditure forms could be updated asking for more detailed receipts. Copies of the expenditure statements are attached and are hereby made a part of these minutes.

BUDGET AMENDMENT #6 FY 2020-2021 APPROVED Finance Officer Jana Williams requested the Council approve budget amendment #6 for fiscal year 2021. This amendment increases COVID-19 expenditures and reimbursements in the Water & Sewer and Electric Departments.

Larry Knight made a motion the Council approve budget amendment #6 as requested. Martin Townsend seconded the motion, with a unanimous affirmative vote determined by the Mayor individually polling each Councilmember. A copy of budget amendment #6 is attached and is hereby made a part of these minutes.

BUDGET AMENDMENT #7 FY 2020-2021 APPROVED Finance Officer Jana Williams requested the Council approve budget amendment #7 for fiscal year 2021. This budget amendment increases the Electric Department Capital Reserve Fund for the transfer of \$1,102,791 from Electric Department Miscellaneous Revenue the Town received as a transfer of excess working capital from ElectriCities.

Martin Townsend made a motion the Council approve budget amendment #7 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 budget amendment #7 is attached and is hereby made a part of these minutes.

TRANSFER OF FUNDS FROM MISCELLANEOUS INCOME TO THE CAPITAL RESERVE FUND IN THE ELECTRIC DEPARTMENT APPROVED

Town Manager Jerry Church requested the Council approve the transfer of the \$1,102,791 refund of excess working capital received from ElectriCities from Electric Department Miscellaneous Income to the Electric Department Capital Reserve Fund. The Electric Department Capital Reserve Fund is a restricted fund balance for future Electric Department infrastructure projects and this fund balance cannot be spent without Council approval in advance of the expenditures.

Martin Townsend made a motion the Council approve the transfer of funds as requested. Larry Knight 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:

Thanksgiving	Thursday, November 26 th & Friday, November 27 th
Christmas	Thursday, Friday, & Monday, December 24 th , 25 th , & 28 th
New Year's Day	Friday, January 1, 2021
Dr. Martin Luther King, Jr. Day	Monday, January 18, 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 November 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. Town Manager Church informed the Council of flood damage to North Highland Avenue. The pavement has been compromised and the road has been closed. North Highland Avenue is maintained by the North Carolina Department of Transportation (NCDOT). NCDOT has not given us a date that the repairs will be completed at this time.
3. The weather forecast is calling for dry conditions that will be good for Town workers to catch up on chipping and leaf collections.

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