

## **MINUTES OF REGULAR MEETING HELD JANUARY 13, 2025**

**REGULAR MEETING** The Granite Falls Town Council held a Regular Meeting Monday, January 13, 2025, at 5:30 p.m. in the Council Chambers of the Administrative Building.

**PRESENT** The following members of the governing body were present: Mayor Dr. Caryl B. Burns and Council Members Ritch Bolick, 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 Daniel Cobb, Town Attorney Bruce Cannon, Assistant Town Manager/Finance Officer Ashley Presnell, Town Clerk Paula Kirby, Town Planner Greg Wilson, and Police Officer Madelyn Trivette.

**VISITORS** None

**NEWS MEDIA** Shelby Powell, representing the News Topic, attended the meeting.

**MEETING CALLED TO ORDER** Mayor Dr. Caryl B. Burns called the meeting to order and welcomed everyone present.

**INVOCATION** Pastor Dan Greene, Christian Fellowship Church, led in prayer.

**PLEDGE OF ALLEGIANCE** Councilmember Larry Knight led the Pledge of Allegiance.

**CONFLICT OF INTEREST STATEMENT** Councilmember Tracy Townsend read the Conflict-of-Interest Statement.

*In accordance with the State Government Ethics Act, it is the duty of every Council member to avoid both conflicts of interest and the appearance of conflicts. Does any Council member have any known conflict of interest or appearance of conflicts with respect to any matters coming before the Council today? If so, please identify the conflict or appearance of conflict and refrain from any undue participation in the particular matters involved.  
(N.C.G.S. 14-234, N.C.G.S. 160A-479.11, & N.C.G.S. 160D-109)*

**SPECIAL PRESENTATIONS/INTRODUCTIONS/RECOGNITIONS** None

**APPROVAL OF AGENDA** Mike Mackie made a motion the Council approve the agenda as presented. Larry Knight seconded the motion, which was followed by a unanimous affirmative vote.

**CONSENT AGENDA**

*All items below are considered to be enacted by one motion. There will be no separate discussion or separate votes of the items listed under the Consent Agenda unless a Councilmember requests that an item or items be considered as a separate item of new business. When a Councilmember makes this request, the item(s) will be removed from the Consent Agenda and will be considered under agenda Section XII. New Business.*

**APPROVAL OF MINUTES FROM THE REGULAR TOWN COUNCIL MEETING HELD MONDAY, DECEMBER 16, 2024**

**MONTHLY FINANCIAL REPORT FOR THE PERIOD ENDED DECEMBER 31, 2024**

The Financial Dashboard for the period ended December 31, 2024, and sales tax comparison were presented for Council review. This report represents 50% of the 2024–2025 fiscal year budget.

**COUNCIL CALENDAR** Enclosed with the Council Agenda package was a calendar of events through the end of December 2025. Changes to the Council Calendar from the last Council Calendar were highlighted in yellow.

**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:

Dr. Martin Luther King, Jr.	Monday, January 20 <sup>th</sup>
Good Friday	Friday, April 18 <sup>th</sup>
Memorial Day	Monday, May 26 <sup>th</sup>
Independence Day	Friday, July 4 <sup>th</sup>
Labor Day	Monday, September 1 <sup>st</sup>
Veterans Day	Tuesday, November 11 <sup>th</sup>
Thanksgiving	Thursday & Friday, November 27 <sup>th</sup> & 28 <sup>th</sup>
Christmas	Wednesday, Thursday, & Friday, December 24 <sup>th</sup> , 25 <sup>th</sup> , & 26 <sup>th</sup>

The Police & Fire Departments and the Water & Wastewater Facilities will be on duty as scheduled. Republic Services will pick up garbage and recycling on the regular schedule except for Christmas Day.

**ASPLUNDH TREE EXPERT, LLC CONTRACT** The Council was requested to approve an extension of a General Agreement with Asplundh Tree Expert, LLC and to authorize the Town Manager to execute the contract on behalf of the Town for right of way tree trimming and removal services for an additional year. All hourly labor rates and equipment rates remain unchanged.

**CONSENT AGENDA ITEMS APPROVED** Tracy Townsend made a motion the Council approve the items in the Consent Agenda as presented. Martin Townsend seconded the motion, which was followed by a unanimous affirmative vote. Copies of the documents are attached and are hereby made a part of these minutes.

**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**

**PUBLIC HEARING CALLED TO ORDER ON ASSESSMENT AND AGAINST REAL PROPERTY OWNERS FAILING TO PAY INVOICES TO THE TOWN OF GRANITE FALLS** Mayor Dr. Caryl B. Burns called to order the public hearing on the preliminary assessment roll against real property owners failing to pay invoices to the Town of Granite Falls for services and fines rendered by the Town to abate public nuisances on said real property.

**PUBLIC HEARING ON ASSESSMENT AND AGAINST REAL PROPERTY OWNERS FAILING TO PAY INVOICES TO THE TOWN OF GRANITE FALLS CLOSED** Mayor Dr. Caryl B. Burns closed the public hearing on the preliminary assessment roll against real property owners failing to pay invoices to the Town of Granite Falls for services and fines rendered by the Town to abate public nuisances on said real property.

**NEW BUSINESS/ACTION ITEMS**

**ASSESSMENTS WITH NO DISCOUNTS FROM THE PRELIMINARY ASSESSMENT ROLL APPROVED** Tracy Townsend made a motion the Council approve the preliminary assessment roll, with no discounts from the assessment roll against real property of owners failing to pay invoices to the Town of Granite Falls. Ritch Bolick seconded the motion, which was followed by a unanimous affirmative vote. A copy of the preliminary assessment roll is attached and is hereby made a part of these minutes.

**BUDGET AMENDMENT #2025-10 – GRASSROOTS GRANT PROGRAM APPROVED** The Town submits a Grassroots Grant application to the North Carolina Arts Council annually and was notified of a successful application in December. This funding helps with the cost to provide events to the public such as the Annual Festival on the Square-Tree Lighting ceremony in November. A budget amendment is required to accept these funds.

Martin Townsend made a motion the Council approve Budget Amendment #2025-10 as requested. Jim Mackie seconded the motion, which was followed by a unanimous affirmative vote. Copies of the staff report and the budget amendment are attached and are hereby made a part of these minutes.

**GATEWAY SIGN TRAFFIC SAFETY STUDY APPROVED** Town Staff has received two proposals for the development of Clear Zone Study, which is the first step in receiving approval from NCDOT to install gateway signs. Staff recommends contracting with J.M. Teague Engineering & Planning for the completion of this study.

Martin Townsend made a motion the Council approve the contract with J.M. Teague Engineering & Planning and authorize the Town Manager to execute the contract on behalf of the Town. Mike Mackie seconded the motion, which was followed by a unanimous affirmative vote. Copies of the staff report and contract are attached and are hereby made a part of these minutes.

### **SPECIAL CALLED COUNCIL MEETING – PLANNING RETREAT SCHEDULED**

The Council was requested to schedule a special meeting of the Board for Friday, January 31, 2025, at 8:00 am for the purpose of a budget and planning retreat. The meeting will be held at the Western Piedmont Council of Governments located at 1880 2nd Ave NW, in Hickory.

Mike Mackie made a motion the Council schedule the Special Meeting-Planning Retreat as requested. Tracy Townsend seconded the motion, which was followed by a unanimous affirmative vote.

**MANAGER UPDATE - TOWN MANAGER DANIEL COBB** Town Manager Daniel Cobb updated the Council on the following:

1. Town Manager Cobb stated that Town Staff did a great job with Town roads during the recent snow event. No accidents were reported.
2. The 2025-2026 budget process has begun. The Budget Committee will be meeting on Friday, January 24<sup>th</sup>.

### **COUNCIL COMMITTEE REPORTS**

1. WPCOG Policy Board – Will meet January 28, 2025. A groundbreaking ceremony was held last Friday, January 10<sup>th</sup> at the WPCOG in Hickory.
2. Caldwell County Railroad Policy Board - No report
3. Metropolitan Planning Organization (MPO) and Technical Coordinating Committee - Will meet Wednesday, January 15, 2025
4. Caldwell County Economic Development Advisory Commission (EDAC) – Will meet January 14, 2025
5. NC Municipal Power Agency # 1 Board of Commissioners – No report
6. Caldwell County Managers’ bi-monthly meeting – Discussion was centered on the Charlotte IBT process. Manager Cobb will have more information after this week’s meeting.
7. Budget Committee – Will meet Friday, January 24, 2025, at 9:00 a.m.

### **INFORMATION ITEMS/REPORTS**

1. The Recreation Advisory Board will not meet in January.
2. The Merchants’ Association does not have a meeting scheduled.
3. The History Committee will meet on Tuesday, January 21, 2025, at 2:00 p.m. at the History Museum.
4. The Planning Board will meet on Tuesday, January 28, 2025, at 5:00 p.m.

5. The Board of Adjustment will meet on Wednesday, January 15, 2025, at 5:00 p.m. in the Council Room.
6. The WPCOG MPO/RPO will meet on Wednesday, January 15, 2025, at 1:00 p.m. at the WPCOG.
7. The ABC Board will meet on Monday, January 13, 2025, at 5:00 p.m.

### **OTHER BUSINESS**

1. Mayor Burns read a letter from City of Lenoir Mayor Joseph Gibbons thanking Town Staff for sending a truck and crew to assist in clearing roads of storm debris from Hurricane Helene. A copy of the letter is attached and is hereby made a part of these minutes.
2. Tracy Townsend requested a letter of congratulation be sent to newly elected Speaker of the North Carolina House of Representatives Destin Hall. A copy of the letter is attached and is hereby made a part of these minutes.

**COUNCIL GOES INTO CLOSED SESSION** Tracy Townsend made a motion the Council go into Closed Session. Larry Knight seconded the motion, which was followed by a unanimous affirmative vote.

**COUNCIL GOES OUT OF CLOSED SESSION** Martin Townsend made a motion the Council go out of Closed Session. Jim Mackie seconded the motion, which was followed by a unanimous affirmative vote.

**MEETING ADJOURNED** Tracy Townsend made a motion the Council adjourn the meeting. Ritch Bolick seconded the motion, which was followed by a unanimous affirmative vote.