

## **MINUTES OF REGULAR MEETING HELD MARCH 17, 2025**

**REGULAR MEETING** The Granite Falls Town Council held a Regular Meeting Monday, March 17, 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, Jim Mackie, Mike Mackie, Martin Townsend, and Tracy Townsend.

**ABSENT** The following member of the governing body was absent: Larry Knight

**STAFF PRESENT** The following staff members attended the meeting: Town Manager Daniel Cobb, Town Attorney Bruce Cannon, Town Clerk Paula Kirby, Parks and Recreation Director Chad Raby, and Police Chief Brine Branham

**VISITORS** Western Piedmont Council of Governments Community and Economic Development Administrator Paul Teague

**NEWS MEDIA** No News Media attended the meeting.

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

**INVOCATION** Pastor Casey Fenn, Rock Chapel Church of God, led in prayer.

**PLEDGE OF ALLEGIANCE** Councilmember Jim Mackie led the Pledge of Allegiance.

**CONFLICT OF INTEREST STATEMENT** Councilmember Ritch Bolick 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** Tracy Townsend made a motion the Council approve the agenda as presented. Ritch Bolick 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, MARCH 3, 2025**

**COUNCIL CALENDAR** Enclosed with the Council Agenda packet 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.

**MONTHLY FINANCIAL REPORT FOR THE PERIOD ENDING FEBRUARY 28, 2025** The Financial Dashboard for the period ending February 28, 2025, and sales tax comparison were presented for Council's review. This report represents 67% of the 2024–2025 fiscal year budget.

**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:

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.

**CONSENT AGENDA ITEMS APPROVED** Mike Mackie made a motion the Council approve the items in the Consent Agenda as presented. Ritch Bolick 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** No one registered to speak during the Public Comment period.

## **PUBLIC HEARING**

**PUBLIC HEARING CALLED TO ORDER ON THE COMMUNITY DEVELOPMENT BLOCK GRANT** Mayor Dr. Caryl B. Burns called to order the public hearing to discuss the project closeout of the Community Development Block Grant Coronavirus grant. The purpose of the public hearing was to receive public comment concerning the closeout of the Granite Falls CDBG-CV, Community Development Block Grant (CDBG) Number 20-V-3500.

Western Piedmont Council of Governments (WPCOG) Community and Economic Development Administrator Paul Teague stated that the \$302,500 grant was awarded to Granite Falls from the North Carolina Department of Commerce. The project provided funding to South Caldwell Christian Ministries (SCCM) to assist eligible individuals and families with past due utilities and housing expenses. In addition, this grant provided funding for SCCM to purchase food in order to serve its eligible clients. CDBG funds provided 100% of the total expenditures. The project expended \$301,829.24 and the remaining \$670.76 is to be de-obligated. The grant assisted more than 170 individuals with payment assistance.

Mr. Teague expressed his appreciation of SCCM Staff and Town Staff for their hard work with administering the funds from the grant. He also presented documents to close out the grant which needed to be approved by the Council and signed by Mayor Burns.

Mr. Teague informed the Council that he and Water Resources Director/Public Works Director Randy Smith sat in on a Teams meeting with CHA last week to discuss the Water/Sewer line project. He thinks the project will be out for bid sometime this Spring.

Ritch Bolick made a motion the Council approve the documents as presented and authorize the Mayor to sign the documents as requested. Tracy Townsend seconded the motion, which was followed by a unanimous affirmative vote. Copies of these documents are attached and are hereby made a part of these minutes.

Mayor Burns thanked Mr. Teague and the WPCOG for their service to the Town of Granite Falls.

**PUBLIC HEARING ON THE COMMUNITY DEVELOPMENT BLOCK GRANT CLOSED** Mayor Burns closed the public hearing on the Community Development Block Grant.

## **NEW BUSINESS/ACTION ITEMS**

**WESTERN PIEDMONT COUNCIL OF GOVERNMENT – ADA PLANNING MAINTENANCE ASSISTANCE CONTRACT APPROVED** The Town Council was requested to review and approve the ADA Planning Maintenance Assistance contract renewal with the WPCOG effective July 1, 2025, through June 30, 2027.

This contract is for continued maintenance of the ADA Accessibility Plan for the Town's properties and pedestrian network. The original update to the plan was completed during FY

2021 at a cost of \$56,073.84 and the Town has renewed maintenance agreements with the WPCOG every two years thereafter. The Americans with Disabilities Act (ADA) of 1990 is a civil rights law prohibiting discrimination based on someone's ability. An ADA plan ensures that the Town is aware of any potential liabilities at our properties and how to address them. The total cost of the contract renewal is \$9,648. This fee will be paid in two separate annual installments of \$4,824 each. The first payment will occur during FY 2025-2026, and the second payment during FY 2026-2027. Funds for this work will be included in the Fiscal Year 2025-2026 budget.

Tracy Townsend made a motion the Council approve the contract with the WPCOG for the period July 1, 2025 – June 30, 2027 as requested. Martin Townsend 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.

**MCGILL ASSOCIATES- PROPOSAL FOR PROFESSIONAL SERVICES-SURVEY OF NEIGHBORHOOD PARK APPROVED** The Town Council was requested to review and approve the proposal from McGill Associates for survey work at Neighborhood Park as part of the PARTF- Accessible Parks grant project.

The Town was awarded a \$500,000 Accessible Parks grant from the North Carolina Parks and Recreation Authority for the renovation of Neighborhood Park in 2024. This proposal will allow McGill Associates to develop a site survey for Neighborhood Park. This survey will locate existing right-of-way, property lines, structures and features within the proposed project area. The survey will include visible existing utilities, structures, and accessible sewer/storm pipe connectivity at project areas, and preparation of a CAD drawing of mapping in digital format. The total cost of the contract is \$6,740. This fee will be paid out of the existing capital project budget for the Neighborhood Park project that the Council approved in November 2024.

Parks and Recreation Director Chad Raby stated that the grant was \$500,000 with a Town match of \$100,000. He plans to send out bids in July and have the renovations completed next Spring.

Ritch Bolick made a motion the Council approve the proposal with McGill Associates for survey work at Neighborhood Park. Tracy Townsend seconded the motion, which was followed by a unanimous affirmative vote. Copies of the Staff Report, proposal, and contract are attached and are hereby made a part of these minutes.

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

1. Students from South Caldwell High School will tour the Town Office, Fire Department, and Recreation Center on Wednesday, March 19, 2025.
2. The Budget Committee will meet Tuesday, March 18, 2025 at 4:00 p.m.

3. Water Resources Director/Public Works Director Randy Smith met with FEMA representatives to discuss the removal of several fallen trees in Pinecrest Cemetery due to Hurricane Helene.
4. The Caldwell County and City of Lenoir Housing Plan was published last week. Manager Cobb will send a copy of the Plan to the Council soon.

### **COUNCIL COMMITTEE REPORTS**

1. WPCOG Policy Board – Will meet March 26, 2025
2. Caldwell County Railroad Policy Board - No report
3. Metropolitan Planning Organization (MPO) and Technical Coordinating Committee - No report
4. Caldwell County Economic Development Advisory Commission (EDAC) – The Caldwell County and City of Lenoir Housing Plan was discussed
5. NC Municipal Power Agency # 1 Board of Commissioners – No report
6. Caldwell County Managers’ bi-monthly meeting – No

### **INFORMATION ITEMS/REPORTS**

1. The Recreation Advisory Board will not meet in March.
2. The Merchants’ Association does not have a meeting scheduled.
3. The History Committee will meet on Tuesday, March 18, 2025, at 2:00 p.m. at the History Museum. The Quilt Exhibit is in progress through the end of March.
4. The Planning Board will meet on Tuesday, March 25, 2025, at 5:00 p.m.
5. The Board of Adjustment will meet on Wednesday, April 9, 2025, at 5:00 p.m. in the Council Room.
6. The WPCOG MPO/RPO will meet on Wednesday, March 26, 2025, at 1:00 p.m. at the WPCOG.
7. The ABC Board will meet on Monday, April 7, 2025, at 5:00 p.m.

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

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

**OTHER BUSINESS** None

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**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.