

## MINUTES OF REGULAR MEETING HELD OCTOBER 6, 2025

**REGULAR MEETING** The Granite Falls Town Council held a Regular Meeting Monday, October 6, 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, Assistant Town Manager/Finance Director Ashley Presnell, Town Attorney Bruce Cannon, Town Clerk Paula Kirby, Town Planner Greg Wilson, Police Chief Brine Branham, Parks and Recreation Director Chad Raby, and Facilities and Maintenance Technician Zachary McCall.

**VISITORS** CC&W Development Group, LLC. Managing Partner Greg Williams, CC&W Development Group, LLC. Engineer Frank Craig, CC&W Development Group, LLC. Managing Partner Perry Crooke, Mike Mathewson, Caldwell County Economic Development Commission Economic Development Coordinator Jesse Trivette, Jason and Angel Lawing, and Brad Bumgarner.

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

**PLEDGE OF ALLEGIANCE** Councilmember Jim Mackie 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**

Parks and Recreation Director Chad Raby introduced Zachary McCall, Facilities and Maintenance Technician to the Council.

**APPROVAL OF AGENDA** Martin Townsend made a motion the Council approve the agenda with the amendment of adding the verbiage “and Rezoning” to New Business/Action Item #4. 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, SEPTEMBER 15, 2025**

**APPROVAL OF MINUTES FROM THE SPECIAL TOWN COUNCIL MEETING HELD WEDNESDAY, SEPTEMBER 17, 2025**

**COUNCIL CALENDAR** Enclosed with the Council Agenda packet was a calendar of events through the end of April 2026. Changes to the Council Calendar from the last Council Calendar were highlighted in yellow.

**ACCEPT ANNUAL REPORT – IDENTITY THEFT PREVENTION PROGRAM** The Council was requested to accept the annual report for Federal Trade Commission’s Red Flags Rule, effective November 8, 2008.

**ABC AUDIT** The Town of Granite Falls ABC Board submitted the audit for fiscal year ended June 30, 2025, and audited financial statements for the Council’s review. The Council was requested to accept the ABC audit as presented.

**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:

|              |  |
|--------------|--|
| 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** Tracy Townsend 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 PERIOD** No one registered to speak during the Public Comment Period.

**PUBLIC HEARINGS** No public hearings were scheduled.

**NEW BUSINESS/ACTION ITEMS**

**DEPUTY FINANCE DIRECTOR APPOINTED** The Town Council was requested to appoint Kimberly Eckard as Deputy Finance Director to perform certain duties of the Finance Director if the Finance Director is out for any extended period due to illness, vacations, etc. In the absence of the Finance Director, the Deputy Finance Director would be responsible for pre-auditing purchase orders and contracts as required under North Carolina General Statute §159-28 (a1).

Tracy Townsend made a motion the Council appoint Kimberly Eckard as Deputy Finance Director as requested. Martin Townsend seconded the motion, which was followed by a unanimous affirmative vote.

**BUDGET AMENDMENT #2026-4 – SPLASH BASH 2026 APPROVED** The Town held its first annual Splash Bash Event in May of 2025 with plans to continue on an annual basis. This event will take place in May each year and will be funded with sponsorships/donations. Staff is estimating \$31,250 in sponsorships which will be used to fund the event. The Town Council must approve the budget amendment and the solicitation and acceptance of donations for the Splash Bash Event annually. Budget Amendment 2026-4 will increase the General Fund budget by \$31,250. Staff is estimating \$31,250 in sponsorships and donations which will be used to fund the event.

Staff recommends the Town Council approve Budget Amendment #2026-4 as presented and to allow staff to solicit donations for the event.

Martin Townsend made a motion the Council approve the budget amendment and solicitation for donations as presented. Jim Mackie seconded the motion, which was followed by a unanimous affirmative vote. Copies of the Staff report and Budget Amendment #2026-4 are attached and are hereby made a part of these minutes.

**CLERKS CERTIFICATION – FIVE PARCELS ON SOUTH MAIN STREET, GRANITE FALLS** Town Clerk Paula Kirby submitted the Certificate of Sufficiency for the proposed annexation of the properties listed below.

NCPIN #2784580514 PARCEL ID #08 82 1 2A LEGAL DESC: BK 217 PAGE 387 YR 44  
NCPIN #2784479452 PARCEL ID #08 82 1 13 LEGAL DESC: 1214/0917 1998  
NCPIN #2784461705 PARCEL ID #08 81 1 7 LEGAL DESC: 1214/0917 1998  
NCPIN #2784452475 PARCEL ID #08 80 1 26B LEGAL DESC: BK 2054 PG 2008 YR 22  
NCPIN #2784442174 PARCEL ID #08 80 1 27 LEGAL DESC: BK 1209 PG 4 YR 1997

A copy of the Certificate of Sufficiency is attached and is hereby made a part of these minutes.

**RESOLUTION FIXING DATE – PUBLIC HEARING ON ANNEXATION AND REZONING OF FIVE PARCELS ON SOUTH MAIN STREET, GRANITE FALLS TABLED** In accordance with NCGS 160A-58.1, upon receipt of the Clerk's Certification, the Town Council shall fix the date for a public hearing on the annexation and rezoning of five parcels, totaling approximately 136 acres of non-contiguous land located on South Main Street in Granite Falls. Notice of the public hearing shall be published once in a newspaper having general circulation in the Town at least 10 days before the public hearing.

Tracy Townsend made a motion the Council table the public hearing until a later date for more discussion. Mike Mackie seconded the motion, which was followed by a unanimous affirmative vote.

**RESOLUTION INSTRUCTING THE CLERK – PINWOOD ROAD ADOPTED** Olin Wayne Moore II submitted a petition requesting contiguous voluntary annexation of 7.7 acres located on Pinewood Road, Granite Falls. Voluntary, contiguous annexations are governed by North Carolina General Statute §160A-31 which authorizes municipalities to annex any area contiguous to its borders on receipt of a petition signed by all the owners of real property within the area proposed for annexation. The described property qualifies for annexation under this statute.

The Town Council was requested to adopt a resolution instructing the Town Clerk to investigate the petition for contiguous annexation received under NCGS 160A-31 and report back to the Council at the October 20, 2025, regular Council meeting.

Mike Mackie made a motion the Council adopt the resolution as requested. Martin Townsend seconded the motion, which was followed by a unanimous affirmative vote. Copies of the Staff Report, annexation petition, and resolution are attached and are hereby made a part of these minutes.

**PETITION FOR CONDITIONAL REZONING #5-2025 – PINWOOD ROAD SUBMITTED** A Petition for Rezoning was submitted by Jason Lawing for property owned by Olin Wayne Moore located on Pinewood Road. The property is 7.7 acres in size and is currently vacant. The property is in the Town's ETJ. The property has been submitted for annexation and that process is running concurrent to this rezoning petition. The property is

under contract for purchase, and the applicant is in his due diligence period seeking development approvals for the project. The request is to rezone the property on Pinewood Road from R-20, Residential Low Density to R-15 CZ, Residential Single Family Conditional Zone.

Copies of the Staff report and Conditional Rezoning Petition #5-2025 are attached and are hereby made a part of these minutes.

**RESOLUTION INSTRUCTING THE CLERK – 5142 MYERS ROAD ADOPTED** M-Son Enterprises, LLC. submitted a petition requesting contiguous voluntary annexation of 8.9 acres located at 5142 Myers Road, Granite Falls. Voluntary, contiguous annexations are governed by North Carolina General Statute §160A-31 which authorizes municipalities to annex any area contiguous to its borders on receipt of a petition signed by all the owners of real property within the area proposed for annexation. The described property qualifies for annexation under this statute.

The Town Council was requested to adopt a resolution instructing the Town Clerk to investigate the petition for contiguous annexation received under NCGS 160A-31 and report back to the Council at the October 20, 2025, regular Council meeting.

Ritch Bolick made a motion the Council adopt the resolution as requested. Tracy Townsend seconded the motion, which was followed by a unanimous affirmative vote. Copies of the Staff report, annexation petition, and resolution are attached and are hereby made a part of these minutes.

**PETITION FOR REZONING #6-2025 – 5142 MYERS ROAD SUBMITTED** A Petition for Rezoning was submitted by Mike Mathewson for his property located at 5142 Myers Road. The property is 8.9 acres in size and is currently vacant. The property is in the Town's ETJ. The property has been submitted for annexation and that process is running concurrent to this rezoning petition. Upon successful annexation into the Town Limits, the property could be accessed from Par Drive. The request is to rezone property at 5142 Myers Road from R-20, Residential Low Density to R-15, Residential Single Family.

Copies of the Staff Report and Rezoning Petition #6-2025 are attached and are hereby made a part of these minutes.

**ENGINEERING CONSULTANT SELECTION – SCIF PROJECT 10973 – REMOTE READ METER AND WATERLINE CONNECTION** Staff has completed a solicitation process to identify a qualified engineering firm to assist with the implementation of Advanced Metering Infrastructure (AMI) water meters and for an 8" waterline connection from a Caldwell County waterline to Town waterlines in Granada Farms. The Town Council was requested to authorize the Town Manager to negotiate and sign a contract with CHA Consulting.

Mike Mackie made a motion the Council authorize Town Manager Cobb to negotiate and enter a contract with CHA Consulting. Martin Townsend seconded the motion, which was followed by a unanimous affirmative vote.

A copy of the Staff report is attached and is hereby made a part of these minutes.

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

1. Manager Cobb informed the Council that Public Power Week is October 5<sup>th</sup> – 11<sup>th</sup>.
2. Maintenance work on the Town's water tanks has begun. The Pinewood Road water tank is almost ready to be painted.
3. The Fire Department has purchased an ATV/UTV with the HB 1012 Disaster Recovery Grant funds.
4. A used garbage truck was recently purchased for \$47,000. It will need upfitting before use.

### **COUNCIL COMMITTEE REPORTS**

1. WPCOG Policy Board – The Town hosted the meeting held Tuesday, September 29<sup>th</sup> at the Recreation Center. Tracy Townsend thanked everyone that attended.
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) – Will meet next Tuesday. Manager Cobb attended the ribbon cutting for Granite Falls Composites last week.
5. NC Municipal Power Agency # 1 Board of Commissioners – Meeting next week
6. Caldwell County Managers' bi-monthly meeting – Meeting this Wednesday

### **INFORMATION ITEMS/REPORTS**

1. The Recreation Advisory Board will not meet in October.
2. The History Committee will meet on Tuesday, October 21<sup>st</sup> at 2:00 p.m.
3. The Merchants' Association will meet on Monday, October 6<sup>th</sup> at 10:00 a.m. in Town Hall.
4. The Planning Board will meet on Tuesday, October 28<sup>th</sup> at 5:00 p.m. in Town Hall.
5. The WPCOG MPO/RPO will not meet in October.
6. The Board of Adjustment will meet on Wednesday, November 12<sup>th</sup> at 5:00 p.m. in Town Hall.
7. The ABC Board will meet on Monday, October 20<sup>th</sup> at 5:00 p.m.

**OTHER BUSINESS**

- Tracy Townsend informed the Council that Wayne Smith, who lives in the Town's ETJ, was recently awarded the Charles Taylor Master Mechanic Award. The Charles Taylor Master Mechanic Award is named in honor of Mr. Charles Taylor, the first aviation mechanic in powered flight. The Charles Taylor "Master Mechanic" Award recognizes the lifetime accomplishments of senior mechanics. Mr. Taylor served as the Wright brothers' mechanic and is credited with designing and building the engine for their first successful aircraft.
- Manager Cobb will email the Council to schedule a Special Meeting regarding the Catawba View Subdivision. Public notice will be given as required.

**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 to preserve the attorney-client privilege between the attorney and the public body, which privilege is hereby acknowledged. Martin Townsend seconded the motion, with a unanimous affirmative vote.

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

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