

MINUTES OF SPECIAL MEETING HELD JUNE 19, 2017

SPECIAL MEETING The Granite Falls Town Council held a Special Meeting on Monday, June 19, 2017 at 5:30 p.m. in the Council Chambers of the Administrative Building.

PRESENT The following members of the governing body were present: Mayor Barry Hayes, Council Members Dr. Caryl B. Burns, Marc Church, 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 Clerk Paula Kirby, Town Planner Greg Wilson and Police Chief Ritch Bolick.

VISITORS The following visitor attended the meeting: Liviu Marhao

NEWS MEDIA Jordan Davis, representing *The News-Topic*, attended the meeting.

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

INVOCATION Reverend Tom McDonald, Concord Baptist Church, led in prayer.

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

APPROVAL OF AGENDA Mike Mackie made a motion the Council approve the agenda as presented. Martin Townsend seconded the motion, with a unanimous affirmative vote.

MINUTES FROM THE SPECIAL TOWN COUNCIL MEETING HELD MAY 22, 2017 APPROVED Tracy Townsend made a motion the Council approve the minutes from the Special Meeting held May 22, 2017 as presented. Dr. Caryl B. Burns seconded the motion, with a unanimous affirmative vote.

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

PUBLIC HEARING CALLED TO ORDER ON ZONING TEXT AMENDMENT #2-2017 Mayor Barry Hayes called to order a public hearing on Zoning Text Amendment #2-2017. The Council called for the public hearing at the May 22, 2017 Council meeting following the presentation of the proposed text amendment by Town Planner Greg Wilson.

Zoning Text Amendment #2-2017 would reduce the required side yard setback for single family homes in the Traditional Neighborhood Design (TND) District from eight (8') feet to five (5') feet. The TND District allows for single family residential construction on lots that are much smaller than other residential districts. The Planning Board voted unanimously to recommend that the Town Council approve Zoning Text Amendment #2-2017 as submitted.

Notice of the public hearing has been duly provided in the News Topic.

Liviu Marhao Speaks Mr. Marhau is a Town resident and property owner in the TND District. He stated that reducing the required side yard setback would allow nicer homes to be built.

PUBLIC HEARING ON ZONING TEXT AMENDMENT #2-2017 CLOSED Mayor Hayes closed the public hearing on Zoning Text Amendment #2-2017.

PUBLIC HEARING CALLED TO ORDER ON PROPOSED BUDGET FOR FISCAL YEAR 2017-2018 Mayor Barry Hayes called to order a public hearing on the proposed budget for fiscal year 2017-2018 for \$13,735,200. The budget, including the budget message, was presented to the Council at the special Council meeting held May 22, 2017 and is a "blueprint" used to provide a sound financial framework for all Town operations. It ensures that the Town's limited resources are allocated toward the services and priorities identified by the Council. More specifically, the budget is a financial plan consisting of estimated sources of revenues and proposed expenditures.

The recommended budget for fiscal year 2017-2018 of \$13,735,200 is \$353,605 or 2.64% more than the 2016-2017 amended budget of \$13,381,595. The majority of the increase comes from increased capital expenditures, increased Powell Bill expenditures for street paving, increased debt service for water & sewer projects, increased personnel costs and increased demand in electric costs. These increased costs are partially offset by non-recurring Building Reuse Grants, a reduction in debt service in the Fire Department and a reduction in wholesale electric rates from our power agency NCMPIA1. The Town Council and Town Staff have had numerous meetings in preparation of the proposed budget.

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

No one registered to speak during the public hearing.

PUBLIC HEARING ON PROPOSED BUDGET FOR FISCAL YEAR 2017-2018 CLOSED Mayor Barry Hayes closed the public hearing on the proposed budget for fiscal year 2017-2018.

NEW BUSINESS/ACTION ITEMS:

ZONING TEXT AMENDMENT #2-2017 APPROVED The Council considered Zoning Text Amendment #2-2017. The Planning Board voted unanimously to recommend that the Town Council approve Zoning Text Amendment #2-2017 as submitted.

Tracy Townsend made a motion the Council approve Zoning Text Amendment #2-2017, which the Granite Falls Town Council does hereby find and determine that the adoption thereof is consistent with the adopted Granite Falls Horizons: Land Development Plan and is reasonable and in the public interest. Marc Church seconded the motion, with a unanimous affirmative vote. A copy of Zoning Text Amendment #2-2017 is attached and is hereby made a part of these minutes.

ORDINANCE #330 APPROVED The Council considered Ordinance #330 amending the Town of Granite Falls Zoning Ordinance, contingent upon the approval of Zoning Text Amendment #2-2017 at tonight's Council meeting. Zoning Text Amendment #2-2017 reduces the required side yard setback for single family homes in the Traditional Neighborhood Design (TND) District from eight (8') feet to five (5') feet.

Martin Townsend made a motion the Council approve Ordinance #330 as presented. Dr. Caryl B. Burns seconded the motion, with a unanimous affirmative vote. A copy of Ordinance #330 is attached and is hereby made a part of these minutes.

BUDGET ORDINANCE #329 ADOPTED Mike Mackie made a motion the Council adopt Budget Ordinance #329 for \$13,725,200 for fiscal year 2017-2018 that will enact the budget. Tracy Townsend seconded the motion, with a unanimous affirmative vote. A copy of Budget Ordinance #329 is attached and is hereby made a part of these minutes.

FEE SCHEDULE FOR FISCAL YEAR 2017-2018 APPROVED The Council was requested to approve the Town of Granite Falls Fee Schedule effective July 1, 2017. The Fee Schedule includes the electric rate schedules and the new water and sewer rate schedules as well as other fees.

Dr. Caryl B. Burns made a motion the Council approve the Fee Schedule for Fiscal Year 2017-2018 as presented. Jim Mackie seconded the motion, with a unanimous affirmative vote. A copy of the Fee Schedule is attached and is hereby made a part of these minutes.

UPDATED RENEWABLE ENERGY PORTFOLIO STANDARDS (REPS) RIDER ADOPTED The Council needed to adopt an update to the Renewable Retail Rider #15.

The Retail REPS Rider must be updated for the Renewable Resource and the DSM/Energy Efficiency portions of the charge. Approval is also required to enable the Town to bill and collect these “pass through” charges effective July 1, 2017.

Jim Mackie made a motion the Council adopt the update to the Renewable Retail Rider #15 as presented. Martin Townsend seconded the motion, with a unanimous affirmative vote. A copy of the update is attached and is hereby made a part of these minutes.

AGREEMENT TO CONTINUE PARTICIPATION IN THE NORTH CAROLINA DEPARTMENT OF COMMERCE (NC DOC) SMALL TOWN MAIN STREET PROGRAM (STMS) APPROVED Sherry Adams, Coordinator of STMS Western Region, requested the Town of Granite Falls approve an agreement to continue participation in the NC DOC STMS program for fiscal year 2018. Participation in the STMS program allows local businesses access to STMS grant programs.

Jim Mackie made a motion the Council approve the agreement as presented and authorize Town Manager Jerry Church to sign the agreement on behalf of the Town. Dr. Caryl B. Burns seconded the motion, with a unanimous affirmative vote. A copy of the agreement is attached and is hereby made a part of these minutes.

STORMWATER AGREEMENT WITH CITY OF LENOIR APPROVED The Council was requested to approve an agreement with the City of Lenoir to provide implementation of the Stormwater Plan for fiscal year 2017-2018 at a cost of \$10,734.89 which represents the Town’s pro-rata share of the cost to administer the Stormwater Plan and is based on population and area. The cost of administering the plan for 2017-2018 is the same as the cost for 2016-2017. From July 1, 2009 through June 30, 2013, the City of Lenoir was reimbursed for administering the Stormwater Plan from the Caldwell County Economic Development Commission Sales Tax Reinvestment Fund. Effective July 1, 2013, the Sales Tax Reinvestment Fund no longer reimburses the City of Lenoir to administer the Stormwater Plan. This amount is a cheaper alternative than hiring an additional staff person or an engineering firm to administer the program.

Martin Townsend made a motion the Council approve the agreement as requested and authorize Town Manager Jerry Church to execute the agreement on behalf of the Town. Jim Mackie seconded the motion, with a unanimous affirmative vote. A copy of the agreement is attached and is hereby made a part of these minutes.

NORTH CAROLINA STATEWIDE EMERGENCY MANAGEMENT MUTUAL AID AND ASSISTANCE AGREEMENT (Revision 2017) APPROVED The State of North Carolina updated the NC Statewide Emergency Management Mutual Aid and Assistance Agreement which was last updated by the state and approved by the Council in 2009. The new agreement has been updated to more clearly define each party’s responsibilities and procedures for providing or requesting assistance during disasters and emergencies. The agreement also designates authorized representatives as contacts for emergency assistance.

Tracy Townsend made a motion the Council approve the agreement as presented. Dr. Caryl B. Burns seconded the motion, with a unanimous affirmative vote. A copy of the agreement is attached and is hereby made a part of these minutes.

RESOLUTION TO ACCEPT NORTH CAROLINA DIVISION OF ENVIRONMENTAL QUALITY ASSET INVENTORY AND ASSESSMENT GRANT

APPROVED At the April 18, 2016 Council Meeting, the Town Council unanimously approved Town staff applications for two NC DEQ AIA Grants of up to \$150,000 each. One grant was for water distribution projects and the other grant was for wastewater collection projects. Each grant required a 5% (\$7,500) Town match that is included in the 2017 Water & Sewer Department budget.

In February, 2017 the Town of Granite Falls was awarded a \$150,000 AIA grant for wastewater collection projects. The grant will be used for the following wastewater system projects:

- 1) Use flow metering to pinpoint areas of inflow and infiltration (I&I) of Stormwater into the Town sewer lines. We have several areas where we suspect we have I&I issues during heavy rain events and pinpointing these issues will determine what measures the Town can take to reduce or eliminate I&I in certain areas.
- 2) Purchase and implement a computerized Asset Management System which includes a work order system and other management system features.

In order to receive the grant funds, the Council is required to approve the Resolution By Governing Body of Applicant that serves as the acceptance of the grant and the assurance that the Town will comply with the conditions and assurances included in the grant.

Martin Townsend made a motion the Council approve the resolution as presented. Mike Mackie seconded the motion, with a unanimous affirmative vote. A copy of the resolution is attached and is hereby made a part of these minutes.

SPECIAL REVENUE FUND BUDGET FOR NC DEQ WASTEWATER ASSET INVENTORY AND ASSESSMENT GRANT AMENDED

On January 9, 2017, the Council approved a Special Revenue Fund Budget for the Water Asset Inventory and Assessment Grant. The Council voted tonight to accept a \$150,000 AIA grant from the North Carolina Department of Environmental Quality (NC DEQ) to perform asset inventory and assessment work on the Town wastewater infrastructure. The grant requires the Town to provide a 5% match of \$7,500. The Council is requested to amend the Special Revenue Fund Budget to include the \$157,500 for the NC DEQ Wastewater Asset Inventory and Assessment Grant.

Martin Townsend made a motion the Council approve the amendment as requested. Marc Church seconded the motion, with a unanimous affirmative vote. A copy of the amended

Special Revenue Fund Budget Ordinance is attached and is hereby made a part of these minutes.

APPROVED BUDGET FROM GRANITE FALLS ABC BOARD RECEIVED At the May 22, 2017 special meeting, the Council was presented a proposed 2017-2018 budget for the Granite Falls Alcoholic Beverage Control Board. 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 ABC Board approved the budget at its June 13, 2017 meeting. The Council is not required to take any action on this budget, but the presentation of the approved budget to the Council from the ABC Board must be reflected in the Council meeting minutes

Mike Mackie made a motion the Council receive the approved budget from the Granite Falls ABC Board as presented. Dr. Caryl B. Burns seconded the motion, with a unanimous affirmative vote. A copy of the budget is attached and is hereby made a part of these minutes.

FINANCIAL REPORT The financial dashboard report for the period ended May 31, 2017 was presented for the Council's review. This report represents 92% of the current 2016-2017 fiscal year budget. Also presented for the Council's review was an analysis of current year 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 #9 FY 2016-2017 APPROVED The Town of Granite Falls recently received \$4,633.00 from sale of obsolete assets on GovDeals.

The Town Council was previously informed of two unanticipated large repairs at the Recreation Center. The Stormwater drainage system, and two of the wooden support beams in the gymnasium, both need to be repaired as soon as possible. Town Manager Jerry Church requested the Council to approve budget amendment #9 for fiscal year 2017 to increase the Recreation Center Budget for these repairs.

Increase General Fund Budgeted Revenue – Gain on Sale of Fixed Assets	\$ 3,883.00
Increase General Fund Budgeted Revenue – Sale of Surplus Assets	\$ 750.00
Increase Recreation Department Expense – Rec. M&R Buildings & Grounds	\$ 4,633.00

Mike Mackie made a motion the Council approve Budget Amendment #9 2016-2017 as presented. Tracy Townsend seconded the motion, with a unanimous affirmative vote.

DEPOSITORIES FOR FISCAL YEAR 2017-2018 DESIGNATED It is required the Council designate financial institutions the Town may use as depositories during fiscal year 2017-2018.

Capital Bank
PNC Bank

NC Cash Management Trust
First Citizens Bank

Jim Mackie made a motion the Council designate the above financial institutions as Town depositories for the fiscal year 2017-2018. Mike Mackie seconded the motion, with a unanimous affirmative vote.

COUNCIL MEETING SCHEDULE CHANGES APPROVED The Council was requested to cancel the regular Council meetings scheduled for Monday, July 3, 2017, Monday, August 21, 2017, and Monday, Oct 2, 2017 at 6:00 p.m. If it becomes necessary for the Council to meet twice during the months of July, August, and October, the Council will be requested to call special meetings for Monday, July 31, 2017, Monday, August 28, 2017 and Monday, October 30, 2017. Town Clerk Paula Kirby will send the required cancellation notices to the news media and give reminder calls to the Council.

Tracy Townsend made a motion the Council approve the proposed change to the Council meeting schedule as requested. Dr. Caryl B. Burns 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 in observance of the following holidays:

July 4th
Labor Day

Tuesday, July 4th (Pool will be open)
Monday, September 4th

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. Garbage Disposal Service 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 July 2018. Revisions since the last calendar were highlighted in gray. Upcoming events include the employee appreciation luncheon on Friday, June 23, 2017 at 11:00 a.m. at the Recreation Center, the ElectriCities Annual Conference in Myrtle Beach, SC, August 10-12, 2017, and the Granite Falls Merchants Association Festival on Main on Saturday, September 16, 2017 from 2:00 p.m. until 8:00 p.m. Members of the Town Council will attend all of these events but there will be no Council business conducted at any of the events in instances where a quorum of the Council may be

present. Also enclosed with the Council's agenda package was the Summer 2017 WPCOG Economic Indicators Newsletter and the 2016 WPCOG Annual Report.

2. The June 1, 2017 Catawba-Wateree Drought Management Advisory Group (C-W DMAG) drought trigger update indicated through the Low Inflow Protocol (LIP) drought indicators, that the C-W basin remains in Stage 1 drought conditions.
3. The filing period for municipal elections starts at noon, Friday, July 7, 2017 and ends at noon on Friday, July 21, 2017.

INFORMATION ITEMS

1. Town Manager Church informed the Council that the old bleacher boards from the Recreation Center were sold on GovDeals for \$750.
2. The Granite Falls Board of Adjustment will have a Special Meeting on Wednesday, July 12, 2017 at 5:00 p.m. in the Council Chambers.

MEETING ADJOURNED Jim Mackie made a motion the Council adjourn the meeting. Tracy Townsend seconded the motion, with a unanimous affirmative vote.

Town Clerk

Council

Mayor

Members