



**TOWN OF GRANITE QUARRY
BOARD OF ALDERMEN MEETING MINUTES
Monday, April 1, 2019**

Present: Mayor Bill Feather, Alderman John Linker, Alderman Jim Costantino, and Alderman Kim Cress

Attended Remotely via Conference Call: Mayor Pro Tem Jim LaFevers

Staff: Mr. Larry Smith – Interim Town Manager, Ms. Tanya Word – Town Clerk/HR Officer, Ms. Aubrey Smith – Deputy Clerk/Finance/HR Analyst, Chief Jason Hord – Fire Chief/Maintenance Supervisor, Ms. Shelly Shockley – Finance Officer/Planning Coordinator/Events Administrator, Mr. Steve Blount – Town Planner, Chief Mark Cook – Police Chief, Mr. Chip Short – Town Attorney

Guests: There were three guests present.

1. **Call to Order:** Mayor Feather called the meeting to order at 7:00 p.m.
2. **Moment of Silence:** Mayor Feather opened the meeting with a moment of silence.
3. **Pledge of Allegiance:** Mayor Feather led the Pledge of Allegiance.
4. **Approval of the Agenda:**

ACTION: Alderman Costantino made a motion to approve the agenda with the March 4, 2019 Board Minutes, February 22, 2019 Retreat Minutes and Financial Reports pulled and an addition of the Village at Granite Bond Discussion added to the Manager's Report. Alderman Cress seconded the motion. The motion passed with all in favor.

5. Approval of the Consent Agenda:

a. Approval of the Minutes

- ~~Regular Board Minutes March 4, 2019~~ pulled for changes, added back as an action in 8c.
- ~~Board of Aldermen Retreat Minutes February 22, 2019~~ pulled for changes, added back as an action in 8c.

b. Department Reports

- c. ~~Financial Reports~~** *pulled for discussion, added back with Board's approval in [8c.](#) ([see 9d](#) for discussion)*

ACTION: Mayor Pro Tem LaFevers made a motion to accept the consent agenda less the items pulled. Alderman Costantino seconded the motion. The motion passed with all in favor.

6. Citizen Comments: There were no citizen comments.

7. Guest Presentations: There were no guest presentations.

8. Town Manager's Update**a. Project updates**

Mr. Smith asked Chief Hord to speak to the Board regarding an event that took place the morning of Monday, April 1, 2019.

Chief Hord stated that he worked with the new principal at Granite Quarry Elementary for Rowan-Salisbury Schools' Community Involvement Day. Teams made up of high school, middle school and elementary school students worked in the nature trails, at the Civic Park and at Town Hall.

Mr. Smith spoke about the Town Goal spreadsheet in the packet and progress on the goals. Project work plans for major items will continue to be forwarded to the Board.

b. Special Events

- Easter Egg Hunt – Saturday, April 20th 3:00 p.m. – 5:00 p.m. at Civic Park
- Day in the Garden – Saturday, May 4th 8:00 a.m. – 1:00 p.m. at Lake Park

Alderman Costantino asked if there would be rain dates for these events. Ms. Shockley responded that there would not be rain dates because the day after the Egg Hunt is Easter and the Day in the Garden will have live performers.

Mr. Smith stated that the Manager's Report was in the agenda packet and he would answer any questions the Board had. He stated this month he would be working with the Clerk on agenda packets to get items added, proofed and have them to the Board more quickly.

Mr. Smith informed the Board that \$42,087 remains in Powell Bill funds for this year.

c. *Approval of Revised Minutes*

Mayor Feather stated that because the Board was given corrected copies of the March 4, 2019 Board Minutes and February 22, 2019 Retreat Minutes, they could be reviewed and adopted or tabled until the next meeting. The Board reviewed the corrections.

***ACTION:** Alderman Linker made a motion to approve the revised March 4, 2019 Board Minutes and February 22, 2019 Retreat Minutes. Alderman Costantino seconded the motion. The motion passed with all in favor.*

Mayor Feather stated that he would also like to discuss a few of the items on the Financial Report if the Board would allow. Discussion was added as item 9d.

d. Village at Granite Bond Approval

Mr. Blount passed out a handout regarding the improvements bond for the Village at Granite project. The project developer is LGI. This is a follow-up to the discussion at the March 4, 2019 Board Meeting.

Mr. Blount stated that for a traditional project after the engineering drawings are approved, the developers would build the infrastructure including roads, water-sewer, storm sewer, street lights, street signs, etc. Once that is done, approved and accepted, they record a final plat. They cannot sell lots without the final plat approval. LGI is asking to post a bond in excess of 5 million dollars as an insurance policy in lieu of the final plat approval. This is an accepted process according to the Town's UDO 11.7.5.3. The amount is 1.25% in excess of the actual cost determined by their engineers and confirmed by the Town's engineers. Once the bond is accepted, they do have the right to request a reduction in the bond amount based on work completed. No reductions would be allowed without Board approval.

There was discussion regarding the improvement bond requirements and what the requirements for bond reduction would be.

ACTION: Alderman Linker made a motion to accept the proposed bond in lieu of completion of the site improvements per Section 11.7.5.3 of the Town's Uniform Development Ordinance for the Village at Granite. Alderman Costantino seconded the motion.

Discussion:

Alderman Costantino asked if there was a timeline for when they expected to start selling property. Mr. Blount responded that they were waiting on the final plat approval.

Mayor Feather noted text amendments that needed to be made to the wording in the UDO including removing the word "Commissioners" from item A. "and approved by the County" in item D.

Mayor Feather asked who would make the determination of the cost remaining on the project if a reduction was requested. Mr. Blount answered that the request would be sent to the Town Engineer for review if it was under the Town's purview.

There was discussion regarding how the amount of the bond was calculated. Mr. Blount stated that it was an amount determined by an agreement of the developer's engineer and the Town's Engineer.

Mayor Feather asked if there was an AIA and Mr. Blount responded that there was a detailed spreadsheet with the cost broken down that was reviewed by the engineer, but he wasn't aware whether the spreadsheet was an AIA. Mayor Feather stated that the Board was being asked to approve the bond without seeing the information. Mr. Blount clarified that the Board was being asked to approve the bond in an amount that was determined to be accurate by the Town's Engineer.

The motion passed 3-1 with Mayor Pro Tem LaFevers opposed.

9. Old Business

a. Discussion of Funding for Sewer Line Project

There was discussion regarding the funding for the sewer line project. Alderman Linker asked what the Town's cost would be. Mr. Smith responded that it would be \$34,725 assuming the county's co-operation, which has been received verbally.

Mayor Feather asked about additional costs. Mr. Smith stated that there would be professional costs for the engineer and costs for securing the easements.

Mayor Feather added that currently the only action being requested was the approval of the grant, but before the project can be started there would have to be a letter from the USDA for the capacity and approval by Faith's Board to tap into the line.

There was discussion regarding whether there was any other alternative.

ACTION: Alderman Costantino made a motion to approve. Alderman Cress seconded the motion. The motion passed with all in favor.

b. Committee Updates

i. Revitalization Committee

Alderman Costantino stated that the Revitalization Committee was in a holding process until they receive funding.

ii. Parks and Recreation

Mayor Pro Tem LaFevers stated that the PERCs Committee planned a walk-through of the Civic Park at the next meeting to get a consensus of what needs to be considered for future works planning.

c. Town Manager Process

Mayor Pro Tem LaFevers stated that he thought it would be helpful to have this process completed before the future Board is seated but didn't feel it was possible with the time remaining.

Mayor Feather stated timing ought to be considered. He proposed the process be put off until after the new Board was in place.

Alderman Linker stated that he wasn't in favor of that and wasn't sure what the election cycle had to do with it. He stated that he would propose delaying that decision until July 1.

Mayor Feather responded that usually the Board chooses someone they feel comfortable with and choosing someone for a new Board could be contentious.

Mayor Feather suggested another thing for the Board to consider was the Interim Manager and his availability.

Mayor Pro Tem LaFevers suggested that Board start the process and take it one step at a time.

ACTION: Alderman Linker made the motion to wait until the fiscal year starts July 1, 2019. Alderman Cress seconded the motion. The motion passed 3-1 with Mayor Pro Tem LaFevers opposed.

Mayor Feather asked the Clerk to confirm the quotes close to July.

d. Financial Report

Mayor Feather asked Ms. Shockley to clarify some items and answer questions regarding the Financial Report.

The Town has received 96% of what was estimated to be received for taxes.

After the budget was adopted at the end of last fiscal year, the auditor recommended separating solid waste and recycling, but if you combine them, the Town is at 61% of expected revenues.

The 401k expense issue has been worked through and Ms. Shockley has updated numbers that show between 65% and 78% throughout the departments. Each department should be at near 75% at the end of March.

10. New Business & Action Items

a. Boardroom Media

At its February Planning Retreat, the Board discussed and prioritized upgrading the board room's media equipment. This goal was assigned a "high priority" rating to accomplish. This would include two 70" tv monitors, associated equipment to install them as wireless and upgrading the laptop computer assigned to the board room if needed. Costs are expected to be between \$2,000-\$2,500.

ACTION: Alderman Costantino made a motion to approve moving forward with the board room's media upgrade in an amount not to exceed \$2,500 and to transfer funds from Board Contingency Fund (01-4110-97) to Administration Maint & Repair Equipment (01-4120-35) in the amount of \$2,500 for the upgrade of Board Room media. Alderman Linker seconded the motion. The motion passed with all in favor.

b. Purchase 14 ft. dump trailer for Maintenance

At its February Planning Retreat, the Board discussed and prioritized purchase of a dump trailer. This goal was assigned a "high priority" rating to accomplish. Staff received an initial estimate for retreat preparation and will obtain additional quotes to ensure due diligence. Cost is expected to be around \$8,500.

ACTION: Alderman Costantino made a motion to approve moving forward with the prioritized purchase of a dump trailer in an amount not to exceed \$9,000. Mayor Pro Tem LaFevers seconded the motion. The motion passed with all in favor.

Budget Amendment Request #11

ACTION: Alderman Costantino made a motion to transfer funds from Maintenance Contingency Fund (01-4190-97) to Maintenance C.O. Equipment (01-4190-55) in the amount of \$4,000 for the purchase of a dump trailer. Alderman Cress seconded the motion. The motion passed with all in favor.

c. Town Hall Info Sign

After receiving estimates from three different vendors, Staff recommended two proposals from Golden Rule Signs to the Board of Aldermen for discussion and/or approval. The proposed two-sided sign would be professionally installed within the existing Granite frame donated to the Town of Granite Quarry by the Granite Quarry Civitans. Capabilities of the sign include Text, Picture, Graphic, Video Animations, and Time & Temperature made up of 2 billion colors. The unit would utilize the current 110-volt supply and would be composed of a Polycarb-Makrolon material.

Mayor Feather stated that the town should work with the Civitans to keep their logo visible.

The video proposal from Golden Rule Signs was shown to the Board.

ACTION: Mayor Pro Tem LaFevers made a motion to approve moving forward with the Town Hall informational sign upgrade in an amount not to exceed \$26,000. Alderman Costantino seconded the motion. The motion passed with all in favor.

Alderman Costantino asked who would control the sign. Ms. Shockley responded that the front office staff would receive training from the company.

Alderman Cress asked if the sign would be weather tolerable – specifically freezing weather, could it be repaired if it was broken and who would be making the repairs. Ms. Shockley stated that she would follow-up with the vendor to get these questions answered.

Budget Amendment Request #12

ACTION: Alderman Costantino made a motion to transfer funds from Board Contingency Fund (01-4110-97) to Maintenance & Repairs Buildings & Grounds (01-4190-24) in the amount of \$26,000 to upgrade the current information sign with an electronic sign. Alderman Linker seconded the motion. The motion passed with all in favor.

d. Request to Dispose of Property – Police Department

The Police Department requested to dispose of one department pistol, a Glock’ model 22 .40 cal. with serial number GMV366. This is Sgt. Wayne Trivett’s duty weapon.

ACTION: Alderman Cress made a motion to declare a service weapon (Glock model 22 .40 cal. with serial number GMV366) as surplus property and award it to Sergeant Wayne Trivett for the price of \$1.00 upon his retirement. Mayor Pro Tem LaFevers seconded the motion. The motion passed with all in favor.

e. Discussion on Road Patching

An estimate from Carolina Siteworks was presented to the Board for several areas of roads in town that have been identified by Staff as in need of repair. Currently Maintenance uses cold patch asphalt to fill in some potholes, however, this is only a temporary fix.

The total for all projects is \$114,635. There is currently \$42,087 in Powell Bill funds available. This would leave a balance of \$71,481 to finish the project.

Option 1 – Assign \$71,481 from fund balance.

Option 2 – Use the remaining annual allotment of Powell Bill funds and do the additional repairs in the next budget year 2019-2020.

Option 3 – Borrow \$71,481 to be paid back in future years from Powell Bill Funds.

Option 4 – Wait until the next budget year to complete all the work.

ACTION: Mayor Pro Tem LaFevers made a motion to spend all \$114,635 now to repair all roads. Alderman Costantino seconded the motion.

There was discussion regarding Powell Bill funding, priority of road and sidewalk repairs and who would be making the decision on which roads were fixed with the funds.

The vote was 2-3 with Alderman Costantino and Mayor Pro Tem LaFever for and Alderman Cress, Alderman Linker and Mayor Feather opposed. The motion failed.

ACTION: Alderman Costantino made a motion that the available \$42,087 from Powell Bill Funds be used now to repair as much as possible. Alderman Linker seconded the motion. The motion passed 4-1 with Mayor Pro Tem LaFever opposed.

f. Centennial Park Repair – FEMA

During Hurricane Florence the Granite Centennial Park received damage that included washout and downed trees. The damages were turned over to FEMA for assistance. The GQ Maintenance Department worked with FEMA to calculate the damages and get an estimate for repairs. The process for FEMA on this project is complete and should be funded at 75%. This would allow for Mid Carolina Construction to add gravel and rework the nature trails to before storm damage condition. This would also add new rip-rap to the Bank Street culvert area.

Budget Amendment Request #13

ACTION: Alderman Linker made a motion to transfer funds from Fund Balance Appropriated (01-3991-99) to Community Development Maintenance & Repair Buildings & Grounds (01-4930-24) in the amount of \$31,840 for damages caused by Hurricane Florence to be reimbursed by FEMA. Alderman Costantino seconded the motion. The motion passed with all in favor.

Alderman Cress asked what was being done to prevent this from happening again. Chief Hord responded that mitigation had reviewed the plan and had no further recommendations.

Budget Amendment Request #14

ACTION: Alderman Costantino made a motion to transfer funds from Fund Balance Appropriated (01-3991-99) in the amount of \$29,675 to Community Development Maintenance & Repair Buildings & Grounds (01-4930-24) and Parks Maintenance & Repair Buildings & Grounds (01-6130-24) for the repairs to the Nature Trails at the Centennial Park to be reimbursed by FEMA at 75%. The remaining 25% is the responsibility of the Town. Alderman Cress seconded the motion. The motion passed with all in favor.

g. Proclamation – 50th Anniversary of Municipal Clerks Week

Mayor Feather read the proclamation.

11. Board Comments

- a. Alderman Costantino thanked the Town Staff for the card to his wife.
- b. Alderman Linker mentioned that he would like to see the priority items identified at the Board Retreat, including sidewalks, addressed.
- c. Alderman Cress stated that 1) he would like to reiterate what Alderman Linker said regarding the priority items and 2) the 90 days is up on the Byrd property, what is being done?

Mayor Feather stated that Mr. Byrd would like to visit the property one last time. Mr. Smith has tried to contact him to schedule this. Chief Hord stated that a 40-yard dumpster has been ordered and cleanup will begin Monday.

12. Mayor's Notes – Announcements and Date Reminders

- a. Update on Granite Quarry Projects from MPO meeting on March 27th
Mayor Feather stated that several projects were discussed at the MPO meeting including:
 - Resolution 2019-07 for Dunns Mountain Church Road and US Hwy 52 intersection was voted on and there was unanimous support.
 - Resolution 2019-10 for Peeler Road and St. Paul improvements was accepted into the TIP and will be evaluated.
 - Bridge replacement over Crane Creek, State Route 2300, has a let date of 4/10/19.
 - 25 miles of resurfacing of US Hwy 52 will begin June 3, 2019. It is unknown whether this will involve the downtown area.
 - Heilig Road and Faith Road have surveyor markers out for a turn lane.

Mayor Pro Tem LaFevers was excused from the meeting.

- b. Planning Board Meeting – Monday, April 8th 5:30 p.m.
- c. CCOG Executive Board Meeting – ~~Wednesday, April 10th 6:00 p.m.~~ *Mayor Feather stated that this time has shifted and asked the Clerk to look into the new time.*
- d. Parks and Recreation Committee Meeting – Monday, April 15th 5:00 p.m.
- e. Revitalization Team Meeting – Tuesday, April 16th 3:30 p.m.
- f. Cabarrus-Rowan County MPO Meeting – Wednesday, April 24th 5:30 p.m.
- g. Litter Sweep North Carolina – Friday, April 26th 1:00 P.M. -3:00 p.m.
- h. Board of Aldermen Regular Meeting – Monday, May 6th 7:00 p.m.

13. Mayor's Action- No action taken.

14. Adjournment

ACTION: Alderman Costantino made a motion to adjourn the meeting. Alderman Cress seconded the motion. The motion passed with all in favor.

The meeting was adjourned at 8:49 p.m.

Respectfully Submitted,

Aubrey Smith

Deputy Clerk,

Finance,

Human Resources Analyst