



**TOWN OF GRANITE QUARRY
BOARD OF ALDERMEN
REGULAR MEETING MINUTES
Monday, October 9, 2023 6:00 p.m.**

Present: Mayor Brittany Barnhardt, Mayor Pro Tem John Linker, Alderman Jim Costantino, Alderman Doug Shelton, Alderman Jeff Cannon

Staff: Town Manager Larry Smith, Town Clerk Aubrey Smith, Town Attorney Zachary Moretz, Finance Officer Shelly Shockley, Fire Chief/Public Works Director Jason Hord, Police Sergeant Richard Tester

Call to Order: Mayor Barnhardt called the meeting to order at 6:00 p.m.

Moment of Silence: Mayor Barnhardt led a moment of silence.

Pledge of Allegiance: The Pledge of Allegiance was led by Mayor Barnhardt.

1. Approval of the Agenda

ACTION: Alderman Shelton made a motion to approve the agenda with two changes. He requested that Discussion of Town Shirts and Discussion of the Revitalization Team be removed from the Town Manager's Report to become new items 9A and 9B with Board Comments then becoming item 9C. Alderman Costantino seconded the motion. The motion passed 4-0.

2. Approval of the Consent Agenda

A. Approval of the Minutes

- 1) Regular Meeting September 11, 2023
- 2) Closed Session Meeting September 11, 2023

B. Departmental Reports

C. Financial Reports

A. 2024 Schedules

- 2024 Board of Aldermen Regular Meeting Schedule / Holiday Closing Schedule
- 2024 Planning Board Meeting Schedule

ACTION: Alderman Costantino made a motion to approve the consent agenda. Alderman Shelton seconded the motion. The motion passed 4-0.

3. Citizen Comments: There were no citizen comments.

4. Town Manager's Update

Manager Smith reviewed items from his report found in the agenda packet including updates on staff training. He shared that the Police Department's traffic enforcement campaign was successful. There was discussion regarding the status of the upcoming newsletter and the Board's desire to spread the word that the town does not have bulk item pickup.

5. Guest Presentation

**Charter Amendment Process and Timeline
Tom Carruthers, NCLM Deputy General Counsel**

Deputy General Counsel Carruthers provided a presentation on the statutory charter amendment by ordinance process and the associated timeline. He stated that a resolution of intent, a properly noticed public hearing, and a vote on an ordinance to amend the charter would each need to be conducted at separate regular meetings with the ordinance adoption taking place at least ninety days before the municipal election in which it would take effect. Changes to the town's charter regarding the mayor's term that are adopted in the upcoming year would be effective for the 2025 election. Charter amendments allowed by the statute can be combined and adopted together.

6. Public Hearing

GQDO Amendment – Article 11

A. Staff Summary

Planning, Zoning, and Subdivision Administrator Richard Flowe summarized the draft ordinance to amend Article 11 of the GQDO. The ordinance for amendment reflected the recommendations of the Planning Board. The draft ordinance included the statement that the amendment is both consistent with the adopted Town Plan 2040 and reasonable.

There were questions from individual Board members regarding exemptions and the effect on the average homeowner. Mr. Flowe pointed out where the exemptions could be found in the article and stated that the exemptions had broad applicability. Developers will be given the information at pre-development meetings with the planning department. There were concerns stated regarding landscaping and Mr. Flowe stated the landscaping was covered in the ordinance as well. Alderman Cannon questioned why six inches was proposed by the Planning Board instead of the original four inches.

B. Public Hearing

1) Opened: Mayor Barnhardt opened the public hearing at 6:56 p.m.

- Planning Board Chairman Richard Luhrs stated he would be happy to answer the question from Alderman Cannon regarding why the Planning Board suggested the amendment from four inches to six inches. He shared that the Planning Board vote was unanimous; there were no strong feelings, but some Planning Board members felt that four inches seemed too narrow.

2) Closed: Mayor Barnhardt closed the public hearing at 6:58 p.m.

C. Board Discussion and Decision

The Board continued discussion on the proposed amendment. Alderman Cannon asked if it could be five inches instead of six. It was confirmed that it could be any number.

ACTION: Mayor Pro Tem Linker made a motion to adopt Ordinance ZTA-2023-10-09 (*to amend the Granite Quarry Development Ordinance Article 11*). Alderman Costantino seconded the motion. The motion passed 3-1 with Mayor Pro Tem Linker, Alderman Costantino, and Alderman Shelton in favor and Alderman Cannon opposed.

Old Business

None

New Business

7. Discussion and Possible Action Planning Board Draft Rules of Procedure

Planning, Zoning, and Subdivision Administrator Richard Flowe presented the proposed updated Rules of Procedure as recommended by the Planning Board at its September 5, 2023 meeting. Mr. Flowe stated that Attorney Moretz had a suggestion for amending the references in Section 10-4. Attorney Moretz stated that he felt *Suggested Rules of Procedure for a City Council* by Trey Allen would be more appropriate than *Robert's Rules of Order*.

ACTION: Alderman Shelton made a motion to adopt the replacement drafted Planning Board Rules of Procedure as amended by changing the reference in Sec. 10-4 from *Robert's Rules of Order* to *Suggested Rules of Procedure for a City Council* (current edition). Mayor Pro Tem Linker seconded the motion. The motion passed 4-0.

8. Proclamations

Mayor Barnhardt acknowledged the following proclamations:

- Breast Cancer Awareness Month October
- Fire Prevention Week October 8-14, 2023
- Veterans Day November 11, 2023

9. A. Discussion and Possible Action Town Shirts and Apparel

Manager Smith presented options for Town shirts and apparel and asked for Board feedback on whether to use the logo or the seal. After individual Board members shared their varying opinions, Manager Smith asked if everyone was okay with the Mayor choosing the design. There was no opposition voiced.

B. Discussion and Possible Action Revitalization Team

Manager Smith shared the summary from his Manager's Update regarding the Revitalization Team's purpose and status. There was Board discussion regarding a desire for a group to help with master plans and community outreach. A desire was expressed that a group form a non-profit to partner with the town. Alderman Shelton questioned whether the master plan would fall under the purview of the Planning Board. Mr. Flowe responded that the Planning Board would absolutely be the right board to oversee all master plans. He suggested that other groups or resources such as a Merchant's Association could be invited to collaborate with the Planning Board on ideas. The Planning Board would then make recommendations to the Board of Aldermen. The Planning Board would not be the right group to start a non-profit.

C. Board Comments

- Mayor Barnhardt gave kudos to the Police Department for the traffic enforcement campaign. She shared that it was received well by citizens, and she heard a lot of positive comments.
- Mayor Barnhardt questioned whether it would be possible for Waste Management to provide cans for the town to be able to replace broken carts for residents.

10. Announcements and Date Reminders

- A. Wednesday October 11 5:00 p.m. Centralina Board of Delegates
- B. Wednesday October 11 5:30 p.m. Events Committee
- C. Friday October 13 11:00 a.m. FD Auxiliary Port-a-Pit
- D. Saturday October 14 Fiddler's Convention
- E. Monday October 16 6:00 p.m. Zoning Board of Adjustment
- ~~F. Tuesday October 17 3:30 p.m. Revitalization Team~~

G. Thursday	October 19	7:30 a.m.	Power in Partnership Breakfast
H. Saturday	October 21	1:00 p.m.	Granite Fest
I. Wednesday	October 25	5:30 p.m.	CRMPO TAC
J. Thursday	October 26	5:30 p.m.	Community Appearance Commission
K. Thursday	October 26	6:00 p.m.	Rowan Municipal Association
L. Tuesday	October 31	5:00 p.m.	FD Trunk-or-Treat
M. Monday	November 6	6:00 p.m.	Planning Board
N. Tuesday	November 7		Election Day
O. Wednesday	November 8	5:00 p.m.	Centralina Executive Board
P. Thursday	November 9	5:30 p.m.	Community Appearance Commission
Q. Friday	November 10		Office Closed in Observance of Veterans Day
R. Saturday	November 11		Veterans Day

Adjourn

ACTION: Alderman Costantino made a motion to adjourn. Mayor Pro Tem Linker seconded the motion. The motion passed 4-0.

The meeting ended at 7:42 p.m.

Respectfully Submitted,

Aubrey Smith

Town Clerk