



**TOWN OF GRANITE QUARRY  
BOARD OF ALDERMEN  
REGULAR MEETING MINUTES  
Monday, April 8, 2024 6:00 p.m.**

**Present:** Mayor Brittany Barnhardt, Alderman John Linker, Alderwoman Laurie Mack, Alderman Rich Luhrs

**Not Present:** Mayor Pro Tem Doug Shelton

**Staff:** Interim Town Manager/Fire Chief/Public Works Director Jason Hord, Town Clerk Aubrey Smith, Town Attorney Zachary Moretz, Finance Officer Shelly Shockley, Police Chief Mark Cook

**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:** Alderwoman Mack made a motion to approve the agenda as presented. Alderman Luhrs seconded the motion. The motion passed 3-0.

**2. Approval of the Consent Agenda**

**A. Approval of the Minutes**

- 1) Regular Meeting March 11, 2024
- 2) Closed Session March 11, 2024 (*handout*)
- 3) Budget Workshop March 20, 2024

**B. Departmental Reports**

**C. Financial Reports**

**D. Appointment to Community Appearance Commission**

**E. N-Focus 24/25 Planning Agreement**

**ACTION:** Alderman Luhrs made a motion to approve the consent agenda. Alderwoman Mack seconded the motion. The motion passed 3-0.

**3. Public Comments** – There were no public comments.

**4. Town Manager's Update**

Interim Town Manager Jason Hord shared highlights from the Town Manager's Update in the agenda packet including Officer Osborne completing his Specialized Firearms Instructor course and updates on the Granite Industrial Park sign and wayfinding project status.

*There was Board consensus to move on to item 7- Ordinance Charter Amendment- since Planning, Zoning, and Subdivision Administrator Richard Flowe was running behind and not yet able to present on the ordinances for items 5 & 6.*

## Old Business

### 7. Ordinance Charter Amendment

Clerk Smith shared that the final step in the charter amendment process would be to adopt the ordinance amending the charter by changing the name of the Board of Aldermen to “Town Council” and changing the term of the mayor from two years to four years beginning at the 2025 election. After the ordinance is adopted, a notice will be posted and the public will have 30 days to submit a referendum petition.

**ACTION:** Alderman Luhrs made a motion to adopt Ordinance 2024-01 amending the Charter of the Town of Granite Quarry. Alderwoman Mack seconded the motion. The motion passed 3-0.

### 8. Policy Travel Policy

Clerk Smith shared that the amendments based on the discussion and feedback at the March meeting were made to the Travel and Expense Reimbursement Section of the Personnel Policy to include language regarding Board approval of elected official travel requests. The requests will go through the same pre-auditing process as any other request.

**ACTION:** Alderman Luhrs made a motion to adopt Resolution 2024-02 amending the Travel and Expense Reimbursement section of the Personnel Policy. Alderwoman Mack seconded the motion. The motion passed 3-0.

## New Business

### 9. Budget Amendment Town Branding

Manager Hord shared that the requested budget amendment would cover the town-branded street signs the Board discussed purchasing at the Budget Workshop. There was Board discussion on the design. Manager Hord will bring back more options that have Granite Quarry printed across the top or bottom of the sign. There was Board consensus to use blue instead of green. The preference was for proof D with the town name across the sign.

The action will be delayed until the proof is ready to make sure the pricing doesn't change.

### 10. Budget Amendment Utilities

Manager Hord shared that the requested budget amendment would cover the increases due to rising costs of electricity.

**ACTION:** Alderman Linker made a motion to approve Budget Amendment FY #7 as presented. Alderman Luhrs seconded the motion. The motion passed 3-0.

### 11. Contract TAP RFQ Responses Review

Manager Hord shared that staff placed an RFQ out for professional engineering services for the TAP project and received two responses. After review, staff recommended Alley, Williams, Carmen, & King, Inc.

There was Board consensus to work with Alley, Williams, Carmen, & King, Inc. for professional engineering services for the NCDOT TAP GQ Sidewalk Connectivity Project and to authorize Manager Hord to negotiate the contract.

**12. Resolution**

**PARTF Grant / Civic Park Master Plan**

Manager Hord shared that Stewart drafted the site-specific master plan and sent the final draft that was distributed to the Board today. The adopted plan is necessary for the PARTF application. The PARTF grant awards up to \$500,000.00 and the Town would have a dollar-for-dollar match. The Board reviewed the Civic Park Master Plan draft.

**ACTION:** Alderman Linker made a motion to adopt Resolution 2024-03 to adopt the Civic Park Master plan and direct the Town Manager to oversee the application submitted on behalf of the Town for the PARTF grant. Alderman Luhrs seconded the motion. The motion passed 3-0.

**13. Proclamations**

Mayor Barnhardt recognized the proclamations for the month of May included in the agenda packet.

- |                                     |          |
|-------------------------------------|----------|
| <b>A.</b> National Day of Prayer    | May 2    |
| <b>B.</b> Teacher Appreciation Week | May 6-10 |
| <b>C.</b> Nurses Week               | May 6-12 |

*The Board moved back to items 5&6.*

**5. Public Hearing**

**Zoning Map Amendment 2024-04-08 Troutman**

**A. Staff Summary**

Planning, Zoning, and Subdivision Administrator Richard Flowe was not yet in attendance, so the Board moved to the public hearing.

**B. Public Hearing**

- 1) Opened: Mayor Barnhardt opened the public hearing at 6:39 p.m.
  - Mike Brinkley spoke in opposition of the proposed Zoning Map Amendment and stated concerns with the access. He presented deeds and background information concerning the affected property to the Board.
- 2) Closed: Mayor Barnhardt closed the public hearing at 6:43 p.m.

**B. Board Discussion**

Board members discussed their individual opinions on the proposed project. One of the concerns cited was regarding the applicant not being the builder.

*The Board moved to the next item without taking action.*

**6. Public Hearing**

**Zoning Text Amendment 2024-04-08 Food Trucks**

**A. Staff Summary**

Planning, Zoning, and Subdivision Administrator Richard Flowe was not yet in attendance, so the Board moved to the public hearing.

**B. Public Hearing**

- 1) Opened: Mayor Barnhardt opened the public hearing at 6:59 p.m.
  - There were no public comments.
- 2) Closed: Mayor Barnhardt closed the public hearing at 7:00 p.m.

**C. Board Discussion**

Board members discussed their individual opinions on the amendments as illustrated in the version of Article 15 with strikethroughs included in the agenda packet.

**ACTION:** Alderman Luhrs made a motion to table items 5 & 6 (*Ordinance ZMA-2024-04-08 & Ordinance ZTA-2024-04-08*) until the Budget Workshop on April 22, 2024 at 3:00 p.m. Alderwoman Mack seconded the motion. The motion passed 3-0.

**14. Board Comments** – There were no Board comments.

**15. Announcements and Date Reminders**

A.	Wednesday	April 10	5:00 p.m.	Centralina Executive Board Meeting
B.	Wednesday	April 10	5:30 p.m.	Community Appearance Commission
C.	Tuesday	April 16		Chamber Washington DC Trip
D.	Wednesday	April 17		Chamber Washington DC Trip
E.	Thursday	April 18	7:30 a.m.	Chamber Power in Partnership Breakfast
F.	Saturday	April 20	9:00 a.m.	Litter Sweep
G.	Tuesday	April 23		NCLM City Vision Conference
H.	Wednesday	April 24		NCLM City Vision Conference
I.	Thursday	April 25		NCLM City Vision Conference
J.	Wednesday	April 24	5:30 p.m.	CRMPO TAC Meeting
K.	Saturday	April 27	1:00 p.m.	Arts in the Park
L.	Thursday	May 2	5:30 p.m.	Events Committee
M.	Monday	May 6	6:00 p.m.	Planning Board/Board of Adjustment
N.	Tuesday	May 7		Chamber Raleigh Trip
O.	Wednesday	May 8	5:00 p.m.	Centralina Board of Delegates Meeting
P.	Wednesday	May 8	5:30 p.m.	Community Appearance Commission
Q.	Sunday	May 12		Mother’s Day

**ACTION:** Alderman Linker made a motion to excuse Alderman Luhrs from the meeting. Alderwoman Mack seconded the motion. The motion passed 3-0.

*Alderman Luhrs left the meeting at 7:09 p.m.*

**16. Closed Session**

**Personnel**

**ACTION:** Alderman Linker made a motion to go into closed session pursuant to N.C. General Statutes Section 143-318.11(a)(6) to discuss the performance of an individual public officer or employee. Alderwoman Mack seconded the motion. The motion passed with all in favor.

*The Board went into closed session at 7:10 p.m.*

*The Board came out of closed session at 7:38 p.m.*

**ACTION:** Alderman Linker made a motion to return to open session. Alderwoman Mack seconded the motion. The motion passed with all in favor.

**ACTION:** Alderman Linker made a motion to accept the evaluation (*for Jason Hord’s PW Director position*) with a “Clearly Exceeds” and the associated salary adjustment tied to the evaluation. Alderwoman Mack seconded the motion. The motion passed with all in favor.

**Adjournment**

**ACTION:** Alderwoman Mack made a motion to adjourn. Alderman Linker seconded the motion. The motion passed with all in favor.

The meeting ended at 7:39 p.m.

Respectfully Submitted,

*Aubrey Smith*

Town Clerk