



**TOWN OF GRANITE QUARRY
BOARD OF ALDERMEN MEETING
July 2, 2018 • 7:00 P.M.**

- 1. CALL TO ORDER – Mayor Feather**
- 2. MOMENT OF SILENCE**
- 3. PLEDGE OF ALLEGIANCE**
- 4. APPROVAL OF THE AGENDA**
- 5. APPROVAL OF THE CONSENT AGENDA**
 - a. Approval of the Minutes**
 - Board Recessed Minutes – May 22, 2018
 - Regular Board Minutes – June 4, 2018
 - Board Recessed Minutes – June 6, 2018
 - Board Recessed Minutes June 11, 2018
 - b. Departmental Reports** (*Reports in Board packet*)
 - c. Financial Reports**
- 6. CITIZEN COMMENTS** (*All comments are limited to 6 minutes. No sharing of minutes with other citizens*)
- 7. GUESTS AND PRESENTATIONS**
- 8. TOWN MANAGER’S UPDATE**
 - a. Fish 4 Fun
 - b. ARC (The ARC of Rowan) Fish 4 Fun
- 9. OLD BUSINESS**
 - a. **Boards and Committees Applications** – Deadline for applications for Boards and Committees applications is **Monday, July 9th**.
ACTION NEEDED: Set date(s) for Interviews.

- b. **Cold Storage** – Letter of Request and Resolution 2019-01
ACTION NEEDED: Authorizing Resolution by the Town of Granite Quarry
Requesting NCDOT Appropriation for Road Project.

10. NEW BUSINESS AND ACTION ITEMS

- a. **Action Needed: Disposal of Maintenance Surplus Property**

11. BOARD COMMENTS

12. MAYOR’S NOTES – Announcements and Date Reminders

- a. **Planning Board Meeting** – Monday, July 9 @ 5:30 P.M.
- b. **Parks and Recreation Committee Meeting** – Monday, July 16 @ 5:30 P.M.
- c. **Revitalization Team Meeting** – Tuesday, July 17 @ 3:30 P.M.
- d. **Dragon Boat Festival – Shrine Club** – Saturday, July 28 9:00 A.M. – 5:00 P.M. @ **Rowan Shrine Club on High Rock Lake**
- e. **Granite Quarry Board of Aldermen Meeting** – Monday, August 6 @ 7:00 P.M.

13. MAYOR’S ACTION

14. ADJOURNMENT



TOWN OF GRANITE QUARRY
BOARD OF ALDERMEN – RECESS MEETING MINUTES
May 22, 2018 • 3:00 P.M.

Board Members Present: Mayor Bill Feather, Mayor Pro Tem Jim LaFevers, Alderman Jim Costantino, Alderman John Linker, Alderman Kim Cress.

Staff: Ms. Tanya Word – Town Clerk, Mr. Mark Cook – Police Chief, Mr. Jason Hord – Maintenance Manager, Ms. Shelly Shockley – Finance Analyst / Event Planner

Visitor: Ms. Martha Cranford

Call to Order: Mayor Feather called the meeting to order and requested a motion to come out of recess.

ACTION: Alderman Costantino made a motion at 3:02 P.M. to come out of recess from May 7, 2018. Mayor Pro Tem LaFevers seconded the motion. The motion passed with all in favor.

Approval of the Agenda:

ACTION: Alderman Costantino made a motion to approve the agenda with the addition of Revenue as item A. Alderman Linker seconded the motion. The motion passed with all in favor.

FY 2018-19 Budget Planning Session:

A. Maintenance

The Board reviewed the Maintenance budget starting with discussion about salaries and the request to add a part-time staff person. The initial request had been to add a full-time person and eliminate the current part-time person.

In discussion about utility budget it was mentioned that a power meter by the treatment plant was paid for by Salisbury Rowan Utilities. Mayor Feather suggested notifying SRU about the charges from that meter. Mayor Feather asked about the changes to the lights to LED and any potential improvements in utility bills. Mr. Hord replied that the changes were minimal.

There was a capital outlay budget of \$5,000. Mr. Hord mentioned that he would like to add a brush hog for the skid steer, which could take the place of the 1983 tractor. That attachment would cost approximately \$7,000. There was some mention of carrying unused funds into the next budget year. Mayor Feather asked what the total budget balance was expected to be at the end of the fiscal year, also stating that unless there was a surplus in the total budget it may not seem feasible to roll money forward into the next year. Ms. Shockley agreed to check on the projected year end budget balance and share an estimate soon.

Other budget lines were reviewed by the Board. Mayor Pro Tem LaFevers inquired about the amount remaining in the Maintenance Capital Outlay budget. Mr. Hord replied that the budgeted amount was approximately \$30,000.

B. Police

The Board reviewed the proposed Police Department budget starting with salaries for the department. The full-time budget went down slightly due to one position that turned over with the new hire starting at a lower pay rate.

Mayor Feather inquired about the reduction in fuel cost, asking if they were driving less. Chief Cook answered that that line had been increased when fuel costs were higher. Also, some vehicles are now more efficient than older vehicles.

There was discussion about the utility costs, expressing that it was important to show accurate utility numbers for the Police Department due to the split cost with Faith on Joint Authority costs. Other line items were reviewed by the Board. After a question, Chief Cook did explain that the Capital Equipment budget was reduced due to one radar unit that was covered by a grant and removal of the covert camera unit.

Scheduled Meeting:

The next Budget Meeting was scheduled for June 5, 2018 at 3:00 PM to review Fire Department and Parks budgets pursuant to N.C. General Statute Section 160A-71 for review of the 2018-2019 Budget.

Adjournment:

Alderman Costantino made a motion at 4:17 P.M. to adjourn the meeting. Alderman Linker seconded the motion. The motion passed with all in favor.

Respectfully Submitted,

Scott Stewart

Deputy Clerk



**TOWN OF GRANITE QUARRY
BOARD OF ALDERMEN MEETING MINUTES
Monday, June 4, 2018**

Present: Mayor Bill Feather, Mayor Pro Tem Jim LaFevers, Alderman John Linker, and Alderman Kim Cress

Not Present: Alderman Jim Costantino

Staff: Mr. Phil Conrad – Town Manager, Ms. Tanya Word – Town Clerk/HR Officer, Mr. Scott Stewart – Deputy Clerk/Finance/HR Analyst, Mr. Jason Hord – Maintenance Supervisor, Ms. Shelly Shockley – Finance Analyst/Event Coordinator, Mr. Steve Blount – Town Planner, Mr. Dale Brown – Fire Chief, Mr. Mark Cook – Police Chief, Mr. Graham Corriher – Town Attorney, Mr. Richard Tester – Police Officer

Guests: There were twelve guests present.

Call to Order: Mayor Feather called the meeting to order at 7:00 p.m.

Moment of Silence: Mayor Feather opened the meeting with a moment of silence.

Pledge of Allegiance: Mayor Feather led the Pledge of Allegiance.

Approval of the Agenda:

ACTION: Alderman Linker made a motion to approve the agenda as presented with the addition of a Board Discussion section being added to future agendas. Mayor Pro Tem LaFevers seconded the motion. The motion passed with all in favor.

Approval of the Consent Agenda:

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

Citizen Comments:

Mr. Mike Brinkley read the following statement regarding the 2018-2019 budget:

“In this budget it has been proposed to increase the Fire Department part time salaries from \$98,900 to \$212,000, an increase of \$113,100. This roughly equals a 6-cent tax increase. Please remember, a 2-cent tax increase was added for the new fire truck. The reasons for this move are troubling enough but, in the process, to hide the true scope of the increase, one-line item of \$56,300 has been deleted. This money was earmarked to replace supply hose and SCBA. In addition, \$10,000 for future Engine replacement has also been slashed. This is not a budget any Fire Department could live with. It appears to be a ploy to hold the Board hostage to any possible future equipment needs of the Fire Department.

The worst part of this whole business is the fact that it is not part of any long-range plan for fire department improvements. I was told that it came up in February at the Board Retreat. So basically, four months to completely restructure the fire department. At the very minimum it should be part of a 5-year capital needs plan that addresses where the department should be at that time. While the excuse has been given that it is hard to find volunteers, it has always been hard to find volunteers. The Department has to be creative and has to work to find new ways to recruit and retain members.

In that regard, the Department needs to be careful not to burn out its members. Excessive false alarms suck the life out of any fire department. The department runs to many calls in far flung districts and most of these are cancelled enroute. The departments dispatch cards with the 911center need to be reviewed and modified to prevent this. I know that mutual aid is a necessary evil in the fire service, but it appears it has gone too far in Rowan County. The latest department report shows a total of 84 calls last month but only 37 were in Granite Quarry.

In my opinion, these events represent a systemic failure of leadership in the Fire Department and throwing more money at a perceived problem is not the answer.”

Guests and Presentations

There were no guest presentations.

Fire Department Report

Chief Dale Brown asked if the Board had any questions about the department report. Alderman Linker asked if any of the recent applicants to the fire department had worked out. Chief Brown replied that they had not been brought on board for several reasons. Due to remaining funds remaining in the part-time staffing budget, Chief Brown has been able to staff evenings better with part-time employees.

Chief Brown made the following statement:

“Citizens are able to make comments, and those comments reflect their opinions. Sometimes they are not factual. I don’t appreciate being called out unnecessarily. My ploy to you, and to Mr. Brinkley, if you can do a better job, then you come up and take over. I’m done. I don’t need it. They don’t understand what goes into this. He can say he understands 20 years ago, but this is a different time. If there are better answers: better ways to get it done, I welcome it.

I talked with the Manager today, and we have some ideas. Mr. Brinkley is welcome to come up and take it over today. My interest is in the Department, the members, and the citizens. I’ve tried everything I can do to get these calls answered. He is correct that there are a lot of false alarms, but in order to receive mutual aid, you have to give it. Granite Quarry does not have a big call load. Other departments do. If you want to be on their run card, you have to give aid to get it in return.

I am willing to walk out tonight and do whatever it takes. It’s not about me; it is about the Town, the Department, and the citizens. People dog and pony show this thing and turn it into a political affair, and I’m not about that. I came in to try to do a good job and have done my best for almost 5 years now. I don’t need the criticism. I don’t have to have it. I offer my resignation to you tonight if you want it. I would be happy to walk away; or I will stay and try to transition you to the next Fire Chief if I can help do that. It is not right to come up here and be berated unnecessarily.

Alderman Linker replied that there is a budget meeting scheduled for Wednesday and requested that Chief Brown come to that meeting with hope that the situation can be resolved then. Alderman Linker stated that he thought there was nothing to gain by accepting Chief Brown’s resignation at this time. Mayor Pro Tem LaFevers stated that the issues mentioned about the budget could be discussed at that meeting. Mayor Feather stated that he thought it would be inappropriate for the Board to accept Chief Brown’s resignation, that should be handled through the Town Manager. Alderman Cress also asked Chief Brown to stay until Wednesday and see what could be done to work things out.

Mayor Feather asked if there was anything else to add to the Fire Department report. Chief Brown replied that an equipment addition today was the air conditioning unit in the bedroom side of the Fire Department. The HVAC unit on the training room side of the Fire Department was replaced in the previous budget year. Mayor Feather mentioned that replacement of this unit had been considered in the remodeling project.

Public Hearings

a. State Grant Application on behalf of Cold Storage

Mayor Feather stated that the Board had considered this previously, however the Town Attorney stated that there should be a public hearing to give citizens an opportunity to speak.

Scott Shelton addressed the Board, stating that several people involved with the Cold Storage project were in attendance if there were questions. Mr. Shelton explained that Cold Storage was working toward adding a facility at Chamandy Drive on land that the Town of Granite Quarry currently owns. The facility would be expected to expand in the next three years, hiring about 40 employees. There is a proposed infrastructure grant that would be based on the number of employees hired. The cost to the Town would be a 5% local match of approximately \$25,000. There may be grant money available through NCDOT to assist with the necessary road extension.

Mayor Feather opened the Public Hearing at 7:14 PM. There were no citizens in attendance that wished to speak for or against the infrastructure grant for Cold Storage. Mayor Feather closed the Public Hearing at 7:15 PM.

ACTION: Alderman Linker made a motion to adopt **Resolution NO. 2018-03** to approve and authorize execution of the State Grant Application on behalf of Cold Storage. Mayor Pro Tem LaFever's seconded the motion. The motion passed with all in favor.

b. Amendments of the Town's Uniform Development Ordinance adding Appendix A- Downtown Design Guidelines and Requirements.

Mr. Steve Blount addressed the Board speaking about the Downtown Design Guidelines, which were reviewed by the Planning Board. Mr. Blount then reviewed several slides showing the guidelines stating that this plan will require updating over time as the Town grows.

Mayor Feather opened the Public Hearing at 7:23 PM. There were no citizens present who wished to speak for or against the Amendment. Mayor Feather closed the Public Hearing at 7:24 PM.

The Town Attorney mentioned that there is currently an appeal process in section 15 of the UDO that allows a 30-day window to request an appeal. The new section introduces an appeal process to the Planning Board that could confuse readers with two separate listed processes. Mr. Blount agreed to modify the additional Planning Board appeal to also reference the other stated appeal process as well and hopefully avoid confusion.

ACTION: Mayor Pro Tem LaFevers made a motion to approve the Amendment to Uniform Development Ordinance; Adoption of Appendix A – Building Design Guidelines and Requirements related to Downtown Development with the change to the appeals process wording. Alderman Linker seconded the motion. The motion passed with all in favor.

Mr. Blount read the Statement of Consistency, confirming that the Building Design Guidelines were consistent with Town’s Downtown Master Plan adopted in January of 2016 and consistent with the Town’s Comprehensive Plan adopted in January of 2000.

ACTION: Mayor Pro Tem LaFevers made a motion to accept the Statement of Consistency as read by the Town Planner. Alderman Linker seconded the motion. The motion passed with all in favor.

- c. Mr. Blount stated that the issue of cul-de-sacs in Industrial Parks was raised by Mayor Feather. After research, Mr. Blount noted that typically cul-de-sacs are discouraged in business parks due to large trucks doing damage to the asphalt. The recommendation is to amend Section 10.1.7 adding Item D, concerning cul-de-sacs in industrial parks.

Alderman Linker asked if this was something that could be enforced. Mr. Blount explained that the wording stated that they could not have a cul-de-sac in an industrial park unless permission is granted by the Zoning Board of Adjustment. This might be done if there is a case where this is the only possible way to make it work.

Mayor Feather opened the Public Hearing at 7:35 PM. There were no citizens present who wished to speak for or against the Amendment. Mayor Feather closed the Public Hearing at 7:36 PM.

Mr. Blount read the statement of consistency for the cul-de-sac related revisions explaining that the changes were consistent with the Town’s Comprehensive Plan.

ACTION: Alderman Linker made a motion to approve amendment of the Uniform Development Ordinance; Section 10.1.7 adding Item D, concerning cul-de-sacs in industrial parks and the Statement of Consistency as read by the Town Planner. Alderman Cress seconded the motion. The motion passed with all in favor.

- d. Mr. Blount was previously asked by Mayor Feather how we address the issue of mud in the streets that came from construction sites. There was no mention of mud or construction debris in the Town Ordinances. NCDOT does have a program of addressing this, however it is not always enough to maintain driver safety. By adding item 12, declaring construction mud and debris tracked into public streets to be a nuisance, the Code of Ordinances will provide a means to enforce getting such things cleaned up.

Mayor Feather opened the Public Hearing at 7:44 PM. There were no citizens present who wished to speak for or against the Amendment. Mayor Feather closed the Public Hearing at 7:45 PM.

Mr. Blount read the statement of consistency for the UDO revision explaining that the changes were consistent with the Town's Comprehensive Plan.

ACTION: Mayor Pro Tem LaFevers made a motion to approve the amendment to Code of Ordinances; Chapter 9, Section 9-33, adding item 12, declaring construction mud and debris tracked into public streets to be a nuisance and accept the Statement of Consistency as read by the Town Planner. Alderman Cress seconded the motion. The motion passed with all in favor.

- e. Mr. Blount stated that when the Uniform Development Ordinance was adopted, a line item for Electronic Gaming was included in table 3.3. At that time no particular area was identified for this type of business due to the fact that they became illegal for a period of time. An allowable zoning area needs to be identified for this type of business now that it has been declared legal. Mr. Blount reports being approached by three people interested in opening electronic gaming businesses in the Town.

The Planning Board has recommended at this time is that Electronic Gaming operations be listed as a Conditional Use with special restrictions in the Highway Business and Central Business districts. The special restrictions are separation agreements that Electronic Gaming operations must be:

- 500' from each other
- 250' from any school, kindergarten, religious place of worship, Town park, childcare establishment, bar, nightclub, or historic district, and
- 100' from any residential structure

Additionally, the Planning Board recommendations included that no alcoholic beverages be sold or consumed on the property and owners or operators of Electronic Gaming businesses must not be convicted felons. Suggested hours of operation for Electronic Gaming will be limited from 9:00 AM to 2:00 AM seven days per week.

Mayor Feather opened the Public Hearing at 7:52 PM to receive public comments regarding amendment to Section 4.6.4 and Table 3.3 concerning Electronic Gaming Operations.

Mr. Jamie Deal spoke in favor of the Electronic Gaming Amendment. Mr. Deal went on to explain that he planned to open a gaming business in town and had been in communication about leasing a space in Granite Quarry for that purpose. Alderman Linker asked if Mr. Deal had looked at the distance restrictions and if what was proposed would allow his planned business.

Ms. Mary Ponds spoke presenting an observation related to the restrictions suggested for Electronic Gaming, stating that she was not necessarily for or against allowing this

type of business. Ms. Pond's expressed concern about the distance being closer in proximity to churches, schools, or daycare facilities than they could be to each other.

Mayor Feather asked if there was anyone else present who would like to speak either for or against the amendment. Hearing no other requests to speak, Mayor Feather closed the Public Hearing at 7:54 PM.

Steve Blount spoke addressing the concerns expressed by Ms. Ponds; stating that with several churches, residential areas, and a school in a central area, tightening restrictions could result in having no acceptable locations for Electronic Gaming. There is existing case law that supports restricting the distance between Electronic Gaming establishments, so if that were challenged in court the Town would be unlikely to cause a problem.

Mayor Feather inquired whether the restriction not to sell alcoholic beverages was something that they could legally include. The Town Attorney stated that the sale of alcoholic beverages could not be restricted by the Town if the establishment had an ABC permit, therefore it should not be stated in the restrictions. Mr. Deal mentioned a NC law restricting sale of alcoholic beverages in Electronic Gaming establishments.

Mr. Blount read a Statement of Consistency establishing that the proposed amendment was consistent with the guidelines established in the Town Comprehensive Plan. Alderman Cress inquired about a fee being charged on a per machine basis for Electronic Gaming. Mr. Blount stated that the NC legislature had ruled that practice unacceptable, however there was building license fee annually of approximately \$50. Alderman Linker asked about the 2:00 AM cutoff time. Mr. Blount replied that further restrictions to hours of operation typically are challenged in court, which would require the Town to prove why the business should be closed at a certain time.

ACTION: Alderman Linker made a motion to amend the Uniform Development Ordinance; Amending Section 3.3 Table of Uses and Section 4.6.4 Special Restrictions to allow Electronic Gaming in the Town of Granite Quarry as a Conditional Use and accept the Statement of Consistency as provided by the Town Planner. Alderman LaFevers seconded the motion. The motion passed with all in favor.

Mayor Feather stated that in reviewing the agenda, he noticed some changes that were made since the time the agenda was provided by email to the Board Members. The previous request was made by both Board and Staff that the agenda stand as written and any changes be announced during the meeting as part of the motion to accept the agenda, rather than making changes before the meeting. The Mayor requested that this procedure be followed for future meetings.

Town Manager's Update

Faith Road Athletic Field Update: Mr. Conrad asked Jason Hord to come forward and showed a picture to the Board of the Rowan Mountaineers football team that is currently using the Faith Road Athletic Field for practice on Saturdays. There is a growing number of youth on the field practicing. Alderman Linker expressed concern about parking and a muddy section of the field. Mr. Hord explained that the left side of the field was drier. Coach Randolph had been instructed to park on that side away from the mud. The team's games will be played on a middle school field, but this location has provided a good open space for them to practice.

The Board discussed any potential liability from the group using the field. Mr. Hord stated that the team had their own liability insurance. Mayor Feather asked the Town Attorney if there is anything that should be posted expressing that people using the field are playing at their own risk. The Attorney replied that there was some government immunity because they are not participating in a proprietary Town function. The Town Attorney did recommend explaining the use of the field to the Town Liability carrier to ensure that they had no issues with this use. Alderman Cress asked about how long the team had been using the field and what they were doing about bathroom facilities. The use of the field is seasonal and in the fourth week. There is not a restroom, but talked about the potential to put a porta john out there.

Mr. Conrad stated that he thought more people would come forward and request to use the field. It would be good to consider how they would request use of the field and the status of the Granite Quarry Athletic Club. Mayor Pro Tem LaFevers suggested continuing to allow use of the field and periodically monitoring that use.

Maintenance – Purchasing Handheld Radios: Mr. Hord talked about the current communication between Maintenance team members using cellular phones and the safety hazards involved while operating equipment. The Maintenance department has been testing use of radios to compare the difference. The radios have improved communication significantly and also allowed for monitoring of emergency channels. There are funds from surplus items sold by the department that Mr. Hord requested to be used for the purchase of radios. There is a monthly fee of \$10 per radio, which should not present a budget problem for the Maintenance Department.

Alderman Cress suggested having a fourth radio in Town Hall that could be used to communicate with Maintenance. This additional radio could also be used to monitor what goes on with the department and could also serve as a backup in case a unit fails. The radios would cost \$2142 each including a 3-year service warranty at a cost of \$90 per unit. Alderman Linker asked if there was sufficient funding in the capital outlay line item to cover the purchase. Mr. Hord confirmed that funds were available in capital outlay for the current fiscal year.

The total cost for four radios would be approximately \$8600. Ms. Shockley confirmed that there would be \$36,571 remaining in the Maintenance capital outlay budget. Mayor Feather asked Ms. Shockley where she expected the year end budget to be. Ms. Shockley replied that she was estimating that in total the fiscal year would end \$74,000 under budget.

ACTION: Mayor Pro Tem LaFevers made a motion to approve \$8600 from capital outlay to be used for purchase of radios for the Maintenance Department. Alderman Cress seconded the motion. The motion passed with all in favor.

Ms. Shockley also added that the recent movie in the park event had better turnout than previously with over 50 people in attendance. Equipment was rented by the Town and four local businesses covered the copywrite fee. Town events appear to be getting more attention than last year.

Old Business

Marsy's Law:

Alderman Cress stated that he did some research on Marsy's Law and would like to support it.

ACTION: Alderman Cress made a motion to support Marsy's Law. Alderman Linker seconded the motion. The motion passed with all in favor.

Mayor Feather requested a Resolution in support of Marsy's Law from the Town Clerk.

New Business & Action Items

a. RESOLUTION NO. 2018-04 – Audit Contract – Eddie Carrick, CPA

ACTION: Mayor Pro Tem LaFevers made a motion authorizing the Town Manager to enter into an Audit Contract with Eddie Carrick, CPA for the fiscal year ending June 30, 2018. Alderman Cress seconded the motion. The motion passed with all in favor.

b. RESOLUTION NO. 2018-05 – American Red Cross Facility Use Agreement

Alderman Cress stated that the Town previously been certified as a Red Cross emergency facility. Mr. Conrad shared that the previous agreement had expired in 2013. It is a five-year agreement. This has been reviewed by attorneys and there are a few parts of the agreement to consider. Mayor Feather stated that the Town Hall was not a primary Red Cross site, but served as a backup site if needed.

ACTION: Alderman Linker made a motion authorizing the Town Manager to enter into a five-year Facility Use Agreement with the American Red Cross to permit the American Red Cross to use and occupy the Town Hall on a temporary basis to conduct emergency, disaster-related activities. Mayor Pro Tem LaFevers seconded the motion. The motion passed with all in favor.

c. **RESOLUTION NO. 2018-06 – Benchmark CMR, Inc. Code Enforcement Agreement**

Mr. Conrad explained that this is the same company that previously handled planning services. When their assigned Planner was no longer available, Steve Blount was hired as Town Planner, and Benchmark services were carried forward only on more complex Code Enforcement matters on a complaint driven basis. Town staff will work to handle simple issues with Benchmark continuing to handle the more complex issues that may result in site visits or legal actions.

ACTION: Mayor Pro Tem LaFevers made a motion to authorize the Town Manager to enter in agreement with Benchmark CMR, Inc for Code Enforcement Services for the fiscal year 2018-2019. Alderman Cress seconded the motion. The motion passed with all in favor.

Mayor Feather asked how much handling Code Enforcement issues in-house would alleviate the costs of outsourcing. Mr. Conrad replied that there was nobody in-house that would have the expertise of Steve May to handle the type of issues that Benchmark is currently involved with for the Town. Mr. Blount clarified that what has been requested is keeping Steve May involved with what is currently two projects and complete a survey of Code Enforcement issues. There may be an increase in Code Enforcement issues before it is caught up. The goal is to handle more of the issues in-house at a future time once the survey has been completed and addressed.

d. **RESOLUTION NO. 2018-07 – Chamberlain Exterminators, LLC Agreement**

Alderman Linker asked if there were any competitive bids collected. Alderman Cress added that Chamberlain had been doing this for a long time and it was a very competitive business and he recommended getting other quotes. This contract expires at the end of June.

ACTION: Mayor Pro Tem LaFevers made a motion authorizing \$350 for this service; asking staff to proceed with Chamberlain or another exterminator after shopping for the best service available for the cost. Alderman Cress seconded the motion. The motion passed with all in favor.

e. **Budget Amendment Request #18**

To transfer funds from Fund Balance Appropriated (01-3991-99) to Administration Contracted Services (01-4120-60) and Police Department Contracted Services (01-4310-60) for the Server Upgrade to support FMS (Financial Management Software) and the installation of the phone system. Funds were approved in the last Fiscal Year, however, funds were not allocated.

ACTION: Mayor Pro Tem LaFevers made a motion to approve Budget Amendment #18. Alderman Cress seconded the motion. The motion passed with all in favor.

f. Budget Amendment Request #19

To recognize the receipt of \$800 donated to the Police Department by the Granite Quarry Civitans Club. The Police Department is requesting the transfer of funds from Police Miscellaneous Revenue (01-3431-89) to C.O. Equipment (01-4310-55) for the purchase of bulletproof vests.

ACTION: Mayor Pro Tem LaFevers made a motion to approve Budget Amendment #19. Alderman Linker seconded the motion. The motion passed with all in favor.

g. Budget Amendment Request #20

To recognize the receipt of \$200 from Teen Court for retributions to damage done at the Granite Civic Park. The Maintenance and Police Department request these funds be transferred from Miscellaneous Revenue (01-3413-89) to Community Projects (01-4120-50) for the proposed Veterans Memorial.

ACTION: Alderman Linker made a motion to approve Budget Amendment #20. Mayor Pro Tem LaFevers seconded the motion. The motion passed with all in favor.

h. Budget Amendment Request #21

To transfer funds from Park Shelter Rentals-Maint (01-3834-41) to Parks Utilities (01-6130-33) to cover account overspent due to previous coding errors.

ACTION: Alderman Linker made a motion to approve Budget Amendment #21. Mayor Pro Tem LaFevers seconded the motion. The motion passed with all in favor.

i. Budget Amendment Request #22

To transfer funds from Board Contingency (01-4110-97) to Administration Contracted Services (01-4120-60) for the remaining balance of the survey to Town Property by Shulenburg and Office Expense (01-4120-26) for the scholarship to Western Carolina University on behalf of Zach Huddleston and Sponsorship to the Rowan County Opioid Forum.

ACTION: Alderman Linker made a motion to approve Budget Amendment #22. Mayor Pro Tem LaFevers seconded the motion. The motion passed with all in favor.

j. PROCLAMATION – Graham Corriher

Mayor Feather read a Proclamation expressing gratitude and honoring Graham Corriher for his service to the Town of Granite Quarry serving as the Town Attorney.

Board Comments

Alderman Linker asked if the survey had been completed for S. Main Street and Rowan Street properties. Mr. Conrad replied that he had spoken with a Norman Ribelin today, who will be providing a cost estimate this week to survey the property. Alderman Linker expressed that he would like to get that complete and sell the property. The Board discussed how they might wish to split that property when surveyed.

Alderman Linker asked about progress on the State Employees' Credit Union. Mr. Conrad replied that they are expecting more information to arrive soon. There was a discrepancy affecting access to an adjoining property that needed to be resolved.

The Village at Granite is in progress and has added a retention pond and is working on grading. They had to remove some bad soil moved. They are in the process of getting final approval on their phase one drawings.

Alderman Linker asked to know the unencumbered fund balance before the final meeting to approve the budget for the 2018 – 2019 fiscal year.

Mayor Pro Tem LaFevers mentioned that lake at Granite Lake Park is expanding, expressing concern that this is an issue that should be included in the budget.

Mayor's Notes

- Mayor Feather reviewed the upcoming schedule of events.

Mayor's Action

- **Public Hearing**

Mayor Pro Tem LaFevers made a motion to set a Public Hearing for Monday, June 25, 2018 at 5:00 P.M. to hear citizen comments on the proposed Budget Ordinance for FY 2018-2019. Alderman Cress seconded the motion. The motion passed with all in favor.

Closed Session

Alderman Linker made a motion at 9:12 PM to go into closed session pursuant to N.C. General Statute Section 143-318.11(a)(3) for property. Alderman Cress seconded the motion. The motion passed with all in favor.

Alderman Linker made a motion to come out of closed session at 9:30 PM pursuant to N.C. General Statute 143-319.11(a)(3) for property. Alderman Cress seconded the motion. The motion passed with all in favor. The Board took no action in closed session.

Recess Meeting

Alderman Linker made a motion at 9:30 PM to recess the meeting and reconvene at 4:00 PM on June 6, 2018 pursuant to N.C. General Statute Section 160A-71 for review of the 2018-2019 Budget. Alderman Cress seconded the motion. The motion passed with all in favor.

Respectfully Submitted,

Scott Stewart

Deputy Clerk



TOWN OF GRANITE QUARRY
BOARD OF ALDERMEN – RECESS MEETING MINUTES
June 6, 2018 • 4:00 P.M.

Board Members Present: Mayor Bill Feather, Mayor Pro Tem Jim LaFevers, Alderman Jim Costantino, Alderman John Linker, Alderman Kim Cress.

Staff: Mr. Phil Conrad – Town Manager, Ms. Tanya Word – Town Clerk, Mr. Mark Cook – Police Chief, Mr. Jason Hord – Maintenance Manager, Ms. Shelly Shockley – Finance Analyst / Event Planner, Dale Brown – Fire Chief

Visitor(s): Ms. Martha Cranford, Mike Brinkley

Call to Order: Mayor Feather called the meeting to order and requested a motion to come out of recess.

ACTION: Alderman Costantino made a motion at 4:00 P.M. to come out of recess from June 4, 2018. Mayor Pro Tem LaFevers seconded the motion. The motion passed with all in favor.

Approval of the Agenda:

ACTION: Alderman Costantino made a motion to approve the agenda as presented. Alderman Linker seconded the motion. The motion passed with all in favor.

FY 2018-19 Budget Planning Session:

Mr. Conrad started discussion stating that there was a previous question about the unencumbered fund balance. Ms. Shockley and Ms. Cranford provided a spreadsheet in an effort to address questions. Alderman Linker asked why there were so many different CD accounts. Mr. Conrad replied that they have different maturation dates. Mayor Feather stated that there had been multiple accounts for about 20 years, being renewed as they mature.

A. Fire Department

The Board reviewed the Fire Department budget, beginning with discussion about salaries. The recommendation was \$103,000 for full-time staff, representing a 4% variance from the previous year. Chief Brown replied that this should have been \$101,000 for the previous year. The part-time salary request is \$212,000, representing a 114% increase from the previous budget. Alderman Linker asked if that is the amount required to staff the department with three people 24-hours per day. Chief Brown explained that this would allow for using part-time staff to have three people at night, depending on the Maintenance Manager as the third person during daytime hours. This plan still leaves a void during the day on weekends when maintenance staff is not working.

Mayor Feather asked how many volunteers would be required to fill that void. Chief Brown replied that it would depend on the involvement level of the volunteer. Mayor Feather asked if there were plans to eliminate Fire Volunteers. Chief Brown stated that they were not, and he had recent conversations with people about applying to volunteer. Mayor Feather then asked at what point would they move away from having volunteers. Chief Brown did not think that would happen, stating that Salisbury still had volunteers even though they were a much larger department. There were three recent applicants, but none of them worked out for a variety of reasons. Mayor Feather asked if this level of increase would continue in future years to replace the loss of volunteers. Chief Brown replied that if this works, it should be an answer if there was someone in Maintenance to assist with calls during daytime hours. It would take an additional \$52,000 for part-time staff if there were no involvement from the Maintenance Manager.

Mayor Feather asked what the additional staff would do during time when there were no calls to respond to. Chief Brown stated that those things could expand and currently they check trucks and equipment, and some assist the Maintenance Department. There was further discussion of varied staffing models, some of which involved a full-time Fire Chief or staff that were cross trained for both Maintenance and Firefighters. Alderman Linker felt it was too limiting to require everyone in Maintenance to be Firefighters. Mayor Feather wanted to ensure that there was a plan for how the department is managed as staff and funds are added to the department, regardless of which model is chosen.

There was discussion about when the Debt Service line, which is for a truck, would end. Staff thought that the payoff would be in either 2020 or 2021. Based on the condition of the current trucks, with maintenance they should be usable for the next 15 years.

In discussion about air packs, Chief Brown explained that he had planned for the potential need to replace them. The current \$56,300 could be used to replace cylinders, or if total replacement is necessary, that could serve as a down payment on the cost of approximately \$150,000 that could be financed over 15 years. Because of this plan, Chief Brown did not feel it was necessary to save more funds toward that later purchase in this budget year.

B. Parks

The Board reviewed the Parks budget. There was discussion about the \$6,000 listed as salary for the Parks. That is being moved to the Maintenance salary budget line. There also was \$1,000 under Maintenance / Repair Vehicles that is to be moved to Supplies & Equipment in the Park budget.

There is an erosion issue with the lake at Granite Lake Park. Mr. Hord is in the process of getting estimates to rework the bank around the lake. This is something that should be considered by September. One idea was rip rap around the bank. Another was a concrete retaining wall. Mayor Feather mentioned the potential to get a Part F grant seeking funding to assist with reworking the lake. Alderman Cress suggested contacting Lynn Thomas Grading as they were the company that originally worked on the lake when the park was created. There was nothing included in the current budget for this because the cost is not known at this time.

Contracted Services was increased from \$2,300 to \$3,500 to accommodate pesticide needs. The Board agreed on \$3,000 for that line.

Scheduled Meeting:

The next Budget Meeting was scheduled for June 11, 2018 at 3:00 PM pursuant to N.C. General Statute Section 160A-71 for review of the 2018-2019 Budget.

Recess:

Alderman Costantino made a motion at 5:30 P.M. to recess the meeting until June 11 at 3:00 PM. Alderman Linker seconded the motion. The motion passed with all in favor.

Respectfully Submitted,

Scott Stewart

Deputy Clerk



TOWN OF GRANITE QUARRY
BOARD OF ALDERMEN – RECESS MEETING MINUTES
June 11, 2018 • 3:00 P.M.

Board Members Present: Mayor Bill Feather, Mayor Pro Tem Jim LaFevers, Alderman Jim Costantino, Alderman Kim Cress. Alderman John Linker arrived at 3:12 PM.

Staff: Phil Conrad – Town Manager, Mr. Mark Cook – Police Chief, Mr. Jason Hord – Maintenance Manager, Ms. Shelly Shockley – Finance Analyst / Event Planner, Dale Brown – Fire Chief, Steve Blount – Town Planner

Visitor(s): Mark Wineka

Call to Order: Mayor Feather called the meeting to order and requested a motion to come out of recess.

ACTION: Alderman Costantino made a motion at 3:00 P.M. to come out of recess from June 6, 2018. Mayor Pro Tem LaFevers seconded the motion. The motion passed with all in favor.

Approval of the Agenda:

ACTION: Mayor Pro Tem LaFevers made a motion to approve the agenda as presented. Alderman Costantino seconded the motion. The motion passed with all in favor.

Town Manager Update

Mr. Conrad reported that he met with Norman Ribelin. The last survey was done in 2004 for the property where the Town currently has leaf and limb storage. Mr. Ribelin suggested that the Town market that property in whole rather than subdividing up front. This would potentially save on the cost of the survey. Mr. Conrad has also reached out to a real estate broker, Kay Dover, and should hear back from her soon. Mr. Conrad sought direction from the Board on whether they wanted to entertain selling the property in whole.

Mayor Feather asked whether he was suggesting any restrictions on use of the property. Mr. Conrad replied that he would expect any potential buyer to submit a proposal for review by the Board. There had been previous inquiries from adjoining property owners. Mayor Pro Tem LaFevers asked if the Town really wanted to put restrictions on the property or primarily wanted

to see it sold. Mayor Feather suggested that if there would not be additional restrictions, the Town should assess the amount of money invested in the property before selling. Mr. Conrad suggested getting an assessment of the property value.

The property currently has a tax value of approximately \$70,000. Mayor Feather stated that the Town had approximately \$55,000 invested in the property and asked for further evaluation before the property is listed. Alderman Cress stated that he was against selling it as one property. There are two sections that are zoned differently even though they were never completely subdivided. The plan for the property needs to be identified before subdividing to ensure that the remaining property meets the needs of the project.

FY 2018-19 Budget Planning Session:

Mr. Conrad started discussion on the budget plan starting with total revenue and followed by a review of every revenue line in the budget. The Board had no questions related to the revenue portion of the budget.

The departmental expenses were reviewed, beginning with Board expense. Alderman Cress asked why the Mayor and Aldermen's salaries were combined into one line. Ms. Shockley explained that the reason is that all Board salaries are part-time, and there is only one account code for part-time salaries in each department. The account codes changed on July 1, 2017 to the recommended account codes from the NC Treasurer's recommendation.

Administration expense was reviewed without further questions from the Board. Recommendations for salary lines in all departments reflect a recommended 2.13% salary increase that will be merit based. Planning was itemized separately from Administration, which is a change for 2018-2019.

Police Department expense was reviewed, including the expected purchase of a new vehicle during the year.

Fire Department expense was reviewed including adjustment to add 4 hours of overtime pay for full-time firefighters. The Fire Department had funds remaining for a truck and air packs that they would like to roll into the next fiscal year.

Maintenance expenses were reviewed including an increase to salaries for an additional part-time person and decreases to both Supplies & Equipment and Contracted Services. One change was the move of salary and related expenses from Parks into Maintenance.

The utility expenses were reviewed, noting that Waste Management had just increased the garbage collection cost by 3%. All American increased the recycling fee last year, which is also reflected in the budget. Alderman Cress asked what the remaining term was with Waste Management. Mr. Conrad replied that it was a 3-year contract, and the Town was moving into the third year of the contract.

Mr. Conrad reviewed the summary of all departments combined and the Special Project revenue and expense lines. Also reviewed were additional Board projects; which included Sidewalks, Visionary Projects, Code Enforcement, Comprehensive Plan, and additional staffing for the Maintenance Department.

Mr. Conrad recommended that the additional \$75,000 for Fire Department staff be pulled from the fund balance and the part-time salary increase for the Fire Department be collected from a tax increase of 5.4 cents. Alderman Linker wanted to review the salaries for Administration. Mr. Conrad explained that the salary line increased for full-time and the contracted services and part-time were reduced due to staffing changes bringing Planning back in house. Benchmark was no longer able to provide those services and Steve Blount was hired to fill that need. The Board discussed the potential for a tax increase. The Board expressed reservations about a tax increase of this amount and agreed to meet again before a decision is made.

Scheduled Meeting:

The next Budget Meeting was scheduled for June 20, 2018 at 3:00 PM pursuant to N.C. General Statute Section 160A-71 for review of the 2018-2019 Budget.

Recess:

Mayor Pro Tem LaFevers made a motion at 4:01 P.M. to recess the meeting until June 20 at 3:00 PM. Alderman Cress seconded the motion. The motion passed with all in favor.

Respectfully Submitted,

Scott Stewart

Deputy Clerk



Town of Granite Quarry Fire Department

Established May 15th, 1950

PO Box 351

www.granitequarrync.gov

Granite Quarry, NC

704/279-5596



Board Report July/2018 Chief Brown

Emergency Calls for Service May 2018

20 calls in district

- 13 - EMS (including strokes, falls, diabetic, CPR and other Medical needs)
- 1- Brush Fires
- 4- Service Call (non-emergency assistance)
- 1- Move up
- 1- Fire Alarm

11 calls to Salisbury

- 4- Alarm/Structure calls canceled en-route
- 2- Working Structure Fire manpower provided
- 2- Move up for district coverage
- 1- Motor Vehicle Accident
- 2- Fire Alarms

4 calls to Rockwell Rural- Canceled en-route

3 calls to Union

- 1- Alarm/Structure calls canceled en-route
- 1- Staged in quarters
- 1- Water point

3-calls to Millers Ferry –

- 1- Canceled en route
- 1- Working Structure Fire manpower provided
- 1- Move up to station 64

2- Calls to Spencer-

- 1- Working Structure Fire manpower provided
- 1- Cancelled en route

6- Calls to Rockwell City cancelled en route

TOTAL – 49

ACTIVITIES

- Daily activities include apparatus & equipment checks, training, station maintenance, pre-plan development, hose and hydrant maintenance, water points, emergency response, public education, inspections and the assistance of other divisions within the Town of GQ.
- Our monthly training included E.M.T. continuing education. Joint Training with Faith F.D. and Rockwell Rural F.D.
- Multiple days of driver training, water point training and district familiarization with new members.
- Car Seat Check Station on Thursday from 1 p.m. to 4 p.m. – 2 seats installed/checked.
- 2 Station/Apparatus Tours (nonscheduled, Walkup)
- Site Reviews and Business info updates with part-time and fulltime personnel
- 3- blood pressure checks
- Assisted GQMD multiple days with traffic protection
- Hydrant maintenance/flow testing/weed eating
- 9S prep and inspection
- Participated in state wide smoke alarm event

EQUIPMENT

- Still waiting to hear on Federal Grant request for Self-Contained Breathing Apparatus.
- 573 at C&C apparatus for repair of cab lift cylinders (waiting on parts for repair)
- Established new equipment check off sheets in the records management program we just purchased.



June 2018 Maintenance Report

- Park grounds and bathrooms cleaned weekdays
- Parks mowed weekly
- Right of ways mowed weekly
- Sweeping curbs with sweeper as time allows
- Town limbs picked up 1st and 3rd week
- Lake Park bank landscape watered as needed
- Various pot holes filled
- PM checks HVAC – Town Hall and Legion
- PM checks on Baldor Generator
- Sprayed fire ants Lake, Civic and Legion
- Reported street light outages to Duke Energy
- Legion cleaned/mopped weekly
- Continued mulching Lake and Civic parks
- Pressure washed town sign
- Cut back and cleaned Centennial Park trails
- Continued spraying right of ways
- Tagged various code violation issues
- Trimmed back limbs on various right of ways (ongoing)
- New logo on trucks and equipment
- Interviewed part time maintenance candidates
- New fence area at Rowan limb storage
- New mulch at Civic playground
- Fish for Fun Event help

2007 Ford Truck Mileage – 51,358	+249 miles
1990 Chevy Truck Mileage - 106,714	+ 2 miles
1995 Ford Dump Truck Mileage – 33,207	+42 miles
2009 Ford Truck Mileage – 46,277	+483 miles



Planning Department Report
For 7/2/2018 Board of Aldermen Meeting

1. Planning Board discussed code enforcement and supported Board of Aldermen decision not to enforce code in ETJ. Planning Board will review proposed text amendments at their next meeting and make a formal recommendation to the Board of Aldermen.
2. Have begun drafting a revision to the town's Comprehensive Plan.
3. Planning Board will begin work on updating the Town's Comprehensive Plan at their next meeting.
4. Drafted a plan to formalize Code Enforcement efforts in the Town and submitted to manager for his review and comments.
5. Started work on Code Enforcement Survey of Town properties.
6. Working with Town Clerk to draft proposed modifications to Town Charter discussed at Planning Retreat. (***No action on this during past month.***)
7. Working with Town Clerk to draft proposed modifications to Code of Ordinances to correctly depict current government structure and lines of authority, and to agree with modifications to Town Charter. (***No action on this during past month.***)
8. Working with Town Clerk to develop proposed Standard Operating Procedures for Board of Aldermen, Town departments and staff. (***No action on this during past month.***)
9. Continuing work on engineering drawings for Village at Granite subdivision. (*Issued Zoning Permit to allow initial grading to begin on Phase 1. Grading has begun. 2nd update- preliminary grading has begun, 3rd update- grading continues, retention ponds being installed, still working on final submittal approval.*)
10. Board of Aldermen approved Ordinance to Control Mud in Streets at construction sites.
11. Board of Aldermen approved UDO amendment concerning cul-de-sacs in industrial/commercial parks.
12. Board of Aldermen adopted Downtown Development Guidelines.
13. Responded to several Code Enforcement complaints. Visited several ongoing code violations to consider next enforcement actions.
14. Board of Aldermen approved text amendment for Internet Gaming.
15. Working with property owner to subdivide property on Coley Rd.
16. Working on utility issues for industrial property off Chamandy Drive
17. Reviewed possibility of merging ZBA and Planning Board of allowing Board of Aldermen to serve as ZBA. This issue has been tabled at this time.
18. Met with manager and surveyor to discuss possible survey of Town's property at the corner of Rowan and Main Streets.



Granite Quarry-Faith Joint Police Authority

P.O. Box 351 • 143 North Salisbury Ave, Granite Quarry, NC 28072
Office: (704)279-2952 • Fax: (704)209-3047



Police Department Report

June 2018

- Call volume report for the month of June 2018:
 - Date of Report: 06/27/18
 - Total calls for service/activities - 339
 - Incident Reports- 10
 - Arrest Reports- 11
 - Crash Reports- 9
 - Traffic Citations- 21
 - See attached reports: Breakout of total calls for service between Townships.

- The following is the ending and average mileage for each vehicle by month:
 - 221- End- 53,964 (560)
 - 222- End- 33,610 (495)
 - 223- End- 66,798 (1012)
 - 224- End- 45,791 (1202)
 - 225- End- 35,162 (1304)
 - 226- End- 16,780 (738)
 - 227- End- 20,054 (1548)
 - 228- End- 8,819 (836)
 - 229- End- 7,266 (980)

- The average response time in June calls for service is 2.67 minutes.

GQPD

Number of Events by Nature

CFS June 2018 Faith

Nature	# Events
104D1 RESIDENTIAL BURG ALARM	3
104D2 COMMERCIAL BURG ALARM	1
105A2 ANIMAL-MINOR BITE	1
113B2 OTHER NOISE COMPLAINT	1
113B4 DISTURBANCE - NUISANCE	1
113C2 INTOXICATED/IMPAIRED	1
113D1 DISTURBANCE / PHYSICAL	1
125B1 CHECK WELFARE - ROUTINE	1
129C1 SUSPICIOUS PERSON	2
129C3 SUSPICIOUS VEHICLE	1
129C5 SUSPICIOUS CIRCUMSTANCE	1
130B1 LARCENY (ALREADY OCC)	1
132A1 ABANDONED VEHICLE	1
77D6 TRAFFIC ACC - PEDESTRIAN	1
77D7 TRAFFIC ACC - VEH VS BLDG	1
911 HANG UP	10
ASSIST FIRE DEPT	1
ATTEMPT TO LOCATE	1
BUSINESS OR HOUSE CHECK	23
COMMUNITY PROGRAM	1
ESCORT FUNERAL OR OTHER	1
FOLLOWUP	2
MISDIAL	2
SPECIAL EVENT	2
TRAFFIC CHECK	5
TRAFFIC STOP	8
VEHICLE ACCIDENT PROP DAMAGE	1
Total	75

GQPD

Number of Events by Nature

CFS June 2018 Granite Quarry

Nature	# Events
104D1 RESIDENTIAL BURG ALARM	4
104D2 COMMERCIAL BURG ALARM	8
106B4 PAST SEXUAL ASLT-ADULT	1
106C5 ASSAULT JUST OCC	1
107B1 ASST OTHER AGENCY-ROUTIN	1
110D2 RESIDENTIAL B&E	1
111D2 MISCHIEF-DAMAGE TO PROP	1
112D2 DECEASED (SUDDEN)	1
113B1 DISTURB / PAST VERBAL	1
113D2 DISTURBANCE / VERBAL	4
114B1 PAST DOMESTIC	1
114D2 VERBAL DOMESTIC	2
115D1 DRIVING UNDER INFLUENCE	3
116D1 DRUGS (USE-POSSESSION)	2
118B2 FRAUD-PAST FORGERY	1
119D2 HARASSMENT	2
125B1 CHECK WELFARE - ROUTINE	3
125B2 LOCKOUT - ROUTINE	3
125D1 CHECK WELFARE-URGENT	2
129C1 SUSPICIOUS PERSON	6
129C3 SUSPICIOUS VEHICLE	3
129C5 SUSPICIOUS CIRCUMSTANCE	2
130B1 LARCENY (ALREADY OCC)	1
130B3 THEFT FROM VEH (PAST)	1
130B5 ATTEMPT VEH THEFT (PAST)	1
130D1 LARCENY	2
131B1 TRAFFIC ACCIDENT - PD	2
131B3 HIT & RUN	1
132C1 SEVERE TRAFFIC VIOLATION	2

Nature	# Events
133D1 TRESPASSING	2
135C1 SHOTS FIRED (HEARD)	1
135D1 ARMED SUBJECT	1
23C1 OVERDOSE OR POISON	1
911 HANG UP	6
ASSIST EMS	2
ASSIST FIRE DEPT	3
ASSIST MOTORIST	4
ATTEMPT TO LOCATE	1
BUSINESS OR HOUSE CHECK	54
CIVIL PROCESS	1
COMMUNITY PROGRAM	1
DELIVER MESSAGE	6
DUPLICATE CALL	1
ESCORT FUNERAL OR OTHER	1
FOLLOWUP	6
GENERAL INFORMATION	4
MISDIAL	1
PARK CHECK	45
SUBPOENA SERVICE	4
TRAFFIC CHECK	12
TRAFFIC CONTROL	6
TRAFFIC STOP	38
VEHICLE ACCIDENT PROP DAMAGE	3
WARRANT SERVICE	4
Total	271



Finance Department

Breakdown of Departments:
As of (6/26/18)

Department	Budgeted	YTD	% Used
Governing Body	\$ 26,068	\$ 18,802.34	72%
Administration	\$ 514,199	\$ 496,960.46	97%
Maintenance	\$ 646,497	\$ 536,345.52	83%
Police Dept.	\$ 656,098	\$ 661,586.83	101%
Fire Department	\$ 433,365	\$ 353,616.59	82%
Sanitation/Environmental	\$ 254,000	\$ 218,205.70	86%
Parks & Recreation	\$ 38,815	\$ 35,317.24	91%
Total Budget	\$2,569,042	\$ 2,320,834.68	90%

Please see the Budget Vs. Actual Report attached for specific line items

Governing Body:				
Disp Acct	Budget	YTD	Variance	Prcnt
01-4110-02 Mayor/Alderman Salary	\$11,907.00	\$11,672.46	\$234.54	98.03
01-4110-03 Mayor Expense	\$200.00	\$0.00	\$200.00	0.00
01-4110-08 Board Expense	\$800.00	\$774.11	\$25.89	96.76
01-4110-09 FICA Expense	\$911.00	\$892.94	\$18.06	98.02
01-4110-40 Dues & Subscriptions	\$820.00	\$783.91	\$36.09	95.60
01-4110-45 Insurance & Bonds	\$2,750.00	\$2,597.87	\$152.13	94.47
01-4110-97 Board Contingency	\$6,180.00	\$0.00	\$6,180.00	0.00
01-4170-63 Elections	\$2,500.00	\$2,081.05	\$418.95	83.24
	<u>\$26,068.00</u>	<u>\$18,802.34</u>	<u>\$7,265.66</u>	<u>0.72</u>

Administration:				
Disp Acct	Budget	YTD	Variance	Prcnt
01-4120-00 Salaries-Regular	\$155,000.00	\$183,464.98	(\$28,464.98)	113.39
01-4120-02 Salaries-Part Time	\$30,000.00	\$31,687.70	(\$1,687.70)	102.82
01-4120-07 401K Expense	\$9,400.00	\$9,747.70	(\$347.70)	99.81
01-4120-09 FICA Expense	\$12,000.00	\$16,990.37	(\$4,990.37)	136.35
01-4120-10 Retirement Expense	\$10,349.00	\$11,644.45	(\$1,295.45)	108.28
01-4120-11 Group Insurance	\$20,000.00	\$33,706.30	(\$13,706.30)	153.95
01-4120-18 Professional Services	\$10,117.00	\$10,116.40	\$0.60	80.93
01-4120-22 Banquet Expense	\$1,300.00	\$1,209.00	\$91.00	93.00
01-4120-26 Office Expense	\$12,360.00	\$12,355.85	\$4.15	100.45
01-4120-29 Supplies & Equipment	\$265.00	\$239.67	\$25.33	119.84
01-4120-31 Training & Schools	\$2,825.00	\$2,821.77	\$3.23	112.87
01-4120-32 Telephone/Communications	\$3,500.00	\$3,113.68	\$386.32	88.96
01-4120-33 Utilites	\$5,800.00	\$5,217.64	\$582.36	130.44
01-4120-34 Printing	\$3,100.00	\$2,431.91	\$668.09	105.74
01-4120-35 Maint/Repair Equipment	\$1,500.00	\$1,500.00	\$0.00	100.00
01-4120-37 Advertising	\$1,900.00	\$1,866.01	\$33.99	98.21
01-4120-40 Dues & Subscriptions	\$12,150.00	\$12,124.38	\$25.62	99.79
01-4120-45 Insurance & Bonds	\$6,300.00	\$6,299.03	\$0.97	99.98
01-4120-49 Visionary Projects	\$35,347.00	\$8,121.84	\$27,225.16	22.98
01-4120-50 Community Projects	\$3,450.00	\$3,296.84	\$153.16	95.56
01-4120-52 Cap Outlay-Computer	\$750.00	\$675.00	\$75.00	90.00
01-4120-55 C.O. Equipment	\$16,197.00	\$11,530.72	\$4,666.28	71.19
01-4120-57 C.O. Land Purchase	\$22,500.00	\$0.00	\$22,500.00	0.00
01-4120-60 Contracted Services	\$57,122.00	\$53,572.07	\$3,549.93	93.79
01-4120-71 Debt Services - Principal	\$50,000.00	\$50,000.00	\$0.00	0.00
01-4120-72 Debt Services - Interest	\$8,334.00	\$7,685.12	\$648.88	92.21
01-4910-23 Planning & Mapping supplies	\$1,700.00	\$54.99	\$1,645.01	3.23
01-4140-68 Tax Collection	\$20,933.00	\$15,487.04	\$5,445.96	71.70
	<u>\$514,199.00</u>	<u>\$496,960.46</u>	<u>\$17,238.54</u>	<u>0.97</u>

Maintenance:				
Disp Acct	Budget	YTD	Variance	Prcnt
01-4190-00 Salaries - Regular	\$91,000.00	\$91,507.03	(\$507.03)	103.35
01-4190-02 Salaries - Part-Time	\$14,000.00	\$6,150.44	\$7,849.56	41.93
01-4190-07 401K Expense	\$4,500.00	\$5,708.47	(\$1,208.47)	131.61
01-4190-09 FICA Expense	\$6,900.00	\$7,531.34	(\$631.34)	111.29
01-4190-10 Retirement Expense	\$6,898.00	\$5,602.90	\$1,295.10	56.63
01-4190-11 Group Insurance	\$15,500.00	\$18,881.79	(\$3,381.79)	120.53
01-4190-20 Motor Fuel	\$5,500.00	\$5,042.88	\$457.12	91.69
01-4190-21 Uniforms	\$1,500.00	\$1,405.37	\$94.63	88.41
01-4190-24 Maint & Repairs Build. & Grounds	\$12,640.00	\$11,760.74	\$879.26	68.28
01-4190-25 Maint & Repairs Trucks	\$1,500.00	\$1,269.97	\$230.03	84.66
01-4190-26 Office Expense	\$100.00	\$73.08	\$26.92	73.08
01-4190-29 Supplies & Equipment	\$8,000.00	\$8,383.95	(\$383.95)	104.80
01-4190-31 Training & Schools	\$500.00	\$177.00	\$323.00	35.40
01-4190-32 Telephone/Communications	\$1,200.00	\$229.12	\$970.88	19.09
01-4190-33 Utilities	\$4,000.00	\$4,824.97	(\$824.97)	120.62
01-4190-34 Printing	\$50.00	\$422.89	(\$372.89)	845.78
01-4190-35 Maint & Repairs Equip	\$5,950.00	\$5,123.97	\$826.03	86.12
01-4190-45 Insurance & Bonds	\$9,000.00	\$8,778.72	\$221.28	97.54
01-4190-55 C.O. Equipment	\$89,809.00	\$79,161.73	\$10,647.27	88.14
01-4190-60 Contracted Services	\$32,090.00	\$32,158.75	(\$68.75)	90.34
01-4510-59 Sidewalks	\$106,000.00	\$12,551.14	\$93,448.86	11.84
01-4510-66 Powell - Streets	\$235,000.00	\$234,739.27	\$260.73	99.89
	<u>\$651,637.00</u>	<u>\$541,485.52</u>	<u>\$110,151.48</u>	<u>0.83</u>

Parks & Rec:				
Disp Acct	Budget	YTD	Variance	Prcnt
01-6130-00 Salaries - Regular	\$0.00	\$0.00	\$0.00	0.00
01-6130-07 401K Expense	\$0.00	\$0.00	\$0.00	0.00
01-6130-09 FICA Expense	\$0.00	\$0.00	\$0.00	0.00
01-6130-10 Retirement Expense	\$0.00	\$0.00	\$0.00	0.00
01-6130-24 Maint/Repair Bldg & Grounds	\$11,224.10	\$9,108.72	\$2,115.38	81.15
01-6130-25 Maint./ Repair Vehicles	\$1,000.00	\$796.33	\$203.67	79.63
01-6130-29 Supplies & Equipment	\$5,000.00	\$4,524.61	\$475.39	90.49
01-6130-33 Utilities	\$18,515.00	\$17,711.68	\$803.32	95.66
01-6130-60 Contracted Services	\$3,075.90	\$3,175.90	(\$100.00)	100.00
	<u>\$38,815.00</u>	<u>\$35,317.24</u>	<u>\$3,497.76</u>	<u>0.91</u>

Environmental Protection:				
Disp Acct	Budget	YTD	Variance	Prcnt
01-4710-33 Utilities (Street Lights)	\$35,000.00	\$34,977.53	\$22.47	99.94
01-4710-64 Recycling	\$21,600.00	\$25,090.00	(\$3,490.00)	105.42
01-4510-60 Chamandy Sewer/Water Taps	\$80,000.00	\$48,057.00	\$31,943.00	60.07
01-4710-65 Garbage Services	\$117,400.00	\$110,081.17	\$7,318.83	85.95
	<u>\$254,000.00</u>	<u>\$218,205.70</u>	<u>\$35,794.30</u>	<u>0.86</u>

Police Department:

Disp Acct	Budget	YTD	Variance	Prcnt
01-4310-00 Salaries-Regular	\$328,000.00	\$342,225.97	(\$14,225.97)	100.40
01-4310-02 Salaries-Part Time	\$23,000.00	\$17,992.75	\$5,007.25	76.98
01-4310-07 401K Expense	\$16,500.00	\$20,810.70	(\$4,310.70)	122.33
01-4310-09 FICA Expense	\$26,700.00	\$27,840.59	(\$1,140.59)	100.57
01-4310-10 Retirement Expense	\$28,000.00	\$20,457.44	\$7,542.56	49.79
01-4310-11 Group Insurance	\$71,000.00	\$81,967.93	(\$10,967.93)	109.89
01-4310-20 Motor Fuel	\$18,500.00	\$14,252.24	\$4,247.76	77.04
01-4310-21 Uniforms	\$3,300.00	\$3,138.03	\$161.97	95.09
01-4310-25 Maint & Repair-Autos	\$6,000.00	\$5,484.41	\$515.59	91.41
01-4310-26 Office Expense	\$900.00	\$1,057.42	(\$157.42)	117.49
01-4310-29 Supplies & Equipment	\$9,000.00	\$7,348.62	\$1,651.38	81.65
01-4310-31 Training & Schools	\$3,000.00	\$2,930.57	\$69.43	97.69
01-4310-32 Telephone/Communications	\$8,000.00	\$6,431.98	\$1,568.02	80.40
01-4310-33 Utilites	\$1,500.00	\$1,788.58	(\$288.58)	119.24
01-4310-34 Printing	\$2,500.00	\$2,329.02	\$170.98	93.16
01-4310-35 Maint & Repair-Equipment	\$1,300.00	\$1,264.70	\$35.30	97.28
01-4310-40 Dues & Subscriptions	\$900.00	\$650.00	\$250.00	72.22
01-4310-45 Insurance & Bonds	\$20,600.00	\$20,599.04	\$0.96	100.00
01-4310-54 C.O. Motor vehicle fund	\$40,522.00	\$39,825.26	\$696.74	98.28
01-4310-55 C.O. Equipment	\$23,239.00	\$21,475.46	\$1,763.54	73.16
01-4310-60 Contracted Services	\$23,637.00	\$21,716.12	\$1,920.88	91.87
	\$656,098.00	\$661,586.83	(\$5,488.83)	1.01

Fire Department:

Disp Acct	Budget	YTD	Variance	Prcnt
01-4340-00 Salaries - Regular	\$108,000.00	\$104,591.74	\$3,408.26	93.32
01-4340-02 Salaries - Part-Time	\$89,900.00	\$86,185.39	\$3,714.61	89.51
01-4340-07 401K Expense	\$6,500.00	\$6,425.79	\$74.21	95.96
01-4340-09 FICA Expense	\$14,700.00	\$14,786.19	(\$86.19)	95.50
01-4340-10 Retirement Expense	\$7,305.00	\$6,212.95	\$1,092.05	75.68
01-4340-11 Group Insurance	\$22,558.00	\$23,739.86	(\$1,181.86)	90.03
01-4340-17 Firemen's Pension Fund	\$1,640.00	\$1,560.00	\$80.00	95.12
01-4340-20 Motor Fuel	\$3,500.00	\$3,007.20	\$492.80	85.92
01-4340-21 Uniforms	\$1,800.00	\$1,608.68	\$191.32	89.37
01-4340-25 Maint & Repairs-Trucks	\$7,000.00	\$4,083.91	\$2,916.09	58.34
01-4340-26 Office Expense	\$200.00	\$158.50	\$41.50	79.25
01-4340-29 Supplies & Equipment	\$19,500.00	\$17,906.25	\$1,593.75	91.83
01-4340-31 Training & Schools	\$1,500.00	\$1,380.00	\$120.00	92.00
01-4340-32 Telephone/Communications	\$2,175.00	\$1,538.08	\$636.92	70.18
01-4340-33 Utilities	\$6,800.00	\$6,721.73	\$78.27	98.85
01-4340-34 Printing	\$1,500.00	\$1,170.88	\$329.12	72.53
01-4340-35 Maint. & Repairs-Equipmen	\$3,202.00	\$3,201.85	\$0.15	100.00
01-4340-40 Dues & Subscriptions	\$1,300.00	\$1,236.50	\$63.50	95.12
01-4340-45 Insurance & Bonds	\$13,642.00	\$13,641.16	\$0.84	99.99
01-4340-54 C.O. Motor vehicle fund	\$10,000.00	\$0.00	\$10,000.00	0.00
01-4340-55 C.O. Equipment	\$56,300.00	\$5,548.00	\$50,752.00	9.85
01-4340-60 Contracted Services	\$10,498.00	\$10,372.98	\$125.02	98.81
01-4340-71 Debt Services - Principal	\$40,994.00	\$38,538.95	\$2,455.05	94.01
01-4340-72 Debt Services - Interest	\$2,851.00	\$0.00	\$2,851.00	0.00
	<u>\$433,365.00</u>	<u>\$353,616.59</u>	<u>\$79,748.41</u>	<u>0.82</u>



July 3, 2018

State of North Carolina
Department of Transportation
Division 9
Attn. Mr. Pat Ivey
375 Silas Creek Parkway
Winston Salem, NC 27127

Dear Mr. Ivey,

The Town of Granite Quarry owns a 16.83-acre tract adjacent to the new Granite Industrial Park, located off of Heilig Road. The tract, identified as Parcel 404 147, has been selected by WJD Cold Storage, L.L.C. (WJD) to be the site of their new cold storage distribution center. WJD will invest approximately \$9,000,000 in this new facility, which will total 81,000 square feet after its second phase is complete. WJD will also employ 40 people at their new facility, paying an average salary of \$41,469.

WJD was established in 2012 by a group of entrepreneurs with extensive experience in the frozen food distribution and logistics industry. WJD was formed after its founders saw a glaring need for modern cold storage facilities that meet current national and state sanitation and security standards

There is currently no public access to the proposed site. The road in closest proximity to the site is Chamandy Drive. In order to provide access to the property for truck and employee traffic, it is necessary that Chamandy Drive be extended. This proposed extension would be 650 feet long, 36 feet wide and constructed of AC pavement. Engineers from the Timmons Group estimate the cost for this extension to be approximately \$421,493. The Timmons Group also estimates design and permitting will take 3 to 4 months, with an additional 3 to 4 months for construction.

We feel that this project will provide economic benefit to the Town through the creation of new jobs and the increase it will provide to our tax base. Extending Chamandy Drive to access the site is critical to ensuring the project's viability. Please accept this letter as our formal request for funding assistance from NC Department of Transportation to extend Chamandy Drive. The Town has also requested an Economic Infrastructure Program grant through the Rural Division of the North Carolina Department of Commerce. We expect to hear from the Department of

Commerce regarding this grant application on August 23rd. The Town of Granite of Quarry will be responsible for the remaining funds necessary to complete the project.

Thank you for your assistance with our request for funding and we will be pleased to provide any information you may need regarding this very important project for our community.

Sincerely,

William Feather
Mayor

RESOLUTION NO. 2019-01

**AUTHORIZING RESOLUTION BY THE TOWN OF GRANITE QUARRY
REQUESTING NCDOT APPROPRIATION FOR ROAD PROJECT**

WHEREAS, the Town of Granite Quarry owns property adjacent to Granite Industrial Park that WJD Cold Storage, L.L.C. has recently announced its intent to locate, and WJD Cold Storage, L.L.C. is currently in design and construction planning for a two-phased, \$9,000,000 capital investment in a cold storage distribution center that will employ 40 people; and

WHEREAS, there is currently no public access to the proposed site

WHEREAS, the Timmons Group estimates the cost for this transportation project to be \$421,493; and,

WHEREAS, the Town of Granite Quarry is responsible for delivering the necessary infrastructure to the site which includes extending Chamandy Drive approximately 650 feet to access the proposed site; and,

WHEREAS, the State of North Carolina has Public Access funds and Economic Development funds available to assist this type of project;

NOW THEREFORE, BE IT RESOLVED THAT the Granite Quarry Board of Aldermen, through the adoption of this resolution, does hereby request an appropriation by the North Carolina Department of Transportation from Public Access funds in the amount of \$40,000 and Economic Development Funds in the amount of \$100,000 to assist the Town in the cost set-off in the extension of Chamandy Drive to the WJD Cold Storage site.

This the 2nd day of July, 2018.

ATTEST:

William Feather
Mayor

Tanya Maria Word
Town Clerk

Maintenance Surplus Items July 2018

- Old Shop Vacuum – Does not work
- Camo 2-way radios – Replacements ordered
- Old electric impact – Stopped working have replaced
- Milwaukee battery drill – needs batteries
- Homelite chain saw – Does not run, tagged out
- Club Car battery charger – have new one that works (broken)
- Implements behind lake park for old 770

Maintenance requests to sell these items on Gov Deals and will ask the board to put the sold funds into maintenance small tool fund 01-4190-51