



**TOWN OF GRANITE QUARRY
BOARD OF ALDERMEN MEETING
April 1, 2019 • 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**
 - Regular Board Minutes March 4, 2019
 - Board Retreat Minutes February 22, 2019
 - 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** – **10 minutes**
 - a. Project updates
 - 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

9. Old Business

a. Discussion of Funding for Sewer Line Project

b. Committee Updates – 10 minutes

- Revitalization – Aldermen Costantino and Linker
- Parks and Recreation – Aldermen LaFevers and Cress

c. Town Manager Process

Alderman Linker requested at the February board meeting the timetable be added to this meeting agenda for discussion and approval.

ACTION REQUESTED: Motion to set and accept a timetable for completion.

ACTION REQUESTED: Motion to enter into contract with selected search firm to begin the process for hiring a permanent Town Manager.

10. New Business and Action Items – 25 minutes

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 REQUESTED: Motion to approve moving forward with the board room's media upgrade in an amount not to exceed \$2,500.

Budget Amendment Request #10 – Boardroom Media

ACTION REQUESTED: 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.

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. If approved, staff will obtain several quotes to ensure due diligence. Cost is expected to be around \$8,500.

ACTION REQUESTED: Motion to approve moving forward with the prioritized purchase of a dump trailer in an amount not to exceed \$9,000.

Budget Amendment Request #11

ACTION REQUESTED: 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.

c. Town Hall Info Sign

After receiving estimates from 3 different vendors, it is the recommendation of Staff to present the attached 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.

ACTION REQUESTED: Motion to approve moving forward with the Town Hall informational sign upgrade in an amount not to exceed \$26,000.

Budget Amendment Request #12

ACTION REQUESTED: 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.

d. Request to Dispose of Property – Police Department

The Police Department is requesting 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 REQUESTED: 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.

e. Discussion on Road Patching

We have done a survey of some spots in town that are in desperate need of repair as it pertains to roads. These are highlighted in the attached estimate

that Carolina Siteworks has looked at and quoted. Currently maintenance uses cold patch asphalt to fill in some pot holes, however, this is only temporary. It is recommended that we fix the highlighted areas to better the town and prevent further damage. The total of all the projects is \$114,635. We currently have \$42,087 in Powell Bill Funds available. This would leave the balance at \$71,481 to finish the project.

Option 1 – Withdraw \$71,481 from fund balance

Option 2 – Use the remaining annual allotment of Powell funds bill.
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.

f. **Centennial Park Repair – FEMA**

During Hurricane Michael The Granite Centennial Park received damage that included wash out and downed trees. The damages were turned over to FEMA for assistance. The GQ maintenance department has worked with FEMA to calculate the damages and get an estimate to fix those. 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. Attached is the estimate.

Budget Amendment Request #13

ACTION REQUESTED: 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.

Budget Amendment Request #14

ACTION REQUESTED: 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.

g. **Proclamation – 50th Anniversary of Municipal Clerks Week**

11. Board Comments

12. Mayor's Notes – Announcements and Date Reminders

- a. **MPO Update on Granite Quarry Projects from MPO meeting on March 27th.**
- b. **Planning Board Meeting** – Monday, April 8th @ 5:30 P.M.
- c. **CCOG Executive Board Meeting** – Wednesday, April 10th @ 6:00 P.M.
- 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. Adjournment



**TOWN OF GRANITE QUARRY
BOARD OF ALDERMEN MEETING MINUTES
Monday, March 4, 2019**

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

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 and Mr. Chip Short – Town Attorney

Guests: There were four 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:** Eagle Scout Nathan Turner led the Pledge of Allegiance.
- 4) **Approval of the Agenda:**

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

5) Approval of the Consent Agenda:

ACTION: Mayor Pro Tem LaFevers made a motion to approve the consent agenda with the modification of moving the Police Department Report from the Department Reports to the Town Manager's Update. Alderman Cress seconded the motion. The motion passed with all in favor.

- a) **Approval of the Minutes**
 - i) Regular Board Minutes February 4, 2019
- b) **Department Reports**
- c) **Financial Report**

6) **Citizen Comments-** There were no citizen comments.

7) **Guests and Presentations**

a) **Eagle Scout Nathan Turner**

Eagle Scout Nathan Turner explained that he saw a need for benches in the parks while running. He spoke with Chief Cook and decided free-standing benches that could be moved as needed would be the best long-term investment. He worked with a team of eight others to build seven benches total in one work day. The materials for the benches were roughly \$75 each.

b) **Civitan Group**

Mayor Pro Tem LaFevers spoke about the courtyard project at East Rowan High School. The Civitan Club is teaming up with East Rowan High School and F&M Bank to renovate the enclosed courtyard at the school. Fundraising will be necessary. The Booster Club was going to use their non-profit status to raise funds for the project, but because the school audio system unexpectedly needed replacement, the project has been delayed. The Civitan Club is applying for non-profit status and will begin raising funds as soon as the best way for that to happen is determined. F&M Bank will hold the funds and the Civitan Club will act as the construction manager.

8) **Town Manager's Update**

a) **Project Updates**

- i) Easter Creek resubmitted the acceptance of a private road to the town planner who sent it to the engineer. The easement is not signed yet.
- ii) Updated versions of the audit have been handed out.
- iii) The numbers are back from the town engineer for the Lake Park project with FEMA. They are much higher than anticipated. A large amount of the funding will come from the fund balance. If the project is started after July 1st and reimbursed in the same year, no red flags will be raised.

Mayor Feather stated that the amount was priced at roughly \$150,000 and the engineer's numbers came back around \$750,000. The engineer was looking at mobilization, paving and fence repairs in addition to the retaining wall in the

lake and at Crane Creek. Chief Hord stated that a lot of the cost was environmental.

There was discussion regarding the proposed retaining wall and improvements to prevent the issues from occurring again.

- iv) Mr. Smith asked Chief Cook to present the police department grant opportunity.

Chief Cook stated that as a follow-up to what was presented at the Board Retreat, he is requesting the Board's approval to submit a grant request for two full-time officers.

Alderman Linker questioned if the request was for four years, would the town take on the cost at that time. Chief Cook responded that was correct.

Alderman Costantino asked about the timeline for the grant. Chief Cook stated that he planned to hand-deliver the request the following day and should have a preliminary agreement no earlier than June if the grant was accepted.

Alderman Linker asked when the funding would start. Chief Cook responded around January 2020.

ACTION: Alderman Linker made a motion to approve the submission of the grant request. Alderman Costantino seconded the motion. The motion passed with all in favor.

- v) The Village at Granite update was presented by Steve Blount. Mr. Blount stated that the UDO allows for developers to start selling lots before building if they put up a bond that is approved by the town engineer and attorney. If the developer comes back with an approved amount, it will be brought to the Board for approval. This may require a special called meeting.

Mr. Blount stated that he also had a list of future items for the Planning Board for the Board of Aldermen's review. He asked that the Board let him know if there were questions or items that should be added to the list.

- vi) Mr. Smith stated that the credit union has requested construction bids due March 15th. Generally a week or two after bids are all received they have a construction meeting to set a timeline. They will organize their own ground-breaking and keep town staff informed.

9) Old Business

a) Committee Updates

i) Revitalization

Alderman Costantino stated that they are no updates at this time. The Revitalization Committee has asked for funding for the Town Square project. Mayor Feather stated that request was discussed as part of the budget.

ii) Building

Alderman Linker stated the town manager was actively working to get more information for the building renovation. This information will be presented at the retreat follow-up.

iii) Parks and Recreation

Mayor Pro Tem LaFevers stated that the Parks and Recreation Committee has an Easter Egg Hunt scheduled at the Civic Park for April 20th. Jason Smith will be coordinating the event. May 4th will be the Day in the Garden with two musical groups from 8:00 a.m. to 1:00 p.m. There will be multiple vendors. The June Fish for Fun is up in the air until the schedule for Lake Park repairs is finalized. June 7th is the movie in the Civic Park. The Fun Fest will be October 26th. At the next meeting the committee will make a list of the cost for each of the scheduled events.

b) 2019 Board of Aldermen Regular Meeting Schedule and Holiday Closing

ACTION: Alderman Costantino made a motion to approve the 2019 Board of Aldermen Regular Meeting Schedule and Holiday Closings Schedule. The motion was seconded by Mayor Pro Tem LaFevers. The motion passed with all in favor.

c) 2400 Faith Road

ACTION: Alderman Costantino made a motion to keep the town property located at 2400 Faith Road instead of selling. The motion was seconded by Mayor Pro Tem LaFevers. The motion passed 3 to 2.

Alderman Linker stated that he has reasons the town should sell and will speak with the manager and bring up again at a later date.

10) New Business & Action Items

- a) **ORDINANCE NO. 2019-02 – AN ORDINANCE OF THE TOWN OF GRANITE QUARRY, NORTH CAROLINA, CONCERNING AN AMENDMENT TO SECTION 12-8 URBAN ARCHERY DEER HUNTING UNDER CHAPTER 12 (OFFENSES & MISCELLANEOUS) OF THE CODE**

ACTION: Alderman Linker made a motion to approve Ordinance No. 2019-02. The motion was seconded by Alderman Costantino. The motion passed with all in favor.

- b) **Approve Audit for 2017-2018**

ACTION: Mayor Pro Tem LaFevers made a motion approve audit for 2017-2018 fiscal year. The motion was seconded by Alderman Costantino. The motion passed with all in favor.

Alderman Linker asked whether the audit had been submitted. Ms. Shockley responded that it had been submitted and it was on time. Mayor Feather added that Ms. Shockley has been timely on every report she's handled.

- c) **Recommendation of Auditor**

ACTION: Alderman Costantino made a motion to enter into three-year contract with Eddie Carrick for services as Auditor for the Town of Granite Quarry. The motion was seconded by Alderman Linker. The motion passed with all in favor.

- d) **Committee Appointments – Policies and Procedures Committee**

ACTION: Alderman Cress made a motion to appoint Larry Smith and Aubrey Smith to the Policies and Procedures Committee. The motion was seconded by Mayor Pro Tem LaFevers. The motion passed with all in favor.

- e) **Town Manager Process**

ACTION: Mayor Pro Tem LaFevers made a motion to set and accept a timetable for completion. The motion was seconded by Alderman Costantino. The motion failed 1 to 3.

Alderman Linker requested the timetable be added to next meeting's agenda for discussion and approval.

ACTION: Alderman Linker made a motion to table the matter of entering into contract with selected search firm to begin the process for hiring a permanent Town Manager. The motion to table was seconded by Alderman Costantino. The motion passed with all in favor.

- f) **Maintenance Department Surplus – 2 tires from John Deere 770 that we no longer have and old carpet cleaner that no longer works.**

ACTION: Mayor Pro Tem LaFevers made a motion to approve disposal of 2 tires from John Deere 770 and old carpet cleaner. The motion was seconded by Alderman Costantino. The motion passed with all in favor.

11) Board Comments

Alderman Cress asked about the cost and location of the signage for the Byrd property. Mayor Feather responded that he and the town manager would discuss and bring a recommendation back to the Board.

12) Mayor's Notes – Announcements and Date Reminders

- a) **Planning Board Meeting** – Monday, March 11th @ 5:30 p.m.
- b) **CCOG Executive Board Meeting** – Wednesday, March 13th @ 6:00 p.m.
- c) **CCOG Pre-Conference Workshop and Regional Conference** – Thursday and Friday, March 7th & 8th
- d) **Parks and Recreation Committee Meeting** – Monday, March 18th @ 5:00 p.m.
- e) **Revitalization Team Meeting** – Tuesday, March 19th @ 3:30 p.m.
- f) **Cabarrus-Rowan County MPO Meeting** – Wednesday, March 27th @ 5:30 p.m.
- g) **Board of Aldermen Regular Meeting** – Monday, April 1st @ 7:00 p.m.
- h) **Litter Sweep North Carolina** – Friday, April 26th 1:00 p.m. -3:00 p.m.

13) Adjournment

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

The meeting was adjourned at 8:02 p.m.

Respectfully Submitted,

Aubrey Smith

Deputy Clerk/Finance/HR Analyst



**TOWN OF GRANITE QUARRY
BOARD RETREAT MINUTES
Friday, February 22, 2019**

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

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

Guests: Mr. Mark Wineka, Mr. Phil Conrad, Mr. Doug Shelton

I. Call to Order: Mayor Feather called the meeting to order at 9:00 a.m.

II. Approval of the Agenda:

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

III. Opening Statement:

Mayor Feather reminded the Board they were limited on time and asked presenters to stick to future-looking items and curtail historical information.

IV. Departmental Reports:

A. Administration Department

1. Codified Ordinances

Ms. Word presented a proposal for recodification of ordinances from Municode. The timeline would be twelve to fifteen months and the cost would be \$11,950 for FY 19-20 and \$1,195 annually after the first year. They would research the code and current laws to ensure conformity with state statutes. They would present the town with three copies as well as host and maintain it online.

Alderman Linker asked when the ordinances had last been done. Mayor Feather responded they had never formally been done, but there were some revisions in 2004 and 2007.

Mayor Feather asked whether any other quotes had been received. Ms. Word responded that she also received one from the League of Municipalities that had an \$8,000 base rate with all other services offered a la carte.

Mayor Feather asked Ms. Word what effect the recodification of the ordinances would have on the clerk's workload. Ms. Word responded that it would take the workload off the clerk. The clerk would send updates as needed and maintain the books. Mr. Smith added that the initial requirement would be for staff to sit down and make sure the ordinances were up to date and then review them afterwards to make sure they weren't materially changed before sending them to the town attorney for review.

Mayor Feather asked how many other towns the size of Granite Quarry do this. Mr. Smith responded that most have gone to this. He stated that an issue is the codes would become copyrighted and the town wouldn't be able to print them without going through Municode.

Alderman Costantino asked what the benefit would be for the town. Ms. Word responded that the codes would be brought up to date according to the statute, which is a necessity. Currently there are several versions and it isn't known which one is up to date.

Alderman Linker asked Mr. Smith how long this would take in his experience. Mr. Smith stated it could be done in a few months and that it could be completed in-house but having it done this way protects the town legally. They also look at common law in addition to general statutes which would cover zoning issues.

Mr. Blount added that there are three iterations of code enforcement in the current ordinances so if the process was started to demolish someone's house, halfway through you could find out the code was out of date.

The Board recommendation was to have the manager work recodification of the ordinances into the budget.

2. Personnel Manual

Ms. Word presented the committee update for the personnel policy and procedure manual. The committee last met in November and plans to meet again in March. Ms. Word shared that the following policies have been revised and approved:

Policy No.: 1000.00 – General Provisions
Policy No.: 1001.00 – Equal Employment Opportunity
Policy No.: 1002.00 – Equal Pay
Policy No.: 1003.00 – Business Ethics and Conduct
Policy No.: 1004.00 – Immigration Law Compliance
Policy No.: 1005.00 – Nepotism
Policy No.: 1006.00 – Conflicts of Interest
Policy No.: 1007.00 – Political Activity
Policy No.: 1008.00 – Americans with Disability Act
Policy No.: 1009.00 – Employee Confidentiality
Policy No.: 3008.00 – Sick Leave

Ms. Word recommended Larry Smith and Aubrey Smith be appointed to the committee in place of Phil Conrad and Scott Stewart. That recommendation will be made at the next regular Board of Alderman meeting.

3. Requests from Administration

Mr. Smith presented the administration request to purchase two monitors for the board room. There was discussion regarding placement of the monitors. Mayor Feather stated the monitors should be 70” rather than 65” to fill the area and should have a wireless connection.

There was consensus that the Board would like to move forward with this purchase.

Alderman Linker inquired whether a laptop would be purchased at the same time. Mayor Feather responded the current laptop came from the fire department recently, works well and has HDMI ports. It will be compatible with the monitors.

4. Recycling Options

Ms. Smith presented the recycling and waste management options that had been collected by Phil Conrad.

Option 1 is to continue with Waste Management for solid waste pick up and All American Recycling and Disposal for recycling even with the \$2.00 increase per household from All American Recycling and Disposal. This would be an annual cost of \$153,128.52. This proposal is for each of the 473 homes that currently opt in to the recycling program.

Option 2 is to go with Waste Management for both solid waste and recycling at an annual cost of \$185,909.52. The Waste Management quote is for all 1151 homes that are currently served.

There was discussion on whether the current cost per household was correct and what the current fee covers.

Alderman Cress suggested sitting down and talking to the current vendors and negotiating the price. Mayor Pro Tem LaFevers stated he would like to stay with things the way they are.

The Board recommendation was to leave the contract with Waste Management the way it is. If the contract with Waste Management is out this year, it will be put out for bid. For recycling, since the price is going up two dollars, staff will look for competitive pricing. The environmental fee could be adjusted if needed.

B. Finance Report/ Events Report

Ms. Shockley addressed the Board and presented on the following:

1. Revaluation

Ms. Shockley stated there will be a final estimate on what the revaluation is in March. Mayor Feather stated it was 8% and reminded staff that it could be put back in the budget. Mr. Smith will have the final number on what the 8% equates to in dollars at the next Board meeting.

2. Shirts

Ms. Shockley stated that she was able to get prices from several local companies on new shirts for the PERCs committee. The estimate is \$250 for ten shirts to replace the shirts the committee has been wearing the last several years.

Mayor Feather stated that he didn't think that would be a problem. He asked if the PERCs Committee had an itemized list of expenses and requests for FY 19-20. Mayor Pro Tem LaFevers responded that they would have a list at an upcoming meeting but most of the focus was on expanding the Fun Fest in October.

Mayor Pro Tem LaFevers stated that in the past year there was a budget of \$3,000 with an additional \$1,500 requested for community events. He requested an additional \$3,000 be added to the budget for next year.

3. Town Marquee Options

Ms. Shockley presented two options for the town marquee. The first option was for \$37,000. This would be a double-sided 4'x8' sign to fit within the current frame. The second option was from Bill Fraley for a 2'x6' for \$18,000.

Mayor Feather asked Chief Cook if this was something the police department could help with. Chief Cook responded that may be possible.

Alderman Linker found a quote from Golden Rule for a 2.5'x8' double-sided wireless control electronic sign for \$14,943.45.

Mayor Pro Tem LaFevers requested that whichever sign was chosen, the Civitan emblem be kept.

The recommendation from the Board was for Ms. Shockley to seek more bids for a double-sided electronic marquee as large as possible to fill the existing frame and present them at a future meeting. The \$37,000 will be a placeholder in the budget for now.

4. Funding 19-20 Events

Ms. Shockley stated there had been a lot of discussion regarding adding some events and making some of the events larger. This would require some big-name bands and more entertainment to bring in more people.

Alderman Cress stated that other towns hold one large event and become well known for it. He suggested cutting down from ten events to possibly three, two small and one large. Alderman Costantino agreed.

Mayor Feather stated that \$6,000 seemed like a reasonable request for a few events but adding a larger event would cost considerably more. There was discussion regarding past Fun Fests and their cost, how other towns are partnering with civic groups who run the larger events and the cost of larger bands.

C. Police Department

Chief Cook addressed the Board regarding the following:

1. Patrol Vehicle Replacement

One vehicle a year is being updated to replace aging vehicles. Chief Cook made the request for a new vehicle to replace the 2012 Chevy Impala.

2. Patrol Staffing Increase

Chief Cook presented the Manpower Study to the Board. The study is based on a manpower needs formula that was developed and tested by the Justice Academy. It recommends four officers on twelve-hour shifts. The police department is requesting two full-time patrol officers.

Over the last five years one full-time officer was out at least three months every year. This depleted the part-time salary to cover full-time positions.

This personnel addition would change the shift rotating hours and add one car to split shifts. The part-time schedule would shift as well. That officer would be added to cover Saturdays and Sundays. This would allow for

two officers almost twenty-four hours a day, seven days a week. In addition, the officers can be equipped within the current budget.

This manpower study was shared with the NC League of Municipalities. The Director of the Public Safety Risk Management recommends two more officers per officer now to cover. Chief Cook stated that the police department is currently running at a minimum staffing level.

Chief Cook spoke on the desired responsibilities for the two new officers including making them community resource officers who develop, create and deliver community-based training to senior groups, youth groups, and serve as liaisons to the schools. If manpower allowed, they would augment and assist with fire service calls as well.

Alderman Linker asked how much of the cost would be Granite Quarry's versus Faith's. Mayor Feather responded that Granite Quarry would cover roughly 80%.

Alderman Linker asked Chief Cook what he would do with the part-time. Chief Cook responded that he would eliminate them except on an as-needed basis.

There was discussion regarding what the budget would be with the increase for personnel but reduction of other line items. Chief Cook stated that the total would be around a \$70,000 increase over last year's budget.

Alderman Linker asked Chief Cook how he would handle the staff increase space-wise. Chief Cook responded that would be another reason for one-on-one assigned vehicles; the vehicle is the officer's mobile office.

Mayor Feather asked Chief Cook if police department would need a clerical person if the town administration relocated. Chief Cook responded that it could be circumvented for a while but would be inevitable eventually.

There was general discussion regarding part-time officers and the difficulty filling those positions.

Alderman Costantino stated that he believes adding additional staff is something that needs to happen due to town growth.

Alderman Cress inquired about mutual aid. Chief Cook stated they receive mutual aid for 50-60% or more of calls.

D. Maintenance Report/ Fire Report

Chief Hord addressed the Board about the following items:

1. FEMA Updates

Chief Hord shared that FEMA has all the information they need from the town. The town engineer has been asked for a sketch of an idea on how to fix the lake. FEMA has forwarded the information they received to the office in Texas and once they approve, bids can be put out and then work can begin. Chief Hord's recommendation was to wait for the approval before asking for bids.

Mayor Feather asked if there were capital outlays associated with this project. Chief Hord responded that there were not.

2. Parks Personnel

Chief Hord stated this item would be addressed with the Board at a later date.

3. Dump Trailer

Chief Hord stated the maintenance department would like to purchase a dump trailer to help with the current dump truck.

4. F350 Truck

Chief Hord shared that the requested F350 truck would be to replace the 1988 Chevy truck. It would have a snow plow attachment and allow the crew to use the dump truck less. It would allow more crews to be out working in the summer.

Alderman Linker asked if the dump trailer could load and transport the Bobcat. Chief Hord responded that it could.

Alderman Costantino asked whether the snow plow attached to the truck would allow for more neighborhood roads to be cleared. Chief Hord responded that it would since it was four-wheel-drive and had a smaller wheel-base.

Mayor Feather asked if the truck could be prepped, but the snow plow purchased later. Chief Hord responded that it could and that would take \$10,000 off the price of the truck.

The recommendation was made by the Board to put the request into the budget.

5. Parks and Recreation Lake Park Steps

Chief Hord stated that the current Lake Park Steps are a trip hazard with loose gravel. He received a quote from Shelton Concrete of \$1,900 for

forming, grating, pouring the steps and seeding the area around them with grass.

Mayor Feather asked how much more it would be to include a handrail. Chief Hord replied that he would get that information. Mayor Pro Tem LaFevers stated this was something that needed to be done.

Mayor Pro Tem LaFevers asked whether the steps would be something FEMA would cover. Chief Hord responded that it was still unknown how much they would approve and what it would cover.

Mayor Feather stated that the town should leverage the PARTF grant and look at what other improvements are needed for the parks. The grant is only available once a year. Mayor Pro Tem LaFevers responded that the PERCs committee would start getting a list together if there was a possibility of a grant.

Alderman Linker stated that there should be a list of parks capital improvement projects to work on over the next few years and that the parks should be kept up.

Alderman Linker asked about tennis courts. Chief Hord stated that Court One looked at the courts and priced resurfacing them at \$30,000. Alderman Linker stated that needed to be in the budget since the courts are currently a safety issue.

Mayor Feather suggested Chief Hord get more estimates for total cost of repairs, not just resurfacing or re-lining. Alderman Linker requested that tennis courts be added to the budget wish list.

6. Fire Department 3-5 Year Plan

Chief Hord shared his three to five-year plan for the fire department. There are upgrades needed to make the trucks safer to operate. Engine 573 is currently a reserve vehicle and doesn't have the necessary equipment. Equipment from 572 is moved back and forth between the two on a monthly basis. He requested refurbishment of one or both trucks to allow them to continue in service for another ten to fifteen years. The requested \$150,000 would be over a three-year period.

Alderman Linker inquired whether trucks 572 and 573 would pass a pump test today and Chief Hord responded they would. Alderman Linker asked if, since 573 was a reserve vehicle, the improvements could instead be made to 572 in stages and then improvements to 573 be made in the second year. Chief Hord responded that could be done. Mayor Feather stated that he disagreed because 573 is also being used.

Chief Hord explained that the plan would be for 573 to come out of reserve status and become Rescue 57. Alderman Cress asked whether the current Rescue 57 could then be used for maintenance. Chief Hord responded that it would be extremely difficult because of the longer wheel-base.

There was discussion regarding what it would take to bring the fire department's ISO rating up and how much it would cost to have 572 and 573 both operational. Chief Hord stated he could get exact numbers at a later date.

Mayor Feather recapped that the recommendation was for \$50,000 to be added into this year's budget as a placeholder until the Board received further information.

V. Presentations

A. Town Properties Updates

Mr. Smith updated the Board on the status of each of the town properties listed below.

1. Faith Road Properties Faith Road/Chamandy Drive

Mr. Smith shared that the main update is the state utility grant affecting the Faith Road/Chamandy drive property. It will be addressed during the EDC presentation. \$69,500 will be on the budget for the town's responsibility regarding the property this upcoming year.

Alderman Linker asked about a piece of property at the end that was land locked and what was being done with it. Mayor Feather responded that once the other two lots were developed the road would extend. Alderman Linker asked what other amounts the town would be responsible for. Mayor Feather responded just the tap fees, roughly \$3,000.

There was discussion regarding when the revenue would begin to come in from the property. Mr. Smith stated he would follow-up with the attorney on that and report at the next meeting.

2400 Faith Road

In September 2018 the Board voted to sell the property located at 2400 Faith Road. In November 2018 the Board was presented with alternate uses for the property by the town planner. 2400 Faith Road is currently being considered a strategic property in the Comprehensive Plan. Mr. Smith asked for direction from the Board.

Alderman Linker suggested it be put on the March agenda for discussion.

2. Well House

Mr. Smith suggested the town approaching the descendants of the person who originally owned the property with an offer, authorize a competitive sale, or explore conveying to another nonprofit or unit of government.

Mayor Feather stated that the property was taken as imminent domain with a payout to the family. A past Board considered selling it back to the family for the cost of the payout with an adjustment for the time.

Alderman Cress asked about the selling process and the land's value. He recommended the town put a price on it and put it on the market.

Alderman Linker stated he agreed but asked, based on the school consolidation plan, would it be of value to the town to keep it. Other Board members replied that it would not.

Mayor Pro Tem LaFevers stated he agreed with Alderman Cress as long as it wasn't priced too high.

Mr. Smith shared that the town could put a reserve price on it, approach the heir to the family and then they would submit an offer of interest to the Board. The Board could accept that or go with the second option and put a price on it and take bids.

The Board stated they would like to go with the first option.

3. Brush Pile Location

Mr. Smith shared the recommendation would be to subdivide the front of the lot and put it up for bid or auction if the Board didn't want to continue to go through a realtor. The rear of the lot is currently being used for brush collection, but the rest of the lot is vacant and zoned for multi-family.

Mayor Feather suggested keeping the back of the property to use in the distant future as a potential site for a maintenance building. Aldermen Cress and Linker suggested the town look for a permanent versus temporary solution for the brush pile location.

There was general discussion regarding whether the current zoning and the brush pile location would deter potential buyers.

The recommendation was to keep it on the market with the current zoning.

4. Byrd Property

Mr. Smith shared that the time for the family to remove their personal items from the donated property expires April 1, 2019.

There was discussion regarding the status of the clean-up of the Byrd property and whether placing more secure doors on the garage would make it a feasible storage option. It was decided that is not in the budget at this time.

A recommendation was made to move forward with a plaque recognizing the Byrd Family for the property. It could be placed now and then moved to a different location on the property as necessary.

B. Planner's Presentation

Mr. Blount presented to the Board.

1. Troutman Road Subdivisions

Mr. Blount shared that there was some question whether Devynne Woods would have a better chance for success if an alternate entrance could be provided.

Mr. Blount stated there wouldn't be enough revenue generated from the build out of the subdivision to justify the town getting involved and building the road. He stated there is an option to build an access road, but that would be done by a private developer. He suggested a landscaping plan for trees and shrubbery along the road, code enforcement and basic coordination and cooperation with the property owner.

Mayor Feather asked about code issues on the property. Mr. Blount responded that currently code enforcement is complaint-driven and both complaints regarding mowing the grass were handled.

The recommendation from the Board was that the majority property owner be worked with and encouraged to clean up while the Board decides what stance they want to take on code enforcement.

2. Planning Updates

Mr. Blount shared his Planning department updates.

a) Major Ongoing Projects

Mr. Blount noted the major projects require weekly if not daily contact with the developers with more on the horizon.

b) Comprehensive Plan Update:

The Comprehensive Plan Update presentation was made at the last Board meeting. Mr. Blount stated he is pushing to get the Comprehensive Plan finished so that the town can have an up to date, official and legally defensible Comprehensive Plan. Once the Comprehensive Plan is in place, it can be used to make land use decisions and defend them in court.

c) **UDO and Zoning Map Updates and Revisions:**

Mr. Blount shared there are ongoing revisions with the Uniform Development Ordinance and zoning map.

d) **Storm Water Management Plan and Fee Structure**

Mr. Blount recommended next year's budget start structuring a plan for mapping where all the storm water systems are in town then surveying their current condition and what maintenance might be needed on them. He advised the state and federal government could require clean-up of streams in town at any time.

Once clean-up is required, the town will have the expense to clean sediment, minerals and chemicals from storm water run-off. Other communities the size of Granite Quarry in the region have recently been required to do this at a cost of more than one million dollars. He suggested implementing a storm water management fee to start building up a revenue source to take care of this when it inevitably happens.

Mayor Feather noted that ten years ago the number for the study was estimated at \$100,000.

e) **Code Enforcement**

During the last year a survey was conducted by Mr. Blount to see how big the code violation issue was. During the process approximately sixty percent of the town was surveyed. In that sixty percent, there were sixty to eighty violations discovered. Most of the violations were grass not being mowed, trash and junk being accumulated in yards, improper signs, improper outdoor storage, dumpsters not being enclosed downtown and some dilapidated buildings.

f) **Merge Planning Board and Zoning Board of Adjustment**

Mr. Blount stated there is an ongoing issue finding enough members to keep a full roster for the Planning Board. The Zoning Board of Adjustment has met twice in the last sixteen months.

Mr. Blount recommended that the two boards merge. He stated this would not be duplicating duties since the ZBA hears appeals on decisions the town planner makes while the courts hear appeals for decisions the Planning Board makes.

Mr. Smith asked for Board feedback for the merger recommendation. Alderman Linker stated that in the past he has been opposed to the merge, but now feels it makes sense. Mayor Feather stated he felt the Board of Alderman should recruit instead

of the two boards merging. Mayor Pro Tem LaFevers thought the merge would be a good idea. Alderman Cress stated that an action plan was needed. Alderman Costantino stated that he would remain neutral.

Mr. Smith stated he could put together a plan and bring it back to the Board.

g) Action Items

During the process of updating the Comprehensive Plan Mr. Blount and the Planning Board identified several items that will be part of the Comprehensive Plan but should have action taken on them sooner rather than later.

Mr. Blount shared these action items would include:

- Designation of Strategic Properties
- N. Salisbury Avenue Planning Overlay
- Faith Road Planning Overlay
- US 52 South corridor and southern GQ sewer service expansion study and plan
- Site search for new consolidated East Rowan Elementary School
- Western expansion of ETJ

C. Town Hall Renovation Project

Alderman Linker presented Town Hall Renovation options. The original intent to make architectural improvements to the municipal building has expanded to other strategic needs including improving building access and bringing everything up to code. With the improvements the building life could be extended another thirty to forty years.

- a) **Option 1 Limited Scope-** first floor only plan has an estimated cost of \$2,270,279
- b) **Option 2 Full Scope-** complete town hall renovation has an estimated cost of \$3,866,819
- c) **Option 3 New Build behind Dollar General**
- d) **Option 4 New Build on “Fisher” lot**

There was discussion about financing. Mayor Feather stated that Option 1 would be roughly \$146,000 a year for thirty years.

Alderman Cress asked if the administrative staff was relocated, would that satisfy the needs of the fire department and the police department. Chief Cook responded that it would. Chief Hord stated that the change wouldn't really affect the fire department or maintenance area. There was discussion regarding placement of fire department bays.

Alderman Costantino stated that Option 1 Limited Scope, was the best plan for now. He felt it was affordable and there would only be one building to maintain.

Mayor Feather stated that a new building cost for Option 3 would be about three million with an additional million for road paving, infrastructure, curbs, etc. That would be in addition to the remodeling costs on the existing building.

The Board decided to review these options further when they discussed goals.

D. Town Sidewalks

1. Salisbury Avenue General Assembly money

Mayor Feather stated that the Board needed to decide how far they wanted to go with the sidewalks and then get a cost work up. There was discussion regarding how far the sidewalks should extend on either side of the street and whether there should be new sidewalks added before existing sidewalks were repaired.

The Board asked Chief Hord to measure how far it was to different points in town to be able to estimate the cost of repairing or adding new sidewalks.

2. Priority Plan and Repairs

Chief Hord shared that he put together a list with Phil Conrad but was told there was a lot of overlap with a list the Board already had. Alderman Linker stated that he would get together with Chief Hord to go over the list.

Mayor Feather stated that the Powell Bill limits what can be used on sidewalks, the rest must go to paving.

Chief Hord stated he would have numbers prepared for the next meeting. He will follow-up on the Powell Bill guidelines and meet with Aldermen Cress and Linker.

3. Strategy and Connectivity

Aldermen Cress and Linker did not make additional comments regarding strategy and connectivity but participated in the discussions for priority plan and repairs.

E. EDC Presentation

Mr. Scott Shelton presented to the Board. The Industrial Development Fund's utility account awarded 75% of the \$277, 800 grant for the sewer line in the twenty-three acre industrial park. This includes the grant administration fee of \$20,000. There needs to be a 25% local match which comes to \$69,450.

Easter Creek development declined assistance for the local match. Chairman Edds asked for something to be drafted to give to the county commissioners for their consideration. Once the local match is worked out, the application goes to the state with a letter from the Board stating where the local match funding is coming from. Once it is approved then a contract will be sent. The town can bid out the jobs according to the statutes and then be reimbursed. The state is willing to front its part of the grant.

Mayor Feather asked what the timeline was for the job to be completed. Mr. Shelton replied he did not believe there was a deadline but if there were, it would be in the contract.

There was discussion regarding tap fees, the industrial park and the entrance sign placement issues.

F. Code Enforcement Plan

Mr. Smith presented to the Board. Some ideas associated with the code enforcement plan included increased involvement of the Community Appearance Commission, yard of the month awards, block projects, working with the Revitalization Committee to secure façade grants, mulch giveaways after double-grinding the mulch, the PERCs committee doing park walk-throughs, National Kidney Junk Vehicle campaign, paint banks and utilizing homeowner associations.

Mr. Smith spoke about minimum housing codes and inspections. He stated that there are considerations to take into account with aggressive enforcement. There is currently a \$7500 minimum before you can take someone to small claims court and once you start the process you must see it through.

Suggestions

- Continue work on refining current code enforcement
- Continue work organizational structure
 - Position duties, communication & operational efficiencies
 - Quality control
- Realigning committees to common goals / focus
- Communicating issues, especially specifics
- Target date March 31st to determine any potentially additional staffing / restructuring needs

Mayor Feather stated he felt the town needed to be more aggressive on certain items with heavier enforcement in certain areas of town. He suggested there were other options besides using maintenance or the police department to enforce code.

There was discussion regarding existing code enforcement violations and how they are being tracked. Mr. Blount stated that he has created a spreadsheet to show violations. There were sixty to eighty violations when he took inventory, and some

were taken care of as they were discovered. The Board discussed whether utilizing the town planner's time to enforce code was the best use or whether an additional person should be hired part-time.

G. Town Square

Aldermen Costantino and Linker presented the Revitalization Committee's plan for the town square adapted from the Downtown Master Plan. The square does currently have power and water. Crosswalks could be painted onto Bank Street and US Highway 52, but because of high traffic volume, anything painted onto Highway 52 would fade quickly. The design concept for the corner decorations was low profile for visibility.

Alderman Linker shared that anything with a water feature ranged in cost from \$7,000 - \$10,000 per corner. Planters without a water feature would be in the \$3,000 - \$5,000 range.

Alderman Costantino stated they would like \$40,000 for the project.

Mayor Feather stated that he believes this should be done at the same time as the sidewalks. He believes there shouldn't be any reason this couldn't be done with discretionary funds in the next budget year.

Alderman Linker suggested the existing planters be removed when the sidewalks were redone and then the decision on the planters could be made later. Alderman Cress clarified that the planters were set back from the sidewalks and not on them.

VI. Board Discussion- Set Goals and Priorities

Board Comments, Consensus of Board, Project Priorities and Funding Discussion

There was Board discussion regarding each project, it's funding and priority. The table below lists the outcomes.

| Item | High | Med. | Low | Comments |
|---|-------|------|-----|--|
| 1. FD- Reserve Truck Refurb | | 3 | 2 | \$50,000 per year, 3 years |
| 2. Maint. Dump Trailer | 2 | 2 | 1 | \$10,000, 14' long, hydraulic lift, built-in ramps |
| 3. Maint. F350 Truck | 5 | | | \$30,000 |
| 4. Maint. F350 Truck Snow Plow | | 1 | 4 | \$10,000 |
| 5. Park Lake Steps | 5 | | | \$2,500 6' or 8' width with handrail |
| 6. Sidewalks Repair | 5 | | | Areas that need repair only |
| 7. Sidewalks Downtown Hwy 52 <i>if no State Funding</i> | | 2 | 3 | If there is state funding available, priority would be high |
| 8. Town Hall Renovation | 3 | 2 | | Priority rating is for intent to proceed with project, not scope |
| 9. PD- Personnel | 1 | 4 | | Board desires additional discussion on timeframe and structure |
| 10. PD- Vehicle | 5 | | | \$41,000, Board requests a common design on all vehicles going forward with Board approved exceptions |
| 11. Comprehensive Plan | 1 | 4 | | |
| 12. Board Room Monitors | 4 | 1 | | 70", may be able to use contingency fund from this year |
| 13. Recodification of Ordinances | 3 | 2 | | \$11,950 then \$1,195 annually after first year |
| 14. Town Hall Info Sign | 4 | | 1 | Board would like to see more prices |
| 15. Utilities Extension in Industrial Park | 4 | 1 | | \$69,000 local match, will seek the county's participation |
| 16. Town Square | 4 | 1 | | \$40,000, would like staff to proceed with getting more information |
| 17. Tennis Courts | 2 | | 3 | Because some repairs were made recently, Board would like to wait and completely repave in another budget year |
| 18. Code Enforcement | 4 1/3 | 1/3 | 1/3 | Board would like more information from Interim Town Manager |

There was general discussion regarding the town's debt, tax rate and ability to fund projects.

VII. Adjournment:

Alderman Costantino made a motion to adjourn the meeting. Mayor Pro Tem LaFevers seconded the motion. The motion passed with all in favor. The meeting was adjourned at 3:56 p.m.

Respectfully Submitted,

Aubrey Smith

Deputy Clerk/ Finance/ HR Analyst

DRAFT



Town of Granite Quarry Fire Department

Established May 15th, 1950



Call Report for March 2019 Board Report

54 Calls total

23- in district

- 17 EMS
- 2 Cooking Fires
- 2 False Alarms
- 2 Public Assist

11- To Salisbury-

- 4- Cancelled en-route
- 7- Fire Alarms

7-To Rockwell Rural-

- 1 Grass Fire
- 1 Fire Alarm

2- To Rockwell City – Cancelled en route

6- Union Fire

- 2 Cooking Fires
- 2 EMS
- 2 cancelled en-route

3 - South Salisbury FD-

- 3 - Cancelled en route

7 – Faith

- 3 Fire / Fire Alarms
- 3 EMS
- 1 Cancelled en-route

3 – Bostian Heights – Cancelled en-route

- **Visit with Granite Elementary for lunch and learn**
- **Installed 6 smoke alarms in homes**
- **Completed gas monitor installation on E571 and E572**
- **Training with Faith and Rockwell Rural 3 Monday nights**
- **Added 1 new Junior Fire fighter – Tyler Bennett**
- **Added 1 new volunteer – Alana Myers**



March 2019 Maintenance Report

- Various pot holes filled
- Road patch survey, reviewed submitted to manager
- PM checks HVAC – Town Hall and Legion
- PM check on Baldor Generator
- Painted metal bleachers at Civic Park
- Continued cut back and cleaned Centennial Park trails
- FEMA conference calls/meetings for damage
- Dead tree removed from Civic park
- Mulched playgrounds Civic and Lake parks
- New landscape timbers at Tennis courts – Civic park
- Sprayed weeds at parks
- Mulched crepe myrtles at Lake and Civic

| | |
|---------------------------------------|----------------|
| 2007 Ford Truck Mileage – 54,555 | +476 miles |
| 1990 Chevy Truck Mileage - 106,699 | Odometer froze |
| 1995 Ford Dump Truck Mileage – 35,212 | +201 miles |
| 2009 Ford Truck Mileage – 51,725 | +737 miles |



Planning Department Report For 4/8/2019 Board of Aldermen Meeting

1. SECU contractor visited town hall to discuss starting work with site clearing within next 30 days. Contacted project engineer concerning increasing size and extension of sewer line to property line for future development. *(1st update- confirmed that SECU has submitted plans for review to Rowan County Building Inspections Department and submitted preliminary erosion control plans also to Rowan County.)*
2. Worked with developer of property on South Hwy 52 for commercial development. Will be bringing a rezoning request to Planning Board and Board of Aldermen in near future. *(2nd update-No action this month, 3rd update- received site plan for residential development, discussed approval process with developer, 4th update- have been advised that this project is being abandoned and property is back on the market, 5th update- was contacted by local realtor marketing to property indicating there is still some interest in developing it as a commercial development.)*
3. Planning Board Comprehensive Plan work session #4 held on 3/11/2019.
4. Have begun drafting a revision to the Town's Comprehensive Plan *(9th update- have created 10 presentations to date and have presented 8.)*
5. Started work on Code Enforcement Survey of Town properties *(1st update- continue survey work, approximately 19 violations identified, 10-15% of town surveyed. 2nd update- continued survey work identifying several more violations, 3rd update- some additional work done on this project this month, 5th update- some additional work done this month, 6th update-some enforcement actions this month, 7th update- some code enforcement action this month, one junked car re-tagged, one home business committed to moving by March 1, 8th update- met with Manager to begin organizing Code Enforcement Plan to be presented as a part of 2019-20 budget.)*
6. 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. *(6th update- Met with interim manager and assistant town clerk to review status of existing Code of Ordinances)*

7. 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, 4th update- grading continues, final review of engineering drawings complete soon. 5th update- contractor having problems with permitting due to floodplain impacts. Continuing with work on Phase 1 and examining options for Phase 2, 6th update- working on final plat for Phase 1, developer considering posting bond for improvements so display homes can be built prior to improvement completion, 7th update- have received some information concerning bonding for improvements. Work at site has stopped due to weather, 8th update- road work and some sewer work completed this month, ready to install entrance sign, waiting on Duke Energy to move poles, issued zoning permit for sign, site meeting with LGI and town engineer and staff to review process for subsoil inspections, Faith to inspect sewer, SRU to inspect water, Town engineer to inspect stormwater and road installation, optimal solution for bridge to second phase determined and being engineered, provided street lighting information to developer., 9th update- more of the same type of work as reported last month, **10th update- in final stages of determining improvements bond and final Plat so lots can be sold and home construction can begin, preconstruction meeting held at Town Office, work on turn lane and stormwater piping at front of project has begun.**)*
8. Working with property owner and engineers to resolve road paving standards for Easter Creek Phase 1&2 *(Update- received report from developer's engineer, sent to our engineer for review, sent our engineer's comments to developer, will be bringing this to Board for approval in the future, site visit on 3/20/19 showed some progress on road work suggested by our engineer.)*
9. Began work on Storm Water Management Plan and associated code amendments *(1st update- created PowerPoint presentation concerning the basics of Stormwater Management, 2nd update- made presentation to Planning Board. Will present as part of Planning Retreat. **No action this month.**)*
10. Worked with Clerk and Manager concerning vacancies on Planning Board and ZBA *(1st update- added one new member to Planning Board, 2nd update- know of one upcoming vacancy, have started replacement process with Clerk. Added two new members and lost one member this month. Still looking for new members.)*
11. Began developing Planning Board presentation for Faith Road Corridor study as part of Comp Plan update *(1st update- will complete this presentation this week, 2nd update- have completed 10 comprehensive plan updates and presented five to planning board, 3rd update- have presented eight or ten update sections to Planning Board, created timeline of future steps culminating July 1, 2019 adoption by Board.)*
12. Worked on Strategic property presentation for Board of Aldermen meeting *(1st update- made presentation to Board and am awaiting their decision, **incorporated this into comp plan update and presented to planning board**)*

13. Issued Stoneglenn Subdivision site plan approval letter (*1st update- advised engineering drawings are almost ready for submittal, 2nd update-still waiting on drawings, 3rd update-discussed timing with engineer, still working on engineering drawings, provided information on payment -in-lieu-of for common open space*)
14. Met with Rodger Cook, contractor/developer and EDC representative on IOM approval process, met with developer to discuss issuing zoning permit for Phase 1 to allow construction to begin (*1st update- engineers working on final approval letter so project can proceed with construction, 2nd update- submitted conditional final approval letter to contractor, 3rd update- contractor has applied for building permit with Rowan County, survey work and silt fences installed on south end of project.*)
15. Worked with numerous citizens on minor development projects at private residences.
16. Planning Board meeting on 03/11/2019.
17. Started updates to actual Comprehensive Plan adding current data, new goals, revised and new policies, (*1st update- have completed first draft of Comprehensive Plan Update, will present to Planning Board at next meeting, will email to Aldermen after their approval.*)
18. Met with citizen interested in building new church building, property would require rezoning.
19. Responded to property advertised for sale in GQ, listing stated was suitable for manufactured homes, concluded it was not and advised realtor and several interested buyers of this fact.
20. Construction of 1st house on Knight property on Byrd Rd continues, SRU installing water main on 03/20/2019.
21. Worked with Town Administrator on old files.



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

March 2019

- Call volume report for the month of March 2019:
 - Date of Report: 03/25/19
 - Total calls for service/activities - 343
 - Incident Reports- 11
 - Arrest Reports- 5
 - Crash Reports- 4
 - Traffic Citations- 19
 - 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- 56,349
 - 222- End- 36,088
 - 223- End- 72,642
 - 224- End- 53,994
 - 225- End- 41,734
 - 226- End- 22,716
 - 227- End- 33,335
 - 228- End- 16,595
 - 229- End- 19,534
 - 230- End- 3,257

- The average response time for March calls for service is 1.42 minutes.

GQPD

Number of Events by Nature

CFS Faith March 2019

| Nature | # Events |
|--------------------------------|-----------|
| 104D2 COMMERCIAL BURG ALARM | 1 |
| 110C1 POSSIBLE B&E RESIDENTIAL | 1 |
| 110D2 RESIDENTIAL B&E | 1 |
| 111B2 PAST MISCHIEF | 1 |
| 118B2 FRAUD-PAST FORGERY | 1 |
| 125D1 CHECK WELFARE-URGENT | 1 |
| 129C1 SUSPICIOUS PERSON | 1 |
| 129C3 SUSPICIOUS VEHICLE | 1 |
| 130B6 ATTEM THEFT FRM VEH PAST | 1 |
| 132B2 PARKING COMPLAINT | 1 |
| 911 HANG UP | 8 |
| ATTEMPT TO LOCATE | 1 |
| BURGLARY ALARM | 1 |
| BUSINESS OR HOUSE CHECK | 25 |
| COMMUNITY PROGRAM | 4 |
| DELIVER MESSAGE | 2 |
| ESCORT FUNERAL OR OTHER | 1 |
| FOLLOWUP | 1 |
| GENERAL INFORMATION | 2 |
| MISDIAL | 3 |
| SCHOOL SECURITY CHECK | 1 |
| SUBPOENA SERVICE | 1 |
| TRAFFIC CHECK | 1 |
| TRAFFIC STOP | 5 |
| Total | 66 |

GQPD

Number of Events by Nature

CFS Granite Quarry March 2019

| Nature | # Events |
|--------------------------------|----------|
| 102B1 PAST ABUSE | 1 |
| 103A2 FOUND PROPERTY | 1 |
| 103A4 ADMIN (OTHER) | 1 |
| 103B5 PERSONAL ESCORT | 1 |
| 104D1 RESIDENTIAL BURG ALARM | 2 |
| 104D2 COMMERCIAL BURG ALARM | 3 |
| 107B1 ASST OTHER AGENCY-ROUTIN | 1 |
| 111B1 PAST DAMAGE TO PROPERTY | 1 |
| 113B2 OTHER NOISE COMPLAINT | 1 |
| 113D2 DISTURBANCE / VERBAL | 3 |
| 114D1 PHYSICAL DOMESTIC | 1 |
| 115D1 DRIVING UNDER INFLUENCE | 2 |
| 118B2 FRAUD-PAST FORGERY | 1 |
| 118D2 FRAUD-FORGERY | 2 |
| 119B3 HARASS - PAST THREAT | 1 |
| 123B2 RUNAWAY | 1 |
| 125B1 CHECK WELFARE - ROUTINE | 1 |
| 125B2 LOCKOUT - ROUTINE | 2 |
| 125D1 CHECK WELFARE-URGENT | 1 |
| 129C1 SUSPICIOUS PERSON | 3 |
| 129C3 SUSPICIOUS VEHICLE | 6 |
| 129C5 SUSPICIOUS CIRCUMSTANCE | 1 |
| 130B2 VEHICLE LARCENY (PAST) | 1 |
| 130D1 LARCENY | 1 |
| 130D2 VEHICLE LARCENY | 1 |
| 131B1 TRAFFIC ACCIDENT - PD | 1 |
| 132A2 PAST TRAFFIC VIOLATION | 1 |
| 132B1 MINOR TRAFFIC VIOLATION | 1 |
| 132C1 SEVERE TRAFFIC VIOLATION | 1 |

| Nature | # Events |
|--------------------------------|------------|
| 132C2 HAZARDOUS ROAD CONDITION | 1 |
| 69D6 STRUCTURE FIRE | 1 |
| 77B1 TRAFFIC ACC - INJURY | 2 |
| 911 HANG UP | 3 |
| ASSIST DSS | 2 |
| BURGLARY ALARM | 2 |
| BUSINESS OR HOUSE CHECK | 114 |
| DELIVER MESSAGE | 4 |
| FOLLOWUP | 17 |
| GENERAL INFORMATION | 2 |
| MISDIAL | 1 |
| PARK CHECK | 15 |
| REPOSSESSION | 2 |
| SUBPOENA SERVICE | 3 |
| TRAFFIC CHECK | 2 |
| TRAFFIC CONTROL | 1 |
| TRAFFIC STOP | 37 |
| VEHICLE ACCIDENT PROP DAMAGE | 1 |
| WARRANT SERVICE | 4 |
| Total | 258 |



Finance Department

Breakdown of Departments:
As of March 25, 2019

| Department | Budgeted | YTD | % Used |
|--------------------------|--------------|----------------|--------|
| Revenues: | \$2,294,484 | \$1,988,376 | 87% |
| Total Revenues: | \$2,294,484 | \$1,988,376 | 87% |
| Expenses: | | | |
| Governing Body | \$51,941.00 | \$3,226.04 | 6% |
| Administration | \$477,411.16 | \$304,001.36 | 64% |
| Maintenance | \$278,425.00 | \$196,339.34 | 71% |
| Police Dept. | \$656,994.00 | \$503,472.78 | 77% |
| Fire Department | \$431,606.00 | \$313,790.58 | 73% |
| Sanitation/Environmental | \$178,000.00 | \$123,329.38 | 69% |
| Parks & Recreation | \$39,000.00 | \$23,017.55 | 59% |
| Total Expenses | \$2,113,377 | \$1,467,177.03 | 69% |

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

| Revenues: | | | | |
|---|-----------------------|-----------------------|-----------------------|------------|
| Disp Acct | Budget | YTD | Variance | Prcnt |
| 01-3100-12 Taxes - Budget Year | \$784,609.00 | \$752,424.46 | (\$32,184.54) | 96% |
| 01-3100-17 Tax Penalties & Interest | \$5,000.00 | \$2,760.00 | (\$2,240.00) | 55% |
| 01-3101-12 Taxes - Prior Years | \$12,000.00 | \$9,318.84 | (\$2,681.16) | 78% |
| 01-3102-12 Vehicle Tax | \$85,000.00 | \$83,425.67 | (\$1,574.33) | 98% |
| 01-3230-31 Local Option Sales Tax | \$695,059.00 | \$544,949.49 | (\$150,109.51) | 78% |
| 01-3231-31 Solid Waste Disposal Tax | \$0.00 | \$566.86 | \$566.86 | 0% |
| 01-3260-41 Privilege Licenses/Permit | \$350.00 | \$390.00 | \$40.00 | 111% |
| 01-3261-31 Cable Franchise Tax | \$5,000.00 | \$6,778.85 | \$1,778.85 | 136% |
| 01-3315-33 Fireman Retirement | \$300.00 | \$335.00 | \$35.00 | 112% |
| 01-3316-32 Powell Pave & Patch Funds | \$84,457.00 | \$83,390.45 | (\$1,066.55) | 99% |
| 01-3322-31 Beer & Wine - State | \$14,000.00 | \$0.00 | (\$14,000.00) | 0% |
| 01-3324-31 Utilities Franchise Tax | \$100,800.00 | \$104,292.70 | \$3,492.70 | 103% |
| 01-3330-84 County First Responders | \$4,020.00 | \$2,345.00 | (\$1,675.00) | 58% |
| 01-3340-41 Permits | \$1,200.00 | \$520.00 | (\$680.00) | 43% |
| 01-3411-89 Community Appearance Rev | \$200.00 | \$5.00 | (\$195.00) | 3% |
| 01-3413-89 Miscellaneous Revenue | \$6,100.00 | \$429.83 | (\$5,670.17) | 7% |
| 01-3431-41 Police Authority Revenue_Faith | \$140,434.00 | \$137,277.21 | (\$3,156.79) | 98% |
| 01-3431-45 Police Report Revenue | \$100.00 | \$70.00 | (\$30.00) | 70% |
| 01-3431-89 Police Miscellaneous | \$1,500.00 | \$1,332.53 | (\$167.47) | 89% |
| 01-3471-51 Solid Waste Collection - Salisbury | \$165,744.00 | \$2,207.15 | (\$163,536.85) | 1% |
| 01-3471-53 Recycling - Salisbury | \$0.00 | \$99,817.01 | \$99,817.01 | 0% |
| 01-3491-41 Subdivision & Zoning Fees | \$2,000.00 | \$3,150.00 | \$1,150.00 | 158% |
| 01-3613-41 Parks Miscellaneous | \$0.00 | \$993.46 | \$993.46 | 100% |
| 01-3713-33 Sal. Water/Sewer Reimbursement | \$50,000.00 | \$132,000.00 | \$82,000.00 | 264% |
| 01-3831-89 Interest on Investments * | \$2,145.00 | \$6,938.91 | \$4,793.91 | 323% |
| 01-3833-89 Donations/Contributions | \$100.00 | \$0.00 | (\$100.00) | 0% |
| 01-3834-41 Park Shelter Rentals (Maint) | \$5,000.00 | \$2,940.00 | (\$2,060.00) | 59% |
| 01-3835-80 Police Surplus Items Sold | \$1,500.00 | \$0.00 | (\$1,500.00) | 0% |
| 01-3835-81 Surplus items Sold | \$2,000.00 | \$2,524.02 | \$524.02 | 126% |
| 01-3837-31 ABC Net Revenue-Co. | \$10,000.00 | \$7,193.51 | (\$2,806.49) | 72% |
| 01-3991-99 Fund balance Appropriated | \$115,866.16 | \$0.00 | (\$115,866.16) | 0% |
| | \$2,294,484.16 | \$1,988,375.95 | (\$306,108.21) | 87% |

* See last page for breakdown of account# 01-3831-89 Interest on Investments

| Governing Body: | | | | |
|----------------------------------|-------------|------------|-------------|-------|
| Disp Acct | Budget | YTD | Variance | Prcnt |
| 01-4110-02 Mayor/Alderman Salary | \$12,160.62 | \$0.00 | \$12,160.62 | 0% |
| 01-4110-03 Mayor Expense | \$250.00 | \$0.00 | \$250.00 | 0% |
| 01-4110-08 Board Expense | \$800.00 | \$224.97 | \$575.03 | 28% |
| 01-4110-09 FICA Expense | \$931.00 | \$0.00 | \$931.00 | 0% |
| 01-4110-40 Dues & Subscriptions | \$820.00 | \$0.00 | \$820.00 | 0% |
| 01-4110-45 Insurance & Bonds | \$2,750.00 | \$3,001.07 | (\$251.07) | 109% |
| 01-4110-97 Board Contingency | \$34,229.38 | \$0.00 | \$34,229.38 | 0% |
| | \$51,941.00 | \$3,226.04 | \$48,714.96 | 6% |

| Administration: | | | | |
|--------------------------------------|--------------|--------------|--------------|-------|
| Disp Acct | Budget | YTD | Variance | Prcnt |
| 01-4120-00 Salaries-Regular | \$194,100.00 | \$137,669.59 | \$56,430.41 | 71% |
| 01-4120-02 Salaries-Part Time | \$25,000.00 | \$22,396.66 | \$2,603.34 | 90% |
| 01-4120-07 401K Expense | \$9,750.00 | \$10,535.61 | (\$785.61) | 108% |
| 01-4120-09 FICA Expense | \$16,800.00 | \$11,312.74 | \$5,487.26 | 67% |
| 01-4120-10 Retirement Expense | \$14,550.00 | \$8,009.00 | \$6,541.00 | 55% |
| 01-4120-11 Group Insurance | \$42,000.00 | \$19,524.19 | \$22,475.81 | 46% |
| 01-4120-13 Unemployment Expense | \$0.00 | \$3,539.78 | (\$3,539.78) | 100% |
| 01-4120-18 Professional Services | \$15,400.00 | \$4,305.00 | \$11,095.00 | 28% |
| 01-4120-22 Banquet Expense | \$1,500.00 | \$1,365.00 | \$135.00 | 91% |
| 01-4120-26 Office Expense | \$10,000.00 | \$4,711.79 | \$5,288.21 | 47% |
| 01-4120-29 Supplies & Equipment | \$200.00 | \$132.97 | \$67.03 | 66% |
| 01-4120-31 Training & Schools | \$7,000.00 | \$6,284.60 | \$715.40 | 90% |
| 01-4120-32 Telephone/Communications | \$3,000.00 | \$2,484.08 | \$515.92 | 83% |
| 01-4120-33 Utilites | \$6,000.00 | \$2,609.12 | \$3,390.88 | 43% |
| 01-4120-34 Printing | \$2,500.00 | \$2,826.62 | (\$326.62) | 113% |
| 01-4120-35 Maint/Repair Equipment | \$500.00 | \$358.64 | \$141.36 | 72% |
| 01-4120-37 Advertising | \$2,500.00 | \$1,840.51 | \$659.49 | 74% |
| 01-4120-40 Dues & Subscriptions | \$13,000.00 | \$11,808.33 | \$1,191.67 | 91% |
| 01-4120-45 Insurance & Bonds | \$8,500.00 | \$4,215.11 | \$4,284.89 | 50% |
| 01-4120-49 Visionary Projects | \$0.16 | \$0.00 | \$0.16 | 0% |
| 01-4120-50 Community Projects | \$4,500.00 | \$2,949.48 | \$1,550.52 | 66% |
| 01-4120-52 Cap Outlay-Computer | \$750.00 | \$0.00 | \$750.00 | 0% |
| 01-4120-57 C.O. Land Purchase | \$1,233.00 | \$1,232.11 | \$0.89 | 99.93 |
| 01-4120-60 Contracted Services | \$31,145.00 | \$30,136.96 | \$1,008.04 | 97% |
| 01-4120-62 Christmas Lights | \$9,083.00 | \$9,082.10 | \$0.90 | 99.99 |
| 01-4120-71 Debt Services - Principal | \$50,000.00 | \$0.00 | \$50,000.00 | 0% |
| 01-4120-72 Debt Services - Interest | \$8,400.00 | \$4,671.37 | \$3,728.63 | 56% |
| | \$477,411.16 | \$304,001.36 | \$173,409.80 | 64% |

| Maintenance: | | | | |
|---|--------------|--------------|--------------|-------|
| Disp Acct | Budget | YTD | Variance | Prcnt |
| 01-4190-00 Salaries - Regular | \$99,000.00 | \$76,760.82 | \$22,239.18 | 78% |
| 01-4190-02 Salaries - Part-Time | \$29,000.00 | \$19,419.24 | \$9,580.76 | 67% |
| 01-4190-07 401K Expense | \$4,950.00 | \$6,443.63 | (\$1,493.63) | 130% |
| 01-4190-09 FICA Expense | \$8,660.00 | \$7,498.78 | \$1,161.22 | 87% |
| 01-4190-10 Retirement Expense | \$7,455.00 | \$5,196.37 | \$2,258.63 | 70% |
| 01-4190-11 Group Insurance | \$22,000.00 | \$17,215.05 | \$4,784.95 | 78% |
| 01-4190-20 Motor Fuel | \$5,500.00 | \$4,355.37 | \$1,144.63 | 79% |
| 01-4190-21 Uniforms | \$1,500.00 | \$703.08 | \$796.92 | 47% |
| 01-4190-24 Maint & Repairs Buildings & Ground | \$5,500.00 | \$824.41 | \$4,675.59 | 15% |
| 01-4190-25 Maint & Repairs Trucks | \$2,500.00 | \$2,160.34 | \$339.66 | 86% |
| 01-4190-26 Office Expense | \$100.00 | \$0.00 | \$100.00 | 0% |
| 01-4190-29 Supplies & Equipment | \$7,000.00 | \$4,824.26 | \$2,175.74 | 69% |
| 01-4190-31 Training & Schools | \$500.00 | \$5.00 | \$495.00 | 1% |
| 01-4190-32 Telephone/Communications | \$1,000.00 | \$630.21 | \$369.79 | 63% |
| 01-4190-33 Utilities | \$3,000.00 | \$1,905.77 | \$1,094.23 | 64% |
| 01-4190-34 Printing | \$350.00 | \$4.64 | \$345.36 | 1% |
| 01-4190-35 Maint & Repairs Equip | \$9,000.00 | \$7,505.57 | \$1,494.43 | 83% |
| 01-4190-45 Insurance & Bonds | \$9,000.00 | \$8,369.86 | \$630.14 | 93% |
| 01-4190-51 Tools & Light Equipment | \$2,500.00 | \$2,184.87 | \$315.13 | 87% |
| 01-4190-53 C.O.Veteran Memorial | \$6,146.00 | \$0.00 | \$6,146.00 | 0% |
| 01-4190-55 C.O. Equipment | \$16,847.00 | \$11,511.00 | \$5,336.00 | 68% |
| 01-4190-60 Contracted Services | \$19,417.00 | \$18,821.07 | \$595.93 | 97% |
| 01-4190-97 Maintenance Contingency Fund | \$17,500.00 | \$0.00 | \$17,500.00 | 0% |
| | \$278,425.00 | \$196,339.34 | \$82,085.66 | 71% |

| Parks & Rec: | | | | |
|--|-------------|-------------|-------------|-------|
| Disp Acct | Budget | YTD | Variance | Prcnt |
| 01-6130-24 Maint/Repair Bldg & Grounds | \$12,000.00 | \$7,725.31 | \$4,274.69 | 64% |
| 01-6130-29 Supplies & Equipment | \$6,000.00 | \$3,436.18 | \$2,563.82 | 57% |
| 01-6130-33 Utilities | \$18,000.00 | \$9,113.75 | \$8,886.25 | 51% |
| 01-6130-60 Contracted Services | \$3,000.00 | \$2,742.31 | \$257.69 | 91% |
| | \$39,000.00 | \$23,017.55 | \$15,982.45 | 59% |

| Environmental Protection: | | | | |
|--------------------------------------|--------------|--------------|-------------|-------|
| Disp Acct | Budget | YTD | Variance | Prcnt |
| 01-4710-33 Utilities (Street Lights) | \$36,000.00 | \$24,645.70 | \$11,354.30 | 68% |
| 01-4710-64 Recycling | \$28,000.00 | \$23,086.00 | \$4,914.00 | 82% |
| 01-4710-65 Garbage Services | \$114,000.00 | \$75,597.68 | \$38,402.32 | 66% |
| | \$178,000.00 | \$123,329.38 | \$54,670.62 | 69% |

| Police Department: | | | | |
|-------------------------------------|--------------|--------------|--------------|-------|
| Disp Acct | Budget | YTD | Variance | Prcnt |
| 01-4310-00 Salaries-Regular | \$334,000.00 | \$257,037.61 | \$76,962.39 | 77% |
| 01-4310-02 Salaries-Part Time | \$27,500.00 | \$23,241.00 | \$4,259.00 | 85% |
| 01-4310-07 401K Expense | \$16,700.00 | \$19,284.33 | (\$2,584.33) | 115% |
| 01-4310-09 FICA Expense | \$27,311.00 | \$21,383.04 | \$5,927.96 | 78% |
| 01-4310-10 Retirement Expense | \$26,000.00 | \$17,003.45 | \$8,996.55 | 65% |
| 01-4310-11 Group Insurance | \$67,005.00 | \$47,596.16 | \$19,408.84 | 71% |
| 01-4310-20 Motor Fuel | \$18,000.00 | \$11,191.54 | \$6,808.46 | 62% |
| 01-4310-21 Uniforms | \$3,000.00 | \$1,174.89 | \$1,825.11 | 39% |
| 01-4310-25 Maint & Repair-Autos | \$6,000.00 | \$3,588.43 | \$2,411.57 | 60% |
| 01-4310-26 Office Expense | \$1,500.00 | \$602.84 | \$897.16 | 40% |
| 01-4310-29 Supplies & Equipment | \$8,050.00 | \$2,642.03 | \$5,407.97 | 33% |
| 01-4310-31 Training & Schools | \$3,000.00 | \$710.13 | \$2,289.87 | 24% |
| 01-4310-32 Telephone/Communications | \$8,000.00 | \$4,496.67 | \$3,503.33 | 56% |
| 01-4310-33 Utilites | \$3,000.00 | \$928.03 | \$2,071.97 | 31% |
| 01-4310-34 Printing | \$3,000.00 | \$636.99 | \$2,363.01 | 21% |
| 01-4310-35 Maint & Repair-Equipment | \$2,000.00 | \$1,665.71 | \$334.29 | 83% |
| 01-4310-40 Dues & Subscriptions | \$1,850.00 | \$1,375.25 | \$474.75 | 74% |
| 01-4310-45 Insurance & Bonds | \$19,500.00 | \$17,795.28 | \$1,704.72 | 91% |
| 01-4310-54 C.O. Motor vehicle fund | \$45,678.00 | \$41,503.43 | \$4,174.57 | 91% |
| 01-4310-55 C.O. Equipment | \$11,900.00 | \$9,847.98 | \$2,052.02 | 83% |
| 01-4310-60 Contracted Services | \$24,000.00 | \$19,767.99 | \$4,232.01 | 82% |
| | \$656,994.00 | \$503,472.78 | \$153,521.22 | 77% |

| Fire Department: | | | | |
|--------------------------------------|--------------|--------------|---------------|-------|
| Disp Acct | Budget | YTD | Variance | Prcnt |
| 01-4340-00 Salaries - Regular | \$103,292.00 | \$79,785.21 | \$23,506.79 | 77% |
| 01-4340-02 Salaries - Part-Time | \$160,000.00 | \$110,490.84 | \$49,509.16 | 69% |
| 01-4340-07 401K Expense | \$5,176.00 | \$6,256.49 | (\$1,080.49) | 121% |
| 01-4340-09 FICA Expense | \$24,200.00 | \$14,944.86 | \$9,255.14 | 62% |
| 01-4340-10 Retirement Expense | \$7,765.00 | \$5,299.80 | \$2,465.20 | 68% |
| 01-4340-11 Group Insurance | \$23,500.00 | \$18,272.93 | \$5,227.07 | 78% |
| 01-4340-17 Firemen's Pension Fund | \$2,620.00 | \$0.00 | \$2,620.00 | 0% |
| 01-4340-20 Motor Fuel | \$4,000.00 | \$3,004.35 | \$995.65 | 75% |
| 01-4340-21 Uniforms | \$3,000.00 | \$1,411.22 | \$1,588.78 | 47% |
| 01-4340-25 Maint & Repairs-Trucks | \$12,000.00 | \$6,979.83 | \$5,020.17 | 58% |
| 01-4340-26 Office Expense | \$500.00 | \$164.17 | \$335.83 | 33% |
| 01-4340-29 Supplies & Equipment | \$20,000.00 | \$5,886.02 | \$14,113.98 | 29% |
| 01-4340-31 Training & Schools | \$2,000.00 | \$314.53 | \$1,685.47 | 16% |
| 01-4340-32 Telephone/Communications | \$3,000.00 | \$2,709.97 | \$290.03 | 90% |
| 01-4340-33 Utilities | \$4,900.00 | \$3,458.37 | \$1,441.63 | 71% |
| 01-4340-34 Printing | \$700.00 | \$357.88 | \$342.12 | 51% |
| 01-4340-35 Maint. & Repairs-Equipmen | \$3,000.00 | \$524.78 | \$2,475.22 | 17% |
| 01-4340-40 Dues & Subscriptions | \$2,900.00 | \$2,037.07 | \$862.93 | 70% |
| 01-4340-45 Insurance & Bonds | \$14,000.00 | \$28,541.96 | (\$14,541.96) | 204% |
| 01-4340-55 C.O. Equipment | \$17,116.00 | \$8,111.60 | \$9,004.40 | 47% |
| 01-4340-60 Contracted Services | \$15,778.00 | \$13,080.03 | \$2,697.97 | 83% |
| 01-4340-72 Debt Services - Interest | \$2,159.00 | \$2,158.67 | \$0.33 | 100% |
| | \$431,606.00 | \$313,790.58 | \$117,815.42 | 73% |

| Interest on Investments by Month | | | | | | | | | | | | | |
|----------------------------------|---------------|--------------|---------------|---------------|----------------|----------------|----------------|----------------|----------------|----------|----------|----------|----------------|
| For FY 2018-2019 | | | | | | | | | | | | | |
| Acct# | Jul 18 | Aug 18 | Sep 18 | Oct 18 | Nov 18 | Dec 18 | Jan 19 | Feb 19 | Mar 19 | Apr 19 | May 19 | Jun 19 | YTD |
| Certificates of Deposits: | | | | | | | | | | | | | |
| 237779 | | | | | 432.13 | 418.18 | 432.13 | 432.13 | 390.28 | | | | |
| 237809 | | | | | 368.01 | 356.13 | 368 | 368.01 | 332.37 | | | | |
| 77151 | | | | | 24.97 | 24.16 | 24.96 | 355.02 | 331.99 | | | | |
| 50261 | | | | | 264.12 | 287.36 | 296.94 | 296.94 | 268.19 | | | | |
| 51519 | 22.98 | 23.74 | 23.74 | 22.97 | 23.74 | 133.03 | 212.42 | 212.42 | 191.85 | | | | |
| | 22.98 | 23.74 | 23.74 | 22.97 | 1112.97 | 1218.86 | 1334.45 | 1664.52 | 1514.68 | 0 | 0 | 0 | 6938.91 |
| Money Market Accounts: | | | | | | | | | | | | | |
| 19011 | 95.38 | 244.17 | 112.76 | 137.07 | 135.21 | 87 | 60.37 | 33.24 | | | | | |
| 7545 | 6.37 | 7.22 | 5.74 | 6.74 | | 6.07 | 6.49 | 5.86 | | | | | |
| 3011186 | 7.68 | 8.71 | 6.92 | 7.94 | 8.2 | 7.43 | 7.94 | 7.18 | | | | | |
| | 109.43 | 260.1 | 125.42 | 151.75 | 143.41 | 100.5 | 74.8 | 46.28 | 0 | 0 | 0 | 0 | 1011.69 |

Interest on Investment Account 01-3831-89 reflects interest from Certificates of Deposit Accounts only. Interest on Money Market Accounts remains in Money Market Accounts.

Total YTD: 7950.60

Town of Granite Quarry
Interim Town Manager's Report
April 2019



Town Goals

I've attached the list of town goals with any updates since the original draft. Please let me know if you want more information on anything, or if we need to discuss steering any of the items in different directions.

We will of course update you on items along the way, especially as individual work plans on some of the more major items get developed. But if the Board agrees, we'll simply bring this "master list" back to the Board each quarter (June, September, and December) to make sure we are indeed staying on schedule with everything.

Board Agenda Packets

This month a lot of things came down to the wire, but we are working on refining the Board Agenda packets so they will be easier to follow, easier to record & search through in the future, and more organized by general municipal standards. We hope to touch base with each of you before next month's agenda to go over it with you and get your feedback.

Powell Bill

Our auditor has not given us the final, definitive confirmation yet, but since the Board needs to know what funding we have available from where for sidewalk & streets discussion tonight:

He has advised that we will likely need to amend our powell aid report from the way we were advised by the state that we could fund our last major paving project. The amount that we know "for sure" right now that we would have available in Powell Bill funds for any current project discussions is \$42,087.

Town Groups

- Community Appearance Commission. We are still working to get the CAC back meeting again, with first priority of discussing code enforcement goals & what part that existing group / resource can contribute to that effort. We're working on some organizational issues of it and other groups that we hope to be ready for addressing by May.
- Parks, Events, and Recreation Committee. PERC has started a work plan for accomplishing the town goal of a master park plan. They will begin the process April 15th with a walk-through & discussion at the Civic Park.

- Revitalization Team. The Team began work on planning more details for the Town Square project. They will also be sending a representative to the upcoming Downtown Associate Community (DAC) information session, which will give information about & make us eligible to apply for potential resources and funding.

Village at Granite

Please see Planning Dept report for more detailed info. In short this past month: the first phase of stormwater improvements began within the DOT oversight-portion of the project. The contractor on the project is keeping our engineer better informed on the installation of improvements, so our engineer has often been able to be on site to inspect that same day.

State Employees Credit Union (SECU)

I haven't heard back from SECU this past week, but the week before, he confirmed that bids had come in March 15th and the construction team would be meeting soon to discuss the bids and a timetable. He assured me he'd keep us in the loop so we can keep the Board and Chamber in the loops as well.

Industrial

Please see Planning Dept report for more detailed info. In short this past month: we made some progress with getting our town engineer talking directly with the developer's engineer to work out questions on the road segment the developer has proposed for town acceptance. Once we have a final determination from our engineer, we'll either update the Board or bring it before the Board for consideration accordingly.

| Department | GOAL | PRIMARY | TARGET DATE | CORRESPONDING BOA MTG | NOTES | Priority |
|----------------|---|----------------------|----------------|-----------------------|---|----------|
| Administration | Two Monitors for Board Room | | 6/30/19 | N/A | Mayor requested 70" instead of the 65" previously spec'd; also recommended handling this FY18-19 instead of having to add it to FY19-20 budget. Also, check to see if laptop upgrade is needed. | High |
| | Develop specifications of all equipment needed | Chief Hord | 4/15/19 | | | |
| | Purchase equipment and install | Chief Hord | 5/15/19 | | | |
| Administration | Recodification of Ordinances | Tanya | 6/30/20 | | The timeline would be 12-15 months and the cost would be \$11,950 for FY 19-20 and \$1,195 annually thereafter. | High |
| | <i>Pull together all ordinance updates since last codification</i> | Tanya | 4/26/19 | | | |
| | Present Recodification Firms recommendation to BOA for feedback | Tanya | | Budget workshop? | About the recommended firm, and for budgeting guidance | |
| | If BOA consensus, work into budget | Larry | 5/1/19 | | | |
| | <i>Review most current updated Code of Ordinances</i> | | 6/28/19 | | <i>If any public hearings for ordinance amendments are required, run notices (and/or amend BOA meeting date & project timeline) if needed.</i> | |
| | <i>Present review, any questions, recommended amendments to BOA</i> | | | 7/8/19 | | |
| | If approved in FY19-20 budget, complete project by 6/30/20 | Tanya | * | * | * Sign contract with approved firm; update timeline steps on this worksheet to coincide with required steps & BOA meetings to accomplish goal by no later than 6/30/20. | |
| Administration | Town Hall Informational Sign | Shelly | 9/27/19 | | | High |
| | Develop specifications and ultimate "staff recommendation" for sign | Shelly | 3/15/19 | | | |
| | Present recommendation to BOA for feedback | Shelly | | 4/1/19 | Feedback about the design and about budgeting (this year v FY19-20) | |
| | If BOA consensus FY18-19, complete by 6/28/19 | Shelly | | | Proceed with approved vendor and scope of project | |
| | If approved in FY19-20 budget, complete project by 9/27/19 | Shelly | * | | Confirm current bids' validity, re-bid if necessary. Otherwise proceed with approved vendor and scope of project. | |
| Administration | Town Hall Renovation | Larry | | | Board of Aldermen discussed proceeding with option 1, limited scope (only 1st floor of existing building). | High |
| | Develop financial and timeline overviews for Option 1 | Larry | 4/12/19 | | | |
| | Present recommendation to BOA for feedback | Larry | | Budget workshop? | | |
| | If approved for FY19-20, lay out and begin formal process | | | | If approved, begin formalizing processes and timelines with Local Government Commission, Architect, and chosen financing option | |
| Administration | Sidewalks Downtown 52 w. No State \$ | Mayor Feather | | | Figuring best steps and a timetable involving staff or operations still currently in process. | Low |
| | | | | | <i>Retreat discussion included possibly tying into town square project discussion.</i> | |
| Maintenance | Sidewalk Repair | Chief Hord | | | | High |
| | Meet with Aldermen Linker and Cress to go over their notes | Chief Hord | 3/22/19 | | | |
| | Chief Hord then establishes and implements priorities | Chief Hord | 4/1/19 | | * Following this, Chief Hord will work smaller projects into normal operation budgets. Larger, capital projects will still be budgeted for and brought before the Board for final prioritization as always. | |

| Department | GOAL | PRIMARY | TARGET DATE | CORRESPONDING BOA MTG | NOTES | Priority |
|----------------------|--|----------------------|-------------|-----------------------|--|----------|
| Economic Development | State Utility Fund grant: utilities extension at industrial park | | | | | High |
| | Town letter of intent to cover local match portion of grant | Mayor Feather | | 4/1/19 | | |
| | Follow up with County and Easter Creek about sharing cost of local match | Mayor Feather, Larry | 3/15/19 | | Local match for which GQ is responsible: \$69,450. Easter Creek declined; County is considering covering half. If so: GQ = \$34,725, Rowan = \$34,725. | |
| | Submit grant application packet | Rowan EDC | 4/5/19 | | We'll have 2 years from the grant's execution to complete the project | |
| | Approach Town of Faith about sewer tap fees | Mayor Feather, Larry | 5/31/19 | | | |
| | Approach Salisbury-Rowan Utilities about water tap fees | Mayor Feather, Larry | 5/31/19 | | | |
| | | | | | | |
| Maintenance | F350 | Chief Hord | | Budget workshop? | Submitting for FY19-20 proposed budget consideration | High |
| Maintenance | F350 Snow Plow | Chief Hord | N/A | N/A | COMPLETED: Removed from FY19-20 budget request | Low |
| Maintenance | Dump Trailer | Chief Hord | | Budget workshop? | Will present request to the Board this fiscal year if funds allow; otherwise submitting for FY19-20 proposed budget consideration | Med. |
| Parks & Rec | Lake Park Steps | Chief Hord | 4/30/19 | | 6'-8' concrete steps with handrail | High |
| Parks & Rec | Tennis Courts² | Chief Hord | | | <i>From retreat: 'Board would prefer to wait and have courts completely redone in a few years'</i> | Low |
| | Work into a future budget and/or long-range master plan | | | | Will address with PERC recommendation | |
| Planning | Code Enforcement | Larry | | | | High |
| | Audit and ensure code compliance at Town Hall | Steve | 4/19/19 | | Staff will then evaluate remedies/costs needed to remediate | |
| | Engage Community Appearance Commission to help assess code enforcement needs, strategies, and begin proactive appearance efforts | Larry | 4/30/19 | | CACs are statutorily created for the very purpose of conducting studies 'of visual problems and needs of the municipality' | |
| | Evaluate and optimize existing processes with current staff | | 4/30/19 | | | |
| | Consult other existing resources to determine their potential roles | | | | Revitalization Comm (esp downtown strategies) PERCS Comm (esp parks and grounds), etc | |
| | Present additional options and recommendations to BOA by 3/31/19. | Larry | 3/31/19 | budget workshop? | | |
| Planning | Comprehensive Land Use Plan | Steve | | 7/8/19 | | Med. |
| | Draft plan substantially complete | Steve | 5/_/19 | | Steve will provide BOA with a draft too so that Aldermen can start reviewing it; then give BOA a presentation of it 6/3/19 | |
| | Public input & workshops, Planning Board hearings, draft revisions | Steve | * | | * through June 2019 | |
| | Present final product to BOA for public hearing | Steve | 7/1/19 | 7/8/19 | | |

| Department | GOAL | PRIMARY | TARGET DATE | CORRESPONDING BOA MTG | NOTES | Priority |
|----------------|---|----------------|-------------|-----------------------|--|----------|
| Fire | Truck Refurb | Chief Hord | | Budget workshop? | Chief Hord is working up more details from Retreat feedback | Med. |
| Police | Patrol Vehicle Replacement | Chief Cook | | Budget workshop? | From retreat: 'Board wants vehicle to have common design' | High |
| Police | Patrol Staffing Increase: Two Full Time Patrol Officers | Chief Cook | | | | Med. |
| | Explore grant avenues to potentially offset costs | Chief Cook | | | | |
| | Discuss with Police Authority | | | | TBD - tentatively planning to meet end of March / first of April | |
| Revitalization | Town Square Project | Revitalization | | Budget workshop? | Board of Aldermen discussed completing at the same time as sidewalks with discretionary funds. | High |
| | Address a timetable and steps with Revitalization Team | Larry | 3/26/19 | | | |

ITEMS DISCUSSED AND/OR DIRECTED DURING RETREAT, JUST NOT PRIORITIZED AT END OF DAY EXERCISE

| | | | | | | |
|----------------|--|-----------|---------|-----------------|---|--|
| Administration | Recycling / Solid Waste Contracts | Larry | | | | |
| | Review contracts; re-bid recycling, + solid waste if applicable timing | | | 5/6/19 | Waste Mgmt 5-year contract, expires 6/30/2021 | |
| Parks & Rec | Budget more for events if possible ² | PERC Comm | | Budget workshop | "Last year, not enough money in budget for events" | |
| | Double check what is needed / being requested for budget | Shelly | 3/18/19 | | | |
| Parks & Rec | Create 5-year Plan / Master Plan ² | PERC Comm | 2/3/20 | | Develop overall park needs for prioritization, potential grants | |
| | Provide staff support, professional expertise & info | Shelly | | | "2/3/20" target date will assist FY20-21 goal and budget planning | |
| Administration | Town Properties Overview - "Well House" | Larry | | | | |
| | Research alleged deed restriction for guidance | Larry | | 4/15/19 | "May have been secured through eminent domain, with some restriction of taking that given amount off the offered price if put up for sale". | |
| | Contact heir about interest / placing offer | Larry | | | Contact heir about interest in submitting offer. If not interested, submit recommended method of sale to BOA. | |
| | Town Properties Overview - 2400 Faith Rd | Larry | | 3/4/19 | COMPLETED: "Revisit motion at March Board meeting" | |
| | Town Properties Overview - "Byrd Property" | | | | | |
| | Cleanup: can begin after 4/1, complete by no later than 5/31 | Jason | 5/31/19 | | | |
| | Conduct new survey of property | Larry | 5/31/19 | | will also wait until > 4/1 to commission survey | |
| | Approve plaque recognizing The Byrd Family donation of the property | Larry | | 5/6/19 | Agreement states before September 2019. Board discussion varied about amount, composition, and location. Staff will submit proposal by May BOA meeting. Complete in time for FY18-19 invoicing. | |
| Erect plaque | Jason | 6/14/19 | | | | |



March 13, 2019

Mayor William (Bill) Feather
Town of Granite Quarry
P.O. Box 351
Granite Quarry, N.C. 28072

Dear Mayor Feather,

Communication regarding the Matching Funds for the sewer project is as follows:


Received the attached email from Alderman John T. Linker stating he is in agreement with the request.

Received the attached email from Alderman Kim Cress stating he is not happy with this but has no choice but to approve.

Spoke with Alderman Jim Costantino on 3/12/19 @ approximately 9:15 A.M. and he indicated he is in agreement with the request

Spoke with Alderman Jim LaFevers on 3/12/19 @ approximately 3:30 P.M. and he indicated he is in agreement with the request.

I Tanya Maria Word certify that the aforementioned information is true to the best of my knowledge.


Tanya Maria Word, CMC, Town Clerk

3/13/19
Date

Attachments (2)

Clerk

From: John Linker
Sent: Friday, March 8, 2019 6:30 PM
To: Clerk
Subject: Re: Matching Funds for Sewer Project

I agree with the request

From: Clerk
Sent: Friday, March 8, 2019 10:52:48 AM
To: John Linker
Cc: Town Manager
Subject: Matching Funds for Sewer Project

Good Morning,

Attached is a letter from the Mayor to Mark Poole at North Carolina Department of Commerce. The Mayor needs a consensus of the Board for him to sign the letter.

NOTE: The Board has already approved this, but the letter now has a dollar amount.

Please let me know your decision.

Thank you and have a good weekend!



Tanya Maria Word, CMC | Town Clerk/HR Director

Town of Granite Quarry | 143 N. Salisbury Avenue GQ | PO Box 351 | Granite Quarry, NC 28072

Office: (704) 279-5596 | Fax: (704) 279-6648

clerk@granitequarrync.gov | www.granitequarrync.gov

From: scanner@granitequarrync.gov <scanner@granitequarrync.gov>
Sent: Friday, March 8, 2019 10:57 AM
To: Clerk <clerk@granitequarrync.gov>
Subject: Message from 28C-6

Clerk

From: Kim Cress
Sent: Tuesday, March 12, 2019 9:19 AM
To: Clerk
Subject: Sewer line

Well I guess I have no choice but to approve this ! This was negotiated before I was on the board by previous board members and we knew it was coming! Why was it not discussed at retreat and put in the budget last year ! Not happy with this! But as I see it I have to approve this expense! This Chamandy / industrial park has been a mess from the start and now this board has to handle the cost ????? I have no choice but to approve 😞
Sent from my iPad

Draft Project Schedule (to be revised)

PHASE I: NEEDS ASSESSMENT / INFORMATION GATHERING

- April 8th:** Selected firm begins working with the Town to understand the work environment, the *Town Manager* position and the current / upcoming challenges.
- April 9th:** Selected firm begins drafting the position description and recruitment profile for publications and prospective candidates.
- April 15th:** Selected firm submits the draft of the full recruitment profile to the Town for its review. Comments will be due back by April 17th.

PHASE II: RECRUITING

- April 19th:** Selected firm begins networking, distributes and posts the full recruitment profile on its website, and submits it to the appropriate publications. MS begins pre-screening the candidates.
- May 10th:** Closing date for submission of applications. Selected firm reports the results of the recruitment.
- May 17th:** Forwards the preliminary candidate report and materials to the Town including the candidates' resumes, cover letter and recommended 10-12 First-round candidates.

PHASE III: SCREENING, REFERENCE CHECKS AND CREDENTIAL VERIFICATION

- May 17th:** Selected firm begins pre-screening all First-round candidates using Internet / newspaper archives and candidate writing sample.
- May 31st:** Selected firm submits pre-screening report & reviews the First-round candidate's qualifications with the Town. 6-8 Semi-finalists are selected for background checks.
- June 3rd:** Comprehensive background checks begin.
- June 21st:** Selected firm forwards complete pre-screening background checks and candidate profiles to the Town for its review and discussion w/ Consultant.
- June 25th:** Town selects / confirms finalists.

PHASE IV: INTERVIEW PROCESS COORDINATION AND SELECTION

- July 10th:** Town holds reception for finalists.
- July 15^h – 16th** Finalist Interviews with a panel that consists of Mayor, Town Board, HR Director and any other personnel the Town deems appropriate. Town Board selects its new *Town Manager*.

PHASE V: TRANSITION ASSISTANCE & WARRANTY

- Post-Selection:** Consultants will serve as a resource in the effective transition of the candidate into employment with the Town.

| Search Firm | Price |
|---|-----------------|
| CCOG | \$6000 |
| Slavin Management Consultants | \$15,065 |
| Developmental Associates, LLC | \$16,500 |
| Municipal Solutions | \$18,900 |
| The Novak Consulting Group | \$22,000 |
| Colin Baenziger & Associates | \$26,500 |

Draft Project Schedule (to be revised)

PHASE I: NEEDS ASSESSMENT / INFORMATION GATHERING

- May 3rd:** Selected firm begins working with the Town to understand the work environment, the *Town Manager* position and the current / upcoming challenges.
- May 6th:** Selected firm begins drafting the position description and recruitment profile for publications and prospective candidates.
- May 14th:** Selected firm submits the draft of the full recruitment profile to the Town for its review. Comments will be due back by May 16th.

PHASE II: RECRUITING

- May 20th:** Selected firm begins networking, distributes and posts the full recruitment profile on its website, and submits it to the appropriate publications. MS begins pre-screening the candidates.
- June 10th:** Closing date for submission of applications. Selected firm reports the results of the recruitment.
- June 17th:** Forwards the preliminary candidate report and materials to the Town including the candidates' resumes, cover letter and recommended 10-12 First-round candidates.

PHASE III: SCREENING, REFERENCE CHECKS AND CREDENTIAL VERIFICATION

- June 17th:** Selected firm begins pre-screening all First-round candidates using Internet / newspaper archives and candidate writing sample.
- July 8th:** Selected firm submits pre-screening report & reviews the First-round candidate's qualifications with the Town. 6-8 Semi-finalists are selected for background checks.
- July 12th:** Comprehensive background checks begin.
- July 30th:** Selected firm forwards complete pre-screening background checks and candidate profiles to the Town for its review and discussion w/ Consultant.
- August 5th:** Town selects / confirms finalists.

PHASE IV: INTERVIEW PROCESS COORDINATION AND SELECTION

- August 8th:** Town holds reception for finalists.
- August 12^h – 13th** Finalist Interviews with a panel that consists of Mayor, Town Board, HR Director and any other personnel the Town deems appropriate. Town Board selects its new *Town Manager*.

PHASE V: TRANSITION ASSISTANCE & WARRANTY

- Post-Selection:** Consultants will serve as a resource in the effective transition of the candidate into employment with the Town.

| Search Firm | Price |
|---|--------------|
| CCOG | \$6000 |
| Slavin Management Consultants | \$15,065 |
| Developmental Associates, LLC | \$16,500 |
| Municipal Solutions | \$18,900 |
| The Novak Consulting Group | \$22,000 |
| Colin Baenziger & Associates | \$26,500 |

Agenda Item Summary

Regular Monthly Meeting

April 1, 2019

Agenda Item 10A

Summary:

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.

Though funds were not set aside in the Admin budget this fiscal year specifically for this purpose, the Board could consider transferring money from its “Board contingency” line item to Administration “Maintenance & Repair Equipment” to move forward and accomplish this goal.

Attachment:

- A. Budget Amendment Request #10 is attached if the Board wishes to do so.

Action Requested:

1. ***Motion to approve moving forward with the board room’s media upgrade in an amount not to exceed \$2,500.***
2. ***Motion to approve Budget Amendment Request #10 in the amount not to exceed \$2,500.***

Board Room Media

Motion Made By:

- Jim Costantino
- Kim Cress
- Jim LaFevers
- John Linker

Second By:

- Jim Costantino
- Kim Cress
- Jim LaFevers
- John Linker

For:

- Jim Costantino
- Kim Cress
- Jim LaFevers
- John Linker

Against:

- Jim Costantino
- Kim Cress
- Jim LaFevers
- John Linker

In case of tie:

Mayor Bill Feather

For

Against



**FISCAL YEAR 2018-2019
BUDGET AMENDMENT REQUEST #10**

April 1, 2019

PURPOSE: 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.

TRANSFER FUNDS FROM:

| General Ledger Acct. # and Description | Amount |
|--|----------------|
| 01-4110-97 Board Contingency Fund | \$2,500 |
| TOTAL | \$2,500 |

ADD FUNDS TO:

| General Ledger Acct. # and Description | Amount |
|--|----------------|
| 01-4120-35 Administration Maint & Repair Equipment | \$2,500 |
| TOTAL | \$2,500 |

The above Budget Amendment was approved / denied by the Manager or Board on

_____.

William D. Feather, Mayor

Shelly Shockley, Finance Officer

Agenda Item Summary
 Regular Monthly Meeting
 April 1, 2019
 Agenda Item **10B**

Maintenance Dept – Dump Trailer

Summary:

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. If approved, staff will obtain several quotes to ensure due diligence. Cost is expected to be around \$8,500.

Funds were not set aside in the Maintenance budget this fiscal year specifically for this purpose. However, Maintenance has been able to save approximately \$5k left over in its Capital Outlay budget for Equipment this year. Also, there is \$17,500 remaining in Maintenance Contingency Fund from surplus property sales.

If the Board wishes to move forward with purchase of the dump trailer in this fiscal year, staff would simply need to move ~\$4k from its Maintenance Contingency line item to its “Capital Outlay - Equipment” line item to accomplish that goal.

Attachment:

- A. Budget Amendment Request #11 is attached if the Board wishes to do so.

Action Requested:

1. ***Motion to approve moving forward with the prioritized purchase of a dump trailer in an amount not to exceed \$9,000.***
2. ***Motion to approve Budget Amendment Request #11 in the amount not to exceed \$4,000.***

| | |
|------------------------|--------------------------|
| Motion Made By: | |
| Jim Costantino | <input type="checkbox"/> |
| Kim Cress | <input type="checkbox"/> |
| Jim LaFevers | <input type="checkbox"/> |
| John Linker | <input type="checkbox"/> |
| Second By: | |
| Jim Costantino | <input type="checkbox"/> |
| Kim Cress | <input type="checkbox"/> |
| Jim LaFevers | <input type="checkbox"/> |
| John Linker | <input type="checkbox"/> |
| For: | |
| Jim Costantino | <input type="checkbox"/> |
| Kim Cress | <input type="checkbox"/> |
| Jim LaFevers | <input type="checkbox"/> |
| John Linker | <input type="checkbox"/> |
| Against: | |
| Jim Costantino | <input type="checkbox"/> |
| Kim Cress | <input type="checkbox"/> |
| Jim LaFevers | <input type="checkbox"/> |
| John Linker | <input type="checkbox"/> |
| In case of tie: | |
| Mayor Bill Feather | |
| For | <input type="checkbox"/> |
| Against | <input type="checkbox"/> |



**FISCAL YEAR 2018-2019
BUDGET AMENDMENT REQUEST #11**

April 1, 2019

PURPOSE: 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.

TRANSFER FUNDS FROM:

| General Ledger Acct. # and Description | Amount |
|---|----------------|
| 01-4190-97 Maintenance Contingency Fund | \$4,000 |
| TOTAL | \$4,000 |

ADD FUNDS TO:

| General Ledger Acct. # and Description | Amount |
|--|----------------|
| 01-4190-55 Maintenance C.O. Equipment | \$4,000 |
| TOTAL | \$4,000 |

The above Budget Amendment was approved / denied by the Manager or Board on

_____.

William D. Feather, Mayor

Shelly Shockley, Finance Officer

Agenda Item Summary
 Regular Monthly Meeting
 April 1, 2019
 Agenda Item 10C

Summary:

At its February planning retreat, the Board discussed and prioritized upgrading the town hall’s information sign. This goal was assigned a “high priority” rating to accomplish.

Staff obtained proposals from three companies with experience in local electronic informational signs.

Golden Rule Signs presented two proposal options (attached). The option that best meets Board direction given thus far is “Proposal #2” in the amount of \$25,390.

Though funds were not set aside in the operations budget this fiscal year specifically for this purpose, the Board could consider transferring money from its “Board contingency” line item to Maintenance Dept “Maintenance & Repair Building and Grounds” to move forward and accomplish this goal.

Staff will have a video available at the meeting that explains the technical details of the proposed sign very well.

Attachment:

- A. Summary Proposal of Electronic Information Sign
- B. GRS Proposal 1 (20mm)
- C. **GRS Proposal 2 (16mm) - recommended**
- D. Budget Amendment Request #12 (proposed)

Action Requested:

1. **Motion to approve moving forward with the town hall informational sign upgrade in an amount not to exceed \$26,000.**
2. **Motion to approve Budget Amendment Request #12 in the amount not to exceed \$26,000.**

Town Hall Information Sign

| | |
|--------------------|--------------------------|
| Motion Made By: | |
| Jim Costantino | <input type="checkbox"/> |
| Kim Cress | <input type="checkbox"/> |
| Jim LaFavers | <input type="checkbox"/> |
| John Linker | <input type="checkbox"/> |
| Second By: | |
| Jim Costantino | <input type="checkbox"/> |
| Kim Cress | <input type="checkbox"/> |
| Jim LaFavers | <input type="checkbox"/> |
| John Linker | <input type="checkbox"/> |
| For: | |
| Jim Costantino | <input type="checkbox"/> |
| Kim Cress | <input type="checkbox"/> |
| Jim LaFavers | <input type="checkbox"/> |
| John Linker | <input type="checkbox"/> |
| Against: | |
| Jim Costantino | <input type="checkbox"/> |
| Kim Cress | <input type="checkbox"/> |
| Jim LaFavers | <input type="checkbox"/> |
| John Linker | <input type="checkbox"/> |
| In case of tie: | |
| Mayor Bill Feather | |
| For | <input type="checkbox"/> |
| Against | <input type="checkbox"/> |

Proposal of Electronic Information Sign

Presented by Shelly Shockley

After receiving estimates from 3 different vendors, it is the recommendation of Staff to present the following 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.

Overall Sign Dimensions: 5'0" x 7'4"

2' x 7'4" – Logo (Top Portion)

3'1" x 7'4" – Information Sign (Bottom Portion)

(Top and Bottom Dimensions can be changed at the Towns request prior to approval of estimate)

| | Pitch | Matrix | Dimensions | # of Lines | # of Letters | Total (before tax) |
|-------------|-------|----------|-------------|------------|--------------|--------------------|
| Proposal #1 | 20 mm | 48 x 112 | 3'1" x 7'4" | Up to 6 | 19 / line | \$21,930.00 |
| Proposal #2 | 16 mm | 60 x 140 | 3'1" x 7'4" | Up to 8 | 23 / line | \$25,390.00 |

- Includes Installation, Delivery, and Lifetime Warranty (3 yr. warranty on Ballast)
- Work can be completed within 4-10 weeks of approval.
- Internally lit and controlled by a day/night sensor.
- Digital Display controlled and programmed wirelessly from within the office. (Technical support and training available for the life of the sign.)

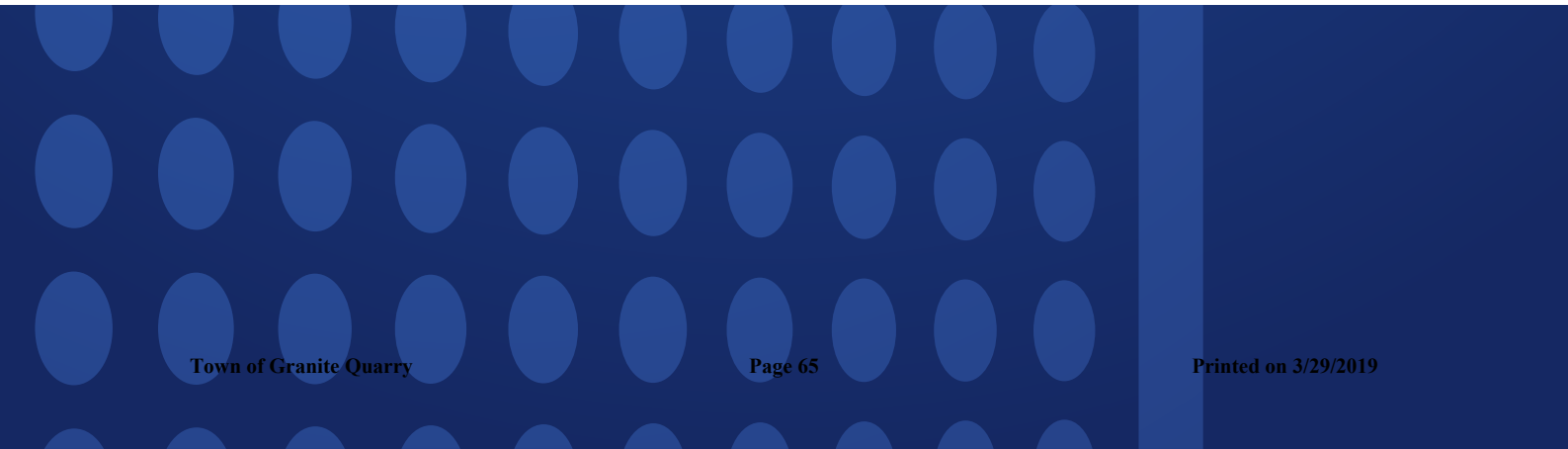




GOLDEN RULE SIGNS

Town of Granite Quarry

20mm 48x112 - Full Color



SIGN SPECIFICATIONS

COLOR:

Full Color / RGB text, pictures & video.

Pitch: 20mm / 0.8"

Matrix: 48x112

Dimensions: 3'-1" x 7'-4" (Tall x Wide)

Max # of Lines: 6

Max Letter Per Line: 19





Cabinet Size: 2'-0" x 7'-4" (Tall x Wide)

PRELIMINARY RETROFIT RENDERING

CONTINGENT UPON RECEIVING PICTURES AND MEASUREMENTS OF EXISTING SIGN

Cabinet PMS Color:
PANTONE 2945 C

Colors used:

| CMYK | PMS |
|---|------------|
|  | PMS White |
|  | PMS 2945 C |
|  | PMS 4725 C |
|  | PMS 3415 C |

7'-4"

2'-0"

3'-1"



SIGNATURE

DATE

Confirmed final dimensions are provided on production drawings at time of purchase. Depth of LED Signs may vary due to required mounting structure.

VERSION #: v7123

2420 Holloway Road
Louisville, KY 40299

TF 1-800-732-9886
Fax 1-502-416-0544

www.goldenrulesigns.com



Additional Design Options:





Consultant

Seth McNeal
 1-800-732-9886
 seth@goldenrulesigns.com

Quote #

12419

Date

03-07-2019

Client

Shelley Shockley
 Town of Granite Quarry
 143 N. Salisbury Ave
 Granite Quarry NC 28146

2420 Holloway Road
 Louisville, KY 40299

Great Signs. Great Service. Great Prices

L.E.D. Message Unit

| | | | |
|---------------------|-----------------------------|----------------|---------------------------------|
| Color | RGB - 2 Billion Colors | Electrical | Volts: 110 Amps: |
| Pitch | 20mm | Communication | Wireless Bridge |
| Matrix | 48 X 112 | Capabilities | Text, Pictures, Graphics, Video |
| Dimensions | 3'-1" x 7'-4" (Tall x Wide) | Brightness | Animations, Time & Temperature |
| Max # of Lines | 6 | Certifications | Yes |
| Max letter per line | 19 | | FCC, UL, & IP67 |
| Configuration | Double Face | | |

Fabrication

| | | | |
|---------------|-----------------------------|----------------|------|
| Sign Face | Polycarb-Makrolon | Topper | None |
| Cabinet Size | 2'-0" x 7'-4" (Tall x Wide) | Volts Required | 110 |
| Pedestal Size | Not required | Amps Required | |

Your sign cabinet will be internally lit and controlled by a day/night sensor. It contains translucent faces which display digitally printed lettering/art (name of organization/mascot etc.) which will be approved prior to manufacturing.

Additional Items

| | |
|---------------|-----------|
| Filler Panels | \$ 400.00 |
|---------------|-----------|

Installation, Delivery & Warranty

| | |
|--------------|--|
| Installation | Professional Installation Included - Retro Fit |
| Delivery | Included - LTL2.5 |
| Warranty | Lifetime Warranty |

| | |
|--------------|--------------|
| Total | \$ 21,928.27 |
| 50% Deposit: | \$ 10,964.14 |
| Balance: | \$ 10,964.14 |

To begin the purchase process please sign and fax to 502-416-0544 or scan and e-mail to your Project Consultant.

Signature: _____ Date: _____

*Applicable sales tax will be added to your invoice - exempt organizations must provide certificate. Manufacturing lead time is 4-10 weeks depending on scope of work - confirm with your Project Manager. Engineering, permit acquisition, permit fee and running electric are not included unless specifically stated in this quote.

Specifications for comparing 'Apples to Apples'

Using the information below any sign company should be able to provide an exact quote which would be comparable to the proposal enclosed in this packet of information. Feel free to copy/scan/fax or e-mail the information below to any of our competitors – none of the specifications below are proprietary to our design or would prohibit a competitor from quoting this project

L.E.D. Message Unit

| | | |
|-------------------|-----------------------------|--------------------------------------|
| Pitch/Resolution: | 20mm | |
| Matrix: | 48 x 112 | (number of rows x columns of pixels) |
| Dimensions: | 3'-1" x 7'-4" (Tall x Wide) | |
| Color Format: | RGB - 2 Billion Colors | (text, pictures & video) |
| Communications: | Wireless Bridge | |
| Configuration: | Double Face | |
| Warranty: | 5 Years Parts Replacement | |

Cabinet & Pedestal

Sign Face: Polycarb-Makrolon
Cabinet Size: 2'-0" x 7'-4" (Tall x Wide)
Pedestal Size: Not required

Install

Professional Installation Included - Retro Fit

Delivery

Included - LTL2.5

Additional Items

Lifetime - Sign cabinet/Structure excluding bulbs/Ballast (3 years on ballast)

Golden Rule Signs, Terms and Conditions of Sale v5117

1.0 Basis of Sale:

No variation to these Conditions shall be binding unless agreed in writing between authorized representatives of the Buyer & Seller. Additional, different or inconsistent terms or conditions proposed or received from Buyer, including without limitation, any additional, different or inconsistent terms or conditions in Buyer's request for proposals or order, are hereby rejected and shall not be a part of the parties' contract. Seller's commencement of any work or delivery of any goods does not constitute acceptance of or consent to any additional, different or inconsistent terms. Changes in orders must be requested by Buyer in writing. No changes in orders or these terms and conditions shall be binding on Seller unless specifically agreed in a writing signed by Seller. Seller is not liable or responsible for any delays caused by Buyer's changes in orders. Sales literature, price lists and other documents issued by Seller in relation to the Goods are subject to alteration by Seller without notice, do not constitute offers to sell the Goods which are capable of acceptance and do not constitute a part of this Contract unless the parties otherwise expressly agree in writing. Typographical, clerical or other accidental errors or omissions in any sales literature, quotation, price list, acceptance of o

2.0 Orders, Specifications & Permits:

All specifications of the order, products, and services provided by the Seller shall be listed on the signed Purchase Order Contract including items such as shipping, installation, permitting, training, custom artwork and design. Items not listed on the POC are not included in the specifications of the Goods. Seller does not run electricity – this is a client responsibility. Buyer is responsible for ensuring their signed POC lists all items and their correct prices prior to signing. No order which has been accepted by the Seller may be canceled by the Buyer except with the agreement in writing of the Seller and with the understanding that the Buyer shall indemnify the Seller in full against all loss (including loss of profit), costs (including the cost of all labor and materials used), damages, charges and expenses incurred by the Seller because of cancellation. Permits for erecting the sign are the sole responsibility of the Buyer unless included as a line item in the order. The Seller may, at its option assist in providing drawings, sketches/renderings, or technical information. Permits are paid for at face value by the Buyer unless a sale price has already been assigned to them. Any required core samples, engineered drawings or additional certifications requested by the Buyer or the Buyer's local government are the responsibility of the Buyer. Unless Seller is procuring permits as listed in the order agreement: If for any reason the local governing authorities (be it city or county zoning, permit, building inspections etc.) deny permit application, Buyer is conclusively responsible for all purchased equipment, services and products. If Seller is procuring permits and local governing authorities deny application; Buyer is only responsible for costs incurred. If Seller is to utilize an existing support structure when installing a sign, it is hereby known that Seller has no knowledge of the depth, size or integrity of the footer below grade or materials/methods used to construct the existing support structure. As such, Buyer agrees to hold Seller harmless and void of all liability as it relates to the existing support structure, including the footer.

3.0 Terms of Payment Payment to Seller is specified on the POC (Purchase Order Contract). In the event that Buyer is paying through installments, "due on or before" dates will be set forth on the POC. Any payments that are past due by 7 or more calendar days shall be assessed a \$50 late fee. In addition, any payments that are past due by more than 30 calendar days shall bear interest at a rate equal to the lesser of (a) one and one-half percent (1.5%) per month or (b) the maximum permitted by law. Noncompliance with payment terms or any other failure by Buyer to observe, perform and be in compliance with the terms and conditions of this Contract, will be a breach of contract by the Buyer. In that event, (a) Seller may exercise all rights and remedies available to it at law or in equity, and title to the Goods shall revert to the Seller, and (b) the Buyer waives all rights to the Goods and services that were to be provided as well as moneta

4.0 Delivery:

Title to all Goods and risk of loss passes to Buyer and Seller's liability ceases upon making delivery of the Goods to the Buyer. The date of delivery of the Goods may vary due to the nature of manufacturing custom signage. Estimated delivery/installation dates are estimations. Seller shall be held harmless if the estimated delivery/installation date is exceeded. Buyer is responsible for any increased installation costs due to delays caused by Buyer (lack of access to site or personnel during planned visit, delivery or installation, undisclosed underground lines or unprepared site provisions). Buyer is solely responsible for any damage during shipping if Goods are being shipped directly to the Buyer and the damage is discovered after signing for and receiving the Goods. Buyer's are advised to examine crate and Goods before accepting. This does not apply to projects where a GRS contracted installer is receiving Goods

5.0 Assignment of Manufacturer's Warranties:

Seller hereby assigns to Buyer, to the extent assignable, all manufacturer's warranties and service agreements with respect to the Goods, if any, for the purpose of making appropriate claims against the manufacturer, provided that the Seller shall retain at all times the right to be protected by these warranties, agreements and indemnities.

6.0 Legal:

Buyer represents and warrants that it is duly authorized to enter into this Contract and that this Contract constitutes its legal, valid and binding obligation, enforceable in accordance with its terms. It is the responsibility of the Buyer to ensure that this purchase and signing of this contract is compliant with the Buyers protocol and procedures. This contract shall be governed by the laws of the Commonwealth of Kentucky, without regard to its conflict of laws principles. The parties hereby irrevocably submit to the exclusive jurisdiction of the Federal and State courts located in Jefferson County, Kentucky regarding the interpretation and enforcement of this Contract and the transactions contemplated hereby and hereby waive and agree not to assert as a defense that it is not subject thereto or that any such action may not be brought or maintained in such courts or that such venue may not be appropriate or convenient. This Contract constitutes the entire agreement of the parties with respect to the subject matter hereof and supersedes all other agreements, previous contracts for this signage, understandings, representations and warranties both oral and written with respect to such subject matter. In the event that GRS hires an attorney to represent it in any dispute in any way related to this Contract, Buyer expressly agrees to pay all legal fees and costs incurred by such attorney in such a matter.

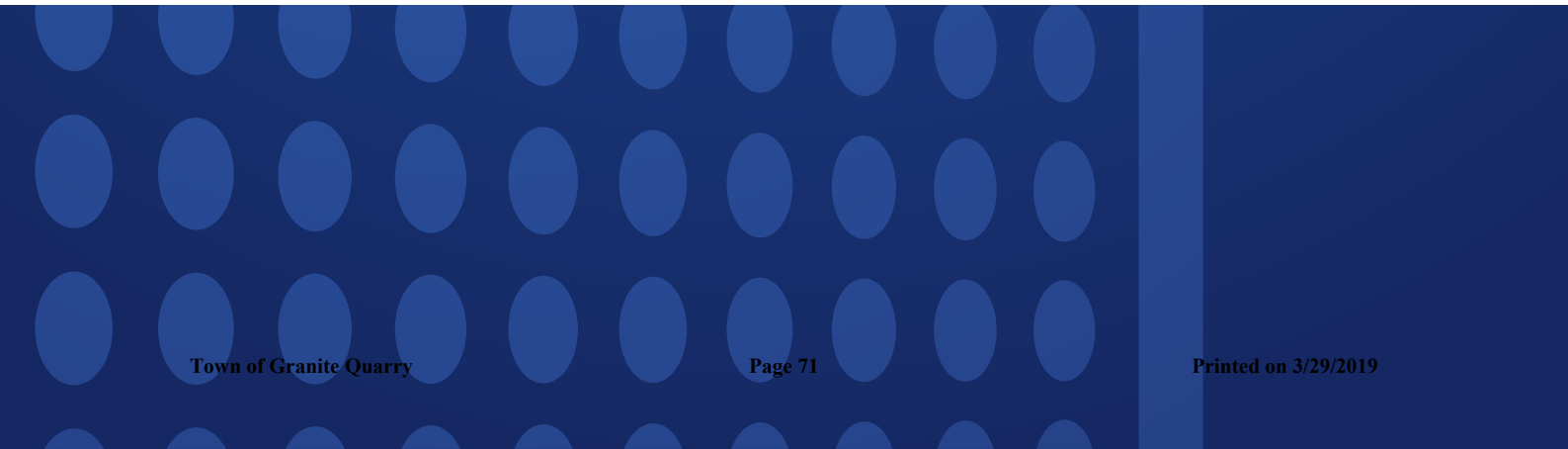
END OF DOCUMENT



GOLDEN RULE SIGNS

Town of Granite Quarry

16mm 60x140 - Full Color



SIGN SPECIFICATIONS

COLOR:

Full Color / RGB text, pictures & video.

Pitch: 16mm / 0.6"

Matrix: 60x140

Dimensions: 3'-1" x 7'-4" (Tall x Wide)

Max # of Lines: 8

Max Letter Per Line: 23





Cabinet Size: 2'-0" x 7'-4" (Tall x Wide)

PRELIMINARY RETROFIT RENDERING

CONTINGENT UPON RECEIVING PICTURES AND MEASUREMENTS OF EXISTING SIGN

Cabinet PMS Color:
PANTONE 2945 C

Colors used:

| CMYK | PMS |
|---|------------|
|  | PMS White |
|  | PMS 2945 C |
|  | PMS 4725 C |
|  | PMS 3415 C |

7'-4"

2'-0"

3'-1"



SIGNATURE

DATE

Confirmed final dimensions are provided on production drawings at time of purchase. Depth of LED Signs may vary due to required mounting structure.

VERSION #: v7123a

2420 Holloway Road
Louisville, KY 40299

TF 1-800-732-9886
Fax 1-502-416-0544

www.goldenrulesigns.com



Additional Design Options:





Consultant

Seth McNeal
 1-800-732-9886
 seth@goldenrulesigns.com

Quote #

12420

Date

03-07-2019

Client

Shelley Shockley
 Town of Granite Quarry
 143 N. Salisbury Ave
 Granite Quarry NC 28146

2420 Holloway Road
 Louisville, KY 40299

Great Signs. Great Service. Great Prices

L.E.D. Message Unit

| | | | | |
|---------------------|-----------------------------|--------------|---------------------------------|-----------------|
| Color | RGB - 2 Billion Colors | Electrical | Volts: 110 Amps: | |
| Pitch | 16mm | | | Communication |
| Matrix | 60 X 140 | Capabilities | Text, Pictures, Graphics, Video | |
| Dimensions | 3'-1" x 7'-4" (Tall x Wide) | Brightness | Animations, Time & Temperature | |
| Max # of Lines | 8 | | Certifications | Yes |
| Max letter per line | 23 | | | FCC, UL, & IP67 |
| Configuration | Double Face | | | |

Fabrication

| | | | |
|---------------|-----------------------------|----------------|------|
| Sign Face | Polycarb-Makrolon | Topper | None |
| Cabinet Size | 2'-0" x 7'-4" (Tall x Wide) | Volts Required | 110 |
| Pedestal Size | Not required | Amps Required | |

Your sign cabinet will be internally lit and controlled by a day/night sensor. It contains translucent faces which display digitally printed lettering/art (name of organization/mascot etc.) which will be approved prior to manufacturing.

Additional Items

| | |
|---------------|-----------|
| Filler Panels | \$ 400.00 |
|---------------|-----------|

Installation, Delivery & Warranty

| | |
|--------------|--|
| Installation | Professional Installation Included - Retro Fit |
| Delivery | Included - LTL2.5 |
| Warranty | Lifetime Warranty |

| | |
|--------------|--------------|
| Total | \$ 25,389.88 |
| 50% Deposit: | \$ 12,694.94 |
| Balance: | \$ 12,694.94 |

To begin the purchase process please sign and fax to 502-416-0544 or scan and e-mail to your Project Consultant.

Signature: _____ Date: _____

*Applicable sales tax will be added to your invoice - exempt organizations must provide certificate. Manufacturing lead time is 4-10 weeks depending on scope of work - confirm with your Project Manager. Engineering, permit acquisition, permit fee and running electric are not included unless specifically stated in this quote.

Specifications for comparing 'Apples to Apples'

Using the information below any sign company should be able to provide an exact quote which would be comparable to the proposal enclosed in this packet of information. Feel free to copy/scan/fax or e-mail the information below to any of our competitors – none of the specifications below are proprietary to our design or would prohibit a competitor from quoting this project

L.E.D. Message Unit

| | | |
|-------------------|-----------------------------|--------------------------------------|
| Pitch/Resolution: | 16mm | |
| Matrix: | 60 x 140 | (number of rows x columns of pixels) |
| Dimensions: | 3'-1" x 7'-4" (Tall x Wide) | |
| Color Format: | RGB - 2 Billion Colors | (text, pictures & video) |
| Communications: | Wireless Bridge | |
| Configuration: | Double Face | |
| Warranty: | 5 Years Parts Replacement | |

Cabinet & Pedestal

Sign Face: Polycarb-Makrolon
Cabinet Size: 2'-0" x 7'-4" (Tall x Wide)
Pedestal Size: Not required

Install

Professional Installation Included - Retro Fit

Delivery

Included - LTL2.5

Additional Items

Lifetime - Sign cabinet/Structure excluding bulbs/Ballast (3 years on ballast)

Golden Rule Signs, Terms and Conditions of Sale v5117

1.0 Basis of Sale:

No variation to these Conditions shall be binding unless agreed in writing between authorized representatives of the Buyer & Seller. Additional, different or inconsistent terms or conditions proposed or received from Buyer, including without limitation, any additional, different or inconsistent terms or conditions in Buyer's request for proposals or order, are hereby rejected and shall not be a part of the parties' contract. Seller's commencement of any work or delivery of any goods does not constitute acceptance of or consent to any additional, different or inconsistent terms. Changes in orders must be requested by Buyer in writing. No changes in orders or these terms and conditions shall be binding on Seller unless specifically agreed in a writing signed by Seller. Seller is not liable or responsible for any delays caused by Buyer's changes in orders. Sales literature, price lists and other documents issued by Seller in relation to the Goods are subject to alteration by Seller without notice, do not constitute offers to sell the Goods which are capable of acceptance and do not constitute a part of this Contract unless the parties otherwise expressly agree in writing. Typographical, clerical or other accidental errors or omissions in any sales literature, quotation, price list, acceptance of o

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Buyer represents and warrants that it is duly authorized to enter into this Contract and that this Contract constitutes its legal, valid and binding obligation, enforceable in accordance with its terms. It is the responsibility of the Buyer to ensure that this purchase and signing of this contract is compliant with the Buyers protocol and procedures. This contract shall be governed by the laws of the Commonwealth of Kentucky, without regard to its conflict of laws principles. The parties hereby irrevocably submit to the exclusive jurisdiction of the Federal and State courts located in Jefferson County, Kentucky regarding the interpretation and enforcement of this Contract and the transactions contemplated hereby and hereby waive and agree not to assert as a defense that it is not subject thereto or that any such action may not be brought or maintained in such courts or that such venue may not be appropriate or convenient. This Contract constitutes the entire agreement of the parties with respect to the subject matter hereof and supersedes all other agreements, previous contracts for this signage, understandings, representations and warranties both oral and written with respect to such subject matter. In the event that GRS hires an attorney to represent it in any dispute in any way related to this Contract, Buyer expressly agrees to pay all legal fees and costs incurred by such attorney in such a matter.

END OF DOCUMENT

What is

LED Pixel, LED Pitch & LED Matrix?

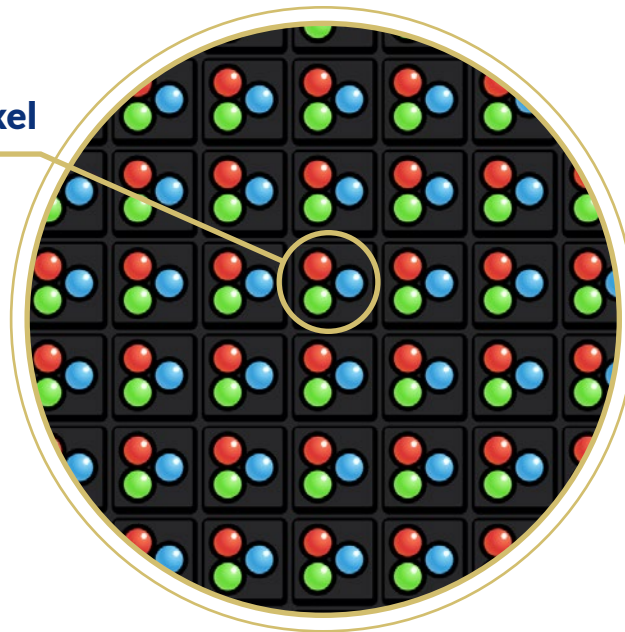
Explained

What is a Pixel?

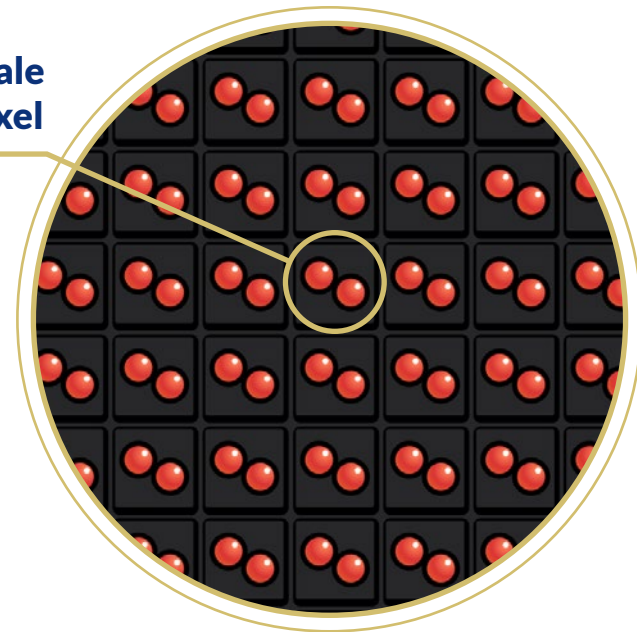
A pixel is a cluster of 1 or more LED's.

Monochrome and grayscale LED sign pixels have 1 or more LED's of either red or amber while full color pixels feature red, green and blue LED's.

**Full Color
LED Sign Pixel**



**Red Grayscale
LED Sign Pixel**



What is LED Sign pitch?

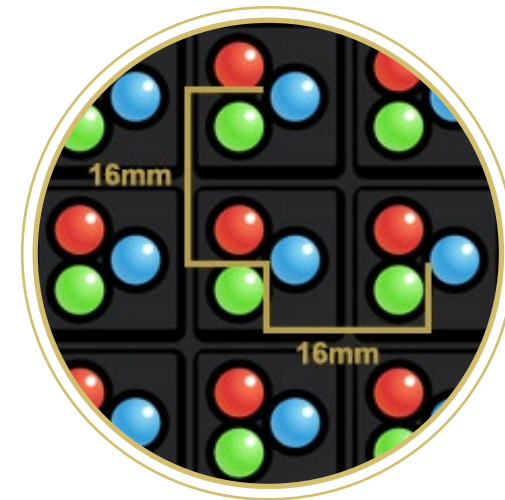
The pitch of an LED sign is the distance between each pixel.

If the specifications of a sign you are buying state that the Pitch (or resolution) is 20mm - this means there are twenty millimeters from the center of one pixel to the next.

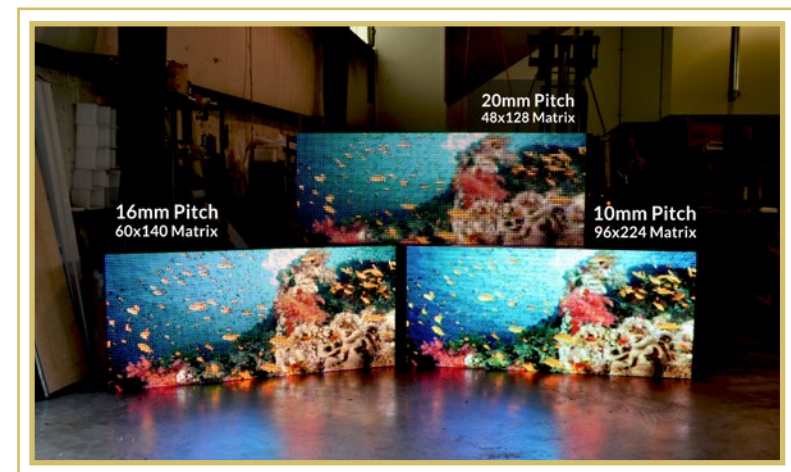
The smaller the pitch the more LEDs per square-foot which means the resolution will be higher. A sign with a 16mm pitch can show more characters and the picture will be sharper than a sign of the same physical size with a pitch of 20mm.

If you are displaying a lot of graphics and you want your images to look crisper and more realistic, the pixels should be located closer together.

If you are just running text without a lot of graphics or your sign is being viewed from farther away (100 ft +), you can go with a pitch where the pixels are located further apart such as 20mm.



16mm Full Color LED Sign Pitch



Physical Size vs. Active Viewing Area

It's all about the Matrix!



The Matrix of an LED sign simply represents how many pixels are on the display. For example a sign with a matrix of 32 x 112 is 32 pixels tall by 112 pixels wide.

A higher matrix on your LED sign will give you:

- ① **more lines of text,**
- ② **more character per line,**
- ③ **sharper images and video.**

If you are purchasing (for example) a 4' tall 8' long sign, selecting a smaller pitch will increase the matrix of the display which means better image quality.

Zero Trim Design

All signs are not created equal! The best way to compare is to know the pitch and matrix. At GRS we use a zero trim design, so the entire physical size is the active viewing area.

Some of our competitors use a metal border or frame around the edges. This makes the physical size appear larger, but in reality is wasted space.



LED Sign with trim



GRS LED Sign - zero trim



**FISCAL YEAR 2018-2019
BUDGET AMENDMENT REQUEST #12**

April 1, 2019

PURPOSE: 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.

TRANSFER FUNDS FROM:

| General Ledger Acct. # and Description | Amount |
|--|-----------------|
| 01-4110-97 Board Contingency Fund | \$26,000 |
| TOTAL | \$26,000 |

ADD FUNDS TO:

| General Ledger Acct. # and Description | Amount |
|--|-----------------|
| 01-4190-24 Maintenance & Repair Building & Grounds | \$26,000 |
| TOTAL | \$26,000 |

The above Budget Amendment was approved / denied by the Manager or Board on

_____.

William D. Feather, Mayor

Shelly Shockley, Finance Officer



Granite Quarry-Faith Joint Police Authority

P.O. Box 351 • 143 North Salisbury Ave, Granite Quarry, NC 28072
Office: (704)279-2952 • Fax: (704)279-6648



To: Granite Quarry and Faith Town Boards

From: Chief Mark Cook

Date: 03/26/2019

Subject: Request to Award a Service Weapon to Sergeant Wayne Trivett Upon Retirement

BRIEF SUMMARY:

Sergeant Wayne Trivett retire from the Granite Quarry Police Department on Friday, March 22, 2019. Pursuant to N.C.G.S. 20-187.2, it is requested that Sergeant Trivett's service weapon (Glock model 22 .40 cal. with serial number GMV366) be declared surplus and awarded to him for the price of \$1.00.

REQUESTED ACTION:

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.

SUBMITTED BY:

Chief Mark Cook

| Street | Description | Measurement |
|---------------------------|-----------------------------------|-------------|
| Garland Dr. | Small patch | 7x7 |
| Foil Dr | Patch | 18x18 |
| Phillip Dr | Patch at entrance - 2 valve boxes | 65x12 |
| North Kayla Dr | Patch | 25x18 |
| Phillip Dr #1 | Patch | 36 x 18 |
| Phillip Dr #2 | Cul- da - sac patch | 13x 12 |
| North Oak St #1 | Small patch | 4 X 4 |
| North Oak St #2 | Patch | 16x 18 |
| North Oak St #3 | Patch | 62 x 18 |
| Kerns St at RR Tracks | Patch and extend Pipe | 20 x 22 |
| Hillcrest Dr - Timber Run | Main hole/ side walk repair | |
| DeLara Ct | Small patch | 4 x 12 |
| North Cleo St | Patch | 26 x 18 |
| East Bank at hwy 52 | Previous Quote | 52 x 30 |
| Palasade Dr | Previous Quote | Small |
| Dominion Dr | Previous Quote | Small |
| Railroad St @ hwy 52 | Small patch | 10x 12 |
| Railroad St #2 | patch | 72x18 |
| Depot St at RR tracks | patch | 22x 28 |
| Depot at 52 | Small patches (3) | |
| Legion Building Entrance | Patch | |

CAROLINA SITEWORKS, INC

Post Office Box 280
China Grove, NC 28023
Telephone: 704-855-7483
Fax: 704-855-9676

March 27, 2019

To: Jason Hord

Project: Granite Quarry Patching

We propose to furnish all the necessary supervision, labor, equipment and materials required to complete the following work as outlined below and incorporated as part of this proposal.

Mobilization. One lump sum. (minimum of 50 tons patching required) **\$1,000.00**

Garland Drive:

Saw cut edge and excavate damaged asphalt and dispose of material off-site. Patch area with a nominal compacted depth of 4" of S9.5C asphalt approx. 7'x7' area. **\$650.00**

Foil Drive:

Saw cut edge and excavate damaged asphalt and dispose of material off-site. Patch area with a nominal compacted depth of 4" of S9.5C asphalt approx. 18'x18' area. **\$2,950.00**

Phillip Drive:

Saw cut edge and excavate damaged asphalt and dispose of material off-site. Patch area with a nominal compacted depth of 4" of S9.5C asphalt approx. 65'x12' area. **\$7,475.00**

N. Kayla Drive:

Saw cut edge and excavate damaged asphalt and dispose of material off-site. Patch area with a nominal compacted depth of 4" of S9.5C asphalt approx. 25'x18' area. **\$3,935.00**

Phillip Drive #1:

Saw cut edge and excavate damaged asphalt and dispose of material off-site. Patch area with a nominal compacted depth of 4" of S9.5C asphalt approx. 36'x18' area. **\$6,100.00**

Phillip Drive #2:

Saw cut edge and excavate damaged asphalt and dispose of material off-site. Patch area with a nominal compacted depth of 4" of S9.5C asphalt approx. 13'x12' area. **\$1,575.00**

North Oak St #1:

Saw cut edge and excavate damaged asphalt and dispose of material off-site. Patch area with a nominal compacted depth of 4" of S9.5C asphalt approx. 4'x4' area. **\$650.00**

North Oak St #2:

Saw cut edge and excavate damaged asphalt and dispose of material off-site. Patch area with a nominal compacted depth of 4" of S9.5C asphalt approx. 16'x18' area. **\$2,950.00**

North Oak St #3:

Saw cut edge and excavate damaged asphalt and dispose of material off-site. Patch area with a nominal compacted depth of 4" of S9.5C asphalt approx. 62'x18' area. **\$8,950.00**

Kerns St. at RR Tracks:

Saw cut edge and excavate damaged asphalt and dispose of material off-site. Patch area with a nominal compacted depth of 4" of S9.5C asphalt approx. 20'x22' area. **\$4,525.00**

Hillcrest Dr. Timber Run:

Remove existing sidewalk and dispose of material off-site. Install new compacted fill dirt and form and pour approx. 325 SF of 4" sidewalk to tie in to existing manhole. Backfill edge of new sidewalk and seed disturbed area. Remove existing damaged sidewalk and dispose of material off-site. Form and pour approx. 625 SF of 4" sidewalk to tie in to existing sidewalk. Backfill edge of new sidewalk and seed disturbed area. **\$15,125.00**

DeLara Ct:

Saw cut edge and excavate damaged asphalt and dispose of material off-site. Patch area with a nominal compacted depth of 4" of S9.5C asphalt approx. 4'x12' area. **\$700.00**

North Cleo St:

Saw cut edge and excavate damaged asphalt and dispose of material off-site. Patch area with a nominal compacted depth of 4" of S9.5C asphalt approx. 26'x18' area. **\$4,525.00**

East Bank St:

Mill existing asphalt and dispose of excess material off-site. Pave area with a nominal compacted depth of 2" of S9.5B asphalt approx. 280 SY. Replace traffic loops. Restripe area as per original layout with latex paint only. **\$12,850.00**

Palaside Dr:

Saw cut edge and excavate damaged asphalt and dispose of material off-site. Patch area with a nominal compacted depth of 4" of S9.5C asphalt approx. 10'x12' area. **\$1,350.00**

Dominion St:

Saw cut edge and excavate damaged asphalt and dispose of material off-site. Patch area with a nominal compacted depth of 4" of S9.5C asphalt approx. 10'x12' area. **\$1,350.00**

Railroad St at Hwy 52:

Saw cut edge and excavate damaged asphalt and dispose of material off-site. Patch area with a nominal compacted depth of 4" of S9.5C asphalt approx. 10'x12' area. **\$1,350.00**

Railroad St #2:

Saw cut edge and excavate damaged asphalt and dispose of material off-site. Patch area with a nominal compacted depth of 4" of S9.5C asphalt approx. 72'x18' area. **\$11,900.00**

Depot St at RR Tracks:

Saw cut edge and excavate damaged asphalt and dispose of material off-site. Patch area with a nominal compacted depth of 4" of S9.5C asphalt approx. 22'x28' area. **\$5,900.00**

Depot St at Hwy 52:

Saw cut edge and excavate damaged asphalt and dispose of material off-site. Patch area with a nominal compacted depth of 4" of S9.5C asphalt approx. 3 small areas. **\$1,500.00**

Church St at Hwy 52:

Saw cut edge and excavate damaged asphalt and dispose of material off-site. Patch area with a nominal compacted depth of 4" of S9.5C asphalt approx. 40'x9' area. **\$3,450.00**

Legion Bldg Entrance:

Saw cut edge and excavate damaged asphalt and dispose of material off-site. Patch area with a nominal compacted depth of 4" of S9.5C asphalt approx. 55'x20' area. **\$14,875.00**

Due to the level of volatility in the petroleum market, we must index our pricing on this project. Prices on this quote are based on the January 2019 NCDOT Asphalt Binder Index of \$495.56 per ton. For each \$1.00 variance in the index cost of a liquid ton of asphalt, our price will increase or decrease by \$.06 per ton of hot mix used on this project. Invoice calculations will be based on the NCDOT index for the month the asphalt is placed.

NOTE: Price based on quantities supplied by the Town of Granite Quarry. Please note that a minimum of 50 tons worth of patching must be completed per mobilization. If Carolina Siteworks, Inc. is awarded this contract, the quoted prices including the escalation clause are good through August 2018, after that, Carolina Siteworks, Inc. may need to renegotiate prices. Price includes one mobilization, each additional mobilization will be billed at \$1,000.00/each. Items not included in price: pipe repair, testing, rock excavation, undercut of unsuitable soils, repair of damage caused by others, relocation or repair of utilities; prime coat or herbicide treatment, or anything else not specifically mentioned above.

Respectfully Submitted,

Mark Hoesman
Carolina Siteworks, Inc.

Accepted as Contract:

Carolina Siteworks, Inc.

**MID CAROLINA CONSTRUCTION SERVICES LLC
DBA PATRICK MILLER GRADING**

ESTIMATE

825 Beagle Club Rd.
Salisbury, NC 28146
Patrick Cell: 704-507-0090 Matt Cell: 704-507-1305
Office Phone/Fax: 704-636-0730
Email: midcarolinaconstruction@gmail.com

| | |
|-----------|----------|
| Date | ESTIMATE |
| 3/12/2019 | 1 |

| |
|------------------------|
| NAME/ADDRESS |
| Town of Granite Quarry |

| | |
|---------|--------------------------------------|
| Project | Town of Granite Quarry - Nature Path |
|---------|--------------------------------------|

| Quantity | Description | Rate | Amount |
|----------|---|--------------|-------------|
| | Town of Granite Quarry Nature Path | | |
| | Approx 700 tons pitt gravel for walking trail material, hauling and installation | | \$27,300.00 |
| | Approx 50 tons Rip-Rap for Bank St Box Culvert Outflow end and around walking trail bridge material, hauling and installation | | \$2,375.00 |
| | Trail is approx 3719 LF long and average 10 lf wide | | |
| | | TOTAL | \$29,675.00 |



**FISCAL YEAR 2018-2019
BUDGET AMENDMENT REQUEST #13**

April 1, 2019

PURPOSE: 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.

TRANSFER FUNDS FROM:

| General Ledger Acct. # and Description | Amount |
|--|-----------------|
| 01-3991-99 Fund Balance Appropriated | \$31,840 |
| TOTAL | \$31,840 |

ADD FUNDS TO:

| General Ledger Acct. # and Description | Amount |
|---|-----------------|
| 01-4930-24 Community Development Maint & Repair Build & Grounds | \$31,840 |
| TOTAL | \$31,840 |

The above Budget Amendment was approved / denied by the Manager or Board on

_____.

William D. Feather, Mayor

Shelly Shockley, Finance Officer



**FISCAL YEAR 2018-2019
BUDGET AMENDMENT REQUEST #14**

April 1, 2019

PURPOSE: 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.

TRANSFER FUNDS FROM:

| General Ledger Acct. # and Description | Amount |
|--|-----------------|
| 01-3991-99 Fund Balance Appropriated | \$29,675 |
| TOTAL | \$29,675 |

ADD FUNDS TO:

| General Ledger Acct. # and Description | Amount |
|---|-----------------|
| 01-4930-24 Community Development Maint & Repair Build & Grounds | \$22,256 |
| 01-6130-24 Parks Maint & Repair Building & Grounds | \$ 7,419 |
| TOTAL | \$29,675 |

The above Budget Amendment was approved / denied by the Manager or Board on

_____.

William D. Feather, Mayor

Shelly Shockley, Finance Officer

Proclamation

50th ANNIVERSARY OF MUNICIPAL CLERKS WEEK
May 5 - 11, 2019

Whereas, The Office of the Municipal Clerk, a time honored and vital part of local government exists throughout the world, and

Whereas, The Office of the Municipal Clerk is the oldest among public servants, and

Whereas, The Office of the Municipal Clerk provides the professional link between the citizens, the local governing bodies and agencies of government at other levels, and

Whereas, Municipal Clerks have pledged to be ever mindful of their neutrality and impartiality, rendering equal service to all.

Whereas, The Municipal Clerk serves as the information center on functions of local government and community.

Whereas, Municipal Clerks continually strive to improve the administration of the affairs of the Office of the Municipal Clerk through participation in education programs, seminars, workshops and the annual meetings of their state, provincial, county and international professional organizations.

Whereas, It is most appropriate that we recognize the accomplishments of the Office of the Municipal Clerk.

Now, Therefore, I, William Feather, Mayor of Granite Quarry, North Carolina, do recognize the week of May 5 through May 11, 2019, as Municipal Clerks Week, and further extend appreciation to our Town Clerk, Tanya Word, and our Deputy Town Clerk, Aubrey Smith and to all Municipal Clerks for the vital services they perform and their exemplary dedication to the communities they represent.

Dated this _____ day of _____, 2019

William D. Feather, Mayor

Attest: _____
Tanya Maria Word, CMC, Town Clerk

LITTER SWEEP

NORTH CAROLINA

APRIL 13-27, 2019

* Friday April 26th
1:00 P.M. - 3:00 P.M.

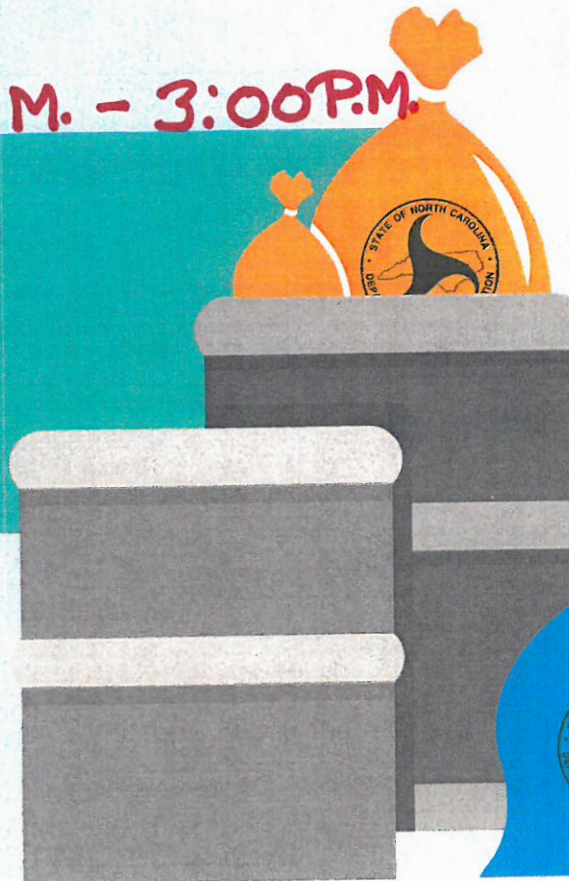
Volunteer Locally

North Carolina Department of
Transportation Biannual Cleanup Drive
*Forms, posters and telephone listings
are available on our website.*

ncdot.gov/littersweep

Share your clean-up images at:

#LitterSweepNC



ADOPT-A-HIGHWAY
Learn how you can help keep
North Carolina beautiful.
apps.ncdot.gov/LM

Town of Granite Quarry



SWAT-A-LITTERBUG

Littering is illegal and a fineable offense upon con-
G.S. 14-399. Let us know when a person is littering
contacting Litter Management through the Online
Litterbug process or by calling the NC State High-
way at *HP or NCDOT Customer Service at 877-DOT-4
(877-368-4968). Find out more at ncdot.gov/litterbug