



**TOWN OF GRANITE QUARRY  
BOARD OF ALDERMEN  
REGULAR MEETING  
Monday, September 11, 2023  
6:00 p.m.**

**Call to Order**

**Moment of Silence**

**Pledge of Allegiance**

**1. Approval of Agenda**

**2. Approval of Consent Agenda**

**A. Approval of the Minutes**

- 1) Regular Meeting August 14, 2023
- 2) Strategic Planning Meeting August 31, 2023

**B. Departmental Reports**

**C. Financial Reports**

**D. Community Appearance Commission Appointment**

**3. Citizen Comments**

*(All comments are limited to 3 minutes. No sharing of minutes with other citizens.)*

**4. Town Manager Update**

**Old Business**

**None**

**New Business**

**5. Discussion and Possible Action**

**Salary Adjustment for Retiring Employees Policy**

**ACTION REQUESTED:** Motion to adopt Resolution 2023-06 to adopt the Salary Adjustment for Retiring Employees policy as presented.

**6. Budget Amendment**

**Town Hall Roof Repair**

**ACTION REQUESTED:** Motion to approve Budget Amendment #2 as presented.

**7. Proclamation**

**National Day of Service and Remembrance**

**8. Board Comments**

**9. Announcements and Date Reminders**

<b>A.</b>	Wednesday	September 13	5:00 p.m.	Centralina Executive Board
<b>B.</b>	Thursday	September 14	5:30 p.m.	Community Appearance Commission
<b>C.</b>	Monday	September 18	6:00 p.m.	Zoning Board of Adjustment
<b>D.</b>	Tuesday	September 19	3:30 p.m.	Revitalization Team
<b>E.</b>	Thursday	September 21	7:30 a.m.	Power in Partnership Breakfast
<b>F.</b>	Wednesday	September 27	5:30 p.m.	CRMPO TAC
<b>G.</b>	Thursday	September 28	5:30 p.m.	Events Committee
<b>H.</b>	Monday	October 2	6:00 p.m.	Planning Board

**10. Closed Session**

**ACTION REQUESTED:** Motion to go into closed session pursuant to N.C. General Statutes Section 143-318.11(a)(5) to establish, or to instruct the public body's staff or negotiating agents concerning the position to be taken by or on behalf of the public body in negotiating (i) the price and other material terms of a contract or proposed contract for the acquisition of real property by purchase, option, exchange, or lease.

**ACTION REQUESTED:** Motion to return to open session.

**Adjourn**

**Agenda Item Summary**

Regular Meeting  
September 11, 2023  
Agenda Item 1

Summary:

The Board may discuss, add, or delete items from the Regular Meeting agenda.

Action Requested:

***Motion to adopt the September 11, 2023 Board of Aldermen Meeting Agenda (as presented / as amended).***

**Approval of Agenda**

Motion Made By:

Jim Costantino   
John Linker   
Doug Shelton   
Jeff Cannon

Second By:

Jim Costantino   
John Linker   
Doug Shelton   
Jeff Cannon

For:

Jim Costantino   
John Linker   
Doug Shelton   
Jeff Cannon

Against:

Jim Costantino   
John Linker   
Doug Shelton   
Jeff Cannon

In case of tie:

Mayor Brittany Barnhardt

For   
Against

**Agenda Item Summary**

Regular Meeting  
September 11, 2023  
Agenda Item 2

Summary:

The Board may discuss, add, or delete items from the Consent Agenda.

**A. Approval of the Minutes**

- 1) Regular Meeting August 14, 2023
- 2) Special Meeting August 31, 2023

**B. Departmental Reports**

**C. Financial Reports**

**D. Community Appearance Commission Appointment**

Action Requested:

***Motion to approve the consent agenda (as presented / as amended).***

**Approval of Consent Agenda**

Motion Made By:	
Jim Costantino	<input type="checkbox"/>
John Linker	<input type="checkbox"/>
Doug Shelton	<input type="checkbox"/>
Jeff Cannon	<input type="checkbox"/>
Second By:	
Jim Costantino	<input type="checkbox"/>
John Linker	<input type="checkbox"/>
Doug Shelton	<input type="checkbox"/>
Jeff Cannon	<input type="checkbox"/>
For:	
Jim Costantino	<input type="checkbox"/>
John Linker	<input type="checkbox"/>
Doug Shelton	<input type="checkbox"/>
Jeff Cannon	<input type="checkbox"/>
Against:	
Jim Costantino	<input type="checkbox"/>
John Linker	<input type="checkbox"/>
Doug Shelton	<input type="checkbox"/>
Jeff Cannon	<input type="checkbox"/>
In case of tie:	
Mayor Brittany Barnhardt	
For	<input type="checkbox"/>
Against	<input type="checkbox"/>



**TOWN OF GRANITE QUARRY  
BOARD OF ALDERMEN  
REGULAR MEETING MINUTES  
Monday, August 14, 2023 6:00 p.m.**

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

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

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

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

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

**1. Approval of the Agenda**

**ACTION:** Alderman Costantino made a motion to approve the agenda. Mayor Pro Tem Linker seconded the motion. Mayor Barnhardt suggested moving up the presentation of proclamation to Mrs. Louise Crowther in honor of her 100<sup>th</sup> birthday since Mrs. Crowther was in attendance. Alderman Costantino amended his motion to include the change and Mayor Pro Tem Linker seconded the amended motion. The motion passed 4-0.

The proclamation will be presented after citizen comments.

**2. Approval of the Consent Agenda**

**A. Approval of the Minutes**

1) Regular Meeting July 10, 2023

**B. Departmental Reports**

**C. Financial Reports**

**D. Community Appearance Commission Appointment**

**E. Fiddler's Convention Sponsorship Request - \$100; a second \$100 sponsorship**

**F. Amended CPO 2023-01 Transformational Projects**

**G. Interlocal Agreements for Building Code Enforcement and Sedimentation & Erosion Control**

**ACTION:** Alderman Shelton made a motion to approve the consent agenda with the modification of item E to include a second Fiddlers Convention sponsorship for \$100 to advertise for Granite Fest. Alderman Costantino seconded the motion. The motion passed 4-0.

**3. Citizen Comments:** There were no citizen comments.

**Proclamation**

**Louise Crowther 100<sup>th</sup> Birthday**

Mayor Barnhardt read aloud the proclamation recognizing resident Louise Crowther and acknowledged and congratulated her on her 100<sup>th</sup> birthday.

**4. Town Manager’s Update**

Manager Smith reviewed items from his report included in the agenda packet including an update on transformational projects. The survey for the Civic Park was completed; deeds will go to the Town Attorney for review of conflicts. The design for the overflow lot is being reviewed by the planning department under the new development ordinance. Discussions are ongoing for downtown streetscape and utilities. The Duke feasibility study will take four to six months and will cost less than what was budgeted. Utility surveys may run concurrently, funding options are still being reviewed; grants, legislative funding, and partnerships are all being considered.

Manager Smith continues to follow up with the DOT regarding the Byrd Road/Faith Road project. The three-way stop could be implemented in September if not earlier. The roundabout will be on the MPO’s project list. Manager Smith gave kudos to Finance Officer Shockley for a smooth field audit. The auditor complimented her organization and preparation and commended the town’s internal controls. Manager Smith followed up with Tourism and was told they will contribute \$6,000 toward the Industrial Park sign. The sign will be on the same timeline as the wayfinding signs.

**Old Business**

**5. Discussion**

**Town Hall Upgrades**

Manager Smith gave an abbreviated and updated version of the presentation first shown at the July 2023 meeting that reviewed the history of the project, options, and professional recommendations. Board discussion included the possibility for legislative funding, and which lines the funds for the roof could be pulled from including Contingency. Mayor Barnhardt asked whether the decision could be put off until after a meeting in the next couple of weeks with Representative Warren.

There was Board consensus to move forward with getting bids for the Town Hall roof repair project.

**New Business**

**6. Budget Amendment**

**Legion Building Roof Repair**

There was Board discussion regarding the cost, the appropriate line for funding the project, and the process for the repair.

**ACTION:** Mayor Pro Tem Linker made a motion to approve Budget Amendment #1 as presented. Alderman Costantino seconded the motion. The motion passed 4-0.

**7. Discussion and Possible Action**

**Growth/Non-Annexation Agreement**

The Board reviewed the maps with the proposed lines and discussed the implications of the agreement.

The Board members provided feedback on their availability to hold a meeting for strategic planning. Mayor Barnhardt suggested that the Board tentatively set a date for a strategic meeting on August 31, 2023, beginning at 9:00 a.m. Staff will follow up with Mr. Flowe to see if he is available at that time. Clerk Smith will work with Mayor Barnhardt to put out the appropriate special meeting notices.

**8. Proclamation**

**Louise Crowther 100<sup>th</sup> Birthday**

**9. Board Comments**

- Alderman Costantino asked about the status of the mural. At the 6/12/2023 meeting, Manager Smith advised that he researched with School of Government experts and Attorney Short, who all agreed there were no statutory exceptions that would allow for use of public funds to place a mural on the private property as proposed; Mayor Barnhardt suggested holding onto the renderings in case an option became available in the future.
- Alderman Shelton suggested that the CAC and Events Committee members be tasked with serving as the advisory committee for the transformational parks projects and the mural. Alderman Shelton volunteered to approach the committees and ask if they would be interested.
- Mayor Barnhardt stated she will continue to keep the Board and Town Manager updated regarding meetings with Representative Warren. Mayor Barnhardt also stated interest in having the NCDOT present to the Board on the bypass project and maps. She stated a willingness to coordinate that presentation.

**10. Announcements and Date Reminders**

<del>A. Tuesday</del>	<del>August 15</del>	<del>3:30 p.m.</del>	<del>Revitalization Team</del>
<del>B. Monday</del>	<del>August 21</del>	<del>6:00 p.m.</del>	<del>Zoning Board of Adjustment</del>
C. Wednesday	August 23	5:30 p.m.	CRMPO TAC
D. Thursday	August 24	5:30 p.m.	Events Committee
E. Monday	September 4		Labor Day – Town Hall Closed
F. Tuesday	September 5	6:00 p.m.	Planning Board

**11. Closed Session**

**ACTION:** Mayor Pro Tem Linker made a motion to go into closed session pursuant to N.C. General Statutes Section 143-318.11(a)(5) to establish, or to instruct the public body's staff or negotiating agents concerning the position to be taken by or on behalf of the public body in negotiating (i) the price and other material terms of a contract or proposed contract for the acquisition of real property by purchase, option, exchange, or lease. Alderman Costantino seconded the motion. The motion passed 4-0.

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

The Board will hold another closed session at the next regular meeting to revisit the discussion of the closed session item.

**Adjourn**

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

The meeting ended at 7:15 p.m.

Respectfully Submitted,

*Aubrey Smith*

Town Clerk



**TOWN OF GRANITE QUARRY  
BOARD OF ALDERMEN  
SPECIAL MEETING  
MEETING MINUTES  
Thursday, August 31, 2023  
9:00 a.m.**

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

**Not Present:** Alderman Jeff Cannon

**Staff:** Town Manager Larry Smith, Town Clerk Aubrey Smith, Fire Chief/Public Works Director Jason Hord

**Call to Order:** Mayor Barnhardt called the meeting to order at 8:59 a.m.

**1. Discussion**

**Growth/Non-Annexation Agreements**

Mayor Barnhardt opened the discussion regarding growth/non-annexation agreements. The Board reviewed the maps produced by Salisbury that were included in the 8/14/2023 regular meeting agenda packet. The proposed boundaries, which appeared as pink lines on the maps, were developed after Granite Quarry and Salisbury's technical staff negotiated the boundaries. Mayor Barnhardt reminded the Board that these agreements would be for long-term future planning and growth.

*Alderman Costantino joined the meeting at 9:17 a.m.*

The Board discussion regarding growth/non-annexation agreements concentrated specifically on potential development areas and utility expansion. Several points of interest were raised, including:

- Different areas of potential growth, especially regarding the large tracks of land near the interstate and St. Paul's Church Road.
- The effect of Faith's objectives on the board's priorities and choices.
- The possibility of requesting funding for utilities extension.
- Addressing agreements with East Spencer and Salisbury and how they may affect Granite Quarry's development plans.

**ACTION:** Alderman Costantino made a motion to add the line (*it was clarified that by "line" Alderman Costantino meant St. Paul's Church Road unless or until the Peeler Road extension takes place*) and keep it as-is. Alderman Shelton seconded the motion. As she called for the vote Mayor Barnhardt stated that the motion on the table was to negotiate the line between Granite Quarry and Faith along the St. Paul's corridor up until the Peeler Road extension is complete, at which point it would fall back down to that line. The motion passed 3-0.

After the vote Mayor Barnhardt stated discussion was still needed on both pink lines. It was determined that there was confusion regarding the previous action. The Mayor had the understanding that the action was only regarding the extension and not the pink line. She shared that when she restated the motion, she only referred to the negotiation of the line with Faith.

*Mayor Barnhardt asked for a short recess at 10:12 a.m.*

*Mayor Barnhardt called the meeting back to order at 10:14 a.m.*

Individual board members stated that they felt they were voting on both discussing the line with Faith and accepting the other lines. It was decided the motion would be redone to make sure that everyone had a clear understanding of the Board's intent.

**ACTION:** Alderman Costantino made a motion to rescind his previous motion. There was no second on the motion; the Board moved forward with discussion.

Alderman Shelton asked if there was consensus of the Board to direct the Manager to open the discussions to negotiate with Faith regarding the boundary for a potential non-annexation agreement. Mayor Barnhardt added that would include discussion on the St. Paul/Peeler Road extension. There was Board consensus.

Manager Smith asked for clarification that the direction would be not to incur any legal fees drafting an agreement unless or until there was an agreement with Salisbury. Manager Smith will discuss following St. Paul's Church Road unless or until there is a Peeler Road extension with Faith. He will make a reference to the p6.0 map.

Alderman Shelton stated he felt the second question was the motion to accept Salisbury's proposed lines on both maps.

**ACTION:** Alderman Shelton made a motion, for the purpose of going forward, to accept the lines subject to any final changes resulting in the next level of discussions. There was no second on the motion; the Board moved forward with discussion.

Mayor Barnhardt stated she felt the Board couldn't vote on the lines without first hearing from Faith. Manager Smith asked what other information the Board would like for him to obtain. Mayor Barnhardt questioned whether the County needed to be involved in the conversation; Mayor Pro Tem Linker asked how the County would be involved. Manager Smith clarified that the Board wouldn't be voting to approve the map, but rather recommending to Salisbury a non-annexation agreement.

**ACTION:** Alderman Costantino made a motion to do the lines and discuss with Salisbury and then negotiate with Faith about the other line. *(Clerk Smith asked for clarification, and Alderman Costantino confirmed, that his motion would be "accepting the lines as-is")*. Mayor Pro Tem Linker seconded the motion. The motion passed 3-0.

During discussion on the motion Alderman Shelton stated he felt it was time to approve it and move on. He stated he understood the desire to expand the corridor but his concern was that going back to the table and asking to take in any more than what was drawn by management with the Board's consent, would result in nothing ever getting done. He further stated that if the Board was discussing St. Paul's Church Road connecting to I-85, he was leaning toward the Board asking for that whole corridor, but that it was a huge question whether Salisbury would concede the area. He stated the question was whether to pursue it or leave it as it stands. Alderman Shelton then called the question.

**Adjourn**

**ACTION:** Alderman Costantino made a motion to adjourn. Alderman Shelton seconded the motion. The motion passed 3-0. The meeting ended at 10:37 a.m.

Respectfully Submitted,

*Aubrey Smith*

Town Clerk

DRAFT



# Town of Granite Quarry Fire Department

Established May 15<sup>th</sup>, 1950

PO Box 351

[www.granitequarrync.gov](http://www.granitequarrync.gov)

Granite Quarry, NC

704/279-5596



## **Board Report September 2023**

### **Chief Hord**

#### Emergency Calls for Service August 2023

51 calls in district

- 30- EMS (including strokes, falls, diabetic, CPR and other medical needs)
- 3- Fire Alarms
- 1- CO Alarm
- 2- Outside fires/illegal Burning
- 3- Motor vehicle accidents
- 6- Public Service
- 1- Cancelled/No incident found
- 5- powerlines down/Storm Damage

8 calls to Salisbury

- 1- Fire Alarm
- 1- Structure fire
- 5- Cancelled en route
- 1- Motor Vehicle Accident

19 calls to Rockwell Rural

- 2- EMS
- 1- Lines Down
- 1- Gas Leak
- 1- Motor Vehicle Accident
- 1- Structure fire
- 10- Cancelled en route
- 2- Fire Alarm
- 1- Trash Fire

4 calls to Union

- 3- Fire Alarm
- 1- Motor Vehicle Accident

1 Call to South Salisbury cancelled en route

3 Call to Rockwell City cancelled en route

1 Call to Faith cancelled en route

**TOTAL – 87**

## ACTIVITIES

- Daily activities include apparatus & equipment checks, training, station maintenance, pre-plan development, hose and hydrant maintenance, water points, emergency response, public education, inspections, and the assistance of other divisions within the Town of GQ.
- Monthly training included E.M.T continuing education and Joint Training with Faith F.D. & Rockwell Rural FD
- Multiple days of ladder training, water point training, hose evolutions, extrication tool familiarization, and district familiarization. Weekly shift training/ officer's choice.
- Car Seat Check Station on Thursday from 1 p.m. to 4 p.m. – 4 seats installed/checked.
- Grounds care on Thursdays
- Resumed GQ School visits on Thursdays.

### E-571

- Mileage – 22213
- Hours – 1992

### E-572

- Mileage – 41775.6
- Hours – 3388.3

### R-57

- Mileage – 38617.3
- Hours – 3557.6

### SQ-57

- Mileage – 6828
- Hours – 929



PROTECTING QUALITY OF LIFE

Alliance Code  
Enforcement LLC

August Monthly Report  
Town of Granite Quarry

Updated  
September 04, 2023

ADDRESS	VIOLATION	STATUS
518 Railroad St	MH	OPEN
111 W Lyerly	MH	OPEN
1190 Summer Ln	JP/JV	OPEN
106 E Church St	JV	OPEN
302 W Peeler St	JV/JP	OPEN
702 Campbell Ave	OL/JP	ABATED
618 S Salisbury Ave	JV/JP	ABATED
324 Barringer St	JV	ABATED
127 Rowan St	OL	OPEN
305 Yadkin St	JV	OPEN
702 W Campbell Ave	OL	ABATED
723 N Salisbury Ave	JP/OL	OPEN
106 E Church St	JV	OPEN
611 Dunn Mt Rd	JV	ABATED
221 S Oak St	JV	OPEN
PID 350031	JV	OPEN
341 Brookwood Dr	JV	ABATED
736 S Main St	JV	ABATED
101 Granite St	OL	ABATED
114 Coley Rd	JP	ABATED
506 S Main St	JP	ABATED
1202 Stonewyck Dr	JV	ABATED
PID 351130	ZN/JP	OPEN
403 Lake Dr	JV	OPEN
411 Lake Dr	JV	OPEN
412 Lake Dr	JP	OPEN
736 S Main St	JV	OPEN
518 S Main St	JP/JV	OPEN
330 Barringer St	JV	OPEN
424 Barringer St	JP	OPEN



PROTECTING QUALITY OF LIFE

Alliance Code  
Enforcement LLC

August Monthly Report  
Town of Granite Quarry

Updated  
September 04, 2023

### MONTHLY HIGHLIGHTS

- 11 New cases OPENED.
- 11 Cases have been ABATED.
- 736 S Main St- Junk Vehicle (White Chevy Truck) was removed from the property.
- 341 Brookwood Dr- Junk Vehicle (Green Ford Truck) was removed from the property.
- 1202 Stonewyck Dr – Two Junk Vehicles (Red Chevy Truck/Silver Honda CRV) have been removed from the property.
- 618 S Salisbury Ave – Junk Pile has been removed from the property and the vehicle has now been repaired and has valid registration.
- Multiple property owners have cut and maintained the overgrowth on their property.
- Multiple property owners have cleaned/removed junk piles from their property.



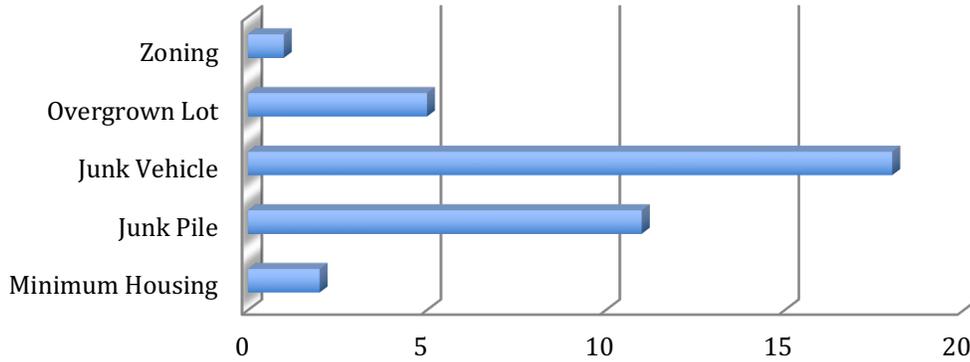
PROTECTING QUALITY OF LIFE

Alliance Code  
Enforcement LLC

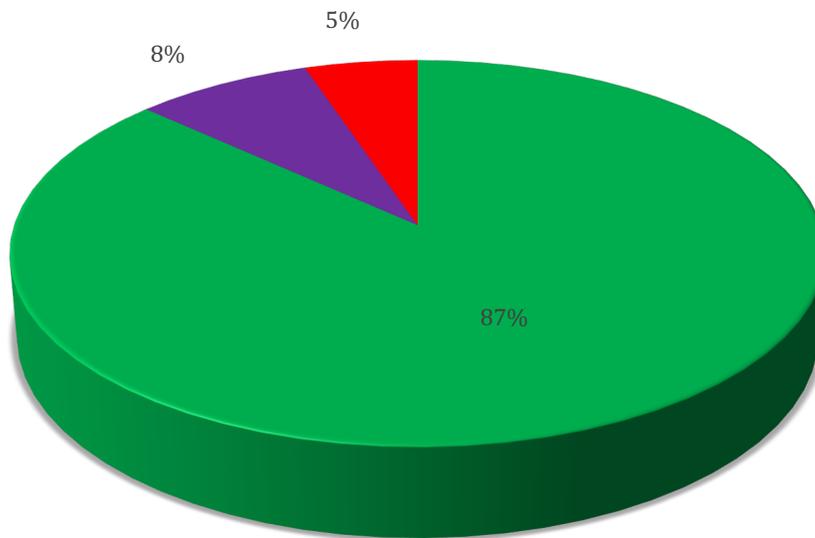
August Monthly Report  
Town of Granite Quarry

Updated  
September 04, 2023

### Violations by the Numbers



	Minimum Housing	Junk Pile	Junk Vehicle	Overgrown Lot	Zoning
■ Violations by the Numbers	2	11	18	5	1



**Total Cases : 137**

**Abated: 119**

**Open In Progress: 11**

**New/No Progress: 7**

■ Abated   ■ Open in Progress   ■ Open new or No Progress



## August Work 2023 Public Works Report

- Normal Maintenance Duties Daily- (parks, cleaning, mowing, edging, service on equipment, limbs & sweeping)
- PM check on generator
- Nature trail maintenance weekly
- Filled various potholes
- Collected storm damage and disposed
- Continued spraying right of ways
- A new roof has been installed on the Legion building.
- Collected quotes for Town Hall roof
- Working on insurance from driver to repair Chamandy
- New shed installed at quarry property for trailers
- Hired 1 new PT Public Works Tech

2007 Ford Truck	Mileage – 64,467	+29 miles
1995 Ford Dump Truck	Mileage – 45,368	+148 miles
2009 Ford Truck	Mileage – 94,649	+226 miles
2019 Ford Truck F350	Mileage – 20,760	+335 miles
2022 Chevy Silverado	Mileage – 16,646	+819 miles



# 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



## Police Department Report

### September 2023

- Call volume report for the month of August 2023:
- See Attached for Total Calls for Service.
- Date of Report: 09/05/2023

- Total calls for service/activities – 1062
  - 959 Officer Generated Calls
  - 103 Calls for Service
- Calls for service/activities Granite Quarry: 936
- Calls for service/activities Faith: 142
- Incident Reports- 4
- Arrest Reports- 1
- Crash Reports- 5
- Traffic Citations- 55

- The following is the ending and average mileage for each vehicle by month:

131 Chevy Impala-	End-	Out of Service
141 Ford Taurus-	End-	87,950
161 Ford Utility-	End-	83,174
171 Ford Utility -	End-	63,035
172 Ford Utility -	End-	104,683
173 Ford Utility -	End-	51,409
181 Ford F150 -	End-	96,901
191 Dodge Durango -	End-	52,331
201 Ford Utility-	End-	37,626
211 Ford Utility-	End-	20,000
212 Ford Utility-	End-	54,935

- Other Information:
  - Drug Collection Box. August 2023: 10.73 pounds collected.
  - August CID Report. 0 Cases assigned; 4 Cases cleared; 43 follow-ups conducted; 99 open assigned cases.
  - Officers completed 55 hours of in-service or continuing education training in August.

# GQPD

## Number of Events by Nature

CFS August 2023 Granite Quarry

Nature	# Events
103O2 ADMIN/INFORMATION	1
104B03 AUDIABLE ALARM	1
104C1 BANK ALARM (INTRUSION)	1
104C2 COMMERCIAL BURG (INTRUSI	9
104C3 RESIDENTAL BURG (INTRUSI	2
104D3 RESIDENTIAL HOLDUP/PANIC	1
106B3 PAST SEXUAL ASLT-CHILD	1
113D1 DISTURBANCE / PHYSICAL	1
113D2 DISTURBANCE / VERBAL	3
114B1 PAST DOMESTIC	1
114C1 PHYSICAL DOMESTIC	1
114D2 VERBAL DOMESTIC	1
115D1 DRIVING UNDER INFLUENCE	1
118B2 FRAUD-PAST FORGERY	1
118D2 FRAUD-FORGERY	1
119C2 THREAT - JUST OCCURED	1
119C3 HARASSMENT - JUST OCC)	1
123B1 MISSING PERSON	1
123B3 FOUND PERSON	1
125B1 CHECK WELFARE - ROUTINE	2
125B2 LOCKOUT - ROUTINE	2
125D1 CHECK WELFARE-URGENT	6
129C1 SUSPICIOUS PERSON	5
129C3 SUSPICIOUS VEHICLE	9
129C5 SUSPICIOUS CIRCUMSTANCE	1
130B1 LARCENY (ALREADY OCC)	1
131B3 HIT & RUN	3
131O2 TRAFFIC - INFORMATION	3
132B1 MINOR TRAFFIC VIOLATION	1

Nature	# Events
132B2 PARKING COMPLAINT	1
132C1 SEVERE TRAFFIC VIOLATION	1
132C2 HAZARDOUS ROAD CONDITION	2
133B1 PAST TRESPASSING	1
133D1 TRESPASSING	2
23B1 OVERDOSE/POISON	2
25B6 PSYCHIATRIC	1
32B3 UNKNOWN MEDICAL	1
32D0 UNKNOWN PROB (OVERRIDE)	1
77B1 TRAFFIC ACC - INJURY	3
911 HANG UP	18
ASSIST EMS	1
ASSIST FIRE DEPT	6
ASSIST MOTORIST	4
ATTEMPT TO LOCATE	2
BURGLARY ALARM	2
BUSINESS OR HOUSE CHECK	658
COMMUNITY PROGRAM	4
DELIVER MESSAGE	6
DOMESTIC PROPERTY PICKUP	2
FOLLOWUP	55
GENERAL INFORMATION	3
ILLEGAL BURNING	1
LAW CALL	1
MISDIAL	3
OPEN DOOR	1
PARK CHECK	9
REPOSSESSION	2
SCHOOL SECURITY CHECK	5
SUBPOENA SERVICE	6
TRAFFIC ACCIDENT W/PIN IN	2
TRAFFIC CHECK	6

Nature	# Events
TRAFFIC CONTROL	4
TRAFFIC STOP	52
VEHICLE ACCIDENT PROP DAMAGE	3
WARRANT SERVICE	2
<b>Total</b>	<b>936</b>

# GQPD

## Number of Events by Nature

CFS August 2023 Faith

Nature	# Events
104C2 COMMERCIAL BURG (INTRUSI	1
104O2 ALARM TEST CALL	1
110C1 POSSIBLE B&E RESIDENTIAL	1
113A1 DISTURBANCE - PAST	1
113D2 DISTURBANCE / VERBAL	1
116D2 DRUGS (SALE)	1
125B2 LOCKOUT - ROUTINE	1
125D1 CHECK WELFARE-URGENT	1
129C1 SUSPICIOUS PERSON	1
129C3 SUSPICIOUS VEHICLE	3
132A1 ABANDONED VEHICLE	1
132B1 MINOR TRAFFIC VIOLATION	1
133D1 TRESPASSING	1
135D2 SHOTS FIRED (SUSP SEEN)	1
911 HANG UP	3
ASSIST MOTORIST	1
BUSINESS OR HOUSE CHECK	86
COMMUNITY CONTACT	1
DELIVER MESSAGE	1
FOLLOWUP	2
LITTERING OR ILLEGAL DUMPING	1
MISDIAL	3
SCHOOL SECURITY CHECK	1
TRAFFIC CHECK	1
TRAFFIC CONTROL	17
TRAFFIC STOP	9
<b>Total</b>	<b>142</b>

# Planning Monthly Report

August 2023



## **Permits**

7 Permit Applications

6 Permits Approved

1 Permits denied

Date	Address	Permit	Status
8-2-23	104 E. Bank St	New Business- Beauty Shop	Issued
8-14-23	265 Charleston Lane	Accessory Building	Issued
8-22-23	1120 Birch St	Home Occupation- online business	Issued
8-24-23	109 Rocklyn Lane	Home Addition	Issued
8-29-23	409C S Salisbury Ave	New Business- Collectibles & Games	Issued
8-29-23	312 N Oak St	Accessory Building	Issued

## **Planning/Zoning Review**

Inquiry	Zoning	Comments
Dunns Mtn Rd	IND & AG	8-7-23 meeting – Considering rezoning all or part
W. Bank Street	RMST	8-7-23 meeting- considering development options
322 S. Salisbury Ave	MS	8-7-23 meeting- review of plans
W. Peeler Street	SFR-3	8-8-23 R Flowe Teams meeting
Charleston Lane	MU-1	8-14-23 Plan review, options
Village @ GQ	PUD	8-23-23 Plans review, options for next phases
Faith Rd	SFR-2	8-23-23 Possibility of subdividing

**Planning Board.** Met August 7, 2023 –Continued review of GQDO Article 11 and Rules of Procedure.

**Zoning Board of Adjustment.** No business; did not meet.



## Finance Department

Breakdown by Department:  
As of August 31, 2023

Department	Budgeted	Encumbered	YTD	
Revenues:	<u>4,617,717</u>		<u>1,383,811</u>	<u>30%</u>
<b>Total Revenues:</b>	<b>\$ 4,617,717</b>		<b>\$ 1,383,811</b>	<b>30%</b>
Expenses:				
Governing Body	93,529	13,500	9,440	25%
Contingency & Transfers	1,128,146	-	26,136	0%
Administration	636,520	-	106,179	17%
Public Works	401,341	2,220	70,230	18%
Police	1,007,124	55,658	149,525	20%
Fire	732,897	15,300	111,408	17%
Streets	331,160	-	207,160	63%
Sanitation	193,250	-	27,244	14%
Parks & Recreation	<u>93,750</u>	<u>12,140</u>	<u>7,447</u>	<u>21%</u>
<b>Total Expenses:</b>	<b>\$ 4,617,717</b>	<b>\$ 98,818</b>	<b>\$ 714,769</b>	<b>18%</b>
<b>Expense to Revenue:</b>				<b>52%</b>

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

<b>Revenues:</b>					
<b>Account</b>	<b>Budget</b>	<b>YTD</b>	<b>Variance</b>	<b>%</b>	<b>Notes</b>
01-3100-12 Taxes - Budget Year	1,610,208	1,117,458	(492,750)	69%	
01-3100-17 Tax Penalties & Interest	4,000	971	(3,029)	24%	
01-3101-12 Taxes - Prior Years	8,000	1,099	(6,901)	14%	
01-3102-12 Vehicle Tax	144,188	28,012	(116,176)	19%	
01-3230-31 Local Option Sales Tax	1,118,010	177,239	(940,771)	16%	
01-3231-31 Solid Waste Disposal Tax	2,475	622	(1,853)	25%	
01-3316-32 Powell Pave & Patch Funds	90,000	-	(90,000)	0%	
01-3322-31 Beer & Wine - State	12,660	-	(12,660)	0%	
01-3324-31 Utilities Franchise Tax	141,387	-	(141,387)	0%	
01-3330-84 County First Responders	4,020	1,195	(2,825)	30%	
01-3413-89 Miscellaneous Revenue	2,700	296	(2,404)	11%	
01-3431-41 Police Authority Revenue_Faith	161,473	-	(161,473)	0%	
01-3431-45 Police Report Revenue	100	40	(60)	40%	
01-3431-89 Police Miscellaneous	1,100	77	(1,024)	7%	
01-3471-51 Environmental Fee Collection	184,750	26,192	(158,558)	14%	
01-3491-41 Subdivision & Zoning Fees	6,000	575	(5,425)	10%	
01-3613-41 Parks Miscellaneous	21,000	3,925	(17,075)	19%	
01-3713-33 Sal. Water/Sewer Reimbursement	50,000	-	(50,000)	0%	
01-3831-89 Interest on Investments	90,000	23,231	(66,769)	26%	
01-3834-41 Park Shelter Rentals	6,000	2,680	(3,320)	45%	1
01-3835-81 Surplus items Sold	1,000	200	(800)	20%	
01-3837-31 ABC Net Revenue-Co.	11,500	-	(11,500)	0%	
01-3991-99 Fund Balance Appropriated	947,146	-	(947,146)	0%	2
	<b>4,617,717</b>	<b>1,383,811</b>	<b>(3,233,906)</b>	<b>30%</b>	

Notes:

- 1 Includes GQ Civitans annual rental fee of \$1,200
- 2 Fund Balance Appropriated = Budget as Adopted + Budget Amendments as follows:
 

Budget as Adopted	938,146.00
BA #1 Legion Building Roof	9,000.00
Total Fund Balance Appropriated	947,146.00

<b>Governing Body:</b>						
<b>Account</b>	<b>Budget</b>	<b>Encum.</b>	<b>YTD</b>	<b>Variance</b>	<b>%</b>	<b>Notes</b>
01-4110-02 Mayor/Aldermen Salary	18,745	-	-	18,745	0%	
01-4110-09 FICA Expense	1,434	-	-	1,434	0%	
01-4110-14 Insurance - Workers Comp	50	-	32	18	63%	
01-4110-18 Professional Services	33,500	13,500	1,126	18,874	44%	3
01-4110-26 Office Expense	900	-	-	900	0%	
01-4110-31 Training & Schools	900	-	-	900	0%	
01-4110-40 Dues & Subscriptions	16,250	-	5,852	10,398	36%	
01-4110-45 Insurance & Bonds	2,000	-	1,880	120	94%	4
01-4110-60 Special Projects	15,200	-	350	14,850	2%	
01-4110-61 Grants - Nonprofit Grant Program	350	-	200	150	57%	
01-4110-63 Elections	4,200	-	-	4,200	0%	
	<b>93,529</b>	<b>13,500</b>	<b>9,440</b>	<b>70,589</b>	<b>25%</b>	

Notes:

- 3 Audit contract is encumbered
- 4 Paid once annually at the beginning of the fiscal year

<b>Contingency &amp; Transfers:</b>						
<b>Account</b>	<b>Budget</b>	<b>Encum.</b>	<b>YTD</b>	<b>Variance</b>	<b>%</b>	<b>Notes</b>
01-9820-96 Transfer to Capital Reserve Fund	190,000	-	-	190,000	0%	
01-9840-96 Transfer to Capital Project Funds	938,146	-	26,136	912,010	3%	5
	<b>1,128,146</b>	<b>-</b>	<b>26,136</b>	<b>1,102,010</b>	<b>2%</b>	

Notes:

- 5 Transfer to Transformational Project GPO

<b>Administration:</b>						
<b>Account</b>	<b>Budget</b>	<b>Encum.</b>	<b>YTD</b>	<b>Variance</b>	<b>%</b>	<b>Notes</b>
01-4120-00 Salaries - Regular	301,925	-	41,297	260,628	14%	
01-4120-03 Salaries - Longevity	1,000	-	-	1,000	0%	
01-4120-07 401K Expense	15,097	-	2,065	13,032	14%	
01-4120-09 FICA Expense	23,174	-	3,097	20,077	13%	
01-4120-10 Retirement Expense	39,017	-	5,319	33,698	14%	
01-4120-11 Group Insurance	41,500	-	5,270	36,230	13%	
01-4120-14 Insurance - Workers Comp	500	-	425	75	85%	6
01-4120-17 Insurance – HRA/Admin Cost	1,200	-	200	1,000	17%	
01-4120-18 Professional Services	93,900	-	12,146	81,754	13%	
01-4120-22 Banquet Expense	1,700	-	-	1,700	0%	
01-4120-26 Office Expense	9,500	-	1,157	8,343	12%	
01-4120-31 Training & Schools	9,500	-	2,366	7,134	25%	
01-4120-32 Telephone/Communications	4,400	-	702	3,698	16%	
01-4120-33 Utilities	5,200	-	786	4,414	15%	
01-4120-34 Printing	6,000	-	867	5,133	14%	
01-4120-37 Advertising	2,600	-	-	2,600	0%	
01-4120-40 Dues & Subscriptions	2,650	-	403	2,247	15%	
01-4120-44 Contracted Services	43,807	-	9,572	34,235	22%	
01-4120-45 Insurance & Bonds	6,200	-	6,182	18	100%	6
01-4120-62 Committees - CAC	500	-	-	500	0%	
01-4120-68 Tax Collection	27,150	-	14,324	12,826	53%	
	<b>636,520</b>	<b>-</b>	<b>106,179</b>	<b>530,341</b>	<b>17%</b>	

Notes:

6 Paid once annually at the beginning of the fiscal year

<b>Public Works:</b>						
<b>Account</b>	<b>Budget</b>	<b>Encum.</b>	<b>YTD</b>	<b>Variance</b>	<b>%</b>	<b>Notes</b>
01-4190-00 Salaries - Regular	146,665	-	22,425	124,240	15%	
01-4190-02 Salaries - Part-Time	70,000	-	8,389	61,611	12%	
01-4190-03 Salaries - Longevity	1,150	-	-	1,150	0%	
01-4190-07 401K Expense	7,334	-	1,106	6,228	15%	
01-4190-09 FICA Expense	16,663	-	2,334	14,329	14%	
01-4190-10 Retirement Expense	19,039	-	2,877	16,162	15%	
01-4190-11 Group Insurance	25,500	-	4,336	21,164	17%	
01-4190-14 Insurance - Workers Comp	7,200	-	6,228	972	87%	7
01-4190-20 Motor Fuel	16,000	-	1,408	14,592	9%	
01-4190-21 Uniforms	1,500	-	43	1,457	3%	
01-4190-24 Maint & Repair - Bldgs/Grounds	17,215	-	428	16,787	2%	
01-4190-25 Maint & Repair - Vehicles	7,000	-	141	6,859	2%	
01-4190-29 Supplies & Equipment	15,000	1,500	1,708	11,792	21%	
01-4190-31 Training & Schools	200	-	-	200	0%	
01-4190-32 Telephone/Communications	900	-	162	738	18%	
01-4190-33 Utilities	3,750	-	556	3,194	15%	
01-4190-34 Printing	25	-	2	23	10%	
01-4190-35 Maint & Repairs - Equipment	9,000	-	599	8,401	7%	
01-4190-40 Dues & Subscriptions	6,900	-	6,637	263	96%	8
01-4190-44 Contracted Services	19,500	720	1,287	17,493	10%	
01-4190-45 Insurance & Bonds	4,800	-	4,794	6	100%	7
01-4190-58 Cap Outlay - Bldg/Infrastructure	6,000	-	4,769	1,231	79%	9
	<b>401,341</b>	<b>2,220</b>	<b>70,230</b>	<b>328,891</b>	<b>18%</b>	

Notes:

- 7 Paid once annually at the beginning of the fiscal year
- 8 Includes IWorQ System
- 9 Carport at Quarry

<b>Police:</b>						
<b>Account</b>	<b>Budget</b>	<b>Encum.</b>	<b>YTD</b>	<b>Variance</b>	<b>%</b>	<b>Notes</b>
01-4310-00 Salaries - Regular	553,925	-	67,925	486,000	12%	
01-4310-02 Salaries - Part-Time	8,000	-	360	7,640	5%	
01-4310-03 Salaries - Longevity	2,500	-	-	2,500	0%	
01-4310-07 401K Expense	27,697	-	3,391	24,306	12%	
01-4310-09 FICA Expense	43,179	-	5,136	38,043	12%	
01-4310-10 Retirement Expense	78,123	-	9,523	68,600	12%	
01-4310-11 Group Insurance	93,500	-	12,462	81,038	13%	
01-4310-14 Insurance - Workers Comp	11,500	-	8,999	2,501	78%	10
01-4310-20 Motor Fuel	32,000	-	3,586	28,414	11%	
01-4310-21 Uniforms	4,400	223	72	4,105	7%	
01-4310-25 Maint & Repair - Vehicles	9,000	-	127	8,873	1%	
01-4310-26 Office Expense	1,500	-	32	1,468	2%	
01-4310-29 Supplies & Equipment	21,650	-	4,506	17,144	21%	
01-4310-31 Training & Schools	5,000	1,150	-	3,850	23%	
01-4310-32 Telephone/Communications	8,200	-	1,552	6,648	19%	
01-4310-33 Utilities	1,900	-	280	1,620	15%	
01-4310-34 Printing	1,000	-	234	766	23%	
01-4310-35 Maint & Repair - Equipment	2,000	-	92	1,908	5%	
01-4310-40 Dues & Subscriptions	4,800	-	1,509	3,291	31%	
01-4310-44 Contracted Services	23,250	-	13,463	9,787	58%	
01-4310-45 Insurance & Bonds	16,000	-	15,895	105	99%	10
01-4310-54 Cap Outlay - Vehicles	58,000	54,285	383	3,332	94%	11
	<b>1,007,124</b>	<b>55,658</b>	<b>149,525</b>	<b>801,941</b>	<b>20%</b>	

Notes:

- 10 Paid once annually at the beginning of the fiscal year
- 11 Vehicle and upfit are encumbered

<b>Fire:</b>						
<b>Account</b>	<b>Budget</b>	<b>Encum.</b>	<b>YTD</b>	<b>Variance</b>	<b>%</b>	<b>Notes</b>
01-4340-00 Salaries - Regular	290,500	-	32,105	258,395	11%	
01-4340-02 Salaries - Part-Time	184,275	-	34,392	149,883	19%	
01-4340-03 Salaries - Longevity	2,200	-	-	2,200	0%	
01-4340-07 401K Expense	15,520	-	1,789	13,731	12%	
01-4340-09 FICA Expense	36,489	-	5,072	31,417	14%	
01-4340-10 Retirement Expense	40,263	-	4,580	35,683	11%	
01-4340-11 Group Insurance	54,000	-	3,062	50,938	6%	
01-4340-14 Insurance - Workers Comp	10,585	-	8,592	1,993	81%	12
01-4340-17 Firemen's Pension Fund	1,725	-	10	1,715	1%	
01-4340-20 Motor Fuel	8,500	-	1,165	7,335	14%	
01-4340-21 Uniforms	3,500	-	157	3,343	4%	
01-4340-25 Maint & Repair - Vehicles	10,000	-	688	9,312	7%	
01-4340-26 Office Expense	150	-	-	150	0%	
01-4340-29 Supplies & Equipment	30,000	14,000	3,956	12,044	60%	
01-4340-31 Training & Schools	2,500	-	1,124	1,376	45%	
01-4340-32 Telephone/Communications	5,400	-	1,062	4,338	20%	
01-4340-33 Utilities	6,800	-	1,042	5,758	15%	
01-4340-34 Printing	275	-	60	215	22%	
01-4340-35 Maint & Repair - Equipment	4,500	-	-	4,500	0%	
01-4340-40 Dues & Subscriptions	3,850	-	282	3,568	7%	
01-4340-44 Contracted Services	10,000	1,300	416	8,284	17%	
01-4340-45 Insurance & Bonds	11,865	-	11,854	11	100%	12
	<b>732,897</b>	<b>15,300</b>	<b>111,408</b>	<b>606,189</b>	<b>17%</b>	

Notes:

12 Paid once annually at the beginning of the fiscal year

<b>Streets:</b>						
<b>Account</b>	<b>Budget</b>	<b>Encum.</b>	<b>YTD</b>	<b>Variance</b>	<b>%</b>	<b>Notes</b>
01-4510-18 Professional Services	1,000	-	-	1,000	0%	
01-4510-29 Supplies & Equipment	2,400	-	-	2,400	0%	
01-4510-39 Maint & Repair	30,000	-	-	30,000	0%	
01-4510-99 Unappropriated Fund Balance	56,600	-	-	56,600	0%	
01-4511-33 Utilities - Street Lights	38,000	-	6,578	31,422	17%	
01-4511-39 Other Services	300	-	-	300	0%	
01-4511-71 Debt Service - Principal	202,860	-	200,581	2,279	99%	13
	<b>331,160</b>	<b>-</b>	<b>207,160</b>	<b>124,000</b>	<b>63%</b>	

Notes:

13 Streets loan paid in full

<b>Sanitation:</b>						
<b>Account</b>	<b>Budget</b>	<b>Encum.</b>	<b>YTD</b>	<b>Variance</b>	<b>%</b>	<b>Notes</b>
01-4710-44 Contracted Services	193,250	-	27,244	166,006	14%	
	<b>193,250</b>	<b>-</b>	<b>27,244</b>	<b>166,006</b>	<b>14%</b>	

Notes:

<b>Parks &amp; Rec:</b>						
<b>Account</b>	<b>Budget</b>	<b>Encum.</b>	<b>YTD</b>	<b>Variance</b>	<b>%</b>	<b>Notes</b>
01-6130-24 Maint & Repair - Bldgs/Grounds	35,000	9,000	1,285	24,715	29%	
01-6130-29 Supplies & Equipment	10,000	-	680	9,320	7%	
01-6130-32 Telephone/Communications	6,000	-	1,320	4,680	22%	
01-6130-33 Utilities	17,000	-	3,215	13,785	19%	
01-6130-44 Contracted Services	1,500	-	-	1,500	0%	
01-6130-62 Committees - PERC	24,250	3,140	948	20,162	17%	
	<b>93,750</b>	<b>12,140</b>	<b>7,447</b>	<b>74,163</b>	<b>21%</b>	

Notes:

<b>FEMA Granite Lake Project</b>						
<b>Account</b>	<b>Budget</b>	<b>Encum.</b>	<b>YTD</b>	<b>Variance</b>	<b>%</b>	<b>Notes</b>
<u>Revenues:</u>						
04-3613-26 FEMA Grant	576,286	-	502,170	74,116	87%	
04-3613-36 NC DEM Grant	192,095	-	167,390	24,705	87%	
<b>Total Revenues:</b>	<b>768,381</b>	<b>-</b>	<b>669,560</b>	<b>(98,821)</b>	<b>87%</b>	
<u>Expenses:</u>						
04-6130-18 Professional Services	174,250	3,081	171,169	0	100%	14
04-6130-69 Cap Outlay - Construction	547,619	-	503,524	44,095	92%	15
04-6130-97 Contingency	46,512	-	-	46,512	0%	
<b>Total Expenses:</b>	<b>768,381</b>	<b>3,081</b>	<b>674,693</b>	<b>90,608</b>	<b>88%</b>	

Notes:

- 14 Awaiting final closeout, entire engineering services contract encumbered
- 15 Final amounts for construction

<b>Transportation Alternatives Program Project</b>						
<b>Account</b>	<b>Budget</b>	<b>Encum.</b>	<b>YTD</b>	<b>Variance</b>	<b>%</b>	<b>Notes</b>
<u>Revenues:</u>						
09-3450-36 TAP Funds	440,000	-	-	440,000	0%	
09-3984-96 Transfer from Transformational Proj.	110,000	-	-	110,000	0%	
<b>Total Revenues:</b>	<b>550,000</b>	<b>-</b>	<b>-</b>	<b>550,000</b>	<b>0%</b>	
<u>Expenses:</u>						
09-4511-18 Professional Services	70,000	-	-	70,000	0%	
09-4511-58 Cap Outlay - Construction	452,500	-	-	452,500	0%	
09-4511-97 Contingency	27,500	-	-	27,500	0%	
<b>Total Expenses:</b>	<b>550,000</b>	<b>-</b>	<b>-</b>	<b>550,000</b>	<b>0%</b>	

Notes:

Transformational Project						
Account	Budget	Encum.	YTD	Variance	%	Notes
<u>Revenues:</u>						
08-3981-96 Transfer from General Fund	959,917	-	51,315	908,601	5%	
<b>Total Revenues:</b>	<b>959,917</b>	<b>-</b>	<b>51,315</b>	<b>(908,601)</b>	<b>5%</b>	
<u>Expenses:</u>						
08-4930-18 Professional Services				-		16
Pre-Development Services	39,100	15,467	23,633	-		
Civic Park "Option 1" Improvements	49,800	37,118	12,683	-		
Civic Park Master Plan	55,000	55,000	-	-		
Total Professional Services	143,900	107,585	36,315	-	100%	
08-4930-58 Cap Outlay - Construction						
Feasibility Study	15,000	-	15,000	-		
Undetermined Construction Costs	645,517	-	-	645,517		
Total Professional Services	660,517	-	15,000	645,517	2%	
08-4930-97 Contingency	45,500	-	-	45,500	0%	
08-9840-96 Transfer to TAP Project Fund	110,000	-	-	110,000	0%	
<b>Total Expenses:</b>	<b>959,917</b>	<b>107,585</b>	<b>51,315</b>	<b>801,017</b>	<b>17%</b>	

Notes:

16 Stewart contracts encumbered (Pre-Development Services, Civic Park Improvements, Civic Park Master Plan)

Interest on Investments by Month														
FY 2023-2024														
Acct#	July	Aug	Sept	Oct	Nov	Dec	Jan	Feb	March	April	May	June	Interest YTD	Invested Balance
<b>Money Market Accounts:</b>														
XX9011	18	2	-	-	-	-	-	-	-	-	-	-	20.47	53,659.03
XX1186	17	19	-	-	-	-	-	-	-	-	-	-	36.15	62,892.15
	35	21	-	-	-	-	-	-	-	-	-	-	\$ 56.62	\$ 116,551.18
<b>NC Capital Management Trust:</b>														
XX4319	11,469	11,705	-	-	-	-	-	-	-	-	-	-	23,174.27	3,468,824.55
	11,469	11,705	-	-	-	-	-	-	-	-	-	-	\$ 23,174.27	\$ 3,468,824.55
<b>Totals</b>													<b>\$ 23,230.89</b>	<b>\$ 3,585,376</b>

<b>Total Invested Balance</b>		<b>\$ 3,585,376</b>
<b>Cash Balance (As of 8/31/23)</b>	<b>\$ 268,785</b>	
<b>Minus Outstanding Transactions (As of 8/31/23)</b>	<b>\$ (5,651)</b>	
<b>Total Reconciled Cash Balance</b>		<b>\$ 263,134</b>
<b>Total Available Funds</b>		<b>\$ 3,848,509</b>

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**Unassigned Fund Balance:**

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*\*These amounts are estimates only and intended to give an indication  
of the fiscal health of Unassigned Fund Balance.*

<b>Unassigned Fund Balance as of 7/01/22</b>	<b>2,332,082</b>
<b>Revenues over Expenses at 6/30/23 (unaudited)</b>	<b>756,349</b>
Revenues as of 8/31/23	1,383,811
Expenses as of 8/31/23	(714,769)
<b>Revenues over Expense at 8/31/23</b>	<b>669,043</b>
<b>Less Encumbered</b>	<b>(98,818)</b>
<b>Less Restricted:</b>	
Powell Bill	-
Reserved by State Statute	(346,710)
<b>Total Restricted</b>	<b>(346,710)</b>
<b>Less Committed:</b>	
Transformational Project CPO	(912,010)
Transfer to Capital Reserve Fund	(190,000)
<b>Total Committed</b>	<b>(1,102,010)</b>
<b>Unassigned Fund Balance as of 8/31/23</b>	<b>\$ 2,209,936</b>

**Agenda Item Summary**

Regular Monthly Meeting

September 11, 2023

Agenda Item **2D**

**CAC Appointment Recommendation**

Summary

The Community Appearance Commission met with Marta Wright at its 8/10/2023 meeting and recommended that she be appointed to the Town Seat with the term expiration of 7/31/2026.

Attachments

- Clerk Application Summary

Action Requested:

***Motion to appoint Marta Wright to the Community Appearance Commission's Town Seat with the term expiration to 7/31/2026.***

Motion Made By:	
Jim Costantino	<input type="checkbox"/>
John Linker	<input type="checkbox"/>
Doug Shelton	<input type="checkbox"/>
Jeff Cannon	<input type="checkbox"/>
Second By:	
Jim Costantino	<input type="checkbox"/>
John Linker	<input type="checkbox"/>
Doug Shelton	<input type="checkbox"/>
Jeff Cannon	<input type="checkbox"/>
For:	
Jim Costantino	<input type="checkbox"/>
John Linker	<input type="checkbox"/>
Doug Shelton	<input type="checkbox"/>
Jeff Cannon	<input type="checkbox"/>
Against:	
Jim Costantino	<input type="checkbox"/>
John Linker	<input type="checkbox"/>
Doug Shelton	<input type="checkbox"/>
Jeff Cannon	<input type="checkbox"/>
In case of tie:	
Mayor Brittany Barnhardt	
For	<input type="checkbox"/>
Against	<input type="checkbox"/>

## SUMMARY

TO: CAC, Board of Aldermen  
FROM: Town Clerk Aubrey Smith  
RE: **Summary of Application Review**  
DATE: 8/10/2023

---



The current Committee Membership Recruiting and Appointment Policy, adopted by the Board of Aldermen 9/8/2020, directs the Clerk or designee to conduct an administrative review of an application, comparing with:

- Any ordinance requirements for qualifications;
- The current compositions of the applicable committee's membership for diversity of backgrounds and residence locations with a goal of fair representation of the town's jurisdiction.

### Requirements

The current qualifications for Community Appearance Commission are residency requirements for the seats to be filled by town residents and the stated desire for ETJ representation.

The current Community Appearance Commission membership consists of the following:

- 2 filled Town seats\*      4 vacant Town seats\*
- 1 filled ETJ seat            0 vacant ETJ seats

### Diversity of Backgrounds

The current Community Appearance Commission members have a wide variety of background experience and/or occupations including:

- Owner of accounting company
  - Owner of construction company, development company, and realty company
  - Retired school administrator with a working knowledge of grant writing\*
- Mrs. Wright is a former healthcare supervisor.

### Diversity of Residence Locations

- Mrs. Wright is a resident of the Town and lives on Pine Hill Drive.

The residences of the five Community Appearance Commission members currently representing the Town are located on the following streets:

- Hillcrest Ridge Drive
- Fish Pond Road
- North Main Street\*

(\*pending Linda Shelton's appt. 8/14/23)



P.O. Box 351  
 Granite Quarry, NC 28072-0351  
 704-279-5596  
[www.granitequarrync.gov](http://www.granitequarrync.gov)

## BOARDS AND COMMITTEES APPLICATION

NAME Marta Wright  
 PHYSICAL ADDRESS 718 Pine Hill Dr. Salisbury ZIP 28146  
 MAILING ADDRESS same ZIP 28146  
 PHONE 704-754-3655 PHONE (business or cell) \_\_\_\_\_  
 EMAIL plmswright@gmail.com  
 OCCUPATION \_\_\_\_\_

ARE YOU CURRENTLY SERVING ON A GRANITE QUARRY BOARD OR COMMITTEE  Yes  No

IF SO, PLEASE PROVIDE THE NAME OF THE BOARD OR COMMITTEE

\_\_\_\_\_

I AM INTERESTED IN SERVING ON THE FOLLOWING BOARDS OR COMMITTEES IN ORDER OF PREFERENCE (please number up to three applicable committees)

- |   |   |
|---|---|
| <input checked="" type="checkbox"/> Community Appearance Commission | <input checked="" type="checkbox"/> Planning Board  |
| <input type="checkbox"/> Revitalization Team                        | <input type="checkbox"/> Zoning Board of Adjustment |
| <input type="checkbox"/> Parks, Events, and Recreation Committee    |   |

WORK EXPERIENCE (List your four most recent employment experiences, listing present or most recent first)

Dates	Company Name/Location	Position	Job Description
2016/2018	Vision Health Care	Supervisor	medical clinics at Columbia

**EDUCATION** (List your three most recent educational experiences, listing present or most recent first)

Educational Institution/School	Degree Received	Area(s) of Study
Cosmetology Career Inst.	Med. Asst. Degree	Med. Assistant

**WHY DO YOU FEEL YOU ARE QUALIFIED FOR THIS APPOINTMENT?**

I am organized and I'm interested in keeping Granite Quarry a good place to live.

**BOARDS/ COMMITTEES ON WHICH YOU HAVE SERVED** (LIST MUNICIPALITIES AND DATES)

N.A.

**EVER CONVICTED OF A FELONY**  Yes  No If yes, state details: \_\_\_\_\_

I affirm that I understand this application may be considered a public record and as such, portions may be subject to release under North Carolina General Statute Chapter 132, Public Records. I certify that the facts contained in this application are true and correct to the best of my knowledge. I agree that by my submission of this application form, I shall be deemed to have affixed my signature hereto.

Signature Marta Wright Date July 28, 2023

**FOR OFFICE USE ONLY**

Application Received: 7/28/2023 AES Interview Date & Time: mtg

Confirmation Date: \_\_\_\_\_ Term Ending: \_\_\_\_\_

**Town of Granite Quarry**  
**Town Manager's Report**  
**September 2023**



1. **Staff updates, highlights, recognitions.** Manager will update any highlights from the past month.
  - Storm response: Every FD volunteer except one turned out; PWD follow up & route pickups.
  - PD career development recognition.
  
2. **Transformational Projects.**
  - **Civic Park – Option 1 Scope of Services (Overflow lot, existing parking, trails)**
    - Survey completed. Attorney opinion given on overflow lot deed/survey discrepancy, still researching northern civic park property line question to determine trails resolution needed.
    - Overflow lot design still waiting on draft for planning review.
    - Still pressing for partial improvements by Granite Fest but time & factors are not on our side.
  - **Civic Park – Master Plan**
    - Working to coordinate kickoff but without pulling focus & progress from the other major priority components already set in motion / currently in full swing.
  - **Town Square / Downtown Streetscape / Utilities**
    - Duke Energy engineering feasibility study underway (3-5 months).
    - Continued follow up coordination with Charter & Windstream to ensure their planning coincides with the project.
    - Update with Representative Warren September 1<sup>st</sup>; Mayor to follow up with other legislators.
    - Actively continuing to seek & vet other potential funding sources and grants.
    - Original Scope, Task 1 (pre-development) complete. Currently continuing with downtown / square under hourly services as we develop study and determine best structure post-study.
  - **Transportation Alternatives Program (TAP).**
    - Still on radar needing to prioritize planning for October kickoff and project scheduling.
  
3. **General highlights**
  - Interlocal Agreements (Floodplain, Sediment & Erosion Control) completed with County.
  - County has already turned floodplain permitting responsibility over to the Town.
  - County is finishing up its zoning processes to take in our relinquished ETJ area.
  - Field audit completed, auditor drafting, TM working on Management Discussion & Analysis (MD&A).
  - Growth/non-annexation agreement. Following up with Salisbury & Faith on 8/31 BOA consensus.
  - Chamandy Dr truck traffic signage up; PWD still following up with trucker's insurance on damage.
  - Planning. So far Planning Director has remained back-to-back scheduling with no breaks on days in office here, and a lot of virtual coordination in between. Combination of resolving multiple complex issues that had been lingering previously as well as an uptick in new inquiries & issues.
  - Storm disruptions to network, internet, phones ultimately uncovered potential issues hampering our fiber services. Following up with IT and Spectrum on that.

- Lot of staff professional development fell in August's calendar:
  - Clerks' conference the week of 8/21
    - Communication, public records refresher / update:**
      - **why email instead of text, social media**
      - **Town use of Bcc to promote transparency, protect from inadvertent violations**
  - Planning: certified zoning officials' updates the week of 8/14
  - Managers' legislative, HR, and amended ARP/BIL requirements' updates
  - Aubrey cross-training on payroll as additional internal control & to help fill in (Finance has several week-long required courses in September along with vacation time in November)
- Software. iWorQ (mainly PWD scheduling, asset mgmt, etc) and HeyGov (mainly Admin online reservations, cashless payments, etc) being implemented & staff training underway.
- Staffing. Public Works and Police still challenged with full-time positions recruiting. Approved a temporary hiring & recruitment bonus in PD. Recommending an innovative townwide succession planning policy incentive to BOA at the September meeting.
- Town properties.
  - Town Hall roof: bids in; recommendation on September BOA agenda to move forward.
  - Legion Building roof completed.
  - Well House. Planning Director and I met with potential purchaser on his development interests; revised Offer to Purchase submitted for BOA consideration.

#### 4. **Committee / Group Reports.**

##### A. **Community Appearance Commission (CAC).** 8/10/23

- Yard of Month. August winners: 608 N Main St and 719 N Salisbury Ave.
- Recommended Marta Wright to the Board of Aldermen for appointment to CAC; If approved, CAC will be up to 4 members (down to 3 vacancies)

##### B. **Centralina Regional Managers Meeting.** 8/16/23

- Met at Charlotte airport to get an update on CLT's community outreach/engagement efforts
- Regional updates and networking lunch

##### C. **Revitalization Team.** No meeting in August.

##### D. **MPO Technical Coordinating Committee (TCC).** 8/16/23

- Recommended approval to the Transportation Advisory Committee (TAC, elected officials) of:
  - Several modifications to Transportation Improvement Projects (TIP)
  - Air Quality Conformity Analysis and Determination for the 2024-2027 TIP
  - Rider Public Transportation Agency Safety Plan

##### E. **Events group.** 8/24/23

- Fish for Fun. 9/9/23 from 4pm-7pm. Discussed volunteer tasks and the day's scheduling.
- Granite Fest. 10/21/23. Discussed updates, volunteer assignments for potential sponsors.

**Agenda Item Summary**

Regular Monthly Meeting

September 11, 2023

Agenda Item 5

Summary

The attached policy was developed based on a recognized need to incentivize employees to give as much notice as possible when planning and preparing for retirement.

Attachments

- Resolution 2023-06
- Policy 2023-06 Draft

Action Requested:

***Motion to adopt Resolution 2023-06 to adopt the Salary Adjustment for Retiring Employees policy as presented.***

**Salary Adjustment for Retiring Employees Policy**

Motion Made By:	
Jim Costantino	<input type="checkbox"/>
John Linker	<input type="checkbox"/>
Doug Shelton	<input type="checkbox"/>
Jeff Cannon	<input type="checkbox"/>
Second By:	
Jim Costantino	<input type="checkbox"/>
John Linker	<input type="checkbox"/>
Doug Shelton	<input type="checkbox"/>
Jeff Cannon	<input type="checkbox"/>
For:	
Jim Costantino	<input type="checkbox"/>
John Linker	<input type="checkbox"/>
Doug Shelton	<input type="checkbox"/>
Jeff Cannon	<input type="checkbox"/>
Against:	
Jim Costantino	<input type="checkbox"/>
John Linker	<input type="checkbox"/>
Doug Shelton	<input type="checkbox"/>
Jeff Cannon	<input type="checkbox"/>
In case of tie:	
Mayor Brittany Barnhardt	
For	<input type="checkbox"/>
Against	<input type="checkbox"/>



**RESOLUTION 2023-06**

**A RESOLUTION OF THE TOWN OF GRANITE QUARRY, NORTH CAROLINA,  
ADOPTING THE SALARY ADJUSTMENT FOR EMPLOYEES PROVIDING  
ADVANCE NOTICE OF RETIREMENT POLICY**

**WHEREAS**, the Local Governmental Employees' Retirement System (LGERS) is a pension plan for public employees in North Carolina who have chosen a career serving the citizens of North Carolina; and

**WHEREAS**, planning and preparing for retirement will benefit both the employee and the employer. This is achieved in part by an eligible employee providing the Town with adequate notice of retirement plans; and

**WHEREAS**, employees should be rewarded for giving advance notice of retirement and allowing for a more seamless transition.

**NOW, THEREFORE, BE IT RESOLVED** that the Board of Aldermen of the Town of Granite Quarry hereby adopts and enacts the attached Salary Adjustment for Employees Providing Advance Notice of Retirement Policy.

**RESOLVED, APPROVED, AND EFFECTIVE UPON ADOPTION BY THE BOARD OF ALDERMEN OF THE TOWN OF GRANITE QUARRY, NORTH CAROLINA, ON THIS THE \_\_\_\_ DAY OF \_\_\_\_ 2023.**

\_\_\_\_\_  
Brittany H. Barnhardt, Mayor

ATTEST:

\_\_\_\_\_  
Aubrey Smith, Town Clerk



2023-06

**SALARY ADJUSTMENT FOR EMPLOYEES PROVIDING ADVANCE NOTICE  
OF RETIREMENT POLICY**

**Policy**

Employees submitting written advanced notice of their retirement before the effective date may, upon recommendation of the department head and approval of the Town Manager, receive an immediate salary increase as follows:

- Six (6) months' notice - five (5) percent salary increase
- Five (5) months' notice - four (4) percent salary increase
- Four (4) months' notice - three (3) percent salary increase
- Three (3) months' notice - two (2) percent salary increase
- Two (2) months' notice - one (1) percent salary increase
- One (1) month's notice - no adjustment

Retiring employees must be eligible to receive a full or reduced benefit from the North Carolina Local Government Employees' Retirement System (LGERS) to be eligible. LGERS eligibility requirements are as follows:

**To receive an unreduced retirement benefit, an employee must be:**

- 1) Any age with 30 years of creditable service
- 2) 65 years of age with five (5) years of creditable service
- 3) Age 60 with 25 years of creditable service
- 4) Age 55 with five (5) years of creditable service (police officers only)

**To receive a reduced retirement benefit, an employee must be:**

- 1) Age 50 with a minimum of 20 years of creditable service
- 2) Age 60 with five (5) years of creditable service
- 3) Age 55 and completed five (5) years of creditable service (firefighters only)
- 4) Age 50 with 15 years of creditable service (police officers only)

**NOTE:** Employees receiving this pay increase who voluntarily withdraw their retirement notice will have their salary adjusted to their previous salary prior to issuance of the retirement merit.

**Effective Date**

ADOPTED by the Board of Aldermen of the Town of Granite Quarry this the 11<sup>th</sup> of September 2023 with the effective date of 9/12/2023.

**Agenda Item Summary**

Regular Monthly Meeting

September 11, 2023

**Agenda Item 6**

Summary

Last month the Board discussed town hall needs. Board consensus was to move forward with getting bids for the Town Hall roof. Summary from Public Works:

The Town Hall roof has been discussed for many years. The current roof is an old-style tar and gravel roof over metal decking. In many places the tar has weathered and failed causing multiple leaks throughout the shop and Fire Department. The roof has been patched numerous times and, while they last for a while, new leaks start elsewhere. The repairs are costly and replacement of ceiling tiles and safety concerns warrant having the roof replaced at this time. Recently the overhang above the entrance to the board room rusted through and created more concern regarding the weight of the AC unit that sits in that area. Public Works recommends replacing the entire Town Hall roof with a TPO-style roof that is insulated and comes with a 20-year warranty. Multiple quotes have been received and the budget amendment is attached.

Attachments

- Budget Amendment FY#2

Action Requested:

***Motion to approve Budget Amendment #2 as presented.***

**Budget Amendment FY#2**

Motion Made By:

- Jim Costantino
- John Linker
- Doug Shelton
- Jeff Cannon

Second By:

- Jim Costantino
- John Linker
- Doug Shelton
- Jeff Cannon

For:

- Jim Costantino
- John Linker
- Doug Shelton
- Jeff Cannon

Against:

- Jim Costantino
- John Linker
- Doug Shelton
- Jeff Cannon

In case of tie:

Mayor Brittany Barnhardt

For

Against

**FISCAL YEAR 2023-2024  
BUDGET AMENDMENT REQUEST #2**

**September 11, 2023**

**PURPOSE:** To increase Public Works – Maint & Repairs – Bldgs/Grounds (01-4190-24) and decrease Transfer to Capital Reserve Fund (01-9820-96) by \$114,000 for the replacement of the Town Hall roof.

**General Fund – Fund 01**

**Expenses:**

<u>GL Acct #</u>	<u>Account Description</u>	<u>Increase (Decrease):</u>
01-4190-24	Public Works – Maint & Repairs – Bldgs/Grounds	\$ 114,000
01-9820-96	Transfer to Capital Reserve Fund	(\$ 114,000)
Total Increase/Decrease:		<b>0</b>

*The above Budget Amendment was approved / denied by the Manager or Board on \_\_\_\_\_.*

\_\_\_\_\_  
Brittany H. Barnhardt, Mayor

\_\_\_\_\_  
Shelly Shockley, Finance Officer

# Proclamation

## NATIONAL DAY OF SERVICE & REMEMBRANCE

**WHEREAS**, on September 11, 2001, terrorists attacked the United States leading to the tragic death of thousands of innocent United States citizens and other citizens of 90 different countries and territories; and

**WHEREAS**, in response to the attacks in New York City, Washington D.C. and Shanksville, Pennsylvania, firefighters, police officers, emergency medical technicians, physicians, nurses, military personnel, other first responders, and passengers of Flight 93, immediately and without concern for their own well-being rose to service, in a heroic attempt to protect the lives of those still at risk, consequently saving thousands of men and women; and

**WHEREAS**, hundreds of thousands of brave men and women continue to serve every day, having answered the call to duty as members of our nation's armed forces with thousands having given their lives, or been injured to defend our nation's security and prevent future terrorist attacks; and

**WHEREAS**, North Carolina has been called the most military friendly state in the nation, and its citizens continue to support our brave men and women in uniform and the veterans that came before them; and

**WHEREAS**, families of 9/11 victims, survivors, first responders, rescue and recovery workers, and volunteers called for Congress to pass legislation to formally authorize the establishment of September 11 as an annually recognized "National Day of Service Remembrance", and for the President of the United States to proclaim the day as such.

**Now, Therefore, I, BRITTANY H. BARNHARDT, Mayor of the Town of Granite Quarry, North Carolina**, do hereby proclaim do hereby proclaim September 11, 2023 as a "Day of Service and Remembrance" and urge all citizens to commit to community service on this day and on an ongoing basis.

**ADOPTED this 11th day of September 2023.**

ATTEST:

\_\_\_\_\_  
Brittany H. Barnhardt, Mayor

\_\_\_\_\_  
Aubrey Smith, Town Clerk

# September 2023

Sunday	Monday	Tuesday	Wednesday	Thursday	Friday	Saturday
					1	2
3	4	5	6	7	8	9
	Labor Day	Planning Board 6pm				
10	11	12	13	14	15	16
	BoA Mtg. 6pm		Centralina Executive Board 5pm	CAC 5:30pm		
17	18	19	20	21	22	23
	ZBA 6pm	Revitalization 3:30pm		Power in Partnership Breakfast 7:30am		
24	25	26	27	28	29	30
			CRMPO TAC 5:30pm	Events Committee 5:30pm		

# October 2023

Sunday	Monday	Tuesday	Wednesday	Thursday	Friday	Saturday
1	2	3	4	5	6	7
	Planning Board 6pm					Autumn Jubilee
8	9	10	11	12	13	14
	BoA Mtg. 6pm		Centralina Board of Delegates 5pm	CAC 5:30pm	FD Auxiliary Port-a-Pit	Fiddlers Convention
15	16	17	18	19	20	21
	ZBA 6pm	Revitalization 3:30pm		Power in Partnership Breakfast 7:30am		Granite Fest 1-9pm
22	23	24	25	26	27	28
			CRMPO TAC 5:30pm	Events Committee 5:30pm RMA 6-8pm		
29	30	31				