



**TOWN OF GRANITE QUARRY
BOARD OF ALDERMEN MEETING MINUTES
Monday, April 2, 2018**

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

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

Guests: Mr. Mark Wineka, Mr. Michael Julian, Mr. Ken Miller, Mr. Clifford Earnhardt and Boy Scout Troop 334, East Rowan High School student group

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

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

Pledge of Allegiance: Zach Huddleston led the Pledge of Allegiance.

Approval of the Agenda:

ACTION: Mayor Pro Tem LaFevers made a motion to approve the agenda with the additions of Fire Department contract for software with Brad Goodman LLC to be heard during the Town Manager's update and a Retreat Update discussion under the Mayor's Notes. Alderman Cress seconded the motion. The motion passed with all in favor.

Approval of the Consent Agenda:

ACTION: Alderman Cress made a motion to approve the consent agenda with exception of pulling out the Financial report separately. Alderman Linker seconded the motion. The motion passed with all in favor.

Financial Report:

Alderman Linker asked about the Administration Capital Outlay line being over budget. Ms. Shockley replied that the reason for that was because the shelving added in the vault was charged there and a budget amendment has not yet been made to accommodate that cost. The Maintenance Capital Outlay budget was \$89,000 and have spent \$51,000 thus far. Alderman Linker asked if there were other purchases planned for the budgeted funds. Mr. Hord replied that both a Leaf Vacuum and an attachment for the skid steer are scheduled to be purchased from that budget. Mayor Feather stated that \$10,000 was expected to be remaining after those purchases that could either go back into the general fund or be appropriated for another purpose.

Fire Department Report:

Chief Dale Brown reported that the Fire Department had a Resolution for the staffing grant being presented and he has been working on the department budget. Of the three recent firefighter applicants, one has been ruled out and the other two are being processed to join a recruit class mid-year. Currently, part-time staff covers for a day when a full-time worker is scheduled off and one person from 8:00 AM until 5:00 PM each day. That provides two with a third needed from the volunteer staff or the Maintenance Supervisor if needed to get a truck out. The Resolution is the last part that is required to apply for the staffing grant.

Citizen Comments: Mayor Feather opened the floor for citizen comments.

Michael Julian made the following statement, which is quoted verbatim:

Good Afternoon Mayor, Aldermen, and citizens. My name is Michael Julian. I live at 135 Whippoorwill Lane here in Salisbury, North Carolina off Bringle Ferry Road. I would like to introduce myself. I am a life-long citizen of Rowan County. I graduated from North Rowan High School in 1983 and Catawba College in 2006. It did not take me that long to graduate, it just took that long to figure out I needed to go back to school.

Several years ago, I started getting involved in some local area politics. I ran for the School Board two years ago. I have been involved in community work for many years. I was the Booster Club President at Erwin Middle School for three years. I worked with the East Rowan High School for several years. Both of my daughters graduated from East Rowan and both are now at High Point University. I worked with the Chorus program at East Rowan for several years. I was President of Franklin Pool for five years and on the Board over there for three years. I have been involved in many facets of the community, and this year decided to step up my game and run for the Rowan County Commission. I just wanted to introduce myself to everyone. I hope to gain your support in 2018 and I hope you have a great evening.

Mayor Feather asked if there was anyone else present who would like to make public comments at this time.

Candace Fraley, EMT, spoke. She is the new President of the Granite Quarry Fire Department Auxiliary. It is being changed to include both male and female members, so all are welcome. They are planning a steak supper on April 28th from 5:00 PM until 7:00 PM. Tickets can be purchased for \$15 each tonight or from the full-time firefighters in the department. This is their primary fund raiser for the department and there may be a second event in the Fall.

Mayor Feather asked Ms. Fraley to speak about some of the things that the Auxiliary has previously been able to do with funds collected. Previously the Auxiliary has purchased a television for the day room, embroidered Station 57 blankets, and Yeti cups. They would like to purchase a dining table for the Fire Department. They also sometimes cover a meal or drinks if there is a major fire that requires fire fighters to be on site for a long period of time.

Guests and Presentations

East Rowan High School:

Alderman Linker stated that he recently attended an event at East Rowan High School called “Problem Based Learning”. He met a group of students who were working on a project at the East Rowan YMCA that involved the track and outdoor facilities. Alderman Linker invited them to come tonight and present information about their project.

Ti’ahja Young and Nevaeh Price spoke about the “Move It and Review It” program for promoting literacy and encouraging movement. The program is set up outside with stations at various posts, which were made in the East Rowan shop class. Each post would have QR code that provides a question when scanned with a cellular phone. The questions were developed with input from elementary school teachers in the area. Each correct answer would reveal a “magic letter”. These letters would be used to make a word at the end. The most correct answers as well as the highest level of participation are awarded prizes.

There also were questions included historical facts about the East Rowan area. There was a thought of doing something similar on the trail at Centennial Park. This might be a seasonal thing to help students. Mayor Feather asked if there was a way to make this a more permanent program. The students shared that perhaps they could start a club that would continue on to future school years. Alderman LaFevers invited the students to the PERCS meeting at 5:30 PM on Monday April 16th so that the committee could also be involved.

Boy Scout Troop 334:

Clifford Earnhardt introduced Scout Troop 334 from Union Lutheran Church. The Troop is here to observe to fulfill requirements of badges. The scouts introduced themselves to the Board. Mayor Feather shared with them that he still wore his Eagle Scout ring.

Town Manager's Update

Walk in the Park Update:

Mr. Conrad stated that there was a good Walk in the Park event sponsored by the Rowan County Health Department today. There was good participation and the Manager hopes to continue participating in this annual event.

Policy and Procedure Update:

Ms. Word presented information on the Finance policy and procedure. Ms. Word stated that changes are needed to be compliant with the NC Department of Treasury regarding pre-audit and disbursement processes. The next steps will be to communicate with the Department of Treasury and ensure that the Town functions in a compliant manner. Alderman Cress asked how long it will take to become compliant. Ms. Word stated that she hopes to bring a proposal to the May Board meeting that will meet requirements.

Sidewalk Grant:

Mr. Conrad mentioned that there was a sidewalk grant to make improvements on Crook Street. That project went away, therefore there is \$2,800 available in Powell Bill funds to make some improvements. This was slated for curbing that would help to redirect water that is causing a problem at a house on Crook Street.

Fire Department Software Contract:

Mr. Conrad presented the software contract with Brad Goodman LLC to the Board. The contract is for \$960 and covers emergency services scheduling. Dale Brown – Fire Chief stated that this is a new training program that can also expand into scheduling and timesheets. Chief Brown stated that most similar programs from other vendors were much more expensive, with some as high as \$12,000 for similar capabilities. Mayor Feather expressed support for the program.

ACTION: Alderman Linker made a motion to accept the contract as presented. Mayor Pro Tem LaFevers seconded the motion. The motion passed with all in favor.

Civic Park Vandalism:

Mr. Conrad mentioned that there was some vandalism at the park over the weekend. There has been some discussion about how to improve security at the park during the night. Mr. Hord, Maintenance Supervisor, shared that they held the Easter Egg Hunt on Saturday. He went early before the event to ensure that the park restrooms were in good shape for the event. Upon his arrival, he saw that the park had been vandalized. Trash cans had been overturned and trash strewn about the park and several bricks had been removed from the shelter and broken to the point that they could not be repaired. Mr. Hord did his best to get the area in presentable condition for the Egg Hunt.

Mr. Hord asked that the community assist with keeping watch over the parks and notify law enforcement if there is suspicious activity at the park. There are plans to add lighting and

potentially upgrading the camera system. Alderman Cress noted this was not the first time this has happened, also expressing that additional lighting should help with this.

Mr. Hord also noted that the Town is participating in the Litter Sweep program again for 2018, stating that litter is a big problem. The Maintenance Department tries to pick things up as much as possible as they complete other tasks around Town. Two weeks ago, they spent five hours gathering thirty-nine bags of litter along Highway 52 and Main Street. Mr. Hord requested that any assistance from citizens with this would be greatly appreciated. Alderman Cress inquired about the dumpster schedule of two days rather than three as in previous years. Mr. Hord replied that they had very little brought to the dumpsters on Thursday last year. Alderman Linker also inquired about use of the street sweeper. Mr. Hord replied that they are currently training on use of the street sweeper in low traffic areas. Within 30 days they hope to have a schedule in place.

South Main Street Lot:

Mr. Ken Miller provided an update on the removal of the Depot building on South Main Street. He explained that medical conditions limited his ability to complete this project. Alderman Linker asked how long it will take to get the lot clear. He stated that he could do it in one week if he takes everything offsite to be disassembled. It would take two weeks if disassembled on site. Alderman Cress asked about a truck body onsite. Mr. Miller said that would be gone when he was finished. Mayor Feather asked for a commitment to finish the project within two weeks, which would be April 16. Mr. Miller agreed to complete this work by April 16, 2018.

Old Business

a. Consider Approval of Incentives for Project Wheel

Mayor Feather recommended that this issue be tabled until the May 7, 2018 meeting.

ACTION: Alderman Linker made a motion to table approval of incentives for Project Wheel until May 7, 2018. Alderman Cress seconded the motion. The motion passed with all in favor.

b. Survey of Town property and access to Chamandy Drive

Mr. Conrad stated that a surveyor has been secured to complete the survey of the property at the limit that was approved by the Board of Aldermen. The Town will then have the survey and the proposed extension of Chamandy Drive to the property. There has been no response from Rowan County regarding the access to this property at this point. Once the survey is complete, there can be a more formal request submitted to the county. Alderman Linker asked for clarification of the issue. The issue was clarified that it is only an access to the property owned by the Town from Chamandy Drive, which is a Granite Quarry street.

New Business & Action Items

- a. **Action Needed: Budget Amendment Request #1A** - To correct Budget Amendment #1. In Budget Amendment #1, funds were transferred from 01-

3991-89 Miscellaneous Revenue. Therefore, funds should be transferred from 01-3413-89 Miscellaneous Revenue to 01-3991-99 Fund Balance Appropriated.

ACTION: Alderman Linker made a motion to correct Budget Amendment #1 and transfer funds from 01-3413-89 Miscellaneous Revenue to 01-3991-99 Fund Balance Appropriated. Mayor Pro Tem LaFevers seconded the motion. The motion passed with all in favor.

- b. **Action Needed: Budget Amendment Request #2A** – To correct Budget Request #2. In Budget Amendment #2, funds were transferred from 01-3833-89 Donations/Contributions, however, funds of \$20,000 had been deposited into 01-3431-89 Police Miscellaneous Revenue to 01-3833-89 Donations/Contribution

ACTION: Alderman Linker made a motion to correct Budget Request #2 and transfer funds from 01-3431-89 Police Miscellaneous Revenue to 01-3833-89 Donations/Contributions. Mayor Pro Tem LaFevers seconded the motion. The motion passed with all in favor.

- c. **Action Needed: Budget Amendment Request #14** – To transfer funds from Fund Balance (01-2929-01) to Administration Professional Services (01-4120-18) for the survey of Town owned property in the Granite Industrial Park

ACTION: Alderman Linker made a motion to transfer \$3000 from Fund Balance 01-2929-01 to Administration Professional Services 01-4120-18 for the survey of Town owned property in the Granite Industrial Park. Alderman Cress seconded the motion. The motion passed with all in favor.

- d. **Action Needed:** Approve the sale of the EZGO Gold Cart as Surplus

This golf cart was originally in the Fire Department. It was later transferred to the Maintenance Department. The golf cart is not used much, and currently would require \$600 for new batteries. The Maintenance Department did not believe it was practical to continue maintaining this piece of equipment.

Alderman Cress asked Mr. Hord how he planned to spray curbs and sidewalks, suggesting the golf cart for that purpose. Mr. Hord stated that he did that last year. Alderman Cress then stated that he would not vote for disposing of the golf cart. Alderman Linker asked if it was due to space that they wanted to dispose of the golf cart. Mr. Hord stated that it was not space related, he was planning to use a small trailer with a 30-gallon sprayer and pull it with the tractor, which would provide better caution lighting. Mr. Hord expressed that the golf cart was just not needed.

ACTION: Alderman Cress made a motion to retain the golf cart for at least six months. Alderman Linker seconded the motion. The motion passed by a 2 to 1 vote with Mayor Pro Tem LaFevers in opposition.

Mayor Feather commented that he appreciated the Board's decision, however there also was a Maintenance Department Supervisor and also a Town Manager. The Mayor cautioned the Board that when decisions are made, there should be consideration of the approach when going against the management decisions of the Town staff.

e. Request modification of Conditional Use Permit for Leaf and Limb Storage

Mayor Feather explained that this is pertaining to a temporary location that the ZBA provided use of until July 2018. Five other parcels of land have been considered during this time. Mr. Conrad stated that the request is to extend the permit for the current site for an additional year as they continue to explore further options.

ACTION: Alderman Linker made a motion to provide a one-year extension of the Conditional Use Permit allowing storage of leaves and limbs at the current site. Mayor Pro Tem LaFevers seconded the motion. The motion passed with all in favor.

f. Direction for UDO Revisions regarding Internet Gaming

There is a table that shows a charge for internet gaming machines. Mayor Feather stated a need for established location(s) for this type of business. The recommendation from the Planner was to allow internet gaming in the Highway Business and Central Business districts. Mr. Conrad mentioned that other restrictions can be added, such as distance from schools or parks. By consensus the Board directed staff to move forward with identifying the area to allow internet gaming.

g. Safer Grant Application

Fire Chief Dale Brown reviewed the Safer Grant, explaining that they are a consulting firm that writes grant applications. They have also completed a grant application for air packs. The Safer Grant is more detailed and requires a \$1,500 fee to be paid. There also is a Federal requirement for a Resolution to be passed stating that the applicant will pick up full funding for staffing when the grant funding term has ended after four years. If this grant is applied for and not awarded, the information collected can be used to apply again in the future with no additional fees.

This grant, if awarded, involves funding for additional full-time staff. It cannot be utilized to fund part-time staff. The results of the application would be received in early 2019. Chief Brown's goal, if the grant is awarded, is to add three full-time staff members.

Mayor Feather stated that his opinion was that as a Town, there should be a commitment to add this staffing level regardless of whether the grant is awarded if the Board feels strongly enough to apply for it. Mayor Feather also mentioned concern that there were no junior fire fighters, and volunteer activity is waning, as the Board considers staffing that could result in a 7.5 cent tax increase.

Chief Brown responded that as a department they have never stopped seeking volunteers or junior fire fighters, but there has been a shift in society that there are fewer young people interested in the junior programs. There also are currently five departments recruiting junior fire fighters from one high school.

Alderman Linker referred to staffing charts from other municipalities and stated that it may not be possible to recruit enough active volunteers to fill the staffing needs. Mayor Feather mentioned that in the area two Fire Departments have 6 full-time staff members as requested, and the remainder have 3 or fewer full-time staff members. Mayor Feather also stated that if we are going to be committed to this staffing level, then there needs to also be a commitment to raise taxes 7.5 cents. Alderman Linker replied that it might be possible to get some of the funding from elsewhere in the budget. Chief Brown mentioned that he thought this could require a tax increase, but not as much as 7.5 cents because of upcoming changes to money currently funding a truck from the budget.

Alderman Linker asked if we could meet the Town's needs by adding part-time staff. Chief Brown replied that he may be able to if the funding is there, and he is able to add to the part-time pool. Mayor Feather stated he had no problem with applying for the grant, but he felt there needs to be a stated goal and budget plan to move forward. Graham Corriher, Town Attorney, stated that his take was a binding agreement would not stand for the next elected Board to maintain certain staffing levels after the grant funding has ended. Mayor Pro Tem LaFevers stated that the part-time budget could be reduced to cover a portion of the increased full-time budget

Mr. Conrad stated that this is a big decision and would be stepping up the level of service provided in the Town. He mentioned that Landis and China Grove do have the level of service being considered. He spoke with a few of the other towns about this issue and there are a variety of approaches used to provide services. Some departments will send out a fire truck with two staff members,

where we require three. Alderman Linker asked if a grant could be submitted for one or two additional full-time fire fighters. Chief Brown stated that they could, however there was a better chance of getting the grant in groups of three because that is how layers were structured per NFPA staffing standards.

ACTION: Alderman Cress made a motion to apply for the Safer Grant. Mayor Pro Tem LaFevers seconded the motion. The motion passed with all in favor.

Mayor's Notes

- Mayor Feather reviewed the upcoming schedule of events.

Alderman Linker wished to have updates on the following issues:

- Depot Property – Alderman Linker recommended immediately putting that property to use or listing it for sale as soon as it is cleared. The back section could be used as a buffer to residential lots and the road front section could be sold.
- Town Charter – Alderman Linker asked about progress with review of the Town Charter. Mr. Conrad stated that a few areas to modify have been identified and we should be expecting some minor changes.
- Village at Granite – Mayor Feather shared that trees have been cleared from the front section and grading is complete for the road on the left side. There have been staff discussions about street inspections because these will be maintained by the Town. There are also ongoing conversations between the Planner, Engineer, and the Property Developer.
- SECU update – Next week the Manager and Mayor are visiting the new SECU branch in Statesville to see first hand what the branch office should look like.
- Highway 52 Bypass – There is not an exact construction date. Mr. Conrad expects that the planning process should start in the next year, after which there should be more information available from NCDOT that can be shared with residents. Additionally, the request went to the County for realignment of the Carolina Thread Trail, which if approved would provide funds to evaluate the connection from the 52 Bypass to Downtown Granite Quarry
- Code Enforcement – Alderman Linker wished for an update on creating the inventory of code violation issues. Mr. Conrad mentioned that maybe that could be an intern project.

Adjournment:

Alderman Linker made a motion to adjourn the meeting at 9:24 PM. Alderman Cress seconded the motion. The motion passed with all in favor.

Respectfully Submitted,

Scott Stewart

Deputy Clerk