



**TOWN OF GRANITE QUARRY
BOARD OF ALDERMEN
REGULAR MEETING MINUTES
Monday, December 7, 2020
7:00 p.m.**

Present: Mayor Pro Tem John Linker, Alderman Jim Costantino (*via video conference*), Alderman Kim Cress, Alderman Doug Shelton

Not Present: Mayor Bill Feather

Staff: Town Manager Larry Smith, Town Clerk Aubrey Smith, Town Attorney Chip Short, Fire Chief/ Maintenance Supervisor Jason Hord (*via video conference*), Police Chief Mark Cook (*via video conference*), Finance Officer Shelly Shockley

Call to Order: Mayor Pro Tem Linker called the meeting to order at 7:00 p.m.

Determination of Quorum / Announcing Remote Participants: Mayor Pro Tem Linker determined there was a quorum present. Alderman Costantino announced his presence via video conferencing.

Moment of Silence: Mayor Pro Tem Linker opened the meeting with a moment of silence.

Pledge of Allegiance: The Pledge of Allegiance was led by Scout Harrison Chandler, Troop 379.

1. Approval of the Agenda

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

2. Approval of the Consent Agenda

A. Approval of the Minutes

1) Regular Meeting Minutes November 2, 2020

B. Departmental Reports

C. Financial Reports

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

3. Citizen Comments

- Brittany Barnhardt, 306 Meadow Wood Court – thanked the Board and PERC for the to-go dinner event. She thanked the Board, staff, and volunteers for their service.

4. Town Events

A. Christmas Trees at the Park through December 31, 2020.

5. Town Manager's Update

Manager Smith referenced his report in the agenda packet and asked for feedback on the budget calendar and goals handout with recommended actions. Manager Smith also asked whether the Board would like a facilitator for the Planning Retreat. The Board consensus was that it could be handled in-house.

Old Business

6. Discussion

Board Meeting Day 2021

There was continued discussion on whether to change the day of the month Regular Board of Aldermen meetings are held. The Planning Board, who currently meets on the second Monday of each month, is flexible and could change to the first Monday of each month.

ACTION: Alderman Shelton made a motion to establish the second Monday of the month as the day for the Regular Board of Aldermen meeting. Alderman Costantino seconded the motion. The motion passed with all in favor.

New Business

7. Audit Presentation

Tony Brewer, CPA

Mr. Brewer addressed the Board regarding the FY19/20 Audit Report and reviewed an audit summary sheet that he handed out. Mr. Brewer shared highlights from the report including the following:

- Ad valorem tax collections were up about \$159,000
- Local options sales tax collections were up about \$41,000
- Total revenues were down about \$177,000 (due to grants and donation of property in 2019)
- Expenditures were down about \$252,000 (decrease in all departments)
- Bottom Line - expenditures were higher than revenues due to transfers to Capital Projects of about \$336,000, decreasing fund balance by \$118,000
- Available or unassigned fund balance remains steady at 71% (The approximate state average is 65%) despite the increased expenditures in Capital Projects
- Debt increased by \$300,000, principle payments of \$50,000 annually
- Tax Collection rate above the state average of 96%, at 98.49%

Mr. Brewer commended Ms. Shockley for the job she is doing and thanked both Ms. Shockley and Mr. Smith for making information so readily available.

8. Joint Police Authority Funds

A. Budget Amendment #7

To transfer funds from Fund Balance Appropriated (01-3991-99) to Police Department Capital Outlay - Vehicles (01-4310-54) in the amount of \$114,919. Funds were unexpended in FY 19-20.

ACTION: Alderman Shelton made a motion to approve Budget Amendment #7 as presented. Alderman Costantino seconded the motion. The motion passed with all in favor.

B. Amendment

ACTION: Alderman Costantino made a motion to amend the previous estimate for police vehicles' purchase to an amount not to exceed \$100,000. Alderman Cress seconded the motion. The motion passed with all in favor.

There was clarification provided that the previously approved amount was \$95,000.

9. Longevity Pay

ACTION: Alderman Shelton made a motion to approve Longevity Pay as presented. Alderman Cress seconded the motion. The motion passed with all in favor.

Alderman Shelton asked for the amount. Manager Smith responded that \$6,000 was budgeting and that the total amount would depend on the employees at the time. With no changes the total would be \$6,008.

10. 2021 Holiday Closing and BoA Meeting Schedule, Retreat Dates

ACTION: Alderman Cress made a motion to adopt the Holiday Closings and Board Meeting Schedule for 2021 with the Regular Meetings on the second Monday of each month. Alderman Shelton seconded the motion. The motion passed with all in favor.

The proposed Planning Retreat date was removed from the schedule before the vote. February 12, 2021 was set as the Planning Retreat date by consensus.

11. Appointments

A. Cabarrus Rowan MPO TAC

ACTION: Alderman Cress made a motion to appoint Mayor Feather as the Cabarrus Rowan MPO TAC representative and Alderman Shelton as the alternate representative. Alderman Shelton seconded the motion. The motion passed with all in favor.

B. Centralina Board of Delegates

ACTION: Alderman Cress made a motion to appoint Mayor Feather to the Centralina Board of Delegates and Alderman Shelton as the alternate. Alderman Shelton seconded the motion. The motion passed with all in favor.

The Board discussed making both appointments contingent on the Mayor's willingness to continue to serve as the representative.

12. Coronavirus Relief Fund

A. November Reimbursement Request Review

ACTION: Alderman Cress made a motion to approve the CRF Expenditure Report as submitted and attested to by the Town Manager. Alderman Shelton seconded the motion. The motion passed with all in favor.

B. Plan Amendment

Manager Smith included the plan amendment in the packet for the Board's information along with an itemized breakdown of expenditures.

13. Budget Amendment #8

Lake Park Fence Repair

To receive and disperse insurance funds plus \$500 deductible for the repair of storm damage to Lake Park fence in the amount of \$11,675. This is for the full length of the fence along Salisbury Avenue.

ACTION: Alderman Cress made a motion to approve Budget Amendment #8 as presented. Alderman Shelton seconded the motion. The motion passed with all in favor.

Alderman Cress shared that he felt the fence needed to be replaced in the future once a master plan was in place, but that the repairs should be done immediately because it was a safety issue. Alderman Costantino questioned why the money couldn't be applied toward a new fence rather than just a patch. Manager Smith responded that the money is being paid by the insurance company because the opening represents a public hazard. Alderman Costantino expressed interest in the NCDOT putting up a guardrail. Alderman Shelton stated support for allowing the insurance company to pay for the necessary fence repair now and making a plan for the full fence replacement in the future.

14. Board Comments

- Alderman Cress thanked everyone for their thoughts, prayers, and calls during the last few months.
- Alderman Costantino thanked everyone for their concern for Brenda who has been ill.
- Alderman Shelton shared that this meeting marks his one-year anniversary on the Board. He thanked everyone and expressed it is a great group.

15. Mayor's Notes

Announcements and Date Reminders

- | | | |
|-----------------------------------|----------------------|--|
| A. Thursday, December 10 | 6:00 p.m. | Community Appearance Commission |
| B. Monday, December 14 | 5:00 p.m. | Rowan Chamber Business After Hours (virtual) |
| C. Monday, December 14 | 6:00 p.m. | Planning Board |
| D. Tuesday, December 15 | 3:30 p.m. | Revitalization Team |
| E. Thursday, December 17 | 7:30 a.m. | Rowan Chamber Power in Partnership Webinar |
| F. Monday, December 21 | 5:00 p.m. | Parks, Events, and Recreation Committee |
| G. Monday, December 21 | 5:30 p.m. | Zoning Board of Adjustment |
| H. Thur. & Fri., December 24 & 25 | | Office Closed for Christmas Holiday |
| I. Friday, January 1 | | Office Closed New Year's Day |

Adjourn

ACTION: Alderman Cress made a motion to adjourn. Alderman Costantino seconded the motion. The motion passed with all in favor. The meeting ended at 7:51 p.m.

Respectfully Submitted,

Aubrey Smith

Town Clerk



2021 Board of Aldermen Regular Meeting Schedule

(Regular Meetings are scheduled for the second Monday of each month at 7:00 p.m.)

January 11	Monday
February 8	Monday
March 8	Monday
April 12	Monday
May 10	Monday
June 14	Monday
July 12	Monday
August 9	Monday
September 13	Monday
October 11	Monday
November 8	Monday
December 13	Monday

2021 Holiday Schedule *amended*

Holiday	Observance Date	Day of the Week
New Year's Day	January 1	Friday
Martin Luther King Jr. Day	January 18	Monday
Good Friday	April 2	Friday
Memorial Day	May 31	Monday
Independence Day	July 5	Monday
Labor Day	September 6	Monday
Veterans Day	November 11	Thursday
Thanksgiving	November 25 & 26	Thursday & Friday
Christmas	December 23, 24 & 27	Thursday, Friday & Monday

Town of Granite Quarry

FISCAL YEAR 2020-2021
BUDGET AMENDMENT REQUEST #7

December 7, 2020

PURPOSE: To transfer funds from Fund Balance Appropriated (01-3991-99) to Police Department Capital Outlay - Vehicles (01-4310-54) in the amount of \$114,919. Funds were unexpended in FY 19-20.

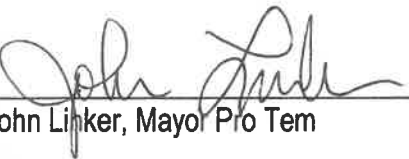
TRANSFER FUNDS FROM:

General Ledger Acct. # and Description	Amount
01-3991-99 Fund Balance Appropriated	\$ 114,919
TOTAL	\$ 114,919

ADD FUNDS TO:

General Ledger Acct. # and Description	Amount
01-4310-54 Police Dept – Cap Outlay - Vehicles	\$ 114,919
TOTAL	\$ 114,919

The above Budget Amendment was approved/denied by the Manager or Board on 12/7/2020


John Linker, Mayor Pro Tem


Shelly Shockley, Finance Officer

Town of Granite Quarry

FISCAL YEAR 2020-2021
BUDGET AMENDMENT REQUEST #8

December 7, 2020

PURPOSE: To receive and disburse insurance funds plus \$500 deductible for the repair of storm damage to lake park fence in the amount of \$11,675.

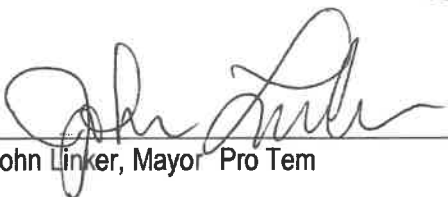
INCREASE REVENUES:

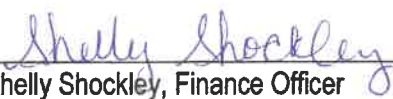
General Ledger Acct. # and Description		Amount
01-3413-89	Miscellaneous Revenue	\$ 11,175
01-3991-99	Fund Balance Appropriated	\$ 500
TOTAL		\$ 11,675

INCREASE EXPENSES:

General Ledger Acct. # and Description		Amount
01-6130-24	Maint & Repair – Bldgs/Grounds	\$ 11,675
TOTAL		\$ 11,675

The above Budget Amendment was approved / denied by the Manager or Board on 12/7/2020.


John Linker, Mayor Pro Tem


Shelly Shockley, Finance Officer