



**TOWN OF GRANITE QUARRY
BOARD OF ALDERMEN
REGULAR MEETING MINUTES
Monday, August 9, 2021
7:00 p.m.**

Present: Mayor Bill Feather, Mayor Pro Tem John Linker, Alderman Jim Costantino, Alderman Kim Cress, Alderman Doug Shelton

Staff: Town Manager Larry Smith, Town Clerk Aubrey Smith, Town Attorney Chip Short, Finance Officer Shelly Shockley, Fire Chief/ Public Works Director Jason Hord, Police Chief Mark Cook, Town Planner Steve Blount

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

Determination of Quorum: Mayor Feather determined there was a quorum present.

Moment of Silence: Mayor Feather led a moment of silence.

Pledge of Allegiance: The Pledge of Allegiance was led by Mayor Feather.

1. Approval of the Agenda

ACTION: Alderman Shelton made a motion to approve the agenda with the exception of the Financial Reports being removed from the consent agenda and being added as item 5A after the Town Manager Report. Alderman Cress seconded the motion. The motion passed 4-0.

2. Approval of the Consent Agenda

A. Approval of the Minutes

1) Regular Meeting Minutes July 12, 2021

B. Departmental Reports (*Reports in Board packet*)

ACTION: Alderman Shelton made a motion to approve the consent agenda. Alderman Costantino seconded the motion. The motion passed 4-0.

3. Citizen Comments

- Rick Wilson, Granite Quarry Civitan Club President – read a letter he submitted for the record regarding the agreement with the Town for the use of the Legion Hut. He invited the Town's representatives to discuss the renewal of the agreement at the Civitan Board of Directors meeting August 16, 2021 at 6:30 p.m. Mr. Wilson stated that if no agreement for the fee schedule and lease

could be reached, the Club would elect to implement the part of paragraph five of the agreement that states, "If the new fee is not agreeable to the Civitans, the Town will refund any monies still in the banked funds."

ACTION: Mayor Pro Tem Linker made a motion to add discussion of the Civitan Club comments as agenda item 5B. Alderman Shelton seconded the motion. The motion passed 4-0.

4. Guests and Presentations - There were no guest presentations.

5. Town Manager's Update

Manager Smith reviewed highlights from items on his report in the agenda packet and made the recommendation that items 6 and 7 (Internal Controls and Check Signatures) be tabled until the new year. The delay would allow for a presentation from the NCLM to offer some clarification on roles in local government finance.

Manager Smith asked for feedback regarding enforcement for removal of vehicles parked on Civic Park property. The Board was in favor of the Manager reaching out to the owner of the vehicles. Attorney Short asked that the direction be given to the Manager with an official Board action.

ACTION: Alderman Cress made a motion to have the Town Manager communicate with the adjacent property owner and ask him not to use town property (Civic Park Lot). Mayor Pro Tem Linker seconded the motion. The motion passed 4-0.

Manager Smith updated the Board on the Lake Park FEMA project and issues with Wall A and Wall C that have been resolved but will need to be revisited in the future. Manager Smith shared that PERC had suggested the annual staff and volunteer banquet be moved from its current December date to possibly January or February. The Board members had no objections to the change. Manager Smith also shared that he had been asked about the date for the organizational meeting since the Board now meets the second Monday instead of the first. He stated by statute the organizational meeting is the first regular meeting in December unless the incumbent council sets an earlier date.

5.A. Discussion

Financial Reports

Alderman Shelton asked for the definition of "encumbered" and Finance Officer Shelly Shockley stated it was anything for which a P.O. had been issued and an exact amount was known. Board members shared that they liked the notes added to the reports and discussed whether they would like the reports to be pulled out of the consent agenda as a separate item. The consensus was to keep the reports in the consent agenda and pull them out if necessary.

5.B. Discussion

Civitan Club Comments

Mayor Pro Tem Linker asked for the history of the Civitan Club agreement for use of the Legion Building. The agreement was written in 2010 after the Civitan Club offered to help finance repairs to the Legion Building and parking lot in exchange for use of the building for their meetings. The fees for their use were to be subtracted from the total amount donated for repairs in a yearly amount set in the agreement. The agreement prescribed that the rental fees established by the Town Board's annual budget would be used as the annual fee credit amount for the agreement, which was \$1,200 in 2010. It prescribed that the fee would be revisited after the 10-year period to reflect current economic conditions, which for the FY21/22 annual budget is \$3,600.

Manager Smith stated that he had been in contact with Martha Miller as a representative of the Civitan Club. He believed there was misunderstanding regarding the proposed amendment to the agreement and stated he would contact Mr. Wilson directly. There was Board consensus for Manager Smith to negotiate and bring the information back to the Board for consideration.

Old Business

6. Resolution 2021-14 Finance Internal Controls Policy

Manager Smith recommended that the item be tabled until the new year.

ACTION: Alderman Shelton made a motion to table item 6 and 7 (Internal Controls Policy and Check Signatures) until 2022. Alderman Costantino seconded the motion. The motion passed 4-0.

7. Resolution 2021-16 Check Signatures

This item was tabled as part of the action for the previous item.

New Business

8. Sponsorship Fiddler's Convention

The Funding of Non-Profit Organizations Policy adopted in 2020 requires that organizations requesting sponsorships fill out an application with the town. The GQ Civitan Club is a known entity, and the Town has sponsored the Fiddlers' Convention on a regular basis throughout the years. Staff recommended that the Board waive the Funding of Non-Profit Organizations Policy to sponsor the Fiddlers' Convention in the amount of \$100.00.

ACTION: Alderman Costantino made a motion to approve (*waiving the Funding of Non-Profit Organizations Policy to sponsor the Fiddlers' Convention for the amount of \$100.00*). Alderman Shelton seconded the motion. The motion passed 4-0.

9. Granite Project Ordinance 2021-13 ARPA Funds

Alderman Shelton asked whether adoption of the GPO was premature without knowing what the funds would be used for. Manager Smith responded that the GPO would allow for the funds to be accounted for separately. The funds will remain restricted unless or until the Board has developed and adopted any specific plans for their use.

ACTION: Mayor Pro Tem Linker made a motion to adopt Grant Project Ordinance 2021-13 regarding American Rescue Plan Act Funds. Alderman Shelton seconded the motion. The motion passed 4-0.

10. Granite Project Ordinance 2020-05 IDF Closeout

ACTION: Alderman Shelton made a motion to table the item until the Board received more detail. Alderman Costantino seconded the motion. The motion failed 1-3 with Alderman Shelton in favor and Mayor Pro Tem Linker, Alderman Costantino, and Alderman Cress opposed.

Alderman Shelton asked for an explanation of the numbers shown in the associated BA #2. Manager Smith explained the project came in \$43,239.49 under budget. \$31,815.33 was the remainder of the Town's local match in the grant, previously anticipated to be reimbursed by Rowan County.

ACTION: Mayor Pro Tem Linker made a motion to adopt GPO 2020-05 closeout as presented. Alderman Cress seconded the motion. The motion passed 4-0.

11. Budget Amendment

FY21-22 #1 Parks and Rec Plan

ACTION: Alderman Shelton made a motion to approve Budget Amendment FY21-22 #1 to increase Fund Balance Appropriated and Parks – Professional Services in the amount of \$17,750 for the remaining Parks and Rec Master Plan balance. Mayor Pro Tem Linker seconded the motion. The motion passed 4-0.

12. Ordinance 2021-14

Livestock Ordinance Revision

Planner Blount summarized his proposed amendment to the ordinance that would allow for up to five chickens, but no roosters, on a half-acre lot instead of the previous two-acre lot threshold.

ACTION: Alderman Cress made a motion to leave the ordinance the way it was. Alderman Shelton seconded the motion. The motion passed 4-0.

13. Discussion

Burial Site Location

Planner Blount summarized his memo, included in the agenda packet, on burial site location. Currently state law allows burials on private property with minimal requirements. He asked for feedback from the Board. The Board consensus was for Planner Blount to draft an ordinance that would only allow burials in graveyards. Alderman Shelton asked that the spreading of ashes also be addressed.

14. Proclamation

National Day of Service and Remembrance

Mayor Feather stated there was a proclamation for National Day of Service and Remembrance.

15. Board Comments – There were no Board comments.

16. Mayor's Notes

Announcements and Date Reminders

A. Wednesday	August 11	5:00 p.m.	Centralina Board of Delegates Meeting
B. Thursday	August 12	6:00 p.m.	Community Appearance Commission
C. Monday	August 16	5:00 p.m.	Parks, Events, and Recreation Committee
D. Tuesday	August 17	3:30 p.m.	Revitalization Team
E. Wednesday	August 25	5:30 p.m.	Cabarrus-Rowan County MPO TAC
F. Monday	September 6		Labor Day – Offices Closed
G. Tuesday	September 7	6:00 p.m.	Planning Board
H. Wednesday	September 8	5:00 p.m.	Centralina Executive Board Meeting
I. Thursday	September 9	6:00 p.m.	Community Appearance Commission
J. Monday	September 13	5:00 p.m.	Rowan Chamber Business After Hours

Adjourn

ACTION: Alderman Costantino made a motion to adjourn. Mayor Pro Tem Linker seconded the motion. The meeting ended at 8:22 p.m.

Respectfully Submitted,

Aubrey Smith
Town Clerk



GRANT PROJECT ORDINANCE

2021-13

TOWN OF GRANITE QUARRY, NC AMERICAN RESCUE PLAN ACT FUND

BE IT ORDAINED by the Governing Board of the Town of Granite Quarry, North Carolina, that pursuant to Section 13.2 of Chapter 159 of the General Statutes of North Carolina, the following grant project ordinance is hereby adopted:

Section 1: This ordinance is to establish a budget for a project to be funded by the Coronavirus State and Local Fiscal Recovery Funds of H.R. 1319 American Rescue Plan Act of 2021 (CSLRF). The Town of Granite Quarry has received the first tranche in the amount of \$479,958.35 of CSLRF funds. The total estimated allocation is \$959,916.70, with the remainder to be distributed to the town within 12 months. These funds may be used for the following categories of expenditures, to the extent authorized by state law.

1. Support public health expenditures, by funding COVID-19 mitigation efforts, medical expenses, behavioral healthcare, and certain public health and safety staff;
2. Address negative economic impacts caused by the public health emergency, including economic harms to workers, households, small businesses, impacted industries, and the public sector;
3. Replace lost public sector revenue, using this funding to provide government services to the extent of the reduction in revenue experienced due to the pandemic;
4. Provide premium pay for essential workers, offering additional support to those who have borne and will bear the greatest health risks because of their service in critical infrastructure sectors; and,
5. Invest in water, sewer, and broadband infrastructure, making necessary investments to improve access to clean drinking water, support vital wastewater and stormwater infrastructure, and to expand access to broadband internet.

Section 2: The following amounts are appropriated for the project*:

	Appropriated
CSLRF Funds	\$ 959,916.70
Total Appropriations	\$ 959,916.70

** Once it determines how it will spend all or a portion of the ARP funds, the governing board will amend this section to authorize appropriations and expenditures for specific programs, services, projects, and activities.*

Section 3: The following revenues are anticipated to be available to complete the project:

	Anticipated
CSLRF Funds	\$ 959,916.70
Total Revenues	\$ 959,916.70

Section 4: The Finance Officer is hereby directed to maintain sufficient specific detailed accounting records to satisfy the requirements of the grantor agency, the grant agreements, and all state and federal regulations.

Section 5: The Finance Officer is hereby authorized to account for and invest the funds in an account separate from the General Fund, and the Government Entity Resolution attached and incorporated by reference herein is duly authorized and adopted.

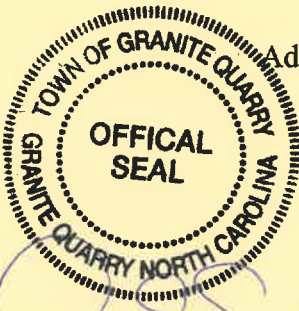
Section 6: The Finance Officer is hereby directed to report the financial status of the project to the governing board on a quarterly basis.

Section 7: Copies of this grant project ordinance shall be furnished to the Budget Officer, the Finance Officer and to the Town Clerk.

Section 8: This grant project ordinance expires on December 31, 2026, or when all CSLRF funds have been obligated and expended by the town, whichever occurs sooner.


Adopted the 9th day of August, 2021

(Seal)




William D. Feather, Mayor

Attest:


Aubrey Smith, Town Clerk



GRANT PROJECT ORDINANCE

2020-05

TOWN OF GRANITE QUARRY, NC INDUSTRIAL DEVELOPMENT FUND PROJECT

BE IT ORDAINED by the Governing Board of the Town of Granite Quarry, North Carolina, that pursuant to Section 13.2 of Chapter 159 of the General Statutes of North Carolina, the following Grant Project Ordinance is hereby *completed and closed as follows*:

Section 1: The project authorized was the construction of a sanitary sewer line extension to service additional development in the Granite Industrial Park, to be partially funded by a Rural Economic Development Grant.

Section 2: The difference between the anticipated and final Local Match – GQ Fund Balance Appropriated as specified by FY2021-2022 Budget Amendment #2, incorporated as an attachment hereto, is hereby duly adopted and transferred.

Section 3: The following expenditures were appropriated and realized for this project:

	Appropriated	BA #2	Final
Grant Administration Costs	\$ 20,000	--	20,000.00
Engineering and Legal Fees	66,660	(17,115.86)	49,544.14
Construction Costs	237,232	(26,123.61)	211,108.39
Total Appropriations	\$ 323,892	(43,239.47)	280,652.53

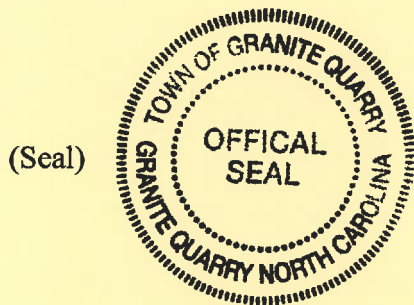
Section 4: The following revenues were anticipated and realized for this project:

	Anticipated	BA #2	Final
Local Match - GQ Fund Balance Appropriated	\$ 40,487	31,815.53	72,302.53
Local Match - Rowan County Shared Cost	40,487	(40,487.00)	--
Rural Economic Development Grant	242,918	(34,568.00)	208,350.00
Total Appropriations	\$ 323,892	(43,239.47)	280,652.53

Section 5: The Finance Officer is directed to maintain sufficient detailed accounting records of the project to satisfy the requirements of the grantor agency, the grant agreements, and all state and federal regulations.

Section 6: A copy of this grant project ordinance closeout shall be entered into the Governing Board's meeting minutes, and within five days after adoption, copies shall be filed with the Finance Officer, Budget Officer, and in the Office of the Town Clerk to complete and close out this project.


Adopted this 9th day of August 2021





William D. Feather, Mayor

Attest:



Aubrey Smith, Town Clerk

**FISCAL YEAR 2021-2022
BUDGET AMENDMENT REQUEST #2**

August 9, 2021

PURPOSE: To transfer additional funds from the General Fund to the Industrial Development Fund Project for the Local Match – GQ Fund Balance and to close and finalize GPO 2020-05 Industrial Development Fund Project.

Industrial Development Fund Project – Fund 05

Revenues:

<u>GL Acct #</u>	<u>Account Description</u>	<u>Increase (Decrease):</u>
05-3714-36	Rural Economic Development Grant	(\$ 34,568.00)
05-3714-37	Rowan County Match	(\$ 40,487.00)
05-3981-96	Transfer from General Fund	\$ 31,815.53
Total Increase/Decrease:		(\$ 43,239.47)

Expenses:

<u>GL Acct #</u>	<u>Account Description</u>	<u>Increase (Decrease):</u>
05-7140-18	Professional Services	(\$ 17,115.86)
05-7140-58	Capital Outlay – Construction	(\$ 26,123.61)
Total Increase/Decrease:		(\$ 43,239.47)

General Fund – Fund 01

Revenues:

<u>GL Acct #</u>	<u>Account Description</u>	<u>Increase (Decrease):</u>
01-3991-99	Fund Balance Appropriated	\$ 31,815.53
Total Increase/Decrease:		\$ 31,815.53

Expenses:

<u>GL Acct #</u>	<u>Account Description</u>	<u>Increase (Decrease):</u>
01-4190-96	Maintenance – Interfund Transfer	\$ 31,815.53
Total Increase/Decrease:		\$ 31,815.53

The above Budget Amendment was approved / denied by the Manager or Board on 8/9/2021.


William Feather, Mayor


Shelly Shockley, Finance Officer

Town of Granite Quarry

**FISCAL YEAR 2021-2022
BUDGET AMENDMENT REQUEST #1**

August 9, 2021

PURPOSE: To increase Fund Balance Appropriated (01-3991-99) and Parks – Professional Services (01-6130-18) in the amount of \$17,750 for the Parks and Rec Master Plan remaining balance. The open purchase order for FY 20-21 with a remaining balance of \$17,750 will be closed and a new purchase order for FY 21-22 will be opened.

General Fund – Fund 01

Revenues:

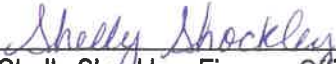
<u>GL Acct #</u>	<u>Account Description</u>	<u>Increase (Decrease):</u>
01-3991-99	Fund Balance Appropriated	\$ 17,750.00
Total Increase/Decrease:		\$ 17,750.00

Expenses:

<u>GL Acct #</u>	<u>Account Description</u>	<u>Increase (Decrease):</u>
01-6130-18	Parks – Professional Services	\$ 17,750.00
Total Increase/Decrease:		\$ 17,750.00

The above Budget Amendment was approved / denied by the Manager or Board on 8/9/2021.


William Feather, Mayor


Shelly Shockley, Finance Officer

Proclamation

NATIONAL DAY OF SERVICE AND 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 and Remembrance", and for the President of the United States to proclaim the day as such.

Now, Therefore, I, WILLIAM D. FEATHER, Mayor of the Town of Granite Quarry, North Carolina, do hereby proclaim September 11, 2021 as a, "Day of Service and Remembrance" and urge all citizens to commit to participate in community service in honor of those our Nation lost on this day and on an ongoing basis.

ADOPTED this 9th day of August 2021.

ATTEST:


Aubrey Smith, Town Clerk




William D. Feather, Mayor