TOWN OF GRANITE QUARRY
BOARD OF ALDERMEN
REGULAR MEETING MINUTES
Monday, January 9, 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, Fire Chief / Public Works Director Jason Hord, Police Chief Mark Cook, Finance Officer Shelly Shockley, Town Planner E. Schwartz-Laubhann

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 Shelton made a motion to amend item 5 by changing "Adoption" to "Discussion and Possible Action". Alderman Constantino seconded the motion. The motion passed 4-0.

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

2. **Approval of the Consent Agenda**
   A. **Approval of the Minutes**
      1) Regular Meeting December 12, 2022
   B. **Departmental Reports** *(Reports in Board packet)*
   C. **Financial Reports** *(Reports in Board packet)*

   Alderman Shelton stated he felt there was a direction from the Board to staff left out of the last meeting minutes regarding the upcoming special meeting. Clerk Smith read aloud a statement that could be added if the Board desired, "Mayor Barnhardt asked if the Board would receive materials from Stewart ahead of the special meeting. Manager Smith stated he wasn't sure they would have it available with the limited time but would ask. He stated the hope is to get us as much information ahead of time as possible." Alderman Shelton stated he would be fine with the minutes with that addition. Other Board members voiced their approval as well.

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

3. Citizen Comments – A resident was recognized at the end of the meeting to address the Board.

4. Town Manager's Update

Manager Smith invited Chief Cook up to discuss the numbers in his report regarding business and house checks. Chief Cook shared that the town is divided up into different zones and officers are required to check those areas throughout their shifts which is why the number is high. Mayor Barnhardt asked if dispatched service calls could be shown separately on the monthly report. Chief Cook responded he should be able to do that. It was also shared for informational purposes that when the radar sign appears to be off, it is being run in "stealth mode" to conduct traffic studies.

Manager Smith passed out an updated Town Manager's report and reviewed items including the design for the Industrial Park sign. There was discussion regarding the size and orientation of the sign. There was Board consensus to move forward. The Town Manager will follow up with EDC, who will explore partners for funding as the next step. Manager Smith reviewed the TAP Funds application and scoring dimensions with the Board.

Manager Smith asked for feedback regarding the staff and volunteer appreciation event and the tentative date, which is currently set for Saturday, April 29, 2023, at the Civic Park. The plan is to have group activities and games for all ages. Town staff welcomes any volunteers who would like to help with the event.

Manager Smith shared Mr. Flowe's answers regarding holding joint meetings of the Board of Aldermen and the Planning Board for the UDO / CLUP project. Mr. Flowe recommended a March joint meeting so all parties would have a full draft to discuss. Mr. Flowe also stated that any questions regarding the project could be sent to the clerk for compilation.

Manager Smith passed out a draft planning and budget calendar for review. There was discussion regarding possible dates for different meetings and retreats. There was Board consensus to set a Planning Retreat for January 26, 2023, from 9:00 a.m. to 12:00 p.m.

Mayor Barnhardt stated that she would be out of town for May's regular Board meeting during which the budget message is tentatively scheduled to be presented. Mayor Pro Tem Linker stated he would be at the meeting.

Old Business

5. Discussion and Possible Action Rules of Procedure

The Rules of Procedure were introduced at the December meeting. Clerk Smith asked the Board for feedback and discussion including, but not limited to, the highlighted items. Alderman Shelton provided a handout with his desired amendments to the drafted Rules of Procedure and began the discussion.

There was Board consensus to make the following amendments:
Rule 16: The "committee reports" bullet will remain in the list.
Rule 20: "[may] ~~[must]~~"

There was discussion, but no consensus regarding the following:
Rule 22: Alderman Shelton suggested inserting the language "a motion for discussion and possible action does not require a second." Mayor Barnhardt asked to get a legal opinion on the matter. Alderman Shelton stated he was okay with leaving the rule as written.
Rule 31: Alderman Shelton suggested the creation of a procedural motion "to require a unanimous vote to approve a BOA decision on a non-procedural matter" and inserting between current #8 & #9.

Mayor Barnhardt suggested tabling the item due to time constraints and the amount of feedback and discussion that was still necessary. Board members all voiced a desire to revisit the item at a later date.

ACTION: Alderman Costantino made a motion to table it *(the Rules of Procedure item)*. Alderman Shelton seconded the motion. No vote was called but there was Board consensus to discuss the item at a later date.

6. Adoption Mission Statement

Mayor Barnhardt read the proposed Mission Statement from Manager Smith's summary in the agenda packet.

ACTION: Mayor Pro Tem Linker made a motion to adopt the proposed Mission statement as amended (*as written in the agenda packet and shown below*). Alderman Costantino seconded the motion. The motion passed 4-0.

Mission Statement

Optimizing quality of life for our community by delivering exemplary municipal services and embracing quality growth consistent with our unique sense of place and granite character.

New Business

7. Discussion Sponsorship Guidelines

Drafted sponsorship guidelines were presented to the Board for review and acceptance by consensus. The guidelines will be used as an administrative tool. Alderman Cannon led the discussion by stating he believed item 1 under *Sponsorship from an Organization or Business* should be rewritten to use the same language as items 2-5 and not allow the promotion of the sale or consumption of alcohol. Mayor Barnhardt asked the Board's thoughts on including the Town Board and Town Attorney in the review of applications for sponsorship. There were no responses.

After discussion on specific language in the guidelines and a desire from the Mayor for legal review, the Board decided additional feedback was necessary.

ACTION: Alderman Shelton made a motion to table the item until a date to be determined. Alderman Constantino seconded the motion. The motion failed 0-4.

Mayor Barnhardt asked that since no action was taken, the item be added back to the next agenda as Old Business.

8. Appointment NCLM Voting Delegate

The NCLM requested that each municipality choose one voting delegate to enter the governing board's vote on legislative goals.

ACTION: Alderman Shelton made a motion to appoint John Linker as the Board's NCLM voting delegate. Alderman Costantino seconded the motion. The motion passed 4-0.

9. Decision NCLM Legislative Goals

The Board was asked to identify 10 of the 16 goals presented by the NCLM as priority. Staff highlighted 10 goals and presented them to the Board as a starting place for discussion.

ACTION: Mayor Pro Tem Linker made a motion to accept the highlighted goals with the exception of removing the goal to support integrated and multi-modal transportation solutions and the addition of the goal to update the annexation petition threshold to make voluntary annexations easier to initiate. Alderman Costantino seconded the motion. The motion passed 4-0.

10. Budget Amendment Tasers

A budget amendment request was presented to increase Grants (01-3300-36) and increase Police – Cap Outlay - Equipment (01-4310-55) in the amount of $24,480 for the purchase of 9 taser devices funded by the Governor's Crime Commission Grant.

ACTION: Alderman Costantino made a motion to approve Budget Amendment #6 as presented. Alderman Shelton seconded the motion. The motion passed 4-0.

11. Closeout GPO 2021-13 ARPA

GPO 2021-13 Closeout was presented to the Board for adoption. Mayor Pro Tem Linker asked about the quarterly updates and Finance Officer Shockley responded that they are included in the financial reports.

ACTION: Mayor Pro Tem Linker made a motion to adopt Grant Project Ordinance 2021-13 closeout as presented. Alderman Costantino seconded the motion. The motion passed 4-0.

12. Adoption CPO 2023-01 Transformational Projects

CPO 2023-01 for Transformational Projects was presented to the Board for adoption. It will be used to track the projects moving forward.

ACTION: Mayor Pro Tem Linker made a motion to adopt Capital Project Ordinance 2023-01 as presented for the Town's Transformational Projects. Alderman Costantino seconded the motion. The motion passed 4-0.

Citizen Comment

Mayor Barnhardt recognized Jim LaFevers who then came forward to make a statement to the Board. He provided his written comments and pictures.

- Jim LaFevers, 424 De Lara Circle, Granite Quarry – made a statement regarding the Parks and Recreation Master Plan's reference to the parks as the "crown jewel" of the Town and the issue of geese eating the grass at the Lake Park. Mr. LaFevers provided pictures of the geese and the area inside the fence at the Lake Park.
  - Mayor Barnhardt assured Mr. LaFevers that his concerns had been heard and recognized Alderman Cannon who shared that options are being explored to resolve the issue.

13. Board Comments

- Mayor Barnhardt requested that someone from Chip's firm be available to fill in for any regular meetings that Chip would be unable to attend. There was Board consensus on the Town Manager making the request.

14. Announcements and Date Reminders

A.	Wednesday	January 11	5:00 p.m.	Centralina Executive Board Meeting
B.	Thursday	January 12	9: 00 a.m.	Special Meeting – Transformational Projects
C.	Thursday	January 12	6:00 p.m.	Community Appearance Commission
D.	Monday	January 16		MLK, Jr. Day, Town Hall Closed
E.	Tuesday	January 17	3:30 p.m.	Revitalization Team
F.	Tuesday	January 17	6:00 p.m.	Zoning Board of Adjustment
G.	Thursday	January 19	7:30 a.m.	Power in Partnership Breakfast
H.	Wednesday	January 25	5:30 p.m.	CRMPO TAC

I.	Thursday	January 26	6:00 p.m.	Chamber Annual Meeting
J.	Monday	February 6	6:00 p.m.	Planning Board
K.	Wednesday	February 8	TBD	Centralina Board of Delegates
L.	Thursday	February 9	6:00 p.m.	Community Appearance Commission

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

The meeting ended at 7:36 p.m.

Respectfully Submitted,
Aubrey Smith
Town Clerk

Town of Granite Quarry

FISCAL YEAR 2022-2023
BUDGET AMENDMENT REQUEST #6

January 9, 2023

PURPOSE: To increase Grants (01-3300-36) and increase Police – Cap Outlay - Equipment (01-4310-55) in the amount of $24,480 for the purchase of 9 taser devices funded by the Governor's Crime Commission Grant.

General Fund – Fund 01

Revenues:

GL Acct #	Account Description	Increase (Decrease):
01-3300-36	Grants	$ 24,480
	Total Increase/Decrease:	**$ 24,480**

Expenses:

GL Acct #	Account Description	Increase (Decrease):
01-4310-55	Police – Cap Outlay - Equipment	$ 24,480
	Total Increase/Decrease:	**$ 24,480**

The above Budget Amendment was approved / denied by the Manager or Board on 1/9/2023

Brittany H Barnhardt

Brittany H. Barnhardt, Mayor

Shelly Shockley

Shelly Shockley, Finance Officer

Town of
GRANITE QUARRY
Be an original town.

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 ***completed and closed as follows***:

Section 1: The project authorized was to expend the Town's allocation of American Rescue Plan (ARP)/Coronavirus State and Local Fiscal Recovery Funds (CSLFRF) under the standard allowance for the provision of government services authorized by 31 CFR Part 35.6(d)(1).

Section 2: The following amounts were appropriated and realized for this project:

Internal Project Code	Project Description	Expenditure Category (EC)	Cost Object	Appropriation of ARP/CSLFRF Funds
001	Fire Department Services for period of 3/3/21 through 3/31/22	6.1	Salaries	$275,000.00
002	Law Enforcement Services for period of 3/3/21 through 3/31/22	6.1	Salaries	$310,000.00
003	Administrative Services for period of 3/3/21 through 3/31/22	6.1	Salaries	$220,000.00
004	Public Works Services for period of 3/3/21 through 3/31/22	6.1	Salaries	$150,000.00
005	Governing Body Services for period of 3/3/21 through 3/31/22	6.1	Salaries	$4,916.71
			TOTAL	$959,916.71

Section 3: The following revenues were received for this project and transferred to General Fund:

Source		Anticipated
CSLRF Funds		$959,916.71
Interest on CSLRF Funds		412.94
	TOTAL	$960,329.65

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

Section 5: 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.

TOWN OF GRANITE QUARRY GRANITE QUARRY NORTH CAROLINA OFFICAL SEAL

Adopted the 9th day of January, 2023

(Seal)

Brittany H. Barnhardt

Brittany H. Barnhardt, Mayor

Attest: Aubrey Smith

Aubrey Smith, Town Clerk

Town of
GRANITE QUARRY
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CAPITAL PROJECT ORDINANCE

2023-01

TOWN OF GRANITE QUARRY, NC
TRANSFORMATIONAL PROJECTS

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 Capital Project Ordinance is hereby adopted:

Section 1: The Project authorized is for "Transformational Projects", generally defined by the Board for the purposes herein to mean rare or even once-in-a-generation opportunities to advance Town projects that otherwise have not been possible through traditional Town funding or resources.

In Fiscal Years 2022 and 2023 the Town received $959,916.71 through American Rescue Plan Act funding, which it elected to expend under the standard allowance for the provision of government services authorized by 31 CFR Part 35.6(d)(1). While this amount was specifically used to reimburse the Town for qualifying salaries during the pandemic, the Board is choosing to use this same amount of funds as the basis for Transformational Projects it wishes to see achieved within the Town limits.

Section 2: The officers of this unit of government are hereby directed to proceed with the capital project within the terms of this project ordinance and the budget contained herein.

Section 3: The following amounts are appropriated for this project*:

Administrative, Engineer, or Architect Fees	$	50,000.00
Construction Costs		864,416.71
Contingency		45,500.00
Total Appropriations	$	959,916.71

* *The Board will amend this section as it refines and prioritizes specific projects with the assistance of its consulting firm, Stewart.*

Section 4: The following revenues are appropriated for this project:

Fund Balance Appropriated	$	959,916.71
Total Revenues	$	959,916.71

Section 5: The Finance Officer is directed to maintain within the Capital Project Fund sufficient specific detailed accounting records to satisfy the requirements of all state and federal regulations.

Section 6: Funds may be advanced from the General Fund for the purpose of making payments as due.

Section 7: The Finance Officer is directed to report on the financial status of each project element in Section 3 of this ordinance on a quarterly basis.

Section 8: The Budget Officer is directed to include a detailed analysis of past and future costs and revenues on this capital project in every budget submission made to this Board until this project is complete.

Section 9: A copy of this capital project ordinance 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 for direction in carrying out this project.

TOWN OF GRANITE QUARRY OFFICAL SEAL GRANITE QUARRY NORTH CAROLINA

Adopted the 9th day of January, 2023

(Seal)

Brittany H. Barnhardt
Brittany H. Barnhardt, Mayor

Attest: Aubrey Smith
Aubrey Smith, Town Clerk