



**TOWN OF GRANITE QUARRY
BOARD OF ALDERMEN
RECESSED MEETING
MEETING MINUTES
Monday, March 30, 2023
9:00 a.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

1. Motion to Come Out of Recess

ACTION: Alderman Shelton made a motion to come out of recess. Alderman Costantino seconded the motion. The motion passed 4-0.

Mayor Barnhardt opened the meeting recessed on March 13, 2023 at the Board's regular meeting time. The meeting was called to order at 9:00 a.m.

2. Approval of the Agenda

ACTION: Alderman Shelton made a motion to approve the agenda with the addition of an item to discuss and review the charter. Mayor Pro Tem Linker seconded the motion. The motion passed 4-0.

3. Discussion and Possible Action Rules of Procedure

Mayor Barnhardt opened the discussion on the Rules of Procedure.

Rule 8

There was Board consensus to accept the suggested wording for a new 8(d). "Rules of Procedure. At the next regularly scheduled monthly meeting following the organizational meeting the Board shall review these Rules of Procedure and decide if any revisions are necessary."

Rule 13

(d) There was Board discussion regarding the reasoning for the informal discussion of agenda items. No changes were made.

(a)(2) There was discussion regarding the deadline to send agenda items to the manager or clerk at least twelve days before the date of the meeting and the Board's right to add an item to the agenda. After discussion, no changes were suggested.

(a)(4) Mayor Barnhardt suggested the addition of the wording, “with all supporting documents” after “regular monthly meeting agendas and agenda packages”. There was discussion regarding whether the additional phrase meant items would have to be removed if supporting documentation was not ready in time to send out with the agenda packet. Mayor Barnhardt suggested that if there were any additional handouts at a meeting and the Board needed more time to review, the Board could recess to a time later in the week to review the items so they wouldn’t need to wait for another month for consideration. There was Board consensus to add the wording and consider recessing a meeting for discussion of the additional materials if necessary.

Rule 16

There was Board consensus to change “unfinished” to “old business” as proposed.

Rule 17

Alderman Costantino asked whether it was common to have the mayor only vote to break a tie. Manager Smith read the explanation from the *Suggested Rules of Procedure for a City Council*. There was discussion of whether it was fair and the pros and cons of the mayor voting. In order for the Mayor to vote, the charter would need to be amended. No changes were suggested.

Rule 28

Alderman Cannon asked what constituted an abstention. The rule states that failure to vote on a matter would be recorded as an affirmative vote, except on certain zoning matters when it would instead be recorded as an abstention. Clerk Smith will follow up with the attorney or bring back more information.

Rule 29

Alderman Cannon asked for clarity on the reasoning behind a consensus or majority vote being required to request a written ballot. There was discussion on the current practice of capturing who votes in favor and in opposition on each item for the minutes. The current rule language is paraphrasing G.S. 143-318.13(b).

Rule 31

There was discussion regarding a motion to defer consideration versus a motion to table and the timelines associated with each. Mayor Barnhardt asked to get Attorney Short’s opinion on the correct use of tabling and deferring consideration, specifically regarding when a meeting was recessed and then reconvened to revisit the item. Manager Smith clarified by reading the comments that this motion would be to differentiate between postponing to a certain time. The Board could defer to an unspecified time, postpone to a time certain, or take no action.

Rule 36

There was discussion regarding the rules for public hearings. Clerk Smith will bring suggested rules for public comment periods for the Board to review.

Rule 16

There was Board consensus to add “guest presentations” between public hearings and old business.

Rule 38

The Board discussed the appointment process and the mayor’s ability to voting. There were questions regarding specific voting rules if there were multiple appointments. The Board would like clarification from Attorney Short. Clerk Smith will also send the appointment policy to the Board for review.

Rule 42

There was Board consensus to remove Rule 42. Mayor Barnhardt mentioned the possibility of drafting a document that would be standalone. Aldermen Shelton agreed.

The Rules of Procedure will be placed on the April meeting agenda for discussion and possible adoption.

4. Review and Discussion Town Charter

Mayor Barnhardt opened the discussion on the charter regarding the mayor's term. Alderman Costantino suggested the term be changed from two years to four years. Mayor Pro Tem Linker stated he was okay with changing the term as long as the mayor continued to be elected separately from the aldermen. Alderman Shelton agreed. Alderman Cannon stated he wasn't opposed to the change, but thought there should be discussion regarding which cycle the election would be on; the aldermen running in the same or opposite cycles could be affected. He questioned whether a first-time mayor could have a two-year first term and four-year terms otherwise. Manager Smith will put together a summary for the Board.

Mayor Pro Tem Linker stated a desire to update the charter to allow the mayor to vote on all matters. Alderman Shelton stated that he agreed. Alderman Cannon stated he believed the mayor votes when it is needed currently and that changing it, could potentially cause a split. Alderman Costantino stated he agreed with that point and felt it should remain the same. There was continued discussion on whether the mayor should be allowed to vote and how the change could potentially be made to the charter. Manager Smith will include this information in the summary for the Board.

Mayor Barnhardt stated it may be a good idea to include something regarding the censure of Board members in the Rules of Procedure. Clerk Smith will consult with Attorney Short.

The Board would also like to know if the mayor is given a right to vote and there is an absence or vacancy, if there is a tie, would that tie be counted as a positive or negative.

The Board would like to hear from Attorney Short on whether the Rules of Procedure could be changed to allow the mayor to make motions or whether that is an amendment that needs to be made to the charter.

ACTION: Mayor Pro Tem Linker made a motion for a five-minute recess. Alderman Shelton seconded the motion, the motion passed 4-0. The Board recessed at 10:39 a.m.

ACTION: Alderman Shelton made a motion to come out of recess. Mayor Pro Tem Linker seconded the motion. The motion passed 4-0. The meeting was called back into order at 10:47 a.m.

5. Closed Session Town Manager Annual Performance Review

ACTION: Alderman Shelton made a motion to go into closed session pursuant to N.C. General Statutes Section 143-318.11(a)(6) to discuss the performance of an individual public officer or employee. Mayor Pro Tem Linker seconded the motion. The motion passed 4-0.

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

The Board returned to open session with the intent to recess the meeting to continue the closed meeting for Town Manager evaluation at a date to be decided in open session.

Recess

ACTION: Alderman Costantino made a motion to recess. Mayor Pro Tem Linker seconded the motion. During discussion, by Board consensus it was decided that the Board would reconvene on Monday, April 3, 2023 at 1:00 p.m. to continue the closed session for the Town Manager's evaluation. The motion passed 4-0. The meeting ended at 12:10 p.m.

Respectfully Submitted,

Aubrey Smith

Town Clerk