



**TOWN OF GRANITE QUARRY
BOARD OF ALDERMEN
ORGANIZATIONAL MEETING MINUTES
Monday, December 11, 2023 6:00 p.m.**

Present: Mayor Brittany Barnhardt, Mayor Pro Tem John Linker, Alderman Doug Shelton, Alderman Jeff Cannon, Alderwoman-elect Laurie Mack, Alderman-elect Rich Luhrs

Not Present: Alderman Jim Costantino

Staff: Town Manager Larry Smith, Town Clerk Aubrey Smith, Town Attorney Zachary Moretz, Finance Officer Shelly Shockley, Fire Chief/Public Works Director Jason Hord, Police Chief Mark Cook, Police Sergeant Richard Tester

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.

Organizational Business

1. Recognition of Outgoing Board Members

Mayor Barnhardt recognized Alderman Jim Costantino and Alderman Jeff Cannon for their service to the Town. Alderman Jim Costantino served the town for eight years and Alderman Jeff Cannon served the town for one year after he was appointed to fill a vacancy.

2. Swearing in of Newly Elected Officials Rowan County Clerk of Court Todd Wyrick

Oaths of Office were administered by Todd Wyrick, Rowan County Clerk of Court for the newly elected officials.

- A. Mayor Brittany Barnhardt
- B. Alderman Doug Shelton
- C. Alderwoman Laurie Mack
- D. Alderman Rich Luhrs

New board members took their seats at the dais.

3. Election of Mayor Pro-Tempore

Alderman Luhrs nominated Doug Shelton.

Receiving no further nominations, Mayor Barnhardt called for the vote on Doug Shelton for Mayor Pro-Tempore. Doug Shelton was elected as Mayor Pro-Tempore with four votes in his favor.

4. Swearing in of Mayor Pro-Tempore Rowan County Clerk of Court Todd Wyrick
The Oath of Office for Mayor Pro-Tempore Doug Shelton was administered by Todd Wyrick, Rowan County Clerk of Court.

5. Approval of the Agenda
ACTION: Alderman Linker made a motion to approve the agenda as presented. Alderman Luhrs seconded the motion. The motion passed 4-0.

6. Brief Recess for Reception
ACTION: Mayor Pro Tem Shelton made a motion to recess. Alderman Luhrs seconded the motion. The motion passed 4-0.

*The Board recessed at 6:10 p.m.
Mayor Barnhardt called the meeting back to order at 6:34 p.m.*

- 7. Approval of the Consent Agenda**
- A. Approval of the Minutes**
 - 1) Regular Meeting November 13, 2023
 - B. Departmental Reports**
 - C. Financial Reports**
 - D. Certification of Fire Roster**
 - E. Radio Agreement**
 - F. Planning Board Appointment**

ACTION: Alderman Linker made a motion to approve the consent agenda. Mayor Pro Tem Shelton seconded the motion. The motion passed 4-0.

Mayor Pro Tem Shelton asked whether the radio agreement would cover all emergency personnel and received confirmation that it would.

8. Public Comments: There were no public comments.

9. Guest Presentation Audit
Tony Brewer, CPA addressed the Board and expressed thanks for the opportunity to serve as the Town's auditors. Mr. Brewer passed out a guide to the audit and shared highlights.

Highlights for the general fund:

- Ad valorem tax collections were up ~ \$161,000
- Unrestricted intergovernmental revenues were up ~ \$73,000
- Total revenues were up ~ \$307,000 mainly due to increases in ad valorem collections, local options sales tax increase, and investment earnings.
- Expenditures were up ~ \$149,000 mainly due to increases in all departments with the exception of transportation.
 - The Police department had an increase in salary, supplies, and capital outlay.
- For the year revenues were greater than expenditures by \$752,000 vs. an increase of \$587,000 in 2022.
 - \$435,000 of the \$752,000 was restricted, resulting in an increase of unrestricted fund balance of \$314,000
- Capital Projects as of June 30, 2023
 - Transformational Project just started, 3%

- Granite Lake Project stood at 87% complete
- Other noteworthy items:
 - Available or unassigned fund balance increased to 106% of general fund expenditures
 - Notes payable decreased \$100,000 due to principal payments
 - Collection rate remains above state average, 98.99%
- New requirements from the Local Government Commission:
 - Will no longer issue unit, or white, letters
 - Auditors are now required to report any Financial Performance Indicators to the Governing Body
 - New requirement for governing body to submit response to indicators to the LGC. Must be signed by majority of members and submitted within 60 days with plan to address areas of concern. The Town does not have any Financial Performance Indicators of concern or significant deficiencies for FY 22/23 and therefore does not have to submit a response.

Mr. Brewer thanked Manager Smith and Finance Officer Shockley for their diligent work and making things so readily available for the audit.

10. Guest Presentation

Taps at the Park

Tina Kanipe addressed the Board regarding a desire to play Taps on the first Friday of each month at Granite Lake Park. The program began as Taps on the Square in Martinsville, Indiana in 2012. Ms. Kanipe explained that the group had a desire to eventually build a full veterans' memorial on the west end of the park but would like to play Taps at the flagpole until that time. After the reading of names at 6:55 p.m., a bugler will play taps at 7:00 p.m. to honor veterans, police, fire personnel, prisoners of war, missing in action recovered, Rosie the Riveters, and those fallen.

Mayor Barnhardt shared that the Board had discussed placing a sign or plaque at the current flagpole until the time an official memorial is in place. The sign could be similar to a yard sale sign in size. Alderman Linker stated a master parks plan was in place and it would be necessary to coordinate with Town staff on plans for a memorial.

Mayor Barnhardt clarified that what was being requested tonight was a consensus that the Board was okay with the Taps at the Park event taking place at the park. Mayor Pro Tem Shelton stated that he had no issues with the ceremony itself taking place at the park but that changing the park would be another issue. Alderman Luhrs echoed his statement. There was a full verbal consensus that the event could begin in the Granite Lake Park on the first Friday of January. The group will coordinate with Town staff for the event sign.

11. Town Manager's Update

Manager Smith called on Police Chief Mark Cook who recognized Sergeant Richard Tester for being awarded his Advanced Law Enforcement Certificate from the North Carolina Department of Justice Criminal Justice Standards Division. To earn the certificate Sergeant Tester had to complete more than 1200 hours of training beyond the required in-service.

Manager Smith reviewed items from his report found in the agenda packet including kudos for Finance Officer Shelly Shockley for passing the final two exams to qualify for her Finance Officer certification. Manager Smith referenced the highlights from his report and reminded the Board members that the Civic Park Master Plan survey will be open through the end of the month.

Old Business

None

New Business

12. Board Appointments

A. Centralina Board of Delegates **Representative and Alternate**
ACTION: Mayor Pro Tem Shelton made a motion to appoint Alderwoman Mack as representative to the Centralina Board of Delegates and Mayor Pro Tem Shelton as the alternate. Alderwoman Mack seconded the motion. The motion passed 4-0.

B. CRMPO Transportation Advisory Committee **Representative and Alternate**
ACTION: Mayor Pro Tem Shelton made a motion to appoint Mayor Barnhardt as the CRMPO TAC representative and Alderman Luhrs as the alternate representative. Alderman Luhrs seconded the motion. The motion passed 4-0.

13. Budget Amendment **Board Training**
ACTION: Mayor Pro Tem Shelton made a motion to approve Budget Amendment #3 as presented. Alderman Luhrs seconded the motion. The motion passed 4-0.

- 14. Board Comments**
- Mayor Barnhardt shared that it would be helpful to identify which days would be best for upcoming strategic planning meetings. Historically Thursday mornings have worked for past boards. There was a general consensus that Thursday mornings would be the starting place for planning.
 - Mayor Pro Tem Shelton asked to be registered for the upcoming PIP meeting.

15. Announcements and Date Reminders

A.	Thursday	December 14	7:30 a.m.	Power in Partnership Breakfast
B.	Monday	December 18	5:00 p.m.	Rowan Chamber Business After Hours
C.	Monday	December 25		Christmas – Office Closed
D.	Tuesday	December 26		Office Closed
E.	Wednesday	December 27		Office Closed
F.	Monday	January 1		New Year’s Day – Office Closed
G.	Tuesday	January 2	6:00 p.m.	Planning Board
H.	Friday	January 5	8:30 a.m.	Centralina Elected Officials Breakfast

Adjourn

ACTION: Alderman Luhrs made a motion to adjourn. Alderman Linker seconded the motion. The motion passed 4-0.

The meeting ended at 7:36 p.m.

Respectfully Submitted,
Aubrey Smith
Town Clerk