



**TOWN OF GRANITE QUARRY
BOARD OF ALDERMEN
REGULAR MEETING
August 3, 2020
7:00 p.m.**

Call to Order **Mayor Feather**

Moment of Silence

Pledge of Allegiance **Preston Stevens, Troop 379**

1. Approval of Agenda

2. Approval of Consent Agenda

(Any items may be removed from the consent agenda as requested by the Board)

A. Approval of the Minutes

1) Regular Meeting Minutes July 6, 2020

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

C. Financial Reports *(Reports in Board packet)*

ACTION REQUESTED: Motion to approve consent agenda as presented / as amended.

3. Citizen Comments

(All comments are limited to 6 minutes. No sharing of minutes with other citizens)

4. Guests and Presentations

5. Town Manager Update *(Report in Board packet)*

Old Business

6. Committee Updates

A. Parks and Recreation

Aldermen Cress and Shelton

B. Revitalization

Alderman Costantino and Mayor Pro Tem Linker

7. Resolution 2020-07

Non-Profit Organization Funding Policy

This item was amended from June's discussion, and then continued from last month's meeting.

ACTION REQUESTED: Motion to approve Resolution 2020-07 for the adoption of the Non-Profit Organization Funding Policy as presented.

- 8. Resolution 2020-09 Powell Bill Policy**
A Resolution of the Board of Aldermen of the Town of Granite Quarry, North Carolina, to adopt the Powell Bill Policy.

ACTION REQUESTED: Motion to approve Resolution 2020-09 for the adoption of the Powell Bill / Street and Sidewalk Paving Policy as presented.

- 9. Resolution 2020-10 Easement Negotiation Policy**
A Resolution of the Board of Aldermen of the Town of Granite Quarry, North Carolina, to adopt the Easement Negotiation Policy.

ACTION REQUESTED: Motion to approve Resolution 2020-10 for the adoption of the Easement Negotiation Policy as presented.

- 10. Personnel Policy Longevity Bonus Policy**
Longevity Bonus Policy presented in draft form at the July 2020 meeting. If approved, will be added to personnel policies scheduled for consultant review this Fall.

ACTION REQUESTED: Motion to approve the Longevity Bonus Policy as presented.

New Business

- 11. Boards and Committees Appointments**
A. Adjustment to Membership Planning Board
In June two vacancies for Town Members opened on the Planning Board. Brenda Costantino currently serves as an Alternate Town Member. It is recommended that she be moved to one of the two vacant full Town Member seats.

ACTION REQUESTED: Motion to appoint Brenda Costantino to the vacant Planning Board full Town Member seat with an expiration of July 31, 2023.

- B. Appointment of New Members Planning Board**
The Planning Board has two vacancies for Town Members. Applications have been submitted by Mike Brinkley, Joseph Hudson, and Jim King.

ACTION REQUESTED: Motion to appoint _____ to the vacant Planning Board full Town Member seat with an expiration of July 31, 2021.

ACTION REQUESTED: Motion to appoint _____ to the vacant Planning Board alternate Town Member seat with an expiration of July 31, 2022.

- C. Appointment of New Members Community Appearance Committee**
There are currently seven vacant seats on the Community Appearance Committee. Applications have been submitted by Kelly Cozart, Chelsea Franzese, Travis Barnhardt, and Tom Bost.

ACTION REQUESTED: Motion to appoint Kelly Cozart, Chelsea Franzese, Travis Barnhardt, and Tom Bost to the Community Appearance Committee.

- D. Appointment of New Members Revitalization Team**
There is currently one vacancy on the Revitalization Team. An application has been submitted by Donnie Pressley.

ACTION REQUESTED: Motion to appoint Donnie Pressley to the vacant Revitalization Team seat with an expiration of July 31, 2021.

E. Appointment of New Members Zoning Board of Adjustment

There are currently two Board of Aldermen members who wish to be replaced on the ZBA. An application has been submitted by Brittany Barnhardt.

ACTION REQUESTED: Motion to appoint Brittany Barnhardt to the Zoning Board of Adjustment seat with an expiration of July 31, 2022, replacing _____.

12. Discussion Municipal Coronavirus Relief Funds Plan

ACTION REQUESTED: Motion to authorize the Manager to move forward with the application for Coronavirus Relief Funds.

13. Discussion CPO 2020-06 Town Hall Project

Town Hall Project Updates

Option 1 Complete existing scope of landscaping, irrigation, and patching and sealcoating parking areas at an additional amount not to exceed \$7,500. (See sample CPO amendment)

ACTION REQUESTED: Motion to amend CPO 2020-06 as presented for the Town Hall project.

Option 2 Complete existing scope of landscaping and irrigation; patch parking areas and repaint striping (no sealcoating). This can be completed within existing budget authorization.

ACTION REQUESTED: Motion to complete the 2020 Town Hall upgrades project with the amended scope of not sealcoating the parking areas.

14. Budget Amendment #1 Civic Park Stormwater System Repair

To transfer funds from Fund Balance Appropriated (01-3991-99) to Parks Maint & Repair - Bldgs/Grounds (01-6130-24) for the Civic Park Stormwater Repair Project in an amount not to exceed \$25,000.

ACTION REQUESTED: Motion to approve Budget Amendment FY20-21 #1 for the Civic Park Stormwater Repair Project in an amount not to exceed \$25,000.

15. Set Agenda Strategic Workshop

Identify items the Board would like to appear on the agenda for the Strategic Workshop to be held Thursday, August 20, 2020 at 4:00 p.m.

16. Notice of Lien 315 N. Oak Street

ACTION REQUESTED: Motion to approve the Notice of Lien for 315 N. Oak Street.

17. Board Comments

18. Mayor's Notes

- A. Monday, August 10 5:00 p.m.
- B. Monday, August 10 6:00 p.m.
- C. Tuesday, August 11 3:30 p.m.
- D. Wednesday, August 12 TBD
- E. Monday, August 17 5:00 p.m.
- F. Monday, August 17 5:30 p.m.
- G. Thursday, August 20 4:00 p.m.
- H. Wednesday, August 26 5:30 p.m.

Announcements and Date Reminders

- Rowan Chamber Business After Hours (virtual)
- Planning Board
- Revitalization Team
- CCOG Delegate & Member Appreciation Event
- Parks, Events, and Recreation Committee
- Zoning Board of Adjustment
- Board of Aldermen Strategic Workshop
- Cabarrus-Rowan County MPO Meeting

19. Closed Session

ACTION REQUESTED: Motion to go into closed session pursuant to the provisions of NC General Statute 143-318.11 to discuss personnel performance.

ACTION REQUESTED: Motion to return to open session.

Adjourn

Agenda Item Summary

Regular Meeting

August 3, 2020

Agenda Item 1

Summary:

The Board may discuss, add, or delete items from the Regular Meeting agenda.

Action Requested:

Motion to adopt the August 3, 2020 Board of Aldermen Meeting Agenda (as presented / as amended).

Approval of Agenda

Motion Made By:

Jim Costantino
Kim Cress
John Linker
Doug Shelton

Second By:

Jim Costantino
Kim Cress
John Linker
Doug Shelton

For:

Jim Costantino
Kim Cress
John Linker
Doug Shelton

Against:

Jim Costantino
Kim Cress
John Linker
Doug Shelton

In case of tie:

Mayor Bill Feather

For

Against

Agenda Item Summary

Regular Meeting

August 3, 2020

Agenda Item 2

Summary:

The Board may discuss, add, or delete items from the Consent Agenda.

- A. Approval of the Minutes
 - 1) Regular Meeting Minutes July 6, 2020
- B. Departmental Reports
- C. Financial Reports

Attachments:

- Regular Board Minutes – July 6, 2020
- Departmental Reports
- Financial Reports

Action Requested:

Motion to approve the consent agenda (as presented / as amended).

Approval of Consent Agenda

Motion Made By:

- Jim Costantino
- Kim Cress
- John Linker
- Doug Shelton

Second By:

- Jim Costantino
- Kim Cress
- John Linker
- Doug Shelton

For:

- Jim Costantino
- Kim Cress
- John Linker
- Doug Shelton

Against:

- Jim Costantino
- Kim Cress
- John Linker
- Doug Shelton

In case of tie:

Mayor Bill Feather

- For
- Against



**TOWN OF GRANITE QUARRY
BOARD OF ALDERMEN
REGULAR MEETING MINUTES
Monday, July 6, 2020
7:00 p.m.**

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

Not Present: Alderman Jim Costantino

Staff: Town Manager Larry Smith, Town Attorney Chip Short, Town Clerk Aubrey Smith, Town Planner Steve Blount, Fire Chief/ Maintenance Supervisor Jason Hord, Finance Officer Shelly Shockley

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

Moment of Silence: Mayor Feather opened the meeting with a moment of silence.

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

1. Approval of the Agenda

ACTION: Mayor Pro Tem Linker made a motion to approve the agenda as presented. Alderman Cress seconded the motion. The motion passed 3-0.

2. Approval of the Consent Agenda

A. Approval of the Minutes

- 1) Regular Meeting Minutes June 1, 2020
- 2) Special Called Meeting Minutes Budget Workshop June 11, 2020
- 3) Recess Meeting Minutes Budget Workshop June 18, 2020
- 4) Special Called Meeting Minutes Budget Public Hearing June 22, 2020

B. Departmental Reports

~~C. Financial Reports~~ *pulled from consent agenda for discussion*

D. Board and Committee Reappointments

Reappointments to Parks, Events, and Recreation Committee; Revitalization Team; and Planning Board for current members with expiring terms who have requested reappointment.

ACTION: Alderman Shelton made a motion to approve the consent agenda with the Financial Reports pulled for review. Mayor Pro Tem Linker seconded the motion. The motion passed 3-0.

3. Discussion

Financial Reports

Alderman Shelton asked questions regarding the JPA budget. After discussion, there was Board consensus to call another JPA meeting to review the budget once the audit is complete.

4. Citizen Comments - There were no citizen comments.

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

6. Town Manager's Update

Mr. Smith reviewed with the Board items that were included in his report.

A. Policies

1) Powell Bill Policy

The draft Powell Bill policy was added for the Board's consideration.

2) Easement Negotiation Policy

The draft Easement Negotiation Policy was reviewed.

3) Longevity Bonus Policy

Mr. Smith shared the drafted Longevity Bonus Policy.

Mayor Feather recommended adding the policies to the next month's agenda as action items.

B. Boards and Committees

Mr. Smith asked for the Board's direction on whether to decrease the number of members on the Planning Board and Zoning Board of Adjustment.

The Board consensus was to lower the number of Zoning Board of Adjustment members to seven and to keep the Planning Board membership numbers the same.

C. Quarterly Goals Review

Mr. Smith asked the Board if there were any questions regarding the goals and projects spreadsheet.

D. Strategic Planning Discussions

The Board will set the date for a strategic planning session to review future goals and projects.

E. Byrd Property Plaque

Mr. Smith shared that the Byrd Road Property Plaque was closed out at \$544.20, which was less than what had been allocated for the project.

F. Fire Department Vehicle

Mr. Smith shared an update on the plans to purchase the Fire Department vehicle. The F150 was no longer available, but an F250 could be purchased for a lower amount than was approved in the adopted budget.

Old Business

7. Committee Updates

A. Parks and Recreation

Alderman Shelton shared that, based on the minutes, PERC was on track.

B. Revitalization

The Revitalization Team did not meet in June.

- 8. Resolution 2020-07 Adoption of Non-Profit Organization Funding Policy**
The policy wording has been amended to reflect the language recommended at the last regular meeting. There was Board discussion regarding whether there should be a cut off date for request submissions.

ACTION: Alderman Cress made a motion to table Resolution 2020-07 until next month. Alderman Shelton seconded the motion. The motion passed 3-0.

New Business

- 9. Resolution 2020-08 Adoption of Iredell-Rowan Hazard Mitigation Plan**
A Resolution of the Board of Aldermen of the Town of Granite Quarry, North Carolina, to adopt the Iredell-Rowan Hazard Mitigation Plan.

ACTION: Mayor Pro Tem Linker made a motion to approve Resolution 2020-08 as presented. Alderman Shelton seconded the motion. The motion passed 3-0.

- 10. Ordinance 2020-09 Repeal and Reserve Chapter 7 Businesses**
An Ordinance repealing and reserving Ch. 7 Businesses of the Code of Ordinances after discontinuation of the Business Registration program.

ACTION: Mayor Pro Tem Linker made a motion to approve Ordinance 2020-09 as presented. Alderman Shelton seconded the motion. The motion passed 3-0.

- 11. Discussion Central Business District Zoning**
The Board discussed undeveloped Light Industrial properties adjacent to the CBD. There was Board consensus to send the issue to the Planning Board for review.

- 12. Discussion Board Policy Discussion on Rights of Way Mowing**
Mayor Feather requested Board direction for the Maintenance Department on what rights of way the Board would like to adopt as town maintenance areas. Board discussion included areas that have been mowed in the past and Chief Hord's description of what areas are being maintained now. There was Board consensus that the Maintenance Department should use discretion on areas outside of the main corridors and be mindful of their safety.

- 13. Set Meeting Date Strategic Planning**
The Board scheduled the strategic planning session for Thursday, August 20, 2020 at 4:00 p.m.

- 14. Board Comments**
Alderman Shelton gave kudos to staff for having the preliminary July numbers prepared last week.

- | 15. Mayor's Notes | | Announcements and Date Reminders |
|-----------------------------|-----------|---|
| A. Monday, July 13 | 6:00 p.m. | Planning Board |
| B. Monday, July 20 | 5:00 p.m. | Parks, Events, and Recreation Committee |
| C. Tuesday, July 21 | 3:30 p.m. | Revitalization Team |
| D. Saturday, July 25 | | Dragon Boat Festival |

16. Closed Session

ACTION: Mayor Pro Tem Linker made a motion to go into closed session pursuant to N.C. General Statutes Section 143-318.11(a)(5) To establish, or to instruct the public body's staff or negotiating agents concerning the position to be taken by or on behalf of the public body in negotiating (i) the price and other material terms of a contract or proposed contract for the acquisition of real property by purchase, option, exchange, or lease. Alderman Cress seconded the motion. The motion passed 3-0.

ACTION: Alderman Cress made a motion to return to open session. Mayor Pro Tem Linker seconded the motion. The motion passed 3-0.

The following action was taken in closed session:

The Board gave direction for the Town Manager and Town Attorney to start negotiations based on the amount presented.

Adjourn

ACTION: Alderman Cress made a motion to adjourn. Alderman Shelton seconded the motion. The motion passed 3-0.

The meeting ended at 8:21 p.m.

Respectfully Submitted,

Aubrey Smith

Town Clerk



July Work 2020 Maintenance Report

- Normal Maintenance Duties Daily- (parks, cleaning, mowing, edging, service on equipment, limbs & sweeping)
- PM check on generator
- Quarry property – Erosion / Stormwater plans
- Town Hall Project walk thru / completion
- Playgrounds remain closed
- Cut back right of ways with Bobcat mower
- Sprayed 52, Old 80, Byrd, Walnut, Oak, Wall, Church
- Edged Hwy 52
- Various potholes filled
- Painted pole bases at Lake
- Electrical issues resolved at Lake Park for lighting
- Pier boards replaced at Lake Park
- Striped lot at Centennial and Legion
- PM on F150 and fan clutch / PM F250
- Older Scag mower – Hydraulic pump (right side)

2007 Ford Truck	Mileage – 58,304	+213 miles
1995 Ford Dump Truck	Mileage – 38,010	+95 miles
2009 Ford Truck	Mileage – 71,321	+1,223 miles
2019 Ford Truck F350	Mileage – 4,822	+316 miles



Town of Granite Quarry Fire Department

Established May 15th, 1950

PO Box 351

www.granitequarrync.gov

Granite Quarry, NC

704/279-5596



Board Report Aug 2020 Chief Hord

Emergency Calls for Service June 2020

15 calls in district

- 11 - EMS (including strokes, falls, diabetic, CPR and other Medical needs)
- 1 - Fire Alarm
- 1 - Move up
- 1 - Service assignment/Traffic control

9 calls to Salisbury

- 6 - Alarm/Structure, EMS calls canceled en-route
- 3 - EMS

12 calls to Rockwell Rural

- 4 - Alarm/Structure, EMS calls canceled en-route
- 7 - Alarm/Structure, EMS calls provide manpower

3 Calls to Union canceled en-route

2 Calls to South Salisbury Manpower

1 Call to Bostian Heights structure fire, Manpower

TOTAL – 42

Activities

- Daily activities include apparatus & equipment checks, training, station maintenance, pre-plan development, hose and hydrant maintenance, water points, emergency response, public education, inspections, and the assistance of other divisions within the Town of GQ.
- Rigorous cleaning, decontamination, and social distancing practiced due to suggested COVID response multiple times daily.
- Our monthly training was minimal to adhere to the social distancing regulations.
- Multiple days of driver training, water point training and district familiarization. Weekly shift training/ officer's choice.
- Car Seat Check Station on Thursday from 1 p.m. to 4 p.m. – 3 seats installed/checked.
- Prep, assist moving furniture/equipment, cleaning due to ongoing construction/renovations.

Equipment

- Annual SCBA FIT test completed
- Annual maintenance on apparatus completed
- New TV delivered and installed by Hot Dog Shack



Granite Quarry-Faith Joint Police Authority

P.O. Box 351 • 143 North Salisbury Ave, Granite Quarry, NC 28072
Office: (704)279-2952 • Fax: (704)279-6648



Police Department Report July 2020

- Call volume report for the month of July 2020:
 - Date of Report: 07/27/2020
 - Total calls for service/activities – 261
 - Calls for service/activities Granite Quarry: 204
 - Calls for service/activities Faith: 58
 - Incident Reports- 13
 - Arrest Reports- 6
 - Crash Reports- 7
 - Traffic Citations- 20
 - See Attached for Total Calls for Service.
 - The following is the ending and average mileage for each vehicle by month:

221-	End-	44,100
222-	End-	51,411
224-	End-	66,989
225-	End-	57,033
226-	End-	37,121
227-	End-	55,378
228-	End-	28,201
229-	End-	41,788
230-	End-	20,243
- Other Information:
 - Average response time for July CFS is 4.37 minutes.
 - Drug Collection Box. June 2020: 16.8 pounds collected.
 - June CID Report. 6 Cases assigned; 1 Cases cleared; 32 follow-ups conducted; 91 open assigned cases.
 - Officers completed 18 hours of in-service or continuing education training in June.
 - The Department is currently short 2 full time officers. We are aggressively trying to recruit qualified officers for employment.

GQPD

Number of Events by Nature

CFS July 2020

Nature	# Events
101C5 CUSTODY ISSUE	1
103A2 FOUND PROPERTY	1
104C2 COMMERCIAL BURG (INTRUSI	5
104C3 RESIDENTIAL BURG (INTRUSI	1
104D3 RESIDENTIAL HOLDUP/PANIC	1
106D5 ASSAULT IN PROGRESS	1
110B2 PAST RESIDENTIAL B&E	3
110B3 PAST COMMERCIAL B&E	1
110C2 POSSIBLE B&E COMMERCIAL	1
110D2 RESIDENTIAL B&E	1
111B1 PAST DAMAGE TO PROPERTY	3
111D1 DAMAGE TO PROPERTY	1
111D2 MISCHIEF-DAMAGE TO PROP	1
112D2 DECEASED (SUDDEN)	1
113B3 NUISANCE COMPLAINT	2
113C2 INTOXICATED/IMPAIRED	2
113D2 DISTURBANCE / VERBAL	5
118D2 FRAUD-FORGERY	1
119C2 THREAT (SUSP UNKNOWN)	1
119D1 STALKING	1
123B2 RUNAWAY	1
125B1 CHECK WELFARE - ROUTINE	5
125B2 LOCKOUT - ROUTINE	3
125D1 CHECK WELFARE-URGENT	3
129B2 SUSPICIOUS VEH (PAST)	2
129B3 SUSPICIOUS CIRCUM (PAST)	1
129C1 SUSPICIOUS PERSON	7
129C3 SUSPICIOUS VEHICLE	12
129C5 SUSPICIOUS CIRCUMSTANCE	1

Nature	# Events
130B1 LARCENY (ALREADY OCC)	6
130D1 LARCENY	4
131B1 TRAFFIC ACCIDENT - PD	1
131C2 HIT AND RUN-UNK INJUR	1
132B1 MINOR TRAFFIC VIOLATION	1
132B2 PARKING COMPLAINT	1
132C1 SEVERE TRAFFIC VIOLATION	3
132O2 TRAFF COMP - INFORMATION	1
133D1 TRESPASSING	11
133O1 TRESPASSING - REFERRAL	1
23D2 OVERDOSE (UNCONSCIOUS)	1
911 HANG UP	14
9E2 CARDIAC OR RESP ARREST	1
ASSIST EMS	1
ASSIST FIRE DEPT	3
ASSIST MOTORIST	2
ATTEMPT TO LOCATE	2
BURGLARY ALARM	2
BUSINESS OR HOUSE CHECK	30
COMMUNITY PROGRAM	1
DELIVER MESSAGE	4
DOMESTIC PROPERTY PICKUP	3
DUPLICATE CALL	1
ESCORT FUNERAL OR OTHER	2
FIREWORKS	1
FOLLOWUP	23
GENERAL INFORMATION	9
ILLEGAL BURNING	2
LAW CALL	2
MISDIAL	4
PARK CHECK	14
REPOSSESSION	1

Nature	# Events
SUBPOENA SERVICE	5
TRAFFIC CHECK	1
TRAFFIC CONTROL	2
TRAFFIC STOP	46
VEHICLE ACCIDENT PROP DAMAGE	5
WARRANT SERVICE	1
Total	282



Planning Department Monthly Report July 2020

ZONING PERMITS 27 issued (19 for Village at Granite)

Date	Address	Permit	Status
6/30/20	1125 Juniper St	Home Addition	Approved
7/1/20	820 Byrd Rd	Accessory Building	Approved
7/6/20	Coley Rd	Perc Test	Approved
7/6/20	Heilig Road	IOM Interior upfit	Approved
7/10/20	1249 Stonewyck Dr	Single Family Home	Approved
7/10/20	1010 Standing Oak Dr	Single Family Home	Approved
7/10/20	1020 Standing Oak Dr	Single Family Home	Approved
7/10/20	1030 Standing Oak Dr	Single Family Home	Approved
7/10/20	1040 Standing Oak Dr	Single Family Home	Approved
7/10/20	1050 Standing Oak Dr	Single Family Home	Approved
7/10/20	120 Trailwood Court	Single Family Home	Approved
7/10/20	130 Trailwood Court	Single Family Home	Approved
7/10/20	140 Trailwood Court	Single Family Home	Approved
7/10/20	150 Trailwood Court	Single Family Home	Approved
7/10/20	160 Trailwood Court	Single Family Home	Approved
7/10/20	165 Trailwood Court	Single Family Home	Approved
7/10/20	155 Trailwood Court	Single Family Home	Approved
7/10/20	145 Trailwood Court	Single Family Home	Approved
7/10/20	135 Trailwood Court	Single Family Home	Approved
7/10/20	1015 Standing Oak Dr	Single Family Home	Approved
7/10/20	215 Waterstone Dr	Single Family Home	Approved
7/10/20	235 Waterstone Dr	Single Family Home	Approved
7/10/20	225 Waterstone Dr	Single Family Home	Approved
7/16/20	220 S Cleo Ave	Single Family Home	Approved
7/20/20	977 N Salisbury Ave	Carport addition	Approved
7/22/20	175 Landmark St	Pool Replacement	Approved
7/23/20	702 N Main St	Porch addition	Approved

July New Code Violations

(8 prior violations resolved; 1 house demolished; action delayed on 6 violations)

Date	Address	Issue	Status
6/30/20	410 Lake Dr	Grass too high	Resolved
7/20/20	147 N Main St	Grass too high	Sent 1st notice
7/22/20	1055 Summer Ln	Grass too high	In ETJ, no action
7/23/20	650 N Salisbury Ave	Grass too high	Sent 1st notice
7/23/20	723 N Salisbury Ave	Grass too high	Sent 1st notice
7/23/20	729 S Main St	Grass too high	Sent 1st notice
7/23/20	220 Meadow Wood	Grass too high	Sent final notice

July Planning and Zoning Inquiries

Date	Location	Issue
6/30/20	Hwy 52	Setback requirements
6/30/20	Hwy 52	Property line dispute
6/30/20	Coley Rd	Modular homes allowed
7/1/20	Hwy 52	CUP for mobile home park
7/2/20	Hwy 52	Major site plan review process
7/13/20	Kerns and Yadkin Streets	Residential fence standards
7/15/20	Balfour Quarry Rd	Property use questions
7/15/20	Off Faith Rd	Possible commercial use/Rezoning
7/15/20	Autumn Wood Ln	Accessory building setbacks
7/17/20	N Salisbury Ave	Possible commercial use/Rezoning
7/20/20	Brown Acres Rd	Mobile homes not allowed
7/20/20	Landmark St	Pool regulations
7/21/20	Cleo St	Needed address for appraisal
7/22/20	Yadkin St	Storage building setbacks
7/22/20	N Salisbury Ave	Pawn Shop zoning regulations

Miscellaneous

- Planning Board meeting canceled due to lack of quorum
- ZBA canceled due to lack of business
- Working on various text amendments for future Planning Board meetings
- Completed ETJ population count estimate
- Began study of LI zoning in downtown area
- Working on 160D code revisions
- Approved recombination plat for property on Dunns Mtn Rd
- Final approval of townhome project revised site plans



Finance Department

Breakdown of Departments:

As of July 27, 2020

Department	Budgeted	YTD	
Revenues:	<u>2,674,969</u>	<u>126,527</u>	<u>5%</u>
Total Revenues:	\$ 2,674,969	\$ 126,527	5%
Expenses:			
Governing Body	129,566	10,309	8%
Administration	524,508	24,688	5%
Maintenance	516,671	16,603	3%
Parks & Recreation	45,000	8,866	20%
Police Dept.	687,635	42,091	6%
Fire Department	519,172	24,640	5%
Sanitation	135,693	9,737	7%
Streets	116,724	25	0%
Special Projects	<u>1,469,396</u>	<u>357,932</u>	<u>24%</u>
Total Expenses	\$ 4,144,365	\$ 494,890	12%
Expense to Revenue:			391%

Please see the Budget Vs. Actual Report attached for specific line items

Revenues:					
Disp Acct	Budget	YTD	Variance	Prcnt	
01-3100-12 Taxes - Budget Year	932,604	-	(932,604)	0%	
01-3100-17 Tax Penalties & Interest	2,000	-	(2,000)	0%	
01-3101-12 Taxes - Prior Years	4,000	-	(4,000)	0%	
01-3102-12 Vehicle Tax	100,000	-	(100,000)	0%	
01-3230-31 Local Option Sales Tax	719,146	59,649	(659,497)	8%	
01-3231-31 Solid Waste Disposal Tax	2,186	-	(2,186)	0%	
01-3261-31 Cable Franchise Tax	5,800	-	(5,800)	0%	
01-3300-36 Grants	243,075	-	(243,075)	0%	
01-3316-32 Powell Pave & Patch Funds	82,724	-	(82,724)	0%	
01-3322-31 Beer & Wine - State	13,430	-	(13,430)	0%	
01-3324-31 Utilities Franchise Tax	144,484	-	(144,484)	0%	
01-3330-84 County First Responders	4,020	335	(3,685)	8%	
01-3340-41 Permits	3,000	1,200	(1,800)	40%	
01-3346-40 Abatements	200	-	(200)	0%	
01-3413-89 Miscellaneous Revenue	1,000	77	(923)	8%	
01-3431-41 Police Authority Revenue_Faith	136,000	-	(136,000)	100%	
01-3431-45 Police Report Revenue	100	35	(65)	35%	
01-3431-89 Police Miscellaneous	800	102	(698)	100%	
01-3471-51 Solid Waste/Recycling Collection - Salisbu	138,500	-	(138,500)	0%	
01-3491-41 Subdivision & Zoning Fees	2,500	500	(2,000)	20%	
01-3713-33 Sal. Water/Sewer Reimbursement	50,000	-	(50,000)	0%	
01-3831-89 Interest on Investments *	10,000	1,414	(8,586)	14%	
01-3834-41 Park Shelter Rentals (Maint)	2,000	50	(1,950)	3%	
01-3835-81 Surplus items Sold	3,500	-	(3,500)	0%	
01-3836-82 Sale of Land	63,650	63,166	(484)	100%	
01-3837-31 ABC Net Revenue-Co.	10,250	-	(10,250)	0%	
	2,674,969	126,527	(2,548,442)	5%	

***See last page for breakdown of account# 01-3831-89 Interest on Investments**

Governing Body:				
Disp Acct	Budget	YTD	Variance	Prcnt
01-4110-02 Mayor/Aldermen Salary	12,575	-	12,575	0%
01-4110-08 Board Expense	250	-	250	0%
01-4110-09 FICA Expense	962	-	261	73%
01-4110-14 Insurance - Workers Comp	60	-	60	0%
01-4110-18 Professional Services	16,586	-	16,586	0%
01-4110-26 Office Expense	400	-	400	0%
01-4110-31 Training & Schools	100	-	100	0%
01-4110-40 Dues & Subscriptions	12,075	10,309	1,766	85%
01-4110-45 Insurance & Bonds	1,600	-	1,600	0%
01-4110-61 Grants - Nonprofit Grant Program	100	-	100	0%
01-4110-97 Board Contingency	84,858	-	84,858	0%
	129,566	10,309	118,556	8%

Administration:				
Disp Acct	Budget	YTD	Variance	Prcnt
01-4120-00 Salaries - Regular	220,000	14,290	205,710	6%
01-4120-02 Salaries - Part-Time	35,000	3,120	31,880	9%
01-4120-07 401K Expense	11,000	715	10,285	6%
01-4120-09 FICA Expense	19,508	1,298	18,210	7%
01-4120-10 Retirement Expense	22,330	1,450	20,880	6%
01-4120-11 Group Insurance	34,000	-	34,000	0%
01-4120-14 Insurance - Workers Comp	615	-	615	100%
01-4120-17 Insurance – HRA/Admin Cost	5,450	-	5,450	100%
01-4120-18 Professional Services	42,645	-	42,645	0%
01-4120-22 Banquet Expense	1,700	-	1,700	0%
01-4120-26 Office Expense	11,000	121	10,879	1%
01-4120-29 Supplies & Equipment	200	-	200	0%
01-4120-31 Training & Schools	7,000	1,664	5,336	24%
01-4120-32 Telephone/Communications	3,500	186	3,314	5%
01-4120-33 Utilities	4,500	318	4,182	7%
01-4120-34 Printing	5,000	-	5,000	0%
01-4120-35 Maint & Repair - Equipment	500	-	500	0%
01-4120-37 Advertising	3,500	133	3,367	0%
01-4120-40 Dues & Subscriptions	3,500	915	2,585	26%
01-4120-44 Contracted Services	13,750	479	13,271	3%
01-4120-45 Insurance & Bonds	4,100	-	4,100	0%
01-4120-61 Grants - Grant Related Expenditures	3,500	-	3,500	0%
01-4120-68 Tax Collection	18,000	-	18,000	0%
01-4120-71 Water Line - Principal	50,000	-	50,000	0%
01-4120-72 Water Line - Interest	4,210	-	4,210	0%
	524,508	24,688	499,820	5%

Maintenance:				
Disp Acct	Budget	YTD	Variance	Prcnt
01-4190-00 Salaries - Regular	110,000	7,961	102,039	7%
01-4190-02 Salaries - Part-Time	35,500	3,768	31,732	11%
01-4190-07 401K Expense	5,500	398	5,102	7%
01-4190-09 FICA Expense	11,131	897	10,234	8%
01-4190-10 Retirement Expense	11,165	808	10,357	7%
01-4190-11 Group Insurance	22,000	-	22,000	0%
01-4190-14 Insurance - Workers Comp	7,500	-	7,500	0%
01-4190-20 Motor Fuel	7,000	493	6,507	7%
01-4190-21 Uniforms & Janitorial Supplies	4,500	-	4,500	0%
01-4190-24 Maint & Repair - Bldgs/Grounds	10,000	-	10,000	0%
01-4190-25 Maint & Repair - Vehicles	2,000	406	1,594	20%
01-4190-26 Office Expense	25	-	25	0%
01-4190-29 Supplies & Equipment	7,500	559	6,942	7%
01-4190-31 Training & Schools	250	-	250	0%
01-4190-32 Telephone/Communications	775	62	713	8%
01-4190-33 Utilities	3,100	227	2,873	7%
01-4190-34 Printing	50	-	50	0%
01-4190-35 Maint & Repairs - Equipment	10,000	792	9,208	8%
01-4190-44 Contracted Services	22,000	233	21,768	1%
01-4190-45 Insurance & Bonds	3,600	-	3,600	0%
01-4190-96 Interfund Transfer	243,075	0	243,075	0%
	\$516,671	\$16,603	\$500,068	3%

Parks & Rec:				
Disp Acct	Budget	YTD	Variance	Prcnt
01-6130-21 Uniforms & Janitorial Supplies	2,000	0	2,000	0%
01-6130-24 Maint & Repair - Bldgs/Grounds	15,000	7,574	7,426	50%
01-6130-29 Supplies & Equipment	4,000	295	3,705	7%
01-6130-33 Utilities	16,000	996	15,004	6%
01-6130-44 Contracted Services	3,000	0	3,000	0%
01-6130-62 Committees - PERC	5,000	0	5,000	0%
	\$45,000	\$8,866	\$36,134	20%

Police Department:				
Disp Acct	Budget	YTD	Variance	Prcnt
01-4310-00 Salaries - Regular	394,000	26,011	367,989	7%
01-4310-02 Salaries - Part-Time	15,000	1,140	13,860	8%
01-4310-07 401K Expense	19,700	1,301	18,399	7%
01-4310-09 FICA Expense	31,289	2,058	29,231	7%
01-4310-10 Retirement Expense	42,946	2,835	40,111	7%
01-4310-11 Group Insurance	76,000	797	75,203	1%
01-4310-14 Insurance - Workers Comp	13,500	-	13,500	0%
01-4310-20 Motor Fuel	19,000	1,113	17,887	6%
01-4310-21 Uniforms & Janitorial Supplies	3,000	-	3,000	0%
01-4310-25 Maint & Repair - Vehicles	6,000	80	5,920	1%
01-4310-26 Office Expense	1,500	-	1,500	0%
01-4310-29 Supplies & Equipment	8,000	-	8,000	0%
01-4310-31 Training & Schools	3,000	-	3,000	0%
01-4310-32 Telephone/Communications	8,000	146	7,854	2%
01-4310-33 Utilities	3,000	113	2,887	4%
01-4310-34 Printing	1,000	-	1,000	0%
01-4310-35 Maint & Repair - Equipment	2,000	-	2,000	0%
01-4310-40 Dues & Subscriptions	3,650	165	3,486	5%
01-4310-44 Contracted Services	23,250	6,331	16,919	0%
01-4310-45 Insurance & Bonds	13,800	-	13,800	0%
	687,635	42,091	645,544	6%

Fire Department:				
Disp Acct	Budget	YTD	Variance	Prcnt
01-4340-00 Salaries - Regular	113,900	8,369	105,531	-1161%
01-4340-02 Salaries - Part-Time	185,000	12,369	172,631	7%
01-4340-07 401K Expense	5,695	478	5,217	8%
01-4340-09 FICA Expense	22,866	1,529	21,337	7%
01-4340-10 Retirement Expense	11,561	975	10,586	8%
01-4340-11 Group Insurance	25,500	-	25,500	0%
01-4340-14 Insurance - Workers Comp	14,000	-	14,000	0%
01-4340-20 Motor Fuel	5,000	288	4,712	6%
01-4340-21 Uniforms & Janitorial Supplies	3,000	-	3,000	0%
01-4340-25 Maint & Repair - Vehicles	6,000	-	6,000	0%
01-4340-26 Office Expense	250	-	250	0%
01-4340-29 Supplies & Equipment	20,000	15	19,985	0%
01-4340-31 Training & Schools	2,000	-	2,000	0%
01-4340-32 Telephone/Communications	3,800	146	3,654	4%
01-4340-33 Utilities	5,700	421	5,279	7%
01-4340-34 Printing	400	-	400	0%
01-4340-35 Maint & Repair - Equipment	3,000	-	3,000	0%
01-4340-40 Dues & Subscriptions	3,000	-	3,000	0%
01-4340-44 Contracted Services	10,000	50	9,950	1%
01-4340-45 Insurance & Bonds	8,000	-	8,000	0%
01-4340-54 Cap Outlay - Vehicles	38,000	-	38,000	0%
01-4340-55 Cap Outlay - Equipment	32,500	-	32,500	0%
	519,172	24,640	494,532	5%

Sanitation:				
Disp Acct	Budget	YTD	Variance	Prcnt
01-4710-64 Recycling	10,125	-	10,125	0%
01-4710-65 Garbage Services	125,568	9,737	115,831	8%
	135,693	9,737	125,956	7%

Streets:				
Disp Acct	Budget	YTD	Variance	Prcnt
01-4510-18 Professional Services	500	-	500	0%
01-4510-29 Supplies & Equipment	2,000	-	2,000	0%
01-4510-35 Maint & Repair	5,000	-	5,000	0%
01-4510-71 Debt Service - Principal	50,000	-	50,000	0%
01-4510-72 Debt Services - Interest	10,233	-	10,233	0%
01-4510-99 Unappropriated Fund Balance	14,991	-	14,991	0%
01-4511-33 Utilities - Street Lights	34,000	25	33,975	0%
	116,724	25	116,699	0%

Capital / Grant Project Ordinances:				
Disp Acct	Budget	YTD	Variance	Prcnt
Town Hall Upgrades Project	403,803	301,798	102,005	75%
FEMA Granite Lake Project	437,793	22,273	415,520	5%
Industrial Development Fund	277,800	31,918	245,882	11%
Streets Improvement Project	350,000	1,943	348,057	1%
	1,469,396	357,932	1,111,464	24%

**Interest on Investments by Month
FY 2020-2021**

Acct#	July 20	Aug 20	Sep 20	Oct 20	Nov 20	Dec 20	Jan 21	Feb 21	Mar 21	Apr 21	May 21	Jun 21	Interest YTD	Balance
Certificates of Deposits:														
XX7779	417												417.03	250,000.00
XX7809	355												355.16	250,000.95
XX7151	355												354.76	250,284.54
XX0261	287												286.57	251,385.06
	1,414	-	-	-	-	-	-	-	-	-	-	-	\$ 1,413.52	\$ 1,001,670.55
Money Market Accounts:														
XX9011													-	337,787.05
XX7545													-	52,863.68
XX1186													-	62,500.50
	-	-	-	-	-	-	-	-	-	-	-	-	-	453,151.23
NC Capital Management Trust:														
XX4319	-	-	-	-	-	-	-	-	-	-	-	-	\$ -	\$ 350,916.01
	-	-	-	-	-	-	-	-	-	-	-	-	-	350,916.01

Total Interest YTD: \$ 1,413.52
Total Invested Balance: \$ 1,805,737.79
Cash on Hand * \$ 359,809.88

*(As of Bank Statement on 6/30/2020)

Agenda Item Summary

Regular Meeting

August 3, 2020

Agenda Item 7

Summary:

Attached is a draft Nonprofit Funding Policy. This item was amended from June’s discussion, and then continued from last month’s meeting.

Given the current situation with COVID-19 and the very conservative approach to budgeting the Town is taking on all other fronts:

If the Board chooses to adopt this policy for FY20-21, then it might want to consider postponing the program’s enactment until the 2nd or 3rd quarter proposed review of Revenues against new / capital / major expenditures.

Action Requested:

Motion to adopt Resolution 2020-07 to Establish a Policy and Guidelines for funding of Non-Profit Organizations.

Non-Profit Policy

Motion Made By:

- Jim Costantino
- Kim Cress
- John Linker
- Doug Shelton

Second By:

- Jim Costantino
- Kim Cress
- John Linker
- Doug Shelton

For:

- Jim Costantino
- Kim Cress
- John Linker
- Doug Shelton

Against:

- Jim Costantino
- Kim Cress
- John Linker
- Doug Shelton

In case of tie:

Mayor Bill Feather

- For
- Against



RESOLUTION 2020-07

**A RESOLUTION OF THE TOWN OF GRANITE QUARRY, NORTH CAROLINA,
TO ESTABLISH A POLICY AND GUIDELINES FOR FUNDING OF NON-PROFIT ORGANIZATIONS**

WHEREAS, the Town of Granite Quarry Board of Aldermen desires to contribute to the efforts of organizations that enhance or supplement services provided by the Town; and

WHEREAS, the Town of Granite Quarry Board of Aldermen recognizes the need for a policy to provide guidelines to Board and staff in making decisions regarding funding requests by local non-profit organizations.

NOW, THEREFORE, BE IT RESOLVED that the Board of Aldermen of the Town of Granite Quarry adopts the Funding of Non-Profit Organizations policy attached hereto.

RESOLVED, APPROVED, AND EFFECTIVE UPON ADOPTION BY THE BOARD OF ALDERMEN OF THE TOWN OF GRANITE QUARRY, NORTH CAROLINA, ON THIS THE ___ DAY OF _____ 20__.

William D. Feather, Mayor

ATTEST:

Aubrey Smith, Town Clerk



2020-07

FUNDING OF NON-PROFIT ORGANIZATIONS POLICY

Purpose

The purpose of this policy is to provide guidelines to Board and staff in making decisions regarding funding requests by local non-profit organizations. The Town of Granite Quarry wishes to contribute to the efforts of organizations that enhance or supplement services provided by the Town. However, the Town recognizes that it has limited revenue sources to use for such purpose, and that the expenditure or waiver of public funds should be properly accounted.

Eligibility

To be eligible to apply for funding from the Town of Granite Quarry, an organization must meet the following criteria:

1. The organization must be able to provide documentation that shows compliance with all applicable federal and state laws related to tax-exempt status.
2. The operations of the organization must benefit the residents of the Town of Granite Quarry by meeting one of the following quality of life standards.
 - A. Safety
 - B. Education
 - C. Transportation
 - D. Health
 - E. Cultural & Recreational Services
3. The organization is governed by a volunteer board of directors that serves without compensation.
4. The organization is subject to an independent audit or review annually.

Criteria

Requests for funding from non-profit organizations will be submitted to the Board of Aldermen for consideration. The criteria used to evaluate the requests may include, but are not limited to, the following criteria:

1. The number or percentage of Granite Quarry citizens served by the organization.
2. How well the services of the organization match the needs of Granite Quarry citizens.
3. What the impact on Town services would be if the non-profit could not provide its services to citizens.

Grant Funding

The total amount of funding available for award to all non-profit organizations shall not exceed the amount budgeted for such awards in any fiscal year, with no more than \$250 awarded to any single non-profit organization. Funds distributed by the Town of Granite Quarry may only be spent as indicated on the application submitted by the organization. Proof of expenditures may be requested as verification by the Town. In the event that funds are not used as indicated, the full amount of funding may be required to be returned to the Town.

In-Kind Grant Funding

In-kind grant funding shall be limited to the waiver of reservation, deposit and permit fees for special events open to and intended for the benefit of the general public. The applicant shall still be responsible for the amount of any damages to town-owned property.

Indemnification

Any organization receiving funding will hold the Town of Granite Quarry harmless from any claim or liability that may arise or result from the operation of any program or service assisted with funding or in-kind funding from the Town of Granite Quarry.

Applications

The Town Clerk shall be the Town's point of contact and administrator for accepting and processing Applications for Non-Profit Funding Grant. A copy of this policy shall be provided with any request for application.

In order for an application to be considered complete:

- All information requested on the application form must be completed.
- Applicant must provide a copy of the current Articles of Incorporation for the non-profit organization.

Completed applications must be submitted at least ten (10) days prior to the regularly scheduled Board meeting at which they are to be considered. Any incomplete or late requests will be returned to the applicant, or scheduled for the next regularly scheduled meeting, as applicable.

As provided in the Application (Attachment A), the Clerk shall:

1. Verify that the application is complete and note the date that the completed application is received.
2. Note the date and initial when she verifies with the Secretary of State online that the SOSID# submitted matches the applicant's organization, and that its status is "active".
3. List the date of the Board meeting at which the application is to be considered.
Following a decision by the Board, the Clerk shall:
4. Note the application's disposition by the Board, and the amount of funds / in-kind funds granted.
5. Retain a copy of the application and any attachments for town files, and issue notice of the approval, along with any potential funds, to the applicant within ten (10) days of approval.

Agenda Item Summary

Regular Meeting

August 3, 2020

Agenda Item 8

Summary:

To establish a policy encouraging the regular maintenance of municipal streets and sidewalks within the corporate limits of the Town of Granite Quarry and guiding the sound fiscal planning of such periodic capital repair and improvement projects within existing Powell Bill allocations whenever possible.

Action Requested:

Motion to approve Resolution 2020-09 for the adoption of the Powell Bill / Street and Sidewalk Paving Policy as presented.

**Powell Bill / Street
and Sidewalk Paving Policy**

Motion Made By:

- Jim Costantino
- Kim Cress
- John Linker
- Doug Shelton

Second By:

- Jim Costantino
- Kim Cress
- John Linker
- Doug Shelton

For:

- Jim Costantino
- Kim Cress
- John Linker
- Doug Shelton

Against:

- Jim Costantino
- Kim Cress
- John Linker
- Doug Shelton

In case of tie:

Mayor Bill Feather

For

Against



RESOLUTION 2020-09

**A RESOLUTION OF THE TOWN OF GRANITE QUARRY, NORTH CAROLINA,
TO ESTABLISH A POLICY FOR POWELL BILL / STREET AND SIDEWALK PAVING**

WHEREAS, the Town of Granite Quarry Board of Aldermen desires to encourage the regular maintenance of municipal streets and sidewalks within the corporate limits of the Town of Granite Quarry; and

WHEREAS, the Town of Granite Quarry Board of Aldermen recognizes the need for a policy to provide guidelines to Board and staff guiding the sound fiscal planning of such periodic capital repair and improvement projects within existing Powell Bill allocations.

NOW, THEREFORE, BE IT RESOLVED that the Board of Aldermen of the Town of Granite Quarry adopts the Powell Bill / Street and Sidewalk Paving policy attached hereto.

RESOLVED, APPROVED, AND EFFECTIVE UPON ADOPTION BY THE BOARD OF ALDERMEN OF THE TOWN OF GRANITE QUARRY, NORTH CAROLINA, ON THIS THE ___ DAY OF _____ 20__.

William D. Feather, Mayor

ATTEST:

Aubrey Smith, Town Clerk



2020-09

POWELL BILL / STREET AND SIDEWALK PAVING POLICY

PURPOSE:

To establish a policy encouraging the regular maintenance of municipal streets and sidewalks within the corporate limits of the Town of Granite Quarry and guiding the sound fiscal planning of such periodic capital repair and improvement projects within existing Powell Bill allocations whenever possible.

POLICY:

The Town will endeavor to keep municipal streets on a 15- to 20-year rotation schedule for repaving as available and needed; and to maintain a regular schedule of addressing street and sidewalk maintenance needs throughout Town. The Town's goal is to budget approximately 60-70%* of its annual Powell Bill allocations toward annual street and sidewalk maintenance, repair, and/or extension needs, except at such times that the Board of Aldermen may specifically approve recommended projects that would require a multi-year accumulation of funds greater than the otherwise expected remainder from these percentages.

PROCEDURE:

In each year possible, the Board of Aldermen will adopt a budget with 60-70% of its anticipated Powell Bill allocations slated for street and sidewalk maintenance, repair, and/or extension needs for the upcoming fiscal year. Town staff will then submit any capital improvement project proposals to the Board during the operational course of that fiscal year for consideration based upon prioritized needs / rating system. The Board may approve or amend priorities from capital project proposals and then turn the approved projects back over to staff for implementation.

* An FY18-19 capital improvement project was continued and modified by the Board into FY19-20 until eventually being approved as an "up to" \$350,000 financed loan project to be repaid over a 7-year period. This committed ~62-73% of the next 7 years of anticipated Powell Bill allocations toward just the debt service of this one project. Staff will still budget to maintain as many needs as possible with the 60-70% of remaining balance *after* debt service payments each year are accounted for during this period.

Agenda Item Summary

Regular Meeting

August 3, 2020

Agenda Item 9

Summary:

To establish a standardized guideline for calculating and negotiating fair and equitable amounts of monetary compensation for temporary construction and permanent easements across private property.

Action Requested:

Motion to approve Resolution 2020-10 for the adoption of the Easement Negotiation Policy as presented.

Easement Negotiation Policy

Motion Made By:

- Jim Costantino
- Kim Cress
- John Linker
- Doug Shelton

Second By:

- Jim Costantino
- Kim Cress
- John Linker
- Doug Shelton

For:

- Jim Costantino
- Kim Cress
- John Linker
- Doug Shelton

Against:

- Jim Costantino
- Kim Cress
- John Linker
- Doug Shelton

In case of tie:

Mayor Bill Feather

- For
- Against



RESOLUTION 2020-10

**A RESOLUTION OF THE TOWN OF GRANITE QUARRY, NORTH CAROLINA,
TO ESTABLISH A POLICY FOR EASEMENT NEGOTIATION**

WHEREAS, the Town of Granite Quarry Board of Aldermen desires to establish a standardized guideline for calculating and negotiating fair and equitable amounts of monetary compensation for temporary construction and permanent easements across private property; and

WHEREAS, the Town of Granite Quarry Board of Aldermen recognizes the need to base monetary compensation upon a formula calculated from the most recently available County assessed value of total property value of the affected tax parcel.

NOW, THEREFORE, BE IT RESOLVED that the Board of Aldermen of the Town of Granite Quarry adopts the Easement Negotiation policy attached hereto.

RESOLVED, APPROVED, AND EFFECTIVE UPON ADOPTION BY THE BOARD OF ALDERMEN OF THE TOWN OF GRANITE QUARRY, NORTH CAROLINA, ON THIS THE ___ DAY OF _____ 20__.

William D. Feather, Mayor

ATTEST:

Aubrey Smith, Town Clerk



2020-10

EASEMENT NEGOTIATION POLICY

PURPOSE:

To establish a standardized guideline for calculating and negotiating fair and equitable amounts of monetary compensation for temporary construction and permanent easements across private property.

POLICY:

The Town Manager and Town Attorney will be the authorized agents of the Town of Granite Quarry for negotiating temporary construction and permanent easements across private property. It is the policy of the Town to base monetary compensation upon the following formula, calculated from the most recently available County assessed value of total property value of the affected tax parcel:

Permanent easement	50% of total tax value
Temporary / construction easement	25% of total tax value

PROCEDURE:

The Manager and/or Attorney will calculate and base negotiation of Easement Agreements based upon the formula above. If a situation arises where factors appear to warrant deviation from this formula, or if the property owner is unwilling to accept the offered amount, then the Manager or Attorney will prepare a summary with recommendations for the next available regularly scheduled Board of Alderman meeting. The Board of Aldermen and Town Attorney shall then consider any deviations from this policy based on the spirit and intent of this policy, and any precedence that such a deviation might set. The Board may approve or deny any such deviation from the policy before turning the negotiation back over to the Manager or Attorney for further negotiation or action, as applicable.

Agenda Item Summary

Regular Meeting

August 3, 2020

Agenda Item **10**

Summary:

The Longevity Bonus Policy was presented in draft form at the July 2020 meeting. If approved, it will be added to personnel policies scheduled for consultant review this Fall.

Action Requested:

Motion to approve the Longevity Bonus Policy as presented.

Longevity Bonus Policy

Motion Made By:

- Jim Costantino
- Kim Cress
- John Linker
- Doug Shelton

Second By:

- Jim Costantino
- Kim Cress
- John Linker
- Doug Shelton

For:

- Jim Costantino
- Kim Cress
- John Linker
- Doug Shelton

Against:

- Jim Costantino
- Kim Cress
- John Linker
- Doug Shelton

In case of tie:

Mayor Bill Feather

- For
- Against

Section -- Longevity Pay

In years that funds are available and the Board of Aldermen approves Longevity Pay, disbursement checks shall be made during the workweek of the Thanksgiving Holiday to all currently active, full-time employees who have completed at least 6 months of overall service with the Town at time of check issuance, and all part-time personnel who have worked at least 500 hours in the 12-month period preceding the time of check issuance, with the following provisions and exceptions:

- A. Part-time police officers must have met at least the minimum annual certification requirements as set forth by the Criminal Justice Education and Training Standards Commission, and must have consistently reported for duty when requested in the 12-month period preceding the time of check issuance.
- B. Part-time and volunteer fire personnel must have met at least the minimum annual certification requirements as set forth by the North Carolina Department of Insurance 9s Rating Requirements for the Certification of Fire Departments in NC, and volunteer personnel must have responded to at least 30% of calls in the 12-month period preceding the time of check issuance.

Any full-time personnel that volunteer or serve part-time in another capacity with the Town are only eligible for longevity pay in their full-time capacity.

Agenda Item Summary

Regular Meeting
August 3, 2020
Agenda Item 11 A

Summary:

In June two vacancies for Town Members opened on the Planning Board. Brenda Costantino currently serves as an Alternate Town Member. It is recommended that she be moved to one of the two vacant full Town Member seats.

Action Requested:

Motion to appoint Brenda Costantino to the vacant Planning Board full Town Member seat with an expiration of July 31, 2023.

PB Membership Adjustment

Motion Made By:

- Jim Costantino
- Kim Cress
- John Linker
- Doug Shelton

Second By:

- Jim Costantino
- Kim Cress
- John Linker
- Doug Shelton

For:

- Jim Costantino
- Kim Cress
- John Linker
- Doug Shelton

Against:

- Jim Costantino
- Kim Cress
- John Linker
- Doug Shelton

In case of tie:

Mayor Bill Feather

- For
- Against

Agenda Item Summary

Regular Meeting
August 3, 2020
Agenda Item **11 B**

Summary:

The Planning Board has two vacancies for Town Members. Applications have been submitted by Mike Brinkley, Joseph Hudson, and Jim King.

Action Requested:

Motion to appoint _____ to the vacant Planning Board full Town Member seat with an expiration of July 31, 2021.

Motion to appoint _____ to the vacant Planning Board alternate Town Member seat with an expiration of July 31, 2022.

**Appointment of New
Planning Board Members**

Motion Made By:

- Jim Costantino
- Kim Cress
- John Linker
- Doug Shelton

Second By:

- Jim Costantino
- Kim Cress
- John Linker
- Doug Shelton

For:

- Jim Costantino
- Kim Cress
- John Linker
- Doug Shelton

Against:

- Jim Costantino
- Kim Cress
- John Linker
- Doug Shelton

In case of tie:

Mayor Bill Feather

For

Against



P.O. Box 351
 Granite Quarry, NC 28072-0351
 704-279-5596
www.granitequarrync.gov

BOARDS AND COMMITTEES APPLICATION

NAME Mike Brinkley
 ADDRESS 115 S. JACK ST ZIP 28072
 PHONE 704-279-7394 PHONE (business or cell) 704-202-6098
 EMAIL mike4416@windstream.net
 OCCUPATION Const.

ARE YOU CURRENTLY SERVING ON A BOARD OR COMMITTEE Yes No

IF SO, PLEASE PROVIDE THE NAME OF THE BOARD OR COMMITTEE

Revitalization

ARE YOU APPLYING FOR REAPPOINTMENT TO YOUR CURRENT BOARD OR COMMITTEE?

Yes No

I AM INTERESTED IN SERVING ON THE FOLLOWING BOARDS OR COMMITTEES IN ORDER OF PREFERENCE (please check up to three applicable boxes)

- | | |
|---|---|
| <input type="checkbox"/> Community Appearance Committee | <input checked="" type="checkbox"/> Planning Board |
| <input type="checkbox"/> Environmental Committee | <input type="checkbox"/> Revitalization Team |
| <input type="checkbox"/> PERC Committee | <input type="checkbox"/> Zoning Board of Adjustment |

WORK EXPERIENCE (List your four most recent employment experiences, listing present or most recent first)

Dates	Company Name/Location	Position	Job Description
1973-	W.F. BRINKLEY CONST.	OWNER	

EDUCATION (List your three most recent educational experiences, listing present or most recent first)

Educational Institution/School	Degree Received	Area(s) of Study
EAST ROGAN		
GASTON College		Civil Engineering

BOARDS/ COMMITTEES ON WHICH YOU HAVE SERVED (LIST MUNICIPALITIES AND DATES)

G.O. Board of Aldermen 14 YRS.

EVER CONVICTED OF A FELONY Yes No If yes, state details: _____

I affirm that I understand this application may be considered a public record and as such, portions may be subject to release under North Carolina General Statute Chapter 132, Public Records. I certify that the facts contained in this application are true and correct to the best of my knowledge. I agree that by my submission of this application form, I shall be deemed to have affixed my signature hereto.

Signature Mike Burch Date 12-2-19

FOR OFFICE USE ONLY

Application Received: 12/2/19 ACS Interview Date & Time: _____

Confirmation Date: _____ Term Ending: _____



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 Granite Quarry, NC 28072-0351
 704-279-5596
www.granitequarrync.gov

BOARDS AND COMMITTEES APPLICATION

NAME Joseph H. Hudson (Joe)
 PHYSICAL ADDRESS 717 Foil St. GA, NC ZIP 28146
 MAILING ADDRESS 717 Foil St. Salisbury, NC ZIP 28146
 PHONE 704-279-9014 PHONE (business or cell) 704-631-8213
 EMAIL j.h.hudson@hotmail.com
 OCCUPATION Jales

ARE YOU CURRENTLY SERVING ON A BOARD OR COMMITTEE Yes No

IF SO, PLEASE PROVIDE THE NAME OF THE BOARD OR COMMITTEE

ARE YOU APPLYING FOR REAPPOINTMENT TO YOUR CURRENT BOARD OR COMMITTEE?

Yes No

I AM INTERESTED IN SERVING ON THE FOLLOWING BOARDS OR COMMITTEES IN ORDER OF PREFERENCE (please check up to three applicable boxes)

- Community Appearance Committee ^{2nd choice}
- Planning Board ^{1st choice}
- Environmental Committee
- Revitalization Team
- PERC Committee
- Zoning Board of Adjustment

WORK EXPERIENCE (List your four most recent employment experiences, listing present or most recent first)

Dates	Company Name/Location	Position	Job Description
Oct 2016 - Now	Corant Lumber - Rockwell	Sales	Sales / Customer Service
08/10 - 10/16	Industrial Container	HighPoint - Operations	Customer Service - Daily
11/95 - 5/09	Lowe's - Several	VARIOUS	Sales / Customer Service

EDUCATION (List your three most recent educational experiences, listing present or most recent first)

Educational Institution/School	Degree Received	Area(s) of Study
UNC - Charlotte	B.A - History	
Salisbury High	N/A	various

BOARDS/ COMMITTEES ON WHICH YOU HAVE SERVED (LIST MUNICIPALITIES AND DATES)

N/A

EVER CONVICTED OF A FELONY Yes No If yes, state details: _____

I affirm that I understand this application may be considered a public record and as such, portions may be subject to release under North Carolina General Statute Chapter 132, Public Records. I certify that the facts contained in this application are true and correct to the best of my knowledge. I agree that by my submission of this application form, I shall be deemed to have affixed my signature hereto.

Signature Joseph P. Hudson Date 6/24/2020

FOR OFFICE USE ONLY

Application Received: 6/29/2020 ACS Interview Date & Time: _____

Confirmation Date: _____ Term Ending: _____

Agenda Item Summary

Regular Meeting
August 3, 2020
Agenda Item 11 C

Summary:

There are currently seven vacant seats on the Community Appearance Committee. Applications have been submitted by Kelly Cozart, Chelsea Franzese, Travis Barnhardt, and Tom Bost.

Action Requested:

Motion to appoint Kelly Cozart, Chelsea Franzese, Travis Barnhardt, and Tom Bost to the Community Appearance Committee.

**Appointment of New
Community Appearance
Committee Members**

Motion Made By:

- Jim Costantino
- Kim Cress
- John Linker
- Doug Shelton

Second By:

- Jim Costantino
- Kim Cress
- John Linker
- Doug Shelton

For:

- Jim Costantino
- Kim Cress
- John Linker
- Doug Shelton

Against:

- Jim Costantino
- Kim Cress
- John Linker
- Doug Shelton

In case of tie:

Mayor Bill Feather

For

Against



P.O. Box 351
 Granite Quarry, NC 28072-0351
 704-279-5596
www.granitequarrync.gov

BOARDS AND COMMITTEES APPLICATION

NAME Travis Barnhardt
 ADDRESS 306 meadow wood Ct ZIP _____
 PHONE 704-431-5533 PHONE (business or cell) _____
 EMAIL tbarnhardt@granitequarrync.gov
 OCCUPATION Fire Fighter

ARE YOU CURRENTLY SERVING ON A BOARD OR COMMITTEE Yes No

IF SO, PLEASE PROVIDE THE NAME OF THE BOARD OR COMMITTEE

ARE YOU APPLYING FOR REAPPOINTMENT TO YOUR CURRENT BOARD OR COMMITTEE?
 Yes No

I AM INTERESTED IN SERVING ON THE FOLLOWING BOARDS OR COMMITTEES IN ORDER OF PREFERENCE (please check up to three applicable boxes)

- | | |
|--|---|
| <input checked="" type="checkbox"/> Community Appearance Committee | <input type="checkbox"/> Planning Board |
| <input type="checkbox"/> Environmental Committee | <input type="checkbox"/> Revitalization Team |
| <input type="checkbox"/> PERC Committee | <input type="checkbox"/> Zoning Board of Adjustment |

WORK EXPERIENCE (List your four most recent employment experiences, listing present or most recent first)

Dates	Company Name/Location	Position	Job Description
Current	Hannapolis Fire Dept	Captain	Fire Captain
Current	Granite Quarry Fire Dept	Deputy Chief	Deputy Chief
Current	Landis Police Dept	Patrol Officer	Patrol Officer

EDUCATION (List your three most recent educational experiences, listing present or most recent first)

Educational Institution/School	Degree Received	Area(s) of Study
CPCC		Fire Science
RCCC		Fire Science
Mount Pleasant High School	Diploma	High School

BOARDS/ COMMITTEES ON WHICH YOU HAVE SERVED (LIST MUNICIPALITIES AND DATES)

EVER CONVICTED OF A FELONY Yes No If yes, state details: _____

I affirm that I understand this application may be considered a public record and as such, portions may be subject to release under North Carolina General Statute Chapter 132, Public Records. I certify that the facts contained in this application are true and correct to the best of my knowledge. I agree that by my submission of this application form, I shall be deemed to have affixed my signature hereto.

Signature  Date 1-2-2020

FOR OFFICE USE ONLY

Application Received: 1/3/2020 Interview Date & Time: _____

Confirmation Date: _____ Term Ending: _____



P.O. Box 351
 Granite Quarry, NC 28072-0351
 704-279-5596
www.granitequarrync.gov

BOARDS AND COMMITTEES APPLICATION

NAME Chelsea Michelle Franzese

PHYSICAL ADDRESS 1308 Stonewyck Drive Granite Quarry ZIP 28146

MAILING ADDRESS 1308 Stonewyck Drive Granite Quarry ZIP 28146

PHONE 336-972-6076 PHONE (business or cell) _____

EMAIL cmfranzese@gmail.com

OCCUPATION Nonprofit Management

ARE YOU CURRENTLY SERVING ON A BOARD OR COMMITTEE Yes No

IF SO, PLEASE PROVIDE THE NAME OF THE BOARD OR COMMITTEE

ARE YOU APPLYING FOR REAPPOINTMENT TO YOUR CURRENT BOARD OR COMMITTEE?
 Yes No

I AM INTERESTED IN SERVING ON THE FOLLOWING BOARDS OR COMMITTEES IN ORDER OF PREFERENCE *(please check up to three applicable boxes)*

- | | |
|--|---|
| <input checked="" type="checkbox"/> Community Appearance Committee | <input type="checkbox"/> Planning Board |
| <input type="checkbox"/> Environmental Committee | <input type="checkbox"/> Revitalization Team |
| <input type="checkbox"/> PERC Committee | <input type="checkbox"/> Zoning Board of Adjustment |

WORK EXPERIENCE *(List your four most recent employment experiences, listing present or most recent first)*

Dates	Company Name/Location	Position	Job Description
Jan 2014-Present	Crisis Control Ministry	Assistant Director of Client Services	Manage 100 volunteers/week, interview clients in need of free medication
Feb 2011-Dec 2013	Crisis Control Ministry	Pharmacy Operations Manager	Managed 50 pharmacy volunteers/week and acquired free medication, applied for patient assistance.
July 2007-Feb 2011	Crisis Control Ministry	Long Term Case Manager	Provided one on one case management for our clients dependent on financial services.
May 2004-July 2007	Crisis Control Ministry	Pharmacy Technician	Assisted pharmacist in filling medication



EDUCATION (*List your three most recent educational experiences, listing present or most recent first*)

Educational Institution/School	Degree Received	Area(s) of Study
University of North Carolina Chapel Hill	Bachelor of Arts	Psychology

BOARDS/ COMMITTEES ON WHICH YOU HAVE SERVED (*LIST MUNICIPALITIES AND DATES*)

EVER CONVICTED OF A FELONY Yes No If yes, state details: _____

I affirm that I understand this application may be considered a public record and as such, portions may be subject to release under North Carolina General Statute Chapter 132, Public Records. I certify that the facts contained in this application are true and correct to the best of my knowledge. I agree that by my submission of this application form, I shall be deemed to have affixed my signature hereto.

Signature Chelsea M Franzese Date 03/03/2020

FOR OFFICE USE ONLY

Application Received: _____ Interview Date & Time: _____
 Confirmation Date: _____ Term Ending: _____



P.O. Box 351
 Granite Quarry, NC 28072-0351
 704-279-5596
www.granitequarrync.gov

BOARDS AND COMMITTEES APPLICATION

NAME Kelly Cozart

PHYSICAL ADDRESS 1406 Gentry Pl Salisbury NC ZIP 28146

MAILING ADDRESS 1406 Gentry Pl Salisbury NC ZIP 28146

PHONE 704-239-3526 PHONE (business or cell) 704-239-3526

EMAIL KCozart209@carolina.rr.com

OCCUPATION Accountant

ARE YOU CURRENTLY SERVING ON A BOARD OR COMMITTEE Yes No

IF SO, PLEASE PROVIDE THE NAME OF THE BOARD OR COMMITTEE

ARE YOU APPLYING FOR REAPPOINTMENT TO YOUR CURRENT BOARD OR COMMITTEE?
 Yes No

I AM INTERESTED IN SERVING ON THE FOLLOWING BOARDS OR COMMITTEES IN ORDER OF PREFERENCE (please check up to three applicable boxes)

- | | |
|--|---|
| <input checked="" type="checkbox"/> Community Appearance Committee | <u>3</u> Planning Board |
| <input type="checkbox"/> Environmental Committee | <u>2</u> Revitalization Team |
| <input type="checkbox"/> PERC Committee | <input type="checkbox"/> Zoning Board of Adjustment |

WORK EXPERIENCE (List your four most recent employment experiences, listing present or most recent first)

Dates	Company Name/Location	Position	Job Description
June 2003 - Present	LEAD Technologies, Inc - Charlotte	Controller	manage accounting & HR
Feb 2003 - Jun 2003	LEAD Technologies, Inc - Charlotte	Staff Accountant	accounting
Jan 2001 - Feb 2003	Con-Way Southern - Charlotte	Customer Service Rep.	billing & cust service
Aug 1995 - Oct 2000	Freightliner, Cleveland NC	QA Inspector	quality analysis

over

EDUCATION (List your three most recent educational experiences, listing present or most recent first)

Educational Institution/School	Degree Received	Area(s) of Study
UNC Charlotte	MBA - currently	Business Analytics
UNC Charlotte	Bachelor Science Business	Accounting
US Naval Academy	2 yrs	Economics

BOARDS/ COMMITTEES ON WHICH YOU HAVE SERVED (LIST MUNICIPALITIES AND DATES)

Myers Park Trinity Little League / Treasurer / Jan 2014 - present

EVER CONVICTED OF A FELONY Yes No If yes, state details: _____

I affirm that I understand this application may be considered a public record and as such, portions may be subject to release under North Carolina General Statute Chapter 132, Public Records. I certify that the facts contained in this application are true and correct to the best of my knowledge. I agree that by my submission of this application form, I shall be deemed to have affixed my signature hereto.

Signature Elly Cruzant Date 4/29/2020

FOR OFFICE USE ONLY

Application Received: _____ Interview Date & Time: _____

Confirmation Date: _____ Term Ending: _____

over



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 704-279-5596
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BOARDS AND COMMITTEES APPLICATION

NAME Tom Bost

PHYSICAL ADDRESS 1113 Hillcrest Ridge Drive ZIP 28146

MAILING ADDRESS Same ZIP _____

PHONE 704-202-4676 PHONE (business or cell) 704-202-4676

EMAIL tombost1@gmail.com

OCCUPATION Realtor

ARE YOU CURRENTLY SERVING ON A BOARD OR COMMITTEE Yes No

IF SO, PLEASE PROVIDE THE NAME OF THE BOARD OR COMMITTEE

ARE YOU APPLYING FOR REAPPOINTMENT TO YOUR CURRENT BOARD OR COMMITTEE?
 Yes No

I AM INTERESTED IN SERVING ON THE FOLLOWING BOARDS OR COMMITTEES IN ORDER OF PREFERENCE (please check up to three applicable boxes)

- | | |
|--|----------------------------------|
| <input checked="" type="checkbox"/> Community Appearance Committee | _____ Planning Board |
| _____ Environmental Committee | _____ Revitalization Team |
| _____ PERC Committee | _____ Zoning Board of Adjustment |

WORK EXPERIENCE (List your four most recent employment experiences, listing present or most recent first)

Dates	Company Name/Location	Position	Job Description
	Bost Construction	Co owner	Estimating/Sales
	Bost Development	Co owner	Land Development
	Bost Realty Realty	Co owner	Sales

EDUCATION (List your three most recent educational experiences, listing present or most recent first)

Educational Institution/School	Degree Received	Area(s) of Study
East Carolina University	BA	Psychology

BOARDS/ COMMITTEES ON WHICH YOU HAVE SERVED (LIST MUNICIPALITIES AND DATES)

Rowan Cabarrus communa. ly college Board
Habitat Board
Salisbury Rowan Assoc of Rentors

EVER CONVICTED OF A FELONY Yes No If yes, state details: _____

I affirm that I understand this application may be considered a public record and as such, portions may be subject to release under North Carolina General Statute Chapter 132, Public Records. I certify that the facts contained in this application are true and correct to the best of my knowledge. I agree that by my submission of this application form, I shall be deemed to have affixed my signature hereto.

Signature Janice Date 7-29-20

FOR OFFICE USE ONLY

Application Received: _____ Interview Date & Time: _____

Confirmation Date: _____ Term Ending: _____

Agenda Item Summary

Regular Meeting

August 3, 2020

Agenda Item **11 D**

Summary:

There is currently one vacancy on the Revitalization Team. An application has been submitted by Donnie Pressley.

Action Requested:

Motion to appoint Donnie Pressley to the vacant Revitalization Team seat with an expiration of July 31, 2021.

**Appointment of New
Revitalization Team Member**

Motion Made By:

- Jim Costantino
- Kim Cress
- John Linker
- Doug Shelton

Second By:

- Jim Costantino
- Kim Cress
- John Linker
- Doug Shelton

For:

- Jim Costantino
- Kim Cress
- John Linker
- Doug Shelton

Against:

- Jim Costantino
- Kim Cress
- John Linker
- Doug Shelton

In case of tie:

Mayor Bill Feather

For

Against



P.O. Box 351
 Granite Quarry, NC 28072-0351
 704-279-5596
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BOARDS AND COMMITTEES APPLICATION

NAME Donald "Donnie" Pressley
 PHYSICAL ADDRESS 524 N. Salisbury GR Ave, Salisbury NC ZIP 28146
 MAILING ADDRESS SAME ZIP _____
 PHONE 980 721-1254 PHONE (business or cell) _____
 EMAIL DPressley1@gmail.com
 OCCUPATION Retired / self employed
 ARE YOU CURRENTLY SERVING ON A BOARD OR COMMITTEE Yes No
 IF SO, PLEASE PROVIDE THE NAME OF THE BOARD OR COMMITTEE _____

ARE YOU APPLYING FOR REAPPOINTMENT TO YOUR CURRENT BOARD OR COMMITTEE?
 Yes No

I AM INTERESTED IN SERVING ON THE FOLLOWING BOARDS OR COMMITTEES IN ORDER OF PREFERENCE (please check up to three applicable boxes)

<input type="checkbox"/> Community Appearance Committee	<input type="checkbox"/> Planning Board
<input type="checkbox"/> Environmental Committee	<input checked="" type="checkbox"/> Revitalization Team
<input type="checkbox"/> PERC Committee	<input type="checkbox"/> Zoning Board of Adjustment

WORK EXPERIENCE (List your four most recent employment experiences, listing present or most recent first)

Dates	Company Name/Location	Position	Job Description
<u>5/1/2003 - Present</u>	<u>Big Show Products</u>	<u>owner</u>	
<u>11/1997 - Present</u>	<u>Johns Bay Billy Inc</u>	<u>Merchandising Director</u>	<u>Merchandising, Log</u>
<u>12/12/84 - 1/99</u>	<u>Clare-Meck Police Dept</u>	<u>Patrolman</u>	<u>Police work</u>

over

EDUCATION (List your three most recent educational experiences, listing present or most recent first)

Educational Institution/School	Degree Received	Area(s) of Study
Paw Creek Christian CPC	High school Diploma	
	Associate Degree	Criminal Justice

BOARDS/ COMMITTEES ON WHICH YOU HAVE SERVED (LIST MUNICIPALITIES AND DATES)

Board of Directors for Life for Kids Daycare

EVER CONVICTED OF A FELONY Yes No If yes, state details: _____

I affirm that I understand this application may be considered a public record and as such, portions may be subject to release under North Carolina General Statute Chapter 132, Public Records. I certify that the facts contained in this application are true and correct to the best of my knowledge. I agree that by my submission of this application form, I shall be deemed to have affixed my signature hereto.

Signature  Date 7/24/20

FOR OFFICE USE ONLY

Application Received: _____ Interview Date & Time: _____
 Confirmation Date: _____ Term Ending: _____

over

Agenda Item Summary

Regular Meeting

August 3, 2020

Agenda Item 11 E

Summary:

There are currently two Board of Aldermen members who wish to be replaced on the ZBA. An application has been submitted by Brittany Barnhardt.

Action Requested:

Motion to appoint Brittany Barnhardt to the Zoning Board of Adjustment seat with an expiration of July 31, 2022, replacing
_____.

Appointment of New Zoning Board of Adjustment Member

Motion Made By:

- Jim Costantino
- Kim Cress
- John Linker
- Doug Shelton

Second By:

- Jim Costantino
- Kim Cress
- John Linker
- Doug Shelton

For:

- Jim Costantino
- Kim Cress
- John Linker
- Doug Shelton

Against:

- Jim Costantino
- Kim Cress
- John Linker
- Doug Shelton

In case of tie:

Mayor Bill Feather

For

Against



P.O. Box 351
 Granite Quarry, NC 28072-0351
 704-279-5596
www.granitequarrync.gov

BOARDS AND COMMITTEES APPLICATION

NAME Brittany Honeycutt Barnhardt
 PHYSICAL ADDRESS 306 Meadow Wood Ct. ZIP 28146
 MAILING ADDRESS _____ ZIP _____
 PHONE 704 314 4449 PHONE (business or cell) 704 433 0505
 EMAIL bhbarnhardt@yahoo.com
 OCCUPATION _____

ARE YOU CURRENTLY SERVING ON A BOARD OR COMMITTEE Yes No

IF SO, PLEASE PROVIDE THE NAME OF THE BOARD OR COMMITTEE
Revitalization Team

ARE YOU APPLYING FOR REAPPOINTMENT TO YOUR CURRENT BOARD OR COMMITTEE?
 Yes No

I AM INTERESTED IN SERVING ON THE FOLLOWING BOARDS OR COMMITTEES IN ORDER OF PREFERENCE (please check up to three applicable boxes)

- | | |
|---|--|
| <input type="checkbox"/> Community Appearance Committee | <input type="checkbox"/> Planning Board |
| <input type="checkbox"/> Environmental Committee | <input type="checkbox"/> Revitalization Team |
| <input type="checkbox"/> PERC Committee | <input checked="" type="checkbox"/> Zoning Board of Adjustment |

WORK EXPERIENCE (List your four most recent employment experiences, listing present or most recent first)

Dates	Company Name/Location	Position	Job Description
2011 Present	Salisbury Vending / Honeycutt Real Estate	Self	
2008 - 2014	Rowan County	Emergency Services	Paramedic

over

EDUCATION (List your three most recent educational experiences, listing present or most recent first)

Educational Institution/School	Degree Received	Area(s) of Study
Wingate University	BA Biology	Biology/Chemistry

BOARDS/ COMMITTEES ON WHICH YOU HAVE SERVED (LIST MUNICIPALITIES AND DATES)

Prevent Child Abuse Rowan Leadership Rowan
 GQES PTA GQFD Auxiliary
 Rowan County Rescue Board

EVER CONVICTED OF A FELONY Yes No If yes, state details: _____

I affirm that I understand this application may be considered a public record and as such, portions may be subject to release under North Carolina General Statute Chapter 132, Public Records. I certify that the facts contained in this application are true and correct to the best of my knowledge. I agree that by my submission of this application form, I shall be deemed to have affixed my signature hereto.

Signature  Date 4/27/2020

FOR OFFICE USE ONLY

Application Received: 7/27/2020 ACS Interview Date & Time: _____
 Confirmation Date: _____ Term Ending: _____

MEMORANDUM

TO: Board of Aldermen
FROM: Town Manager
RE: Coronavirus Relief Funds – Municipal Plan
DATE: 8/3/2020



There has already been a lot of information publicized about the Coronavirus Relief Funds (CRF) as the initiative has evolved. In short, these are US Treasury funds passed through the counties to municipalities for aid in our public health & safety expenses associated with our response to the Coronavirus pandemic and state / federal mandates.

The current initiative is a reimbursement program for expenses incurred between March 1 and December 30, 2020. Each municipality's spending plan is due to the County by **August 20th**. Once submitted, we will file expenditure reports with the county on the 15th each month for reimbursement.

Staff has properly recorded qualifying expenditures to date and put together a plan of needs based on best practices and recommendations in facilities maintenance for protecting and promoting public health, safety, and welfare.

Granite Quarry's draft plan to date is attached. I have also included a more specific breakdown of costs after that for illustration and feedback from the Board – especially relating to **Category 4: Board member laptops/tablets**. Several Board members have expressed interest in these, so Aubrey has done research and can answer any questions the Board may have about whether it wants to pursue these at this time.

Once I have feedback from the Board, I will finalize the plan and submit it to the County. Some of the numbers will still need review by the county's contract architect before finalization also.

Action Requested:

Motion to authorize the manager to move forward with the application for Coronavirus Relief Funds.



North Carolina Pandemic Recovery Office Coronavirus Relief Fund (CRF) "Town of Granite Quarry" Plan

Instructions

1. This document is to be used by municipalities to document the planned use of the CRF monies allotted to them by Rowan County
2. Please add the name of your Municipality name in place of "Name of Municipality"
3. Submit your plan to Derrick Atkins at derrick.atkins@rowancounty.gov, and copy Randy Cress at randy.cress@rowancountync.gov and Leslie Heidrick at leslie.heidrick@rowancountync.gov, on or before August 20, 2020.
4. Under Categories. Please aggregate the amount of all expenses for that specific category. Example amounts should be removed and you can enter the municipality's amounts. The total must agree with your allotment.

The Municipality is responsible for maintaining adequate documentation to support expenditures. If estimates are being used the methodology must be documented and defensible. The Municipality is responsible for following the Federal *Uniform Administrative Requirements, Cost Principles, and Audit Requirements for Federal Awards* promulgated by the United States Office of Management and Budget unless the US Treasury publishes guidance stating otherwise.

Municipality Information

Name of Municipality: Town of Granite Quarry

Name of County Allotting Fund: Rowan County-Contract Agreement # with State 02-78

Person Submitting: Larry Smith

Title: Town Manager

Email: townmanager@granitequarrync.gov

Phone Number: (704) 279-5596

Planned Expenditures	
Categories	Amount
<p>1. Medical expenses such as:</p> <ul style="list-style-type: none"> • COVID-19-related expenses of public hospitals, clinics, and similar facilities. • Expenses of establishing temporary public medical facilities and other measures to increase COVID-19 treatment capacity, including related construction costs. • Costs of providing COVID-19 testing, including serological testing. • Emergency medical response expenses, including emergency medical transportation, related to COVID-19. • Expenses for establishing and operating public telemedicine capabilities for COVID-19 related treatment. 	\$ -
<p>2. Public health expenses such as:</p> <ul style="list-style-type: none"> • Expenses for communication and enforcement by State, territorial, local, and Tribal governments of public health orders related to COVID-19. • Expenses for acquisition and distribution of medical and protective supplies, including sanitizing products and personal protective equipment, for medical personnel, police officers, social workers, child protection services, and child welfare officers, direct service providers for older adults and individuals with disabilities in community settings, and other public health or safety workers in connection with the COVID-19 public health emergency. • Expenses for disinfection of public areas and other facilities, e.g., nursing homes, in response to the COVID-19 public health emergency. • Expenses for technical assistance to local authorities or other entities on mitigation of COVID-19-related threats to public health and safety. • Expenses for public safety measures undertaken in response to COVID-19. • Expenses for quarantining individuals. 	\$ 64,825.00
<p>3. Payroll expenses for public safety, public health, health care, human services, and similar employees whose services are substantially dedicated to mitigating or responding to the COVID-19 public health emergency.</p>	\$ -
<p>4. Expenses of actions to facilitate compliance with COVID-19-related public health measures, such as:</p> <ul style="list-style-type: none"> • Expenses for food delivery to residents, including, for example, senior citizens and other vulnerable populations, to enable compliance with COVID-19 public health precautions. • Expenses to facilitate distance learning, including technological improvements, in connection with school closings to enable compliance with COVID-19 precautions. • Expenses to improve telework capabilities for public employees to enable compliance with COVID-19 public health precautions. • Expenses of providing paid sick and paid family and medical leave to public employees to enable compliance with COVID-19 public health precautions. • COVID-19-related expenses of maintaining state prisons and county jails, including as relates to sanitation and improvement of social distancing measures, to enable compliance with COVID-19 public health precautions. • Expenses for care for homeless populations provided to mitigate COVID-19 effects and enable compliance with COVID-19 public health precautions. 	\$ 4,638.88

<p>5. Expenses associated with the provision of economic support in connection with the COVID-19 public health emergency, such as:</p> <ul style="list-style-type: none"> • Expenditures related to the provision of grants to small businesses to reimburse the costs of business interruption caused by required closures. • Expenditures related to a State, territorial, local, or Tribal government payroll support program. • Unemployment insurance costs related to the COVID-19 public health emergency if such costs will not be reimbursed by the federal government pursuant to the CARES Act or otherwise. 	\$ -
<p>6. Any other COVID-19-related expenses reasonably necessary to the function of government that satisfy the Fund’s eligibility criteria.</p>	\$ -
<p>7. Grants to nonprofits. List each planned subaward. (add more rows if necessary)</p>	
a.	
b.	
c.	
d.	
e.	
f.	
g.	
h.	
i.	
j.	
k.	
l.	
m.	
n.	
o.	
<p>Grand Total</p>	\$ 69,468.88

Signature

Title

Date

Category / classification	Item	Qty	Unit Price	Total	Notes
2. Expenses for disinfection of public areas and other facilities, e.g., nursing homes, in response to the COVID-19 public health emergency.	Town Hall				
	Touchless hand sanitizer dispensers	5	\$ 185.00	\$ 925.00	Lobby(1), PD(1), FD(1), Shop(1), Board Room(1)
	Touchless entry doors	1	\$ 10,000.00	\$ -	Main Lobby entrance (Board Room and other doors?)
	Touchless thermometer	1	\$ 100.00	\$ 100.00	
	Portable high-efficiency particulate air (HEPA) fan/filtration units	2	\$ 650.00	\$ 1,300.00	Front office (700ft ²), Lobby (700ft ²)
		2	\$ 500.00	\$ 1,000.00	PD common area (300ft ²), FD lounge (400ft ²)
		2	\$ 750.00	\$ 1,500.00	FD training room (1600ft ²), Board Room (900ft ²)
	Cameras to monitor lobby and board room	2	\$ 500.00	\$ 500.00	Monitoring for staff and visitor compliance, distancing, disinfecting
	Granite Lake Park				
	Touchless toilets	3	\$ 3,000.00	\$ 9,000.00	arch est "Light renovation" \$1,500/fixture; "moderate renovation" \$3,000/fixture
	Touchless sinks	2	\$ 3,000.00	\$ 6,000.00	arch est "Light renovation" \$1,500/fixture; "moderate renovation" \$3,000/fixture
	Sanitizer dispenser @ playground	1	\$ 250.00	\$ 250.00	
	Automatic timer, magnetic lock/latching on bathroom doors	2	\$ 2,000.00	\$ 4,000.00	retrofit existing doors
	Civic Park				
	Touchless toilets	3	\$ 3,000.00	\$ 9,000.00	arch est "Light renovation" \$1,500/fixture; "moderate renovation" \$3,000/fixture
	Touchless sinks	2	\$ 3,000.00	\$ 6,000.00	arch est "Light renovation" \$1,500/fixture; "moderate renovation" \$3,000/fixture
	Sanitizer dispenser @ playground	1	\$ 250.00	\$ 250.00	
	Automatic timer / magnetic lock/latching on bathroom doors	2	\$ 5,000.00	\$ 10,000.00	will likely require new doors/framework also
	Legion Building				
	Touchless toilets	2	\$ 3,000.00	\$ 6,000.00	arch est "Light renovation" \$1,500/fixture; "moderate renovation" \$3,000/fixture
	Touchless sinks	3	\$ 3,000.00	\$ 9,000.00	arch est "Light renovation" \$1,500/fixture; "moderate renovation" \$3,000/fixture
			\$ 64,825.00		
4. Expenses of actions to facilitate compliance with COVID-19-related public health measures.	Board member laptops/tablets	5	\$ 450.00	\$ 2,250.00	HP Chromebook 14 (\$250-450); iPad 7th Generation 10.2" Tablet (\$330~)
	GoToMeeting.com virtual meeting software	9	\$ 10.00	\$ 90.00	March-December 2020, \$10/month
	Emergency Paid Sick Leave	1	\$ 1,346.08	\$ 1,346.08	4/16/20-4/29/20, 80 hours, \$1,346.08
	Emergency Paid Sick Leave	1	\$ 952.80	\$ 952.80	5/18/20-5/29/20, 80 hours, \$952.80
				\$ 4,638.88	

SUMMARY
CPO 2020-06 Discussion: Town Hall Project
8/3/20



The building construction-portion of the project is substantially complete, so staff is moving into the next segment of “parking lots, landscaping, and irrigation”. Some considerations since the initial project estimations and building construction began are below. Staff will present a powerpoint with more in-depth information and illustrations at the meeting, but in a nutshell summary:

Building synopsis

- The electrical change order required two cutouts across the north parking area entrances. The price quoted by that contractor for patching back with asphalt was much higher than we could contract ourselves, especially since we’ll have a paving contractor in for the PD patch.
- FD 3rd Bay Door change orders = \$1,697 over that portion of the construction budget.

Remaining work & remaining budget (Parking areas, Landscape, Irrigation)

- Sealcoat estimates from before building RFPs began.
- Contractor advises sealcoat 3-5, maybe 7 years max effectiveness.
- Downtown Master Plan updated with town square/downtown design (liriope, granite theme).
- Landscape / Irrigation updated with Master Plan design incorporated (to the extent possible).
Irrigation redundancy – Existing scope will have to be redone with full plan. Otherwise, existing landscaping scope can be added onto seamlessly when full plan implemented.

We followed through with estimating the parking lots, landscaping, and irrigation to the full plan design. To do so would take ~\$45,000 in Powell Bill Funds, and another ~\$100,000 in General Funds. We therefore are not recommending that scope.

Option 1 Complete existing scope of landscaping, irrigation, and patching and sealcoating parking areas at an additional amount not to exceed \$7,500. (See sample CPO amendment)

Action Requested:

Motion to amend CPO 2020-06 as presented for the Town Hall project.

The Board has continued to discuss prioritizing the rest of the town hall (“complete renovation”) project within the next few years. If this is the case, there is an argument to be made for patching the parking areas, but saving the additional \$14k (estimated) of sealcoating at this time. If so:

Option 2 Complete existing scope of landscaping and irrigation; patch parking areas and repaint striping (no sealcoating). This can be completed within existing budget authorization.

Action Requested:

Motion to complete the 2020 Town Hall upgrades project with the amended scope of not sealcoating the parking areas.



CAPITAL PROJECT ORDINANCE

2020-06

**TOWN OF GRANITE QUARRY NC
TOWN HALL UPGRADES 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 Capital Project Ordinance is hereby adopted, *as amended August 3, 2020*:

Section 1: The Project authorized is the Town Hall Upgrades Project, located at 143 North Salisbury GQ Avenue, Salisbury, North Carolina 28146. Upgrades to the grounds and landscaping are to include sealing the south parking lot, patching and sealing the north parking lot, landscaping and irrigation in the front of the building and landscaping the area surrounding the electronic information sign. Upgrades to the building are to include second floor faux windows, column panels and canopy lettering, landscaping light poles, flag light and flashing cap, and addition of a 3rd Fire Department bay door.

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 the capital project:

Engineer or Architect Fees	\$	25,650	
Construction Costs		378,153	385,653
Total Appropriations	\$	403,803	411,303

Section 4: The following revenues are anticipated to be available to complete this project:

Fund Balance Appropriated	\$	403,803	411,303
Total Revenues	\$	403,803	411,303

Section 5: The Finance Officer is hereby 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.

Amended this 3rd day of August 2020

(Seal)

William D. Feather, Mayor

Attest: _____
Aubrey Smith, Town Clerk

Agenda Item Summary

Regular Meeting

August 3, 2020

Agenda Item 14

Attached:

- *Summary – Civic Park Stormwater Repair Project*
- *Budget Amendment Request #1*

Action Requested:

Motion to approve Budget Amendment FY20-21 #1 for the Civic Park Stormwater Repair Project in an amount not to exceed \$26,000.

Budget Amendment FY20-21 #1

Motion Made By:

- Jim Costantino
- Kim Cress
- John Linker
- Doug Shelton

Second By:

- Jim Costantino
- Kim Cress
- John Linker
- Doug Shelton

For:

- Jim Costantino
- Kim Cress
- John Linker
- Doug Shelton

Against:

- Jim Costantino
- Kim Cress
- John Linker
- Doug Shelton

In case of tie:

Mayor Bill Feather

For

Against

SUMMARY
Civic Park Stormwater Repair Project
8/3/20



Summary:

A stormwater pipe system runs from Main Street to N Oak St, through Civic Park, and into the creek behind the park. Small sinkholes that the Public Works Department (PWD) has repaired previously in the park indicated a repair area of about 40' length of pipe, for which PWD budgeted \$2,500 as a repair project in this fiscal year.

During recent development at N Oak St and Peeler St a junction box was discovered blocked and had to be opened. This created substantially more flow through this run of stormwater line. Within the past few months of increased flow, additional sinkholes have formed to reveal the full original design of the system across the park - and ultimately a much bigger problem.

A section of the original 36" concrete pipe was installed in a curve pattern. The segments along the curvature have cracked and decayed over time. The increased flow just within the past month greatly sped up leakage and cavitation along the run. Recent sinkholes are growing rapidly, enough to pose a danger to parkgoers.

The area is taped off. A contractor has evaluated the run, and confirmed that the only way to properly fix the problem will be to:

- install a 160' run of black plastic pipe straight to the creek,
- cancel and remove the old pipe along the curvature run, and
- fill in that run to avoid further damage.

The project is estimated at \$25,925.

Action Requested:

Motion to approve Budget Amendment FY20-21 #1 for the Civic Park Stormwater Repair Project in an amount not to exceed \$26,000.

FISCAL YEAR 2020-2021
BUDGET AMENDMENT REQUEST #1

August 3, 2020

PURPOSE: To transfer funds from Fund Balance Appropriated (01-3991-99) to Parks Maint & Repair - Bldgs/Grounds (01-6130-24) for the Civic Park Stormwater Repair Project in an amount not to exceed \$26,000.

TRANSFER FUNDS FROM:

General Ledger Acct. # and Description		Amount
01-3991-99	Fund Balance Appropriated	\$ 26,000
TOTAL		\$ 26,000

ADD FUNDS TO:

General Ledger Acct. # and Description		Amount
01-6130-24	Parks Maint & Repair - Bldgs/Grounds	\$ 26,000
TOTAL		\$ 26,000

The above Budget Amendment was approved / denied by the Manager or Board on _____.

William Feather, Mayor

Shelly Shockley, Finance Officer

Agenda Item Summary

Regular Meeting

August 3, 2020

Agenda Item 15

Summary:

Identify items the Board would like to appear on the agenda for the Strategic Workshop to be held Thursday, August 20, 2020 at 4:00 p.m.

Action Requested:

Add items by consensus.

Strategic Workshop Agenda

Motion Made By:

- Jim Costantino
- Kim Cress
- John Linker
- Doug Shelton

Second By:

- Jim Costantino
- Kim Cress
- John Linker
- Doug Shelton

For:

- Jim Costantino
- Kim Cress
- John Linker
- Doug Shelton

Against:

- Jim Costantino
- Kim Cress
- John Linker
- Doug Shelton

In case of tie:

Mayor Bill Feather

For

Against

Agenda Item Summary

Regular Meeting

August 3, 2020

Agenda Item 16

**Notice of Lien
315 N. Oak Street**

Summary:

Town of Granite Quarry, a municipal corporation, hereby claims a statutory lien pursuant to North Carolina General Statutes 160A-193 and the Granite Quarry Code of Ordinances, Chapter 9 against the above named party or parties and upon the property of said owner or owners, hereinafter described, and said claimants show:

1. That the property of the above named owner or owners upon which notice of lien is filed is in the Town of Granite Quarry, Rowan County, State of North Carolina, and is described as follows: 315 North Oak Street Tax Map 350, Parcel 021.
2. That said lien is authorized, General Statutes 160A-193 of the General Statutes of North Carolina, as implemented by the Code of Ordinances of the Town of Granite Quarry as set forth in Chapter 9 of the Code of Ordinances.
3. That pursuant to the above cited code, a violation was abated and said work was finished on 26 February 2020.
4. That the cost of said work for which this notice of lien is filed is \$182.00 plus \$6.00 filing fee. Total cost of lien removal is \$188.00.

Action Requested:

Motion to approve the Notice of Lien for 315 N. Oak Street.

Motion Made By:

- Jim Costantino
- Kim Cress
- John Linker
- Doug Shelton

Second By:

- Jim Costantino
- Kim Cress
- John Linker
- Doug Shelton

For:

- Jim Costantino
- Kim Cress
- John Linker
- Doug Shelton

Against:

- Jim Costantino
- Kim Cress
- John Linker
- Doug Shelton

In case of tie:

Mayor Bill Feather

For

Against



NOTICE OF LIEN

6 July 2020

The State of North Carolina
In the Superior Court
In the County of Rowan

The Town of Granite Quarry

vs.

Turner, Sheilah S
116 Brittany Way
Salisbury, NC 28146

Take notice that the Town of Granite Quarry, a municipal corporation, hereby claims a statutory lien pursuant to North Carolina General Statutes 160A-193 and the Granite Quarry Code of Ordinances, Chapter 9 against the above named party or parties and upon the property of said owner or owners, hereinafter described, and said claimants show:

1. That the property of the above named owner or owners upon which notice of lien is filed is in the Town of Granite Quarry, Rowan County, State of North Carolina, and is described as follows: 315 North Oak Street Tax Map 350, Parcel 021.
2. That said lien is authorized, General Statutes 160A-193 of the General Statutes of North Carolina, as implemented by the Code of Ordinances of the Town of Granite Quarry as set forth in Chapter 9 of the Code of Ordinances.
3. That pursuant to the above cited code, a violation was abated and said work was finished on 26 February 2020.
4. That the cost of said work for which this notice of lien is filed is \$182.00 plus \$6.00 filing fee. Total cost of lien removal is \$188.00.

Town of Granite Quarry

Steve Blount
Town Planner

August 2020

Sunday	Monday	Tuesday	Wednesday	Thursday	Friday	Saturday
						1
2	3 BoA Regular Mtg. 7pm	4	5	6	7	8
9	10 Business After Hours 5pm Planning Board 6pm	11 Revitalization 3:30pm	12 CCOG Delegates TBD	13	14	15
16	17 P.E.R.C. 5pm ZBA 5:30pm	18	19	20 BOA Strategic Workshop 4pm	21	22
23	24	25	26 MPO TAC Mtg. 5:30pm	27	28	29
30	31					