

Organizational Business

- 6. Swearing in of Newly Elected Officials** **Rowan County Clerk of Court Jeffrey Barger**
A. Brittany Barnhardt, Mayor
B. Kim Cress, Alderman
C. John Linker, Alderman

7. Election of Mayor Pro-Tempore

- 8. Swearing in of Mayor Pro-Tempore** **Rowan County Clerk of Court Jeffrey Barger**

9. Resolution 2021-18 **Check Signatures**

This resolution updates the signatures from the former Mayor and Mayor Pro Tem to the newly elected Mayor and Mayor Pro Tem.

ACTION REQUESTED: Motion to adopt Resolution 2021-18 enacting updated town check signatures.

10. Appointment of Committee Representatives and Alternates

- A. Transportation Advisory Committee, Cabarrus-Rowan MPO
B. Centralina (formerly CCOG) Board of Delegate Representatives

ACTION REQUESTED:

Motion to appoint _____ as the Cabarrus Rowan MPO TAC representative and _____ as the alternate representative.

Motion to appoint _____ to the Centralina Board of Delegates and _____ as the alternate.

New Business

- 11. Audit Presentation** **Eddie Carrick, CPA, PC**

- 12. Public Hearing** **SB300 UDO Updates**

Statement of Consistency and Reasonableness:

In voting to adopt the proposed text amendment to the Unified Development Ordinance, the Granite Quarry Board of Aldermen does find this decision to be in the best interest of the public and to be consistent in general with policies stated in the Town's Comprehensive Plan.

ACTION REQUESTED: Motion to adopt Ordinance 2021-19 to amend the text of the Unified Development Ordinance by updating language regarding criminal enforcement and approving the statement of consistency and reasonableness as written.

13. Ordinance 2021-20

SB300 Code of Ordinance Updates

Statement of Consistency and Reasonableness:

In voting to adopt the proposed text amendment to the Code of Ordinances, the Granite Quarry Board of Aldermen does find this decision to be in the best interest of the public and to be consistent in general with policies stated in the Town’s Comprehensive Plan.

ACTION REQUESTED: Motion to adopt Ordinance 2021-20 to amend the text of the Code of Ordinances by updating language regarding criminal enforcement and approving the statement of consistency and reasonableness as written.

14. Budget Amendment #5

Board Training

ACTION REQUESTED: Motion to adopt Budget Amendment #5 to decrease Governing Body – Board Contingency (01-4110-97) and increase Governing Body - Training (01-4110-31) by \$175.00 for additional training for Board members.

15. Board Comments

16. Announcements and Date Reminders

A.	Weekdays	December		Food Drive – Drop Off in Town Hall Lobby
B.	Thursday	December 16	7:30 a.m.	Rowan Chamber Power in Partnership
C.	Monday	December 20	5:00 p.m.	Parks, Events, and Recreation Committee
D.	Monday	December 20	5:30 p.m.	Zoning Board of Adjustment
E.	Tuesday	December 21	3:30 p.m.	Revitalization Team
F.	Thursday	December 23		Office Closed
G.	Friday	December 24		Office Closed, Christmas Eve
H.	Saturday	December 25		Christmas
I.	Monday	December 27		Office Closed
J.	Friday	December 31		Office Closed
K.	Saturday	January 1		New Year’s Day
L.	Monday	January 3	6:00 p.m.	Planning Board
M.	Saturday	March 5		<i>Save the Date</i> – Volunteer & Staff Banquet

Adjourn

Agenda Item Summary

Organizational Meeting

December 13, 2021

Agenda Item 1

Summary:

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

Action Requested:

Motion to adopt the December 13, 2021 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

Organizational Meeting

December 13, 2021

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 November 8, 2021

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

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

D. Certification of Fire Roster

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, November 8, 2021
7:00 p.m.**

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

Staff: Town Manager Larry Smith, Town Clerk Aubrey Smith, Town Attorney Chip Short, Fire Chief / Public Works Director Jason Hord, Police Chief Mark Cook, Town Planner Steve Blount, Police Officer Joshua Atkins, Police Officer Matthew Osborne

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

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

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

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

1. Approval of the Agenda

ACTION: Mayor Pro Tem Linker made a motion to follow the agenda as presented. Alderman Cress seconded the motion. The motion passed 4-0.

2. Approval of the Consent Agenda

A. Approval of the Minutes

1) Regular Meeting Minutes October 11, 2021

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

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

D. Resolution 2021-17 Adopting the 2021 version of the General Records Schedule for Local Government Agencies and the Program Records Schedule for Local Government Agencies.

E. Removal of Planning Board Member Jim King due to lack of attendance.

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

3. Citizen Comments – There were no citizen comments.

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

5. Town Events

- **Christmas at the Lake** Granite Lake Park December 4th 3pm-7pm
- **Christmas Tree Lighting** Granite Lake Park December 4th Dusk
- **Christmas Decorating Contest** Winners decided on December 10th

6. Town Manager's Update

Manager Smith reviewed highlights from items on his report in the agenda packet. Audit statements were passed out to each board member. Manager Smith gave kudos to Finance Officer Shockley for her continued progress on getting the town's finances in order. The audit report will be presented by the auditor at the December meeting. Manager Smith noted that in 2022 Granite Quarry would begin hosting the Rowan Municipal Association and asked the Board to think of speakers and programs they would like to be included in the upcoming meetings.

Manager Smith shared that the traffic signal at the town square was hit by a truck prompting the DOT to look at the intersection again. The DOT proposed placing a wooden pole with guy wires inside each of the town's four planters within the existing town easements. The DOT has \$25,000 to dedicate to the project. Manager Smith asked for feedback from Board. The consensus was to decline the current proposal and discuss options at the planning retreat.

Manager Smith also mentioned that fuel prices and the effect on the budget were being monitored. Chiefs are taking measures for fuel efficiency.

Manager Smith asked Chief Cook to come forward for introductions. Chief Cook officially introduced Officer Joshua Atkins who started in October of 2020. He also introduced Officer Matthew Osborne who recently started full time. Chief Cook also presented the plaque for Clyde Adams, the first appointed Chief of Police for Granite Quarry. The plaque will be placed in the lobby.

Manager Smith shared that the credit union has lifted its ban on grand openings and is looking at scheduling an event for January.

Old Business

7. Ordinance 2021-18 Driveway Standards Text Amendment

Planner Blount presented an updated draft of the driveway standards text amendments that were first presented after a public hearing was held in October. The updated draft included the Planning Board's revisions. Board discussion included questions regarding curb cut and sidewalk maintenance responsibility. The Planning Board requested that maintenance of the sidewalks be handled by the town or DOT depending on who maintained the road.

ACTION: Alderman Cress made a motion to table this item until the December meeting. Alderman Shelton seconded the motion. The motion passed 4-0.

Planner Blount mentioned that unless he was given specific feedback, he would bring the current draft before the Board at the December meeting. Mayor Feather stated he believed the definition of curb cut should be clarified to state that the part of the curb in front of a house that a property owner cut to put in their driveway should be their responsibility. He further stated the driveway, as well as the sidewalk crossing the driveway, should be the property owner's responsibility but not the remainder of the curb or sidewalk.

New Business

8. Longevity Pay

Longevity pay was earmarked and approved with the budget. This item was brought before the Board for approval of disbursement.

ACTION: Mayor Pro Tem Linker made a motion to approve Longevity Pay for the FY21-22. Alderman Shelton seconded the motion. The motion passed 4-0.

9. Board Discussion

SB300 Ordinance Updates

Planner Blount summarized the proposed changes necessary for compliance with SB300 and the reasoning behind the changes. Planner Blount and Police Chief Cook reviewed the ordinances to see which should continue to be charged as a misdemeanor. Planner Blount notified the Board that the item would be brought before them for a vote in December. He asked that any ideas for proposed changes be sent to him before that time. Though the effective date for the bill is December 1, 2021, both Planner Blount and Attorney Short felt that it shouldn't be an issue to review the ordinance updates at the December meeting since no misdemeanor charges have been made in recent history.

10. Board Discussion

CRMPO Administrative Services

Mayor Feather referenced the memo sent out by the Manager and gave background information. Alderman Shelton stated that the proposal was for the City of Concord to bring the administrative services in house. Mayor Feather asked that Board members let him know their opinions before the next MPO TAC meeting.

11. Proclamation

Veterans Day

Mayor Feather acknowledged the proclamation for Veterans Day.

12. Board Comments

- Alderman Cress commented on the signs for candidates for sheriff and the confusion they caused by being placed out more than a year before the election. Alderman Cress also asked for an update from Manager Smith on Granite Quarry Athletic Club's 30-day timeline for removal of anything they wanted to keep from the Faith Road property.
 - Manager Smith stated the insurance risk manager requested an additional sign and a trespass check for the property. Staff would prefer to have the dirt mounds leveled out before the winter. The Board will discuss use of the property at the strategic planning retreat.
 - Mayor Pro Tem Linker asked about utilizing or storing the split rail fence and information sign.
 - Consensus was to remove all items from the property and store or use as needed.

13. Mayor's Notes

Announcements and Date Reminders

A. Wednesday	November 10	5:00 p.m.	Centralina Executive Board Meeting
B. Thursday	November 11		Veterans Day, Office Closed
C. Monday	November 15	5:00 p.m.	Rowan Chamber Business After Hours
D. Monday	November 15	5:00 p.m.	Parks, Events and Recreation Committee
E. Monday	November 15	5:30 p.m.	Zoning Board of Adjustment canceled
F. Tuesday	November 16	3:30 p.m.	Revitalization Team
G. Wednesday	November 17	5:30 p.m.	Cabarrus-Rowan County MPO TAC
H. Thursday	November 18	7:30 a.m.	Rowan Chamber Power in Partnership
I. Thursday	November 18	6:00 p.m.	Community Appearance Commission
J. Thursday	November 25		Thanksgiving Day, Office Closed
K. Friday	November 26		Office Closed
L. Saturday	December 4	3:00 p.m.	Christmas at the Lake

M. Monday	December 6	6:00 p.m.	Planning Board
N. Thursday	December 9	6:00 p.m.	Community Appearance Commission

Adjournment

ACTION: Alderman Costantino made a motion to adjourn. Mayor Pro Tem Linker seconded the motion. The meeting ended at 7:57 p.m.

Respectfully Submitted,

Aubrey Smith

Town Clerk

DRAFT



Town of Granite Quarry Fire Department

Established May 15th, 1950

PO Box 351

www.granitequarrync.gov

Granite Quarry, NC

704/279-5596



Board Report Dec/2021 Chief Hord

Emergency Calls for Service Nov 2021

30 calls in district

- 12 - EMS (including strokes, falls, diabetic, CPR and other medical needs)
- 1 - Smoke scare
- 3 - Fire Alarms
- 14 - Service assignment/ Public service assistance

9 calls to Salisbury

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

9 calls to Rockwell Rural

- 4 - Alarm/Structure, EMS calls canceled en-route
- 3 - EMS
- 1 - MVA
- 1 - Brush Fire

9 calls to Union

- 6 - Alarm/Structure, EMS calls canceled en-route
- 1 - EMS
- 2 - Fire alarms

3 calls to Faith

- 1 - canceled en-route
- 1 - EMS
- 1 - Haz-Mat

2 calls to South Salisbury

- 1 - EMS
- 2 - canceled en-route
- 3 calls to Rockwell City
- 2 - Fire Alarms
- 1 - canceled en-route

3 calls to Bostian Heights

- 2 - Working structure fires
- 1 - canceled en-route

1 call to East Spencer

- 1 - Working fire

TOTAL – 70

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, due to suggested COVID response multiple times daily.
- Monthly training included E.M.T continuing education and Joint Training with Faith F.D.
- Multiple days of ladder training, water point training, hose evolutions, extrication tool familiarization, and district familiarization. Weekly shift training/ officer's choice.
- Car Seat Check Station on Thursday from 1 p.m.to 4 p.m. – 2 seats installed/checked.
- Miller and Moss completed certification class for Car Seat Technician.
- Annual Hose Testing completed.
- E-572 refurbish completed.
- Grounds care on Thursdays.



Planning Department Monthly Report November 2021

ZONING PERMITS

(1 for new home, 7 other)

Date	Address	Permit	Purpose
11/1/2021	155 Trailwood Ct	Residential	zoning permit for patio roof
11/1/2021	1705 Dunns Mtn Rd	Commercial	zoning permit for cell tower upfit
11/8/2021	1105 Winding Ck Rd	PUD	zoning permit for pergola
11/8/2021	1105 winding Ck Rd	Residential	zoning permit for backyard fence
11/8/2021	308 Spruce St	Residential	zoning permit for garage upfit
11/27/2021	1180 Winding Ck Rd	Residential	solar panels
11/27/2021	351 Brookwood	Residential	single family home to replace burned home
11/30/2021	412 E Lyerly St	Residential	single family home remodel

Code Violations

(8 new violations cited, 3 resolved)

Date	Address	Issue
10/27/2021	105 N Salisbury Ave	code violation inflatable sign
11/1/2021	702 Foil St	code violation junked truck
11/8/2021	332 Brookwood Dr	code violation living in trailer
11/12/2021	209 Yost farm Rd	code enforcement couch at curb
11/16/2021	702 Foil St	code violation junked truck
11/17/2021	211B N Oak St	code violation mattress at curb
11/22/2021	609 N Salisbury Ave	livestock and fence
11/22/2021	802 S Salisbury Ave	massage business

Planning and Zoning Enquiries

Date	Type	Issue
11/1/2021	PUD	possible development of 67 ac parcel
11/8/2021	Residential	enquiry about solar panel permit process
11/17/2021	All	bike/ped steering comm meeting
11/22/2021	Residential	possible minor subdivision
11/22/2021	Commercial	conditional use permit

Miscellaneous

- 11/1/2021 Planning Board meeting
- 11/8/2021 Board of Aldermen Meeting – several presentations
- 11/15/2021 Zoning Board of Adjustment Meeting – cancelled due to lack of business
- 11/17/2021 Bike / Ped Steering Committee – online meeting



November Work 2021 Public Works Report

- Normal Maintenance Duties Daily- (parks, cleaning, mowing, edging, service on equipment, limbs & sweeping)
- PM check on generator
- Sanitized town hall, playgrounds at parks, and restrooms
- Nature trail maintenance weekly and keeping leaves off
- Assisted with and prepped Santa in the Park
- Leaf pickup 2nd and 4th weeks
- Installed new street signs – continues
- Relocated lake electrical panel
- Fixed faulty plumbing at Legion building
- Winterized civic bathrooms and fountains
- Checked and installed town Christmas decorations
- Installed digital timers on all 5 Christmas circuits
- New oven element at Legion building

2007 Ford Truck	Mileage – 61,964	+149 miles
1995 Ford Dump Truck	Mileage – 40,919	+107 miles
2009 Ford Truck	Mileage – 86,605	+1165 miles
2019 Ford Truck F350	Mileage – 12,655	+558 miles



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

December 2021

- Call volume report for the month of November 2021:

- Date of Report: 12/06/2021

- Total calls for service/activities – 437
- Calls for service/activities Granite Quarry: 350
- Calls for service/activities Faith: 87
- Incident Reports- 14
- Arrest Reports- 9
- Crash Reports- 6
- Traffic Citations- 14

- See Attached for Total Calls for Service.

- The following is the ending and average mileage for each vehicle by month:

131 Chevy Impala-	End-	73,000
141 Ford Taurus-	End-	80,610
161 Ford Utility-	End-	68,332
171 Ford Utility -	End-	47,805
172 Ford Utility -	End-	77,014
173 Ford Utility -	End-	38,688
181 Ford F150 -	End-	66,002
191 Dodge Durango -	End-	35,396
201 Ford Utility-	End-	14,906
211 Ford Utility-	End-	6,380
212 Ford Utility-	End-	13,160

- Other Information:

- Average response time for November 2021 CFS is 2.52 minutes.
- Drug Collection Box. November 2021: 27.46 pounds collected.
- Nov. CID Report. 1 Cases assigned; 0 Cases cleared; 28 follow-ups conducted; 84 open assigned cases.
- Officers completed 38 hours of in-service or continuing education training in November.

GQPD

Number of Events by Nature

CFS Nov 2021

Nature	# Events
103A2 FOUND PROPERTY	3
104C2 COMMERCIAL BURG (INTRUSI	4
104C3 RESIDENTAL BURG (INTRUSI	6
110B2 PAST RESIDENTIAL B&E	1
110D2 RESIDENTIAL B&E	1
111B1 PAST DAMAGE TO PROPERTY	3
111B2 PAST MISCHIEF	1
111C1 DAMAGE TO PROP -JUST OCC	1
113B2 OTHER NOISE COMPLAINT	2
113D1 DISTURBANCE / PHYSICAL	1
113D2 DISTURBANCE / VERBAL	3
114D1 PHYSICAL DOMESTIC	1
114D2 VERBAL DOMESTIC	2
115D1 DRIVING UNDER INFLUENCE	2
116B1 DRUGS (FOUND-EQUIP)	1
118B2 FRAUD-PAST FORGERY	1
119A2 PAST THREAT	1
119C2 THREAT - JUST OCCURED	1
119D3 HARASSMENT	1
122O2 MISC - INFORMATION	1
123B2 RUNAWAY	1
123B3 FOUND PERSON	1
125B1 CHECK WELFARE - ROUTINE	1
125B2 LOCKOUT - ROUTINE	5
129C1 SUSPICIOUS PERSON	10
129C3 SUSPICIOUS VEHICLE	1
129C5 SUSPICIOUS CIRCUMSTANCE	2
130B2 VEHICLE LARCENY (PAST)	1
130B3 THEFT FROM VEH (PAST)	2

Nature	# Events
130B6 THEFT FROM VEH (PAST)	1
130D3 LARCENY FROM VEHICLE	1
132C1 SEVERE TRAFFIC VIOLATION	1
133D1 TRESPASSING	3
135C1 SHOTS FIRED (HEARD)	1
27B5 ROUTINE STAB / GUNSHOT	1
77A1 TRAF ACC - ROUTINE	1
911 HANG UP	5
9D1 CARDIAC OR RESP ARREST	1
ASSIST EMS	3
ASSIST FIRE DEPT	2
ASSIST MOTORIST	2
ATTEMPT TO LOCATE	3
BURGLARY ALARM	3
BUSINESS OR HOUSE CHECK	217
CIVIL PROCESS	1
COMMUNITY PROGRAM	4
DELIVER MESSAGE	10
DOMESTIC PROPERTY PICKUP	1
ESCORT FUNERAL OR OTHER	1
FOLLOWUP	26
FOOT PATROL	1
GENERAL INFORMATION	4
LITTERING OR ILLEGAL DUMPING	2
PARK CHECK	33
RESTRAINING ORDER	1
SCHOOL SECURITY CHECK	3
SUBPOENA SERVICE	7
TRAFFIC CHECK	9
TRAFFIC CONTROL	2
TRAFFIC STOP	26
VEHICLE ACCIDENT PROP DAMAGE	5

Nature

Events

WARRANT SERVICE

5

Total

447



Finance Department

Breakdown of Departments:
As of November 30, 2021

Department	Budgeted	Encumbered	YTD	
Revenues:	<u>2,690,289</u>		<u>1,394,623</u>	<u>52%</u>
Total Revenues:	\$ 2,690,289		\$ 1,394,623	52%
Expenses:				
Governing Body	54,422	-	31,005	57%
Administration	568,053	570	192,352	34%
Public Works	371,377	37,360	163,147	54%
Police	751,991	-	332,020	44%
Fire	544,429	2,400	243,547	45%
Streets	170,517	-	57,075	33%
Sanitation	152,250	-	59,645	39%
Parks & Recreation	<u>77,250</u>	<u>13,875</u>	<u>37,606</u>	<u>67%</u>
Total Expenses	\$ 2,690,289	\$ 54,205	\$ 1,116,397	44%
Expense to Revenue:				80%

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

Revenues:					
Account	Budget	YTD	Variance	%	Notes
01-3100-12 Taxes - Budget Year	989,710	746,523	(243,187)	75%	1
01-3100-17 Tax Penalties & Interest	3,000	860	(2,140)	29%	
01-3101-12 Taxes - Prior Years	6,000	2,638	(3,362)	44%	
01-3102-12 Vehicle Tax	117,034	60,917	(56,117)	52%	
01-3230-31 Local Option Sales Tax	846,600	390,282	(456,318)	46%	
01-3231-31 Solid Waste Disposal Tax	2,370	1,160	(1,210)	49%	
01-3316-32 Powell Pave & Patch Funds	76,722	38,226	(38,496)	50%	2
01-3322-31 Beer & Wine - State	13,736	-	(13,736)	0%	3
01-3324-31 Utilities Franchise Tax	132,854	31,743	(101,111)	24%	
01-3330-84 County First Responders	4,020	1,675	(2,345)	42%	
01-3413-89 Miscellaneous Revenue	500	1,815	1,315	363%	4
01-3431-41 Police Authority Revenue_Faith	136,000	34,000	(102,000)	25%	
01-3431-45 Police Report Revenue	100	125	25	125%	
01-3431-89 Police Miscellaneous	1,100	681	(419)	62%	
01-3471-51 Environmental Fee Collection	169,632	59,344	(110,288)	35%	
01-3491-41 Subdivision & Zoning Fees	5,500	3,120	(2,380)	57%	
01-3613-41 Parks Miscellaneous	3,050	11,200	8,150	367%	5
01-3713-33 Sal. Water/Sewer Reimbursement	50,000	-	(50,000)	0%	6
01-3831-89 Interest on Investments	10,000	2,991	(7,009)	30%	7
01-3834-41 Park Shelter Rentals (Maint)	2,500	2,155	(345)	86%	
01-3835-80 Police Surplus Items Sold	-	-	-	0%	
01-3835-81 Surplus items Sold	1,000	55	(945)	6%	
01-3837-31 ABC Net Revenue-Co.	11,500	5,113	(6,387)	44%	
01-3991-99 Fund Balance Appropriated	107,361	-	(107,361)	0%	8
	2,690,289	1,394,623	(1,295,665)	52%	

Notes:

- 1 A majority of Ad Valorem Taxes are received in the first few months of the fiscal year
- 2 First of two allocations
- 3 Will receive in the last quarter
- 4 Refund from NC Department of Insurance
- 5 Includes Vendor Registration Fees & Sponsorships for Granite Fest
- 6 Will receive in the last quarter
- 7 See Interest on Investments page for breakdown (ARPA Money Market Interest is accounted for in the ARPA GPO Fund)
- 8 Original budget \$57,795.00 + BA #1 (Parks & Rec Master Plan \$17,750.00) & BA #2 (IDF Close-out \$31,815.53)

Governing Body:						
Account	Budget	Encum.	YTD	Variance	%	Notes
01-4110-02 Mayor/Aldermen Salary	12,828	-	6,413	6,415	50%	
01-4110-09 FICA Expense	981	-	491	490	50%	
01-4110-14 Insurance - Workers Comp	50	-	41	9	83%	9
01-4110-18 Professional Services	20,000	-	11,000	9,000	55%	10
01-4110-26 Office Expense	700	-	-	700	0%	
01-4110-31 Training & Schools	200	-	-	200	0%	
01-4110-40 Dues & Subscriptions	12,600	-	11,036	1,564	88%	11
01-4110-45 Insurance & Bonds	1,700	-	1,674	26	98%	12
01-4110-61 Grants - Nonprofit Grant Program	350	-	350	-	100%	13
01-4110-63 Elections	3,500	-	-	3,500	0%	
01-4110-97 Board Contingency	1,513	-	-	1,513	0%	
	54,422	-	31,005	23,417	57%	

Notes:

- 9 Paid once annually at the beginning of the fiscal year
- 10 Audit has been paid in full
- 11 Includes \$4,135 for NCLM dues and \$5,338 for Rowan EDC dues paid annually
- 12 Paid once annually at the beginning of the fiscal year
- 13 Includes \$100 for Fiddler's Convention and \$250 for Granite Quarry Fire Dept Auxiliary donations

Administration:						
Account	Budget	Encum.	YTD	Variance	%	Notes
01-4120-00 Salaries - Regular	291,151	-	101,662	189,489	35%	
01-4120-02 Salaries - Part-Time	14,040	-	11,415	2,625	81%	14
01-4120-03 Salaries - Longevity	1,000	-	1,000	-	100%	
01-4120-07 401K Expense	14,558	-	5,073	9,485	35%	
01-4120-09 FICA Expense	23,424	-	8,542	14,882	36%	
01-4120-10 Retirement Expense	33,159	-	11,547	21,612	35%	
01-4120-11 Group Insurance	46,500	-	17,123	29,377	37%	
01-4120-14 Insurance - Workers Comp	750	-	395	355	53%	
01-4120-17 Insurance – HRA/Admin Cost	1,200	-	500	700	42%	
01-4120-18 Professional Services	19,204	-	143	19,062	1%	
01-4120-22 Banquet Expense	1,700	-	-	1,700	0%	
01-4120-26 Office Expense	10,000	-	1,287	8,713	13%	
01-4120-29 Supplies & Equipment	200	-	-	200	0%	
01-4120-31 Training & Schools	7,000	-	1,993	5,007	28%	
01-4120-32 Telephone/Communications	3,500	-	1,046	2,454	30%	
01-4120-33 Utilities	4,800	-	1,633	3,167	34%	
01-4120-34 Printing	5,000	-	2,322	2,678	46%	
01-4120-35 Maint & Repair - Equipment	500	-	-	500	0%	
01-4120-37 Advertising	3,200	-	1,192	2,008	37%	
01-4120-40 Dues & Subscriptions	3,750	-	628	3,123	17%	
01-4120-44 Contracted Services	15,346	570	9,428	5,348	65%	15
01-4120-45 Insurance & Bonds	5,150	-	5,091	59	99%	16
01-4120-62 Committees - CAC	500	-	406	94	81%	17
01-4120-68 Tax Collection	9,600	-	8,762	838	91%	18
01-4120-71 Water Line - Principal	50,000	-	-	50,000	0%	19
01-4120-72 Water Line - Interest	2,821	-	1,163	1,658	41%	
	568,053	570	192,352	375,131	34%	

Notes:

- 14 Budget for planning positions split between FT and PT
- 15 Includes annual support for Southern Software paid once at the beginning of the fiscal year, website hosting encumbered
- 16 Paid once annually at the beginning of the fiscal year
- 17 Promotional magnets for Granite Fest and yard signs for the year
- 18 Cost of Tax Collection proportionate to Ad Valorem Taxes in revenues (higher in first few months of FY)
- 19 Is paid once annually in June

Public Works:						
Account	Budget	Encum.	YTD	Variance	%	Notes
01-4190-00 Salaries - Regular	124,296	-	51,955	72,341	42%	
01-4190-02 Salaries - Part-Time	35,500	-	17,739	17,762	50%	
01-4190-03 Salaries - Longevity	838	-	838	-	100%	
01-4190-07 401K Expense	6,215	-	2,972	3,243	48%	
01-4190-09 FICA Expense	12,282	-	5,968	6,314	49%	
01-4190-10 Retirement Expense	14,193	-	6,764	7,429	48%	
01-4190-11 Group Insurance	24,662	-	11,874	12,788	48%	
01-4190-14 Insurance - Workers Comp	7,600	-	5,440	2,160	72%	20
01-4190-20 Motor Fuel	7,100	-	4,466	2,634	63%	21
01-4190-21 Uniforms	1,900	-	325	1,575	17%	
01-4190-24 Maint & Repair - Bldgs/Grounds	12,000	-	3,889	8,111	32%	
01-4190-25 Maint & Repair - Vehicles	3,500	-	3,043	457	87%	22
01-4190-29 Supplies & Equipment	10,000	-	3,738	6,262	37%	
01-4190-31 Training & Schools	250	-	-	250	0%	
01-4190-32 Telephone/Communications	850	-	308	542	36%	
01-4190-33 Utilities	3,500	-	1,164	2,336	33%	
01-4190-34 Printing	25	-	7	18	28%	
01-4190-35 Maint & Repairs - Equipment	17,000	-	5,222	11,778	31%	
01-4190-40 Dues & Subscriptions	250	-	83	168	33%	
01-4190-44 Contracted Services	16,000	360	1,128	14,512	9%	
01-4190-45 Insurance & Bonds	4,600	-	4,410	190	96%	23
01-4190-54 Cap Outlay - Vehicles	37,000	37,000	-	-	100%	24
01-4190-96 Interfund Transfer	31,816	-	31,816	-	100%	25
	\$371,377	37,360	163,147	170,869	54%	

Notes:

- 20 Paid once annually at the beginning of the fiscal year
- 21 High fuel prices - will need to closely watch this line
- 22 Includes \$1,201 in Dump Truck repairs
- 23 Paid once annually at the beginning of the fiscal year
- 24 Public Works truck is encumbered, still no ETA available
- 25 Industrial Development Fund GPO Project closeout, offset by Fund Balance Appropriated (Note 8)

Police:						
Account	Budget	Encum.	YTD	Variance	%	Notes
01-4310-00 Salaries - Regular	433,768	-	183,126	250,642	42%	
01-4310-02 Salaries - Part-Time	15,000	-	5,846	9,154	39%	
01-4310-03 Salaries - Longevity	2,500	-	2,350	150	94%	
01-4310-07 401K Expense	21,688	-	9,040	12,648	42%	
01-4310-09 FICA Expense	34,522	-	14,470	20,052	42%	
01-4310-10 Retirement Expense	52,788	-	21,768	31,020	41%	
01-4310-11 Group Insurance	86,625	-	38,185	48,440	44%	
01-4310-14 Insurance - Workers Comp	10,700	-	8,069	2,631	75%	26
01-4310-20 Motor Fuel	19,000	-	10,147	8,853	53%	27
01-4310-21 Uniforms	3,000	-	1,567	1,433	52%	
01-4310-25 Maint & Repair - Vehicles	6,000	-	1,651	4,349	28%	
01-4310-26 Office Expense	1,500	-	458	1,042	31%	
01-4310-29 Supplies & Equipment	8,000	-	2,428	5,572	30%	
01-4310-31 Training & Schools	4,000	-	1,773	2,227	44%	
01-4310-32 Telephone/Communications	8,000	-	3,119	4,881	39%	
01-4310-33 Utilities	3,000	-	581	2,419	19%	
01-4310-34 Printing	1,000	-	406	594	41%	
01-4310-35 Maint & Repair - Equipment	2,000	-	179	1,821	9%	
01-4310-40 Dues & Subscriptions	3,650	-	2,053	1,597	56%	
01-4310-44 Contracted Services	23,250	-	13,343	9,907	57%	28
01-4310-45 Insurance & Bonds	12,000	-	11,459	541	95%	29
	751,991	-	332,020	419,971	44%	

Notes:

- 26 Paid once annually at the beginning of the fiscal year
- 27 High fuel prices - will need to closely watch this line
- 28 Includes Law Enforcement Attorney fees and equipment service fees paid once annually
- 29 Paid once annually at the beginning of the fiscal year

Fire:							
Account	Budget	Encum.	YTD	Variance	%	Notes	
01-4340-00 Salaries - Regular	131,849	-	52,861	78,988	40%		
01-4340-02 Salaries - Part-Time	209,994	-	81,650	128,344	39%		
01-4340-03 Salaries - Longevity	1,831	-	1,831	-	100%		
01-4340-07 401K Expense	6,592	-	2,600	3,992	39%		
01-4340-09 FICA Expense	26,291	-	9,621	16,670	37%		
01-4340-10 Retirement Expense	15,172	-	5,917	9,255	39%		
01-4340-11 Group Insurance	30,400	-	11,883	18,517	39%		
01-4340-14 Insurance - Workers Comp	11,500	-	8,357	3,143	73%	30	
01-4340-20 Motor Fuel	5,000	-	2,022	2,978	40%		
01-4340-21 Uniforms	3,000	-	1,290	1,710	43%		
01-4340-25 Maint & Repair - Vehicles	7,500	-	3,870	3,630	52%		
01-4340-26 Office Expense	150	-	38	112	25%		
01-4340-29 Supplies & Equipment	21,000	2,400	7,370	11,230	47%	31	
01-4340-31 Training & Schools	2,000	-	1,185	815	59%		
01-4340-32 Telephone/Communications	4,500	-	1,736	2,764	39%		
01-4340-33 Utilities	6,100	-	2,165	3,935	35%		
01-4340-34 Printing	325	-	112	213	34%		
01-4340-35 Maint & Repair - Equipment	2,500	-	973	1,527	39%		
01-4340-40 Dues & Subscriptions	3,300	-	784	2,516	24%		
01-4340-44 Contracted Services	10,000	-	1,997	8,003	20%		
01-4340-45 Insurance & Bonds	9,425	-	9,361	64	99%	32	
01-4340-55 Cap Outlay - Equipment	36,000	-	35,923	77	100%	33	
	544,429	2,400	243,547	298,482	45%		

Notes:

- 30 Paid once annually at the beginning of the fiscal year
- 31 Fire boots and turn out gear are encumbered
- 32 Paid once annually at the beginning of the fiscal year
- 33 E572 Refurbishment is complete

Streets:						
Account	Budget	Encum.	YTD	Variance	%	Notes
01-4510-18 Professional Services	900	-	900	-	100%	34
01-4510-29 Supplies & Equipment	2,500	-	-	2,500	0%	
01-4510-39 Maint & Repair	7,400	-	1,000	6,400	14%	35
01-4510-58 Cap Outlay - Bldg/Infrastructure	65,000	-	41,400	23,600	64%	
01-4510-71 Debt Service - Principal	50,000	-	-	50,000	0%	36
01-4510-72 Debt Services - Interest	8,717	-	-	8,717	0%	37
01-4511-33 Utilities - Street Lights	36,000	-	13,775	22,225	38%	
	170,517	-	57,075	113,442	33%	

Notes:

- 34 Powell Bill maps paid for once annually
- 35 Includes Brinkley St. storm water improvements and sink hole repair on Wall St.
- 36 Paid once in December and once in June
- 37 Paid once in December and once in June

Sanitation:						
Account	Budget	Encum.	YTD	Variance	%	Notes
01-4710-44 Contracted Services	152,250	-	59,645	92,605	39%	
	152,250	-	59,645	92,605	39%	

Parks & Rec:						
Account	Budget	Encum.	YTD	Variance	%	Notes
01-6130-18 Professional Services	17,750	13,875	3,875	-	100%	38
01-6130-24 Maint & Repair - Bldgs/Grounds	26,000	-	18,654	7,346	72%	39
01-6130-29 Supplies & Equipment	7,000	-	1,404	5,596	20%	
01-6130-33 Utilities	16,500	-	6,101	10,399	37%	40
01-6130-44 Contracted Services	2,000	-	-	2,000	0%	
01-6130-62 Committees - PERC	8,000	-	7,571	429	95%	
	77,250	13,875	37,606	25,769	67%	

Notes:

- 38 Parks and Rec Master Plan balance encumbered
- 39 Includes emergency electrical and light repairs
- 40 Includes Granite Fest 2021 expenses

FEMA Granite Lake Project							
Account	Budget	Encum.	YTD	Variance	%	Notes	
<u>Revenues:</u>							
04-3613-26 FEMA Grant	576,286	-	444,032	132,254	77%		
04-3613-36 NC DEM Grant	192,095	-	148,011	44,084	77%		
Total Revenues:	768,381	-	592,042	(176,339)	77%		
<u>Expenses:</u>							
04-6130-18 Professional Services	166,000	18,287	147,713	-	100%	41	
04-6130-69 Cap Outlay - Construction	547,619	-	503,524	44,095	92%	42	
04-6130-97 Contingency	54,762	-	-	54,762	0%		
Total Expenses:	768,381	18,287	651,236	98,857	87%		

Notes:

- 41 Waiting for final invoice for engineering services, entire engineering services contract encumbered
- 42 Final amounts for construction

ARPA FUND							
Account	Budget	Encum.	YTD	Variance	%	Notes	
<u>Revenues:</u>							
07-3301-23 ARPA Funds	959,917	-	479,958	479,958	50%		
07-3831-89 Interest on ARPA Funds	-	-	149	-	100%	43	
Total Revenues:	959,917	-	480,107	(479,810)	50%		
<u>Expenses:</u>							
07-4110-61 Grant Related Expenditures	959,917	-	-	959,917	0%	44	
Total Expenses:	959,917	-	-	959,917	0%		

Notes:

- 43 See Interest on Investments page for breakdown of ARPA Money Market interest
- 44 Grant Project Ordinance will be amended once expenditures/project has been decided

Interest on Investments by Month														
FY 2021-2022														
Acct#	July	Aug	Sept	Oct	Nov	Dec	Jan	Feb	March	April	May	June	Interest YTD	Invested Balance
Certificates of Deposits:														
XX7779	418.18	432.13	432.13	418.18	432.14	-	-	-	-	-	-	-	2,132.76	250,431.38
XX7151	357.43	Matured	-	-	-	-	-	-	-	-	-	-	357.43	-
	775.61	432.13	432.13	418.18	432.14	-	-	-	-	-	-	-	\$ 2,490.19	\$ 250,431.38
Money Market Accounts:														
XX9011	87.42	76.67	99.82	105.42	102.02	-	-	-	-	-	-	-	471.35	1,241,396.51
XX1186	5.48	5.15	5.14	5.32	5.15	-	-	-	-	-	-	-	26.24	62,607.03
ARPA	-	28.92	39.46	40.77	39.46	-	-	-	-	-	-	-	148.61	480,106.96
	92.90	110.74	144.42	151.51	146.63	-	-	-	-	-	-	-	\$ 646.20	\$ 1,784,110.50
NC Capital Management Trust:														
XX4319	1.20	0.43	0.42	0.43	0.42	-	-	-	-	-	-	-	2.90	50,965.25
	1.20	0.43	0.42	0.43	0.42	-	-	-	-	-	-	-	\$ 2.90	\$ 50,965.25
Totals													\$ 3,139	\$ 2,085,507

* Includes Interest in ARPA Fund

Total Invested Balance	\$ 2,085,507
Cash Balance (As of 10/31/21)	\$ 617,223
Minus Outstanding Transactions (As of 11/30/21)	\$ (20,213)
Total Reconciled Cash Balance	\$ 597,010
Total Available Funds *	\$ 2,682,517

* Includes Restricted ARPA Funds

Fire Department Roster on 12/6/2021

Granite Quarry Fire Department



NC State Firefighters' Association
 323 West Jones St, Suite 401
 Raleigh, NC 27603
 888-546-2732
 919-821-9382

This Roster was last updated on 11/12/2021 12:47:25 PM

Granite Quarry Fire Department

PO Box 351

Granite Quarry, NC 28072

Day Phone (704) 279-5597

Email jhord@granitequarrync.gov

Member Id: 100401

Member Type: FDC / Fire Dept Combo

Department Chief: Mr. Matthew Jason Hord

Paid thru: 12/31/2021

NCSFA Member Y Certification Letter 2021

Paid	<u>24</u>	Retired	<u>0</u>
Vol	<u>17</u>	Life	<u>0</u>
Member	<u>0</u>	Non-Mem	<u>0</u>
Rescue	<u>0</u>	Vacant	<u>0</u>
Total	<u>41</u>		
County:	Rowan		

Name on Credit Card _____
 Expiration Date _____

Credit Card _____
 Signature _____

Showing certification for hours completed in 2021

	SSN	ID	Name/DOB	Address	PHONE/Email	GEN	MAR	P/V/R	CERT
1	XXXX-XX-6/9/13 - now	188164	Mr. Troy Reid Agner	Salisbury, NC 28146		M	S	V	Y
2	XXXX-XX-5/1/16 - now	208354	Mr. Carl Travis Barnhardt	Granite Quarry, NC 28072		M	M	V	Y
3	XXXX-XX-1/16/20 - now	234834	Mr. Keegan Garrett Beck	Rockwell Rockwell, NC 28138		M	S	P	Y
4	XXXX-XX-3/30/13 - now	181127	Mr. Allen Dale Bennett	Granite Quarry, 28072		M	M	V	Y
5	XXXX-XX-4/8/19 - now	229085	Mr. Tyler Allen Bennett	Salisbury, NC 28146		M	S	V	N
6	XXXX-XX-3/16/20 - now	235997	Mr. Corey Heath Blevins	Salisbury, NC 28146		M	M	V	Y
7	XXXX-XX-11/12/18 - now	226776	Mrs. Laura Elaine Carlton	Salisbury, NC 28146		F	M	V	N
8	XXXX-XX-2/23/11 - now	138068	Mr. Phillip Jake Chambers	Salisbury, NC 28146		M	S	P	Y
9	XXXX-XX-8/13/18 - now	224894	Mr. Ethan Michael Chirico	Salisbury, NC 28147		M	S	P	Y

	<u>SSN</u>	<u>ID</u>	<u>Name/DOB</u>	<u>Address</u>	<u>PHONE/Email</u>	<u>GEN</u>	<u>MAR</u>	<u>P/V/R</u>	<u>CERT</u>
10	XXXX-XX- 1/15/14 - now	151181	Mr. Sean Desmond Dunham	Salisbury, NC 28146		M	M	P	Y
11	XXXX-XX 4/6/17 - now	215231	Ms. Candace Brooke Fraleay	Granite Quarry, NC 28072		F	S	V	N
12	XXXX-XX- 11/1/19 - now	232224	Mrs. Holly-Anne Blevins Franco	Salisbury, NC 28146		F	M	V	Y
13	XXXX-XX- 4/1/17 - now	215230	Mr. James Perry Garris, Jr.	Salisbury, NC 28146		M	S	P	Y
14	XXXX-XX- 9/4/20 - now	238403	Mitchell V. Holt	Rockwell, NC 28138		M	M	P	Y
15	XXXX-XX- 3/27/17 - now	215229	Mr. Matthew Jason Hord	Rockwell, NC 28138	(704)279-5596 jhord@granitequarrync.gov	M	M	P	Y
16	XXXX-XX- 3/25/21 - now	243167	Gabriel Hudgens	Rockwell, NC 28138		M	S	V	Y
17	XXXX-XX- 3/21/19 - now	228862	Mr. Brad McCall Jackson	Rockwell, NC 28138		M	S	P	Y
18	XXXX-XX- 3/26/13 - now	151187	Mr. Cameron Clark Lapham	Granite Quarry, NC 28072		M	S	P	Y
19	XXXX-XX 9/4/20 - now	238405	Mr. William Talmadge Lewis	Troy, NC 27371		M	S	P	Y
20	XXXX-XX 11/2/21 - now	246816	Mr. Alexander Jon Loflin	Salisbury, NC 28146		M	S	V	N
21	XXXX-XX- 11/3/14 - now	195366	Mr. Jonathan Dale McCaskill	Salisbury, NC 28146		M	M	P	Y
22	XXXX-XX- 10/29/14 - now	195126	Baxter L. Miller	Salisbury, NC 28146	bmiller@granitequarrync.gov	M	S	P	Y
23	XXXX-XX- 7/17/19 - now	230480	Mrs. Judy Wilt Morgan	Salisbury, NC 28146		F	S	P	N
24	XXXX-XX- 4/6/21 - now	243337	Christopher David Morris	Oakboro, NC 28129		M	M	P	Y
25	XXXX-XX- 6/28/21 - now	244387	Chad S Moss	Kannapolis, NC 28083		M	M	P	Y
26	XXXX-XX- 11/12/21 - now	247055	Mr. Christopher Peter Nee	Granite Quarry, NC 28072		M	M	V	N
27	XXXX-XX- 11/22/20 - now	239812	Mr. Jacob C. Nichols	Salisbury, NC 28146		M	S	P	N
28	XXXX-XX- 2/28/20 - now	235664	Jenna Overcash	Landis, NC 28088		F	M	P	Y
29	9/21/21 - now	246112	William Parrish	Granite Quarry, NC 28072		M	M	P	Y
30	XXXX-XX- 11/10/21 - now	247027	Miss Hailey M Peeples	Salisbury, NC 28146		F	S	V	N
31	XXXX-XX- 5/1/09 - now	151194	Jennifer Peeples	Granite Quarry, NC 28072		F	M	V	Y
32	XXXX-XX- 3/26/13 - now	112568	Mr. Michael Brian Peeples	Granite Quarry, NC 28072	bpeeples@granitequarrync.gov	M	M	P	Y
33	XXXX-XX- 1/15/14 - now	151206	Daniel Peters	Salisbury, NC 28146		M	M	V	Y
34	XXXX-XX- 8/17/15 - now	202394	Mr. John Patrick Piana	Salisbury, NC 28146		M	M	V	Y

	<u>SSN</u>	<u>ID</u>	<u>Name/DOB</u>	<u>Address</u>	<u>PHONE/Email</u>	<u>GEN</u>	<u>MAR</u>	<u>P/V/R</u>	<u>CERT</u>
35	XXXX-XX- 8/6/19 - now	230781	Mr. Jonathan Ross Powers	Mooreville, NC 28115		M	S	P	Y
36	XXXX-XX- 12/4/18 - now	226777	Mr. Alan Thomas Shinn	Rockwell, NC 28138		M	M	P	Y
37	XXXX-XX- 4/15/15 - now	200298	Mr. Datwain Jarmaine Shipp	China Grove, NC 28023		M	M	P	N
38	XXXX-XX- 1/1/10 - now	151192	Kevin Neil Strobel	Granite Quarry, NC 28072	kstrobel@granitequarrync.gov	M	M	V	Y
39	XXXX-XX- 6/2/21 - now	244221	Emily Torrence	Salisbury 2 Salisbury, NC 28146		F	S	P	Y
40	XXXX-XX- 12/19/03 - now	151212	Mr. Mark James Troublefield	Granite Quarry, NC 28072		M	M	P	N
41	XXXX-XX- 8/17/15 - now	157591	Mr. Jacob A. Vodochodsky	Salisbury, NC 28146		M	S	V	Y

Town of Granite Quarry
Town Manager's Report
December 2021



1. **2022 / FY23 Planning and Budget Calendar. (Attached)**
Staff has been busy behind the scenes getting organizational transition items checked off / lined up for the meeting and transition itself. There's already been some discussion about retreat(s), so I've updated and attached the annual proposed planning / budget calendar draft based on normal progression of planning & budgeting cycles as a starting point. I can modify it as needed as the Board discusses its 2022 meetings and gives feedback.
2. **Master Plans.** Staff is currently reviewing Comprehensive Land Use Plan and Downtown Master Plan for the Board's strategic planning review updates.
 - A. **Parks and Recreation Master Plan.** Consultant anticipates preliminary draft before end of year; review and proofing through January; February BOA meeting target date to present to the Board.
 - B. **NCDOT Bicycle & Pedestrian Master Plan.** Steering Committee reviewed and discussed preliminary draft materials from Kimley-Horn for sidewalk & bicycle facility recommendations. Next month's discussions will continue on priorities and the next community input opportunity.
3. **FEMA Lake Project.**
 - A. **Creek pipe easement.** Info to Town Attorney; he is reviewing to determine what else is needed.
 - B. **Closeout.** Continuing to follow up with engineers trying to close out the project. AWCK is still waiting on environmental certifications *they* need before they can finalize flood mapping.
4. **ARPA, legislation, etc.** This legislative session has now become the second-longest in history, and it's still not fully closed out. Staff and I continue to try and follow as many updates as time allows to: a) keep us in compliance (e.g., SB300 ordinance updates requirements); and b) keep up to speed as much as possible on the pieces relating to ARPA and its funding guidelines development.
5. **Committee Reports.**
 - A. MPO Technical Coordinating Committee. Did not meet in November (typically cancel December).
 - B. Community Appearance Commission. Discussed Christmas decorating contest and purchases for contest awards; CAC tent at Christmas at the Lake event and purchasing decorations for it.
 - C. Parks, Events, and Recreation Committee.
 - *Christmas at the Lake.* Finalized details for the 12/4/21 event.
 - Ended up with a total of 21 trees decorated, and 7 event vendors.
 - East Rowan High School Chorus, the Grinch, and the smores pit were especially big hits. As was Santa of course, who brought his own handouts for all the kids.
 - Hard to estimate a total attendance count, but parking was full, and Santa had 222 children visit according to the number of handouts (one / child).
 - *Volunteer / Staff Banquet.* Set date for 3/5/22 with a "western" theme for décor.

- D. Revitalization Team. Did not have a quorum with which to conduct a meeting. Members present (along with several staff members) attended the *Better Community & Economic Development Planning, Part 4: Redeveloping Suburbs and Commercial Corridors* training.
6. **Planner position.** We wish our current part-time planner Steve Blount the best as he begins a new chapter with Spencer next month, and thank him for all the hard work he's helped with here. We're continuing to advertise for the open full-time position, and staff and I are working out the details to keep our planning services covered in the meantime.
7. **Misc.**
- A. 2415 Faith Rd. Lot has been cleared; addressing issues & conflicts resolved.
 - B. Finance policies. Our NCLM consultant is reviewing our current & draft practices and policies; tentatively plans to be available to come discuss with Board at the January meeting.
 - C. PD vehicle. The rear-ended SUV has been appraised and sent to body shop for repair.
 - D. Lake Park. Electrical upgrade project completed in time for the Christmas at the Lake event; event and increased maintenance this year still generating very positive feedback.

FY2022-2023 PLANNING and BUDGET CALENDAR - Draft Targets

Date	Item	Primary	NOTES
11/1/21 to 12/31/21	Preliminary Planning Preparation	Staff and Committees	Staff advisors begin assisting Committees with review of Master Plans / established Town Goals; identifying any issues or needs that might need BOA Planning Retreat discussion and/or budgetary considerations for accomplishment. Dept Heads begin establishing & prioritizing departmental goals for the upcoming year.
1/3/22 to 1/24/22	Staff and Committee Planning Needs / Issues	Staff and Committees	Staff and Committees submit summaries & lists of Needs / Issues to Town Clerk for compilation.
	BOA Goals	BOA	Manager distributes Planning Retreat questionnaires to Board members; Board members submit list of goals/issues for Retreat consideration to Clerk for compilation.
1/3/22 to 1/31/22	Preliminary Budget Preparation	Finance Officer Manager Staff Dept Heads	Finance Officer and Manager complete Prior Year Actual worksheets; distribute to Dept Heads. Manager distributes Budget Estimation and Request Forms to Dept Heads. Staff review of Schedule of Fees (any user fee studies to be completed by 1/31/22). Dept Heads and Manager prepare 5-year Capital Project Planning worksheets.
1/25/22 to 2/4/22	Planning Retreat Packet Preparation	Clerk and Manager	Compile and preliminarily vet / complete staff proposals and summaries for BOA.
			Compile BOA issues into a comprehensive list.
			Deliver Planning Retreat packet to BOA by Friday, 2/4/22.
2/1/22 to 2/11/22	Complete 5-Year Capital Projections	Manager	Complete 5-Year Capital Project Planning Report
	Start of Budget Data Entry	Finance Officer	Prepare FY2021-2022 End Of Year Revenue preliminary estimates on all funds. Preliminarily project FY2022-2023 Revenue estimates on all funds. Present, discuss, and refine estimates with Dept Heads, Town Manager.
2/1/22 to 2/25/22	Preliminary Departmental Revenue and Expenditure Estimates	Dept Heads	Complete all Budget Estimation and Request Forms , submit to Manager no later than 2/25/22.
Friday, 2/11/22	Board of Aldermen FY22-23 Planning Retreat	BOA	Annual goal-setting retreat to review Departmental and Board/Committees goals; Establish and prioritize the major Town goals to focus on developing for the upcoming year.
3/1/22 to 3/11/22	Prepare Preliminary Budget Revenues and Known Expenditures	Dept Heads, Manager	Dept Heads and Manager work up a rough framework of budget; identify issues, opportunities, and wildcards / items needing more information or development.
Friday, 3/18/22	<i>Tentative Proposed Date</i> Board of Aldermen Budget Workshop	BOA	Manager presents preliminary overview of FY22-23 budget's framework and major items; BOA gives feedback, guidance, continues vetting of goals and major / capital items.
4/1/22 to 4/29/22	3rd Quarter Budget v Actual	Finance Officer	Finance Officer distributes 3rd quarter "budget v actual" to Dept Heads and Town Manager. Dept Heads refine budget line item estimates wherever possible; review with Manager.
	Salary and Benefits Study	Manager	Manager conducts preliminary salary surveys and benefits study with Finance Officer, Clerk.
	Budget Development	Manager, BOA	Estimated revenues and appropriations continue review and adjustment. Workshops if needed; decisions are made to guide Manager in proposing a balanced budget.
Monday, 5/9/22	<i>Tentative Proposed Date</i> Board of Aldermen Monthly Meeting Presentation of FY22-23 Budget Message	Manager	Manager presents budget document, along with budget message, to BOA for its consideration.
		BOA	BOA schedules Public Hearing Date for budget; gives Manager any additional direction.
		Clerk	Copy of budget is filed with the Clerk at time it is presented to the Board. Clerk makes copy available news media, on website, etc.
6/3/22 to 6/5/22	Advertise Public Hearing	Clerk	Place Notice of Public Hearing on Town website. Post Notice of Public Hearing in Town Hall bulletin board. Advertise Public Hearing at least once on Town Hall electronic information sign. Advertisement runs in the Salisbury Post 6/5/22 for public hearing on June 13, 2022.
Monday, 6/13/22	Board of Aldermen Monthly Meeting Recommended Public Hearing: FY22-23 Budget	BOA	<i>"At least 10 days must elapse between submission of the budget and adoption of the budget ordinance."</i>
Post Budget Adoption			
Upon Budget Adoption	Signatures Minutes Publicize Filed copies	Clerk	Mayor Signs, Clerk seals Budget Ordinance. Budget Ordinance must be entered in the Board's minutes. Budget Ordinance posted on town's website. <u>Within 5 days after adoption</u> , copies must be filed with budget officer, finance officer, and clerk.

Agenda Item Summary

Regular Meeting
December 13, 2021
Agenda Item 5

Summary:

The attached text amendments to the Unified Development Ordinance and Code of Ordinances were drafted after feedback at the November meeting of the Board of Aldermen.

Attachments:

- A. Draft ordinance with highlighted additions and strikethroughs.
- B. Draft ordinance showing only updated text

Action Requested:

Motion to continue this item until the January 2022 Board Meeting.

Driveway Standards

Motion Made By:	
Jim Costantino	<input type="checkbox"/>
Kim Cress	<input type="checkbox"/>
John Linker	<input type="checkbox"/>
Doug Shelton	<input type="checkbox"/>
Second By:	
Jim Costantino	<input type="checkbox"/>
Kim Cress	<input type="checkbox"/>
John Linker	<input type="checkbox"/>
Doug Shelton	<input type="checkbox"/>
For:	
Jim Costantino	<input type="checkbox"/>
Kim Cress	<input type="checkbox"/>
John Linker	<input type="checkbox"/>
Doug Shelton	<input type="checkbox"/>
Against:	
Jim Costantino	<input type="checkbox"/>
Kim Cress	<input type="checkbox"/>
John Linker	<input type="checkbox"/>
Doug Shelton	<input type="checkbox"/>
In case of tie:	
Mayor Bill Feather	
For	<input type="checkbox"/>
Against	<input type="checkbox"/>

Driveways-Code of Ordinances and UDO Text Amendments

(9.22.21 staff recommendations) (includes 11/1/21 Planning Board Recommendations) (includes 11/17/21 Planner edits) (includes 11/24/21 AWCK edits)

The following would be used to create Ordinance or Resolution language for proposed text amendments.

New text shown highlighted in yellow

Deleted text shown with strikethrough

Planning Board edits shown in pink

Planner edits shown in green

AWCK edits shown in red

Appendix A-Unified Development Ordinance

Chapter 9 Parking

Section 9.6 Driveways

Sec. 9.6. - Driveways.

~~These driveway requirements do not apply to single family detached and two family attached (duplex) residential uses. See Chapter 22, Article II for requirements for all new and existing driveways. All requirements stated in Chapter 22, Article II shall be enforceable as a part of the Town's Unified Development Ordinance as authorized by NC GS 160D.~~

Appendix A-Unified Development Ordinance

Chapter 10 Infrastructure

Section 10.1 Street Standards

Sub Section 10.1.9.4

Driveways.

~~The number of street and driveway connections permitted serving a single property frontage or commercial development shall be the minimum deemed necessary by the Town or NCDOT for reasonable service to the property without undue impairment of safety, convenience, and utility of the roadway. Normally, not more than two (2) driveways shall be permitted for any single property frontage. The arrangement of driveways should be related to adjacent driveways and nearby street intersections and meet the following criteria:~~

~~1. Commercial drives leading to a site in the Commercial or Industrial districts must include vertical curb and gutter as stated in 10.1.5.~~

~~2. Residential drives shall be located a minimum of 10 feet from the point of tangency of curb radii of street intersections.~~

~~3. Driveways serving streets with traffic volumes in excess of 300 ADT or accessing thoroughfares shall be located a minimum of 250 feet from the point of tangency of the radius of curvature of the intersecting street.~~

~~4. Where two (2) driveways are proposed along a single property frontage to facilitate operations, the minimum distance between the centerlines of the drives shall be 200 feet.~~

~~5. The minimum distance between the centerlines of driveways into shopping centers or facilities generating in excess of 300 ADT shall be a minimum of 400 feet.~~

~~6. Full access driveways open to signalization should be 1000 feet apart. Driveways which access thoroughfares and serve more than 1500 ADT shall provide deceleration lanes in approach to the driveway.~~

See Chapter 22, Article II for requirements for all new and existing driveways.

Chapter 22- Streets, Sidewalks, and Other Public Places

Article II-Driveways

Sec. 22-25. - Construction specifications.

The construction of driveways shall be according to town specifications as follows:

A. General

- a. It shall be unlawful for any person to break out or cut any street curb for the purpose of constructing a driveway entrance to any property or to construct any driveway across the grass planting strip or sidewalk where curbs do not exist without first obtaining a permit from the Town's Planning Department. A separate permit will not be required where driveway curb cuts are built as a part of a new or reconstructed street.
- b. Plans for curb cuts for new driveways including approach aprons, sidewalks, driveways and parking areas will be approved by the Town's Public Works Director who will also inspect; 1) curb cut, excavation and forming, and 2) the final installation.
- c. No driveway shall be permitted to be closer than 5 feet to an adjacent property line. No driveway for a corner lot shall be permitted within 15 feet of the intersecting right-of-way lines.
- d. No driveway shall be permitted so to interfere with a sidewalk intersection, traffic signal, street light standard or support, fire hydrant or water meter.
- e. Driveways shall be constructed so as to prevent stormwater from flowing down from the street onto the driveway. This shall be accomplished by sloping the approach apron (entrance) or driveway itself up from its connection to the road surface, maintaining a valley at the road connection point. Installation shall meet or exceed NCDOT suggested standards as shown in their diagrams 848.02 or 848.03.
- f. Drainage ditches along roads will be piped under the driveway with a concrete pipe of adequate size to carry the water flow as determined by the Town's Public

Works Director but not less than 15 inches in diameter. Pipe should be installed as per NCDOT standards and approved by the Town's Public Works Director.

- g. Driveways connecting to State maintained roads shall be installed per NCDOT driveway standards and shall be permitted by NCDOT if required by them.
- h. Street pavement, curb and gutters, and sidewalks disturbed during the installation of driveways shall be repaired to like-new condition by the contractor or property owner.
- i. Driveway approach apron shall follow NCDOT Standard Drawing for driveway turnout and built in accordance with NCDOT Standard Specifications Section 848, constructed of poured concrete at least 6 inches thick on a stone base and be at least 24 inches wide or wide enough to connect to new or existing, future, or new sidewalks, whichever is greater. When connected to an existing 4-inch thick sidewalk, that sidewalk shall be replaced with a new 6-inch thick, 3,000 PSI concrete sidewalk at least 5 feet wide (or wider if needed to match existing sidewalks).
- j. When a driveway is relocated on a property, the unused portion of the existing curb cut will be replaced by the property owner. When an existing curb cut or driveway entrance is altered or repaired, it shall be made to conform to all dimensional requirements of this section.
- k. Maintenance responsibility for all driveways including associated curb cuts, aprons, and sidewalks, will rest with the property owner if built outside the public right-of-way and/or are not accepted by the Town into its road maintenance system. After notification of needed repairs or maintenance, if not repaired within 60 days the Town will undertake needed repairs and bill the property owner for this work. If not paid, the Town will use all legal means to collect the outstanding bill including filling a lien on the property. Maintenance responsibility for all curb cuts, approach aprons, sidewalks, culvert pipes, etc. installed per Town standards, in the Town right-of-way, and accepted into the Town's road maintenance system shall become the Town's responsibility unless damage is due to obvious neglect or misuse by the property owner.
- l. Water meters shall not be located in the driveway or apron unless approved by Salisbury Rowan Utilities (SRU).

B. Residential Driveways

- a. Driveways shall be no less than 12 feet wide and no greater than 20 feet wide.
- b. Residential properties shall have no more than two driveway entrances on one street. **For safety purposes, driveways for corner lots shall access the less traveled of the two intersecting roads.**
- c. Driveways shall be paved with 6" thick concrete from the apron or sidewalk to the extent of the road right-of-way. Driveway material from that point on may be constructed of standard paving materials including:
 - i. 6-inch thick 3,000 psi poured concrete over a 4" compacted stone base or,
 - ii. Pressure compacted 4-inch thick asphalt over a 6" compacted stone base or,
 - iii. Brick pavers over sand on a compacted soil base or,
 - iv. Pervious tiles installed per manufacturer's directions or,
 - v. Decorative rock laid over compacted stone base or,

vi. Gravel or other stone materials designed to accommodate anticipated traffic loads and prevent dirt from being tracked onto the public road. Other paving materials (i.e., gravel, etc.) as might be approved by the Town's Public Works Director

d. Driveway shall be installed per industry standards and manufacturer's instructions. Settable materials such as concrete shall be installed using removable forms (excavated dirt edge shall not be used as the form) and after forms are removed, dirt backfill shall be used to bring the adjacent lawn area up to the driveway top elevation. Non-settable materials shall be installed with an edging material (landscape timbers, metal edging, poured concrete edging, etc.) to prevent future erosion of the paving material.

C. Commercial Driveways

a. Commercial driveways shall be no less than 25 feet wide and no greater than 35 feet wide. Wider driveways may be approved during the site plan review process.

b. Commercial properties shall have no more than two driveway entrances on each street. Corner lots may have 2 driveway entrances on each street.

c. Driveways shall be paved with 6" thick concrete from the apron or sidewalk to the extent of the road right-of-way. Driveway material from that point on may be constructed of standard paving materials including Driveway material shall be a minimum of:

i. 6-inch thick 3,000 psi poured concrete over a 4" compacted stone base or,

ii. Pressure compacted 4-inch thick asphalt over a 6" compacted stone base or,

iii. Other paving materials designed to accommodate the anticipated traffic load and prevent dirt from being tracked onto the public road. as might be approved by the Town's Public Works Director

iv. Public Works Director may require Thicker pavement may be required during site plan review process if high truck traffic volume is expected.

d. Driveway shall be installed per industry standards and manufacturer's instructions.

D. Industrial Driveways

a. Driveways shall be no less than 35 feet wide and no greater than 50 feet wide. Wider driveways may be approved during the site plan review process.

b. Industrial properties shall have no more than two driveway entrances on one street.

c. Driveways shall be paved with 6" thick concrete from the apron or sidewalk to the extent of the road right-of-way. Driveway material from that point on may be constructed of standard paving materials including Driveway material shall be a minimum of:

i. 6-inch thick 3,000 psi poured concrete over a 4" compacted stone base or,

ii. Other paving materials designed to accommodate the anticipated traffic load and prevent dirt from being tracked onto the public road. Other paving materials as might be approved by the Town's Public Works Director

iii. Public Works Director may require Thicker pavement may be required during site plan review process if high truck traffic volume is expected.

d. ~~Driveway shall be installed per industry standards and manufacturer's instructions.~~

~~E. Variances~~

a. ~~Dimensional requirements of this section can be altered by the issuance of a variance by the Town's Board of Adjustment when their strict enforcement would cause undue hardship on the property owner or make the intended use of the property impossible. Variances may not be issued merely as a matter of cost savings.~~

(Code 2003, § 15-51)

~~Sec. 22-26. -Permit required~~

~~It shall be unlawful for any person to break out any street curb for the purpose of constructing a driveway entrance, or to construct any driveway across the grass plot or sidewalk, without first obtaining a written permit from the public works department.~~

(Code 2003, § 15-52)

~~Sec. 22-27. -Supervision of work.~~

~~Any and all work performed under the provisions of this article shall be done under the supervision of the public works department.~~

(Code 2003, § 15-53)

~~Sec. 22-28. -Paving generally.~~

~~All driveway entrances constructed or reconstructed upon the street rights-of-way of the town shall be paved in the manner described in this article.~~

(Code 2003, § 15-54)

~~Sec. 22-29. - Proximity to intersections, hydrants, etc.~~

~~No driveway entrance shall be permitted to intersect the radius of any street corner or be so located that it interferes with intersection sidewalks (or no closer than 25 feet to the intersection of right-of-way line, whichever is greater), traffic signals, lamp standards, fire hydrants or other public improvements unless specific approval is obtained from the public works department and necessary adjustments to public improvements or installations are accomplished without cost to the town., and in accordance with [section 22-32\(g\)](#).~~

(Code 2003, § 15-55)

~~Sec. 22-30. - Minimum size of serviced area.~~

~~The area to which a driveway provides access shall be sufficiently large to store vehicles using the driveway completely off the right-of-way and shall be of sufficient size to allow the functions related thereto to be carried out completely on the private property.~~

(Code 2003, § 15-56)

~~Sec. 22-31. - Side clearance.~~

~~All portions of the driveway including the returns shall be between the property lines of the property served and shall not encroach on adjoining properties.~~

(Code 2003, § 15-57; Ord. of 8-7-2006)

~~Sec. 22-32. - Number, width of openings.~~

~~(a) Residential generally. The width of residential driveway entrances shall be limited to 20 feet each as measured along the curblines with not more than two such entrances to the same property. When two entrances are constructed to serve the same residence, there shall be a minimum distance of 25 feet of curb allowed to remain between the driveway entrances measured along the curblines.~~

(b) *Duplex (two-family)*. The width of a driveway entrance shall be limited to 20 feet each as measured along the curbline when two entrances are made to the same property, provided there shall be a minimum distance of 25 feet of curbline allowed to remain between the driveways. The width of a single driveway entrance to serve a duplex shall be limited to 24 feet. There shall be no more than two entrances to the same property.

(c) *Multifamily*. When driveway entrances are constructed to serve apartment houses, such entrances may be 24 feet in width measured at the curbline with not more than two such entrances to the same property from the same street. When two driveway entrances are constructed, there shall be at least 25 feet between driveway entrances measured at the curbline.

(d) *Joint driveways*. The width of a joint driveway, as may be authorized by the zoning department, serving two adjacent pieces of property shall be limited to 24 feet along the curbline, provided no other means of driveway access is reasonably available and the permit for such driveway is signed by the then owner of the adjacent property. There shall be no more than one joint driveway for each two adjacent pieces of general residential property and no more than two joint driveways for each two adjacent pieces of duplex or multifamily residential property.

(e) *Business*. Driveway entrances and exits, either or both, constructed to serve business property shall not exceed 35 feet in width and not more than two such curb openings shall be permitted from the same street to serve any business or combined group of businesses such as shopping centers. When two openings are constructed, there shall be a minimum distance of five feet of curb allowed to remain between the driveway entrances.

(f) *Industrial*. Curb openings made to provide entrances or exits to industrial plants may be 50 feet in width with not more than one such entrance to the same property; except, that the zoning department may approve, without the concurrence of the board of aldermen, a second entrance when it deems such is in the public interest to facilitate ingress and egress to the property. When two or more such industrial driveway entrances are constructed, there shall be a minimum of 50 feet between such entrances as measured at the curbline.

(g) *Corner lots*. Property having frontage on two intersecting streets within 100 feet of the intersection of such streets shall have access only from the minor or less intensively used street except as may be authorized under [section 22-43](#), and in accordance with [section 22-29](#).

(Code 2003, § 15-58)

Editor's note—Refer to the Unified Development Ordinance, contained in Appendix A to this Code, for standards regarding number and width of openings.

~~Sec. 22-33. -Relocation, alteration or driveway approaches—Permit required; limitation.~~

~~Existing driveway approaches shall not be relocated, altered or reconstructed without a permit approving such relocation, alteration or reconstruction. Such driveway approaches when so relocated, altered or reconstructed shall be subject to the limitations set forth in sections [22-33](#) through [22-36](#).~~

~~(Code 2003, § 15-59)~~

~~Sec. 22-34. - Relocation, alteration or driveway approaches—Replacement of curbs.~~

~~When the use of any driveway approach is changed making any portion or all of any driveway approach unnecessary in the opinion of the zoning department, the owner of the abutting property shall, at his own expense, replace all necessary curbs, gutters and sidewalks within 60 days after written notice from the zoning officer.~~

~~(Code 2003, § 15-60)~~

~~Sec. 22-35. -Relocation, alteration or driveway approaches—Reconstruction by abutting property owner.~~

~~When an existing building or structure is served by a driveway approach (not conforming to the provisions of this article) which is demolished, repaired or altered, the owner of the abutting property shall, at his own expense, reconstruct the driveway approach so as to conform to the provisions of sections [22-33](#) through [22-36](#).~~

~~(Code 2003, § 15-61)~~

~~Sec. 22-36. - Driveway approaches; conformance to town standards.~~

~~All work done in the construction of driveway approaches shall conform to town standards for concrete sidewalk and driveway approaches as established in this chapter or by the zoning department. The maintenance department will inspect all such work.~~

~~(Code 2003, § 15-62)~~

~~Sec. 22-37. - Thickness of pavements.~~

~~The thickness of pavement shall not be less than six inches including a top surface of not less than one inch of asphaltic concrete and the stone base.~~

~~(Code 2003, § 15-63)~~

~~Sec. 22-38. - Replacement of existing sidewalks.~~

~~When any driveway entrance is constructed or reconstructed, any existing four inch sidewalk shall be replaced with concrete specifications of 3,000 PSI or of not less than six inches in thickness where the driveway crosses the sidewalk. The pedestrian walk shall be indicated by false cracks or lines in the pavement. The newly constructed section of sidewalk shall be at an elevation or grade approved by the maintenance department.~~

~~(Code 2003, § 15-64)~~

~~Sec. 22-39. - Materials for construction of residential driveways.~~

~~Paving materials used shall be of cement with specifications of 3,000 PSI or asphaltic concrete with a thickness of at least six inches.~~

~~(Code 2003, § 15-65)~~

~~Sec. 22-40. - Property owner's responsibility for maintenance and repairs.~~

~~Responsibility for maintenance and repairs to new and existing driveway entrances or exits shall rest with the property owner. Upon receipt of a notice to repair damaged pavement, the property owner shall make the necessary repairs within 60 days in accordance with the requirements set forth in this article. If the required repairs and/or maintenance are not completed within the time specified, the maintenance department will complete the necessary repairs and/or maintenance and the owner will be responsible for reimbursing the town. Failure to do so within the specified time will result in a lien being placed upon the property.~~

~~(Code 2003, § 15-66)~~

~~Sec. 22-41. - Driveways from state highway streets.~~

~~Where the property is to be served by a driveway opening into a state highway street, a permit as required by the state highway commission manual on driveway entrance regulations shall be first submitted to the planning department for its review and approval. The requirements of this article or those of the manual on driveway entrance regulations, whichever is greater, shall be the minimum standards for development.~~

~~(Code 2003, § 15-67)~~

~~Sec. 22-42. - Responsibility for damages; use of barricades, lights.~~

~~The property owner shall be responsible for removing all debris and surplus materials upon completion of the work and shall maintain the premises in a safe manner, providing adequate barricades and lights at his own expense to protect the safety of the public using adjacent street or sidewalks and shall hold the town free and harmless from all damages for any liability incurred.~~

~~(Code 2003, § 15-68)~~

~~Sec. 22-43. - Variances.~~

~~The zoning board of adjustment may grant variance from the standards of this article.~~

~~(Code 2003, § 15-69)~~

Sections 22-26 through 22-28 and 22-30 through 22-43 shall be reserved.

ORDINANCE NO. 2021-18

**AN ORDINANCE AMENDING TEXT OF THE TOWN OF GRANITE QUARRY'S
CODE OF ORDINANCES AND UNIFIED DEVELOPMENT ORDINANCE**

**BE IT ORDAINED BY THE BOARD OF ALDERMEN OF THE TOWN OF GRANITE
QUARRY:**

**Section 1. That Appendix A-Unified Development Ordinance, Chapter 9 Parking, Section
9.6 Driveways is hereby amended as follows:**

Sec. 9.6. - Driveways.

See Chapter 22, Article II for requirements for all new and existing driveways. All requirements stated in Chapter 22, Article II shall be enforceable as a part the Town's unified Development Ordinance as authorized by NCGS 160D.

**Section 2. That Appendix A-Unified Development Ordinance, Chapter 10 Infrastructure,
Section 10.1 Street Standards is hereby amended as follows:**

10.1.9.4 Driveways.

Delete all existing text.

Add "See Chapter 22, Article II for requirements for all new and existing driveways."

**Section 3. That Chapter 22- Streets, Sidewalks, and Other Public Places; Article II-
Driveways is hereby amended as follows:**

Sec. 22-25. - Construction specifications.

The construction of driveways shall be according to town specifications as follows:

A. General

- a. It shall be unlawful for any person to break out or cut any street curb for the purpose of constructing a driveway entrance to any property or to construct any driveway across the grass planting strip or sidewalk where curbs do not exist without first obtaining a permit from the Town's Planning Department. A separate permit will not be required where driveway curb cuts are built as a part of a new or reconstructed street.
- b. Plans for curb cuts for new driveways including approach aprons, sidewalks, driveways and parking areas will be approved by the Town's Public Works Director who will also inspect; 1) curb cut, excavation and forming, and 2) the final installation.
- c. No driveway shall be permitted to be closer than 5 feet to an adjacent property line. No driveway for a corner lot shall be permitted within 15 feet of the intersecting right-of-way lines.

- d. No driveway shall be permitted so to interfere with a sidewalk intersection, traffic signal, street light standard or support, fire hydrant or water meter.
- e. Driveways shall be constructed so as to prevent stormwater from flowing down from the street onto the driveway. This shall be accomplished by sloping the approach apron (entrance) or driveway itself up from its connection to the road surface, maintaining a valley at the road connection point. Installation shall meet or exceed NCDOT suggested standards as shown in their diagrams 848.02 or 848.03.
- f. Drainage ditches along roads will be piped under the driveway with a concrete pipe of adequate size to carry the water flow as determined by the Town's Public Works Director but not less than 15 inches in diameter. Pipe should be installed as per NCDOT standards and approved by the Town's Public Works Director.
- g. Driveways connecting to State maintained roads shall be installed per NCDOT driveway standards and shall be permitted by NCDOT if required by them.
- h. Street pavement, curb and gutters, and sidewalks disturbed during the installation of driveways shall be repaired to like-new condition by the contractor or property owner.
- i. Driveway approach apron shall follow NCDOT Standard Drawing for driveway turnout and built in accordance with NCDOT Standard Specifications Section 848. When connected to an existing 4-inch thick sidewalk, that sidewalk shall be replaced with a new 6-inch thick, 3,000 PSI concrete sidewalk at least 5 feet wide (or wider if needed to match existing sidewalks).
- j. When a driveway is relocated on a property, the unused portion of the existing curb cut will be replaced by the property owner. When an existing curb cut or driveway entrance is altered or repaired, it shall be made to conform to all dimensional requirements of this section.
- k. Maintenance responsibility for all driveways including associated curb cuts, aprons, and sidewalks, will rest with the property owner if built outside the public right-of-way and/or are not accepted by the Town into its road maintenance system. After notification of needed repairs or maintenance, if not repaired within 60 days the Town will undertake needed repairs and bill the property owner for this work. If not paid, the Town will use all legal means to collect the outstanding bill including filling a lien on the property. Maintenance responsibility for all curb cuts, approach aprons, sidewalks, culvert pipes, etc. installed per Town standards, in the Town right-of-way, and accepted into the Town's road maintenance system shall become the Town's responsibility unless damage is due to obvious neglect or misuse by the property owner.
- l. Water meters shall not be located in the driveway or apron unless approved by Salisbury Rowan Utilities (SRU).

B. Residential Driveways

- a. Driveways shall be no less than 12 feet wide and no greater than 20 feet wide.

- b. Residential properties shall have no more than two driveway entrances on one street. **For safety purposes, driveways for corner lots shall access the less traveled of the two intersecting roads.**
- c. Driveways shall be paved with 6” thick concrete from the apron or sidewalk to the extent of the road right-of-way. Driveway material from that point on may be constructed of standard paving materials including:
 - i. 6-inch thick 3,000 psi poured concrete or,
 - ii. Pressure compacted 4-inch thick asphalt over a 6” compacted stone base or,
 - iii. Brick pavers over sand on a compacted soil base or,
 - iv. Pervious tiles installed per manufacturer’s directions or,
 - v. Decorative rock laid over compacted stone base or,
 - vi. Gravel or other stone materials designed to accommodate anticipated traffic loads and prevent dirt from being tracked onto the public road.

C. Commercial Driveways

- a. Commercial driveways shall be no less than 25 feet wide and no greater than 35 feet wide. Wider driveways may be approved during the site plan review process.
- b. Commercial properties shall have no more than two driveway entrances on each street. Corner lots may have 2 driveway entrances on each street.
- c. Driveways shall be paved with 6” thick concrete from the apron or sidewalk to the extent of the road right-of-way. Driveway material from that point on may be constructed of standard paving materials including:
 - i. 6-inch thick 3,000 psi poured concrete or,
 - ii. Pressure compacted 4-inch thick asphalt over a 6” compacted stone base or,
 - iii. Other paving materials designed to accommodate the anticipated traffic load and prevent dirt from being tracked onto the public road.
 - iv. Thicker pavement may be required during site plan review process if high truck traffic volume is expected.

D. Industrial Driveways

- a. Driveways shall be no less than 35 feet wide and no greater than 50 feet wide. Wider driveways may be approved during the site plan review process.
- b. Industrial properties shall have no more than two driveway entrances on one street.
- c. Driveways shall be paved with 6” thick concrete from the apron or sidewalk to the extent of the road right-of-way. Driveway material from that point on may be constructed of standard paving materials including:
 - i. 6-inch thick 3,000 psi poured concrete over a 4” compacted stone base or,
 - ii. Other paving materials designed to accommodate the anticipated traffic load and prevent dirt from being tracked onto the public road.

- iii. Thicker pavement may be required during site plan review if high truck traffic volume is expected.

E. Variances

- a. Dimensional requirements of this section can be altered by the issuance of a variance by the Town's Board of Adjustment when their strict enforcement would cause undue hardship on the property owner or make the intended use of the property impossible. Variances may not be issued merely as a matter of cost savings.

(Code 2003, § 15-51)

Sec. 22-26. Delete

Sec. 22-27. Delete

Sec. 22-28. Delete

Sec. 22-29. Proximity to intersections, hydrants, etc.

No driveway entrance shall be permitted to intersect the radius of any street corner or be so located that it interferes with intersection sidewalks (or no closer than 25 feet to the intersection of right-of-way line, whichever is greater), traffic signals, lamp standards, fire hydrants or other public improvements unless specific approval is obtained from the public works department and necessary adjustments to public improvements or installations are accomplished without cost to the town.

Sec. 22-30. Delete

Sec. 22-31. Delete

Sec. 22-32. Delete

Sec. 22-33. Delete

Sec. 22-34. Delete

Sec. 22-35. Delete

Sec. 22-36. Delete

Sec. 22-37. Delete

Sec. 22-38. Delete

Sec. 22-39. Delete

Sec. 22-40. Delete

Sec. 22-41. Delete

Sec. 22-42. Delete

Sec. 22-43. Delete

Sections 22-26 through 22-43 shall be reserved.

Section 4. All ordinances in conflict herewith are repealed to the extent of any such conflict.

Section 5. This ordinance is effective on the 13th day of December 2021.

William D. Feather, Mayor

ATTEST:

APPROVED AS TO FORM:

Aubrey Smith, Town Clerk

Carl M. Short, Town Attorney

Agenda Item Summary

Regular Meeting
December 13, 2021
Agenda Item 9

Summary:

Our current policy allows for checks to be signed by the Finance Officer, Mayor, Mayor Pro Tem, and Town Clerk. Updates are needed due to change in the elected officials.

Attachments:

A. Resolution 2021-18

Action Requested:

Motion to adopt Resolution 2021-18 enacting updated town check signatures.

Check Signatures

Motion Made By:	
Jim Costantino	<input type="checkbox"/>
Kim Cress	<input type="checkbox"/>
John Linker	<input type="checkbox"/>
Doug Shelton	<input type="checkbox"/>
Second By:	
Jim Costantino	<input type="checkbox"/>
Kim Cress	<input type="checkbox"/>
John Linker	<input type="checkbox"/>
Doug Shelton	<input type="checkbox"/>
For:	
Jim Costantino	<input type="checkbox"/>
Kim Cress	<input type="checkbox"/>
John Linker	<input type="checkbox"/>
Doug Shelton	<input type="checkbox"/>
Against:	
Jim Costantino	<input type="checkbox"/>
Kim Cress	<input type="checkbox"/>
John Linker	<input type="checkbox"/>
Doug Shelton	<input type="checkbox"/>
In case of tie:	
Mayor Brittany Barnhardt	
For	<input type="checkbox"/>
Against	<input type="checkbox"/>



RESOLUTION 2021-18

A RESOLUTION OF THE BOARD OF ALDERMEN OF THE TOWN OF GRANITE QUARRY, NORTH CAROLINA, ENACTING UPDATED TOWN CHECK SIGNATURES

WHEREAS, the Town of Granite Quarry has established a bank account and investment accounts authorized by G.S. 159-31 and 20 NCAC 7; and

WHEREAS, G.S. 159-25(b) requires that all checks for disbursement shall have two signatures; and

WHEREAS, all checks for disbursement of Town funds shall bear the signature of the Finance Officer and Mayor, or one of the below listed persons in either's absence.

NOW, THEREFORE, BE IT RESOLVED by the Board of Aldermen of the Town of Granite Quarry the following named persons, whose signatures are shown below, are approved for the signing of checks from the General Fund account, Grant Project Funds, and Capital Project Funds, as well as making changes to investment accounts held at F & M Bank for the Town of Granite Quarry effective immediately:

Shelly Shockley, Finance Officer
Brittany H. Barnhardt, Mayor
Newly Elected Mayor Pro-Tempore
Aubrey Smith, Town Clerk

RESOLVED, APPROVED, AND EFFECTIVE UPON ADOPTION BY THE BOARD OF ALDERMEN OF THE TOWN OF GRANITE QUARRY, NORTH CAROLINA, ON THIS 13th DAY OF December 2021.

Brittany H. Barnhardt, Mayor

ATTEST:

Aubrey Smith, Town Clerk

Agenda Item Summary

Regular Meeting
December 13, 2021
Agenda Item 10

Appointments

Summary

Each year the Board of Aldermen appoints a representative and alternate to the following:

- **Cabarrus Rowan MPO Transportation Advisory Committee (TAC).** At present, Mayor Feather is serving as the appointed member and Alderman Shelton is serving as the alternate representative.
 - The TAC meets the 4th Wednesday of each month at 5:30 p.m. There are no meetings in December or July.
- **Centralina Board of Delegates.** At present, Mayor Feather represents the Town on the Board of Delegates and Alderman Shelton is serving as the alternate.

Attachments

- A. CRMPO Appointments Email
- B. The Centralina Delegate Role Description and Meeting Schedule

Action Requested:

Motion to appoint _____ as the Cabarrus Rowan MPO TAC representative and _____ as the alternate representative.

Motion to appoint _____ to the Centralina Board of Delegates and _____ as the alternate.

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 Brittany Barnhardt

- For
- Against

Admin

From: Connie Cunningham <ccunningham@mblsolution.com>
Sent: Tuesday, November 30, 2021 5:00 PM
To: Town Manager
Cc: Admin
Subject: Cabarrus Rowan MPO TCC/TAC 2022 Representatives

Mr. Larry Smith, Town Manager
Town of Granite Quarry
P. O. Box 351
Granite Quarry, North Carolina 28072

SUBJECT: 2022 Appointments to the Transportation Advisory Committee (TAC) and the Technical Coordinating Committee (TCC) of the Cabarrus-Rowan Urban Area Metropolitan Planning Organization (CRMPO)

Dear Mr. Smith,

Each year the North Carolina Department of Transportation (NCDOT) requires the MPO to supply a list of current TAC and TCC representatives along with their alternates. At present, Alderman Bill Feather is serving as the appointed member and Alderman Doug Shelton is serving as the alternate representative for the Town of Granite Quarry on the TAC. Currently Mr. Jason Hord is the TCC representative and you are the alternate to serve on behalf of the Town. Please notify the MPO as to who will serve in 2022 as your designated appointees to the TAC (elected officials only), as well as the TCC (staff) appointee and alternate. The TAC and TCC appointees must be available to attend regular monthly meetings and to participate on regional transportation planning committees. Attendance at the meetings is critical to the success of our planning efforts and to bring information back to their respective communities. A schedule of the meetings will be sent to your designated representative.

As the current TAC members are aware, there is a requirement to serve as a member or alternate of the TAC. TAC members are subject to provisions of the NC State Government Ethics Act, Chapter 138A of the NC General Statutes. There are two specific requirements: 1) State of Economic Interest (SEI) application, and 2) Real Estate Disclosure Form. Current MPO TAC members and their alternate must electronically file their SEI and Real Estate Disclosure Form annually by April 15th. This information can be found at <http://www.ethicscommission.nc.gov/sei>. Go to Statement of Economic Interest and click on MPO/RPO filers. Please alert your TAC representatives of this requirement when making your selections.

Please provide current contact information for your selected individuals to include mailing address, telephone number, fax number and e-mail address to Connie Cunningham at the CRMPO office by January 1, 2022. You may email your information to ccunningham@mblsolution.com or mail to Connie Cunningham, Cabarrus Rowan MPO, 713 Sternbridge Drive, Concord, NC 28025.

Thank you for your attention to this matter.

Sincerely,

Phil Conrad

Phil Conrad
Cabarrus Rowan MPO Executive Director

Admin

From: Kelly Weston <KWeston@centralina.org>
Sent: Friday, November 19, 2021 5:22 PM
To: Kelly Weston
Subject: 2022 Centralina Delegate & Alternate Appointments
Attachments: Meet the 2021 Board of Delegates.pdf; Centralina Delegate Role.pdf; 2022 Centralina Board Meeting Schedule.pdf

Good afternoon,

As we near the end of 2021 and look ahead to 2022, we'd like to provide you with the attached information as your councils and boards make their Centralina Regional Council Delegate and Alternate appointments for the new year:

- 2021 list of Centralina Delegates
- Centralina Delegate Role Description
- 2022 Centralina Board Meeting Schedule

For the Delegate and Alternate roles, we encourage you to consider elected officials who have:

- An interest in regional collaboration
- An interest in federal and state advocacy
- An interest in Centralina's focus areas, including:
 - Seniors and health
 - Workforce development
 - Transportation and mobility
 - Community and economic development
 - Natural resources and resilience
- An interest in networking and engaging with other elected officials across the region
- The time and capacity to attend Centralina Board meetings and report back to their councils/boards

Regular attendance at the Board meetings is critical to ensuring that we have the quorum needed to conduct Centralina business. Additionally, because we use the meetings to discuss issues impacting local communities, we want to ensure that the voices of all our member governments are represented in these conversations.

Once the appointments have been made, please contact me at kweston@centralina.org to provide us with the names and contact info for your Delegates and Alternates so we can send them meeting notices and other board information.

Notification before January 5th would be greatly appreciated.

Please let us know if you have any questions.

Thank you,

Kelly Weston, MPA
Government Affairs & Member Engagement Coordinator
Clerk to the Board

704-348-2728 | kweston@centralina.org
9815 David Taylor Drive, Suite 100 | Charlotte, NC 28262
www.centralina.org

2021 CENTRALINA DELEGATES

1. **Anson County**, *Commissioner Jarvis Woodburn*
2. **Cabarrus County**, *Commissioner Lynn Shue*
3. **Gaston County**, *Commissioner Bob Hovis*
4. **Iredell County**, *Commissioner Gene Houpe*
5. **Lincoln County**, *Commissioner Cathy Davis*
6. **Mecklenburg County**, *Commissioner Elaine Powell*
7. **Stanly County**, *Commissioner Peter Ascitutto*
8. **Union County**, *Commissioner David Williams*
9. **Albemarle**, *Council Member Martha Sue Hall*
10. **Ansonville**, *No appointment made to date*
11. **Badin**, *Mayor Pro Tem Deloris Chambers*
12. **Belmont**, *Mayor Charlie Martin*
13. **Bessemer City**, *Council Member Kay McCathen*
14. **Charlotte**, *Council Member Larken Egleston*
15. **Cherryville**, *Mayor H.L. Beam*
16. **Cleveland**, *No appointment made to date*
17. **Concord**, *Council Member Andy Langford*
18. **Cornelius**, *Commissioner Thurman Ross*
19. **Cramerton**, *Mayor Will Cauthen*
20. **Dallas**, *Mayor Rick Coleman*
21. **Davidson**, *Commissioner Autumn Michael*
22. **East Spencer**, *Alderman Deloris High*
23. **Faith**, *Alderman Matthew Lyerly*
24. **Gastonia**, *Council Member Jennifer Stepp*
25. **Granite Quarry**, *Mayor Bill Feather*
26. **Harrisburg**, *Council Member Troy Selberg*
27. **Huntersville**, *Commissioner Lance Munger*
28. **Indian Trail**, *Council Member Mike Head*
29. **Kannapolis**, *Mayor Darrell Hinnant*
30. **Kings Mountain**, *No appointment made to date*
31. **Landis**, *Alderwoman Katie Sells*
32. **Lincolnton**, *Council Member Christine Poinsette*
33. **Locust**, *Council Member Rusty Efird*
34. **Lowell**, *Mayor Sandy Railey*
35. **Marshville**, *Mayor Pro Tem Virginia Morgan*
36. **Marvin**, *Council Member Jamie Lein*
37. **Matthews**, *Commissioner Ken McCool*
38. **McAdenville**, *Mayor Pro Tem Jay McCosh*
39. **Midland**, *Mayor John Crump*
40. **Mineral Springs**, *Mayor Pro Tem Valerie Coffey*
41. **Mint Hill**, *Commissioner Tony Long*
42. **Misenheimer**, *Mayor Pro Tem Jeff Watson*
43. **Monroe**, *Council Member Angelia James*
44. **Mooresville**, *Commissioner Bobby Compton*
45. **Morven**, *Council Member Corinthia Lewis-Lemon*
46. **Mount Holly**, *Council Member Christina Pawlish*
47. **Norwood**, *No appointment made to date*
48. **Oakboro**, *No appointment made to date*
49. **Pineville**, *Council Member Amelia Stinson-Wesley*
50. **Ranlo**, *Commissioner Effie Locklear*
51. **Richfield**, *No appointment made to date*
52. **Salisbury**, *Mayor Karen Alexander*
53. **Spencer**, *Mayor Jonathan Williams*
54. **Stallings**, *Council Member David Scholl*
55. **Stanley**, *No appointment made to date*
56. **Statesville**, *Council Member William Morgan*
57. **Troutman**, *Council Member George Harris*
58. **Wadesboro**, *Mayor Bill Thacker*
59. **Waxhaw**, *Commissioner Pedro Morey*
60. **Wingate**, *Commissioner Bart Farmer*

As of February 1, 2021

Centralina Board of Delegates

Board of Delegates Key Facts & Responsibilities

- **Who?** Each member government appoints an elected official to serve on the Board of Delegates and another elected official to serve as an Alternate to attend meetings in the Delegate's absence.
- **Why?** The Board of Delegates is the governing and decision-making body for Centralina. The Board approves the organization's policies, budget, and goals.
- **When?** The Board of Delegates meets four times per year in February, May, August, and October.
- **Leadership:** The Board of Delegates elects officers from the Board's membership to serve as Chair, Vice Chair, Secretary, and Treasurer. The Board of Delegates also appoints members to serve on the Executive Board. These appointments are made at the February meeting.
- **Subcommittees:** The current subcommittees of the Board are the Finance Committee and the Strategic Plan Subcommittee.

Delegate Roles and Expectations

When selecting a Delegate and Alternate, member governments are encouraged to consider the following roles and expectations. Please also identify potential scheduling conflicts that may prevent elected officials from regularly attending Board of Delegates meetings.

- **Decision Maker:** Approve an annual budget, member dues assessment, Bylaws amendments, federal action agenda and state engagement plan;
- **Advisor:** Identify opportunities for the region to work together more effectively, efficiently, and affordably;
- **Connector:** Serve as the communication link to the member government on Centralina issues and services;
- **Champion:** Communicate the value of Centralina and regional cooperation; and
- **Representative:** Serve on Standing or Ad Hoc committees, or if appointed, on the Executive Board to provide additional guidance and direction for Centralina activities.

2022 Centralina Board of Delegates Meeting Schedule

What to Expect? Meetings are held to accomplish the organization's key business, including decision-making and discussing issues of regional importance. The Board of Delegates is often asked to provide input on critical business items, making it essential that each member government is represented at these meetings. Without a quorum, the Board cannot take official actions.

Meetings will be held at 5:00 p.m. on the following dates. Due to COVID-19, the February 9th meeting will be held via Zoom. The Board will resume in-person meetings beginning with the May 11th meeting with a virtual attendance option available for Delegates who need to attend remotely.

- Wednesday, February 9, 2022
- Wednesday, May 11, 2022
- Wednesday, August 10, 2022
- Wednesday, October 12, 2022

Expense Reimbursement

Centralina reimburses Delegates, or in their absence, an Alternate, for travel expenses for attending regular and special meetings of the Board of Delegates, the Executive Board, or their committees. The amount of the reimbursement is based on the roundtrip mileage from the Delegate's government center to the meeting location. The reimbursement is calculated using the standard mileage rate published by the Internal Revenue Service. Alternatively, Delegates can donate their mileage reimbursement to the Centralina Foundation, which is an affiliated 501(c)(3) non-profit organization which supports activities and initiatives of regional collaboration.

2022 BOARD MEETING SCHEDULE

Executive Board Meeting Dates

These meetings will be held at 5:00 p.m. via Zoom until June. The Executive Board will resume in-person meetings beginning with the June 8, 2022 meeting. A virtual attendance option will be available for Executive Board members who need to attend remotely.

Wednesday, January 12, 2022
Wednesday, March 9, 2022
Wednesday, April 13, 2022
Wednesday, June 8, 2022
Wednesday, September 14, 2022
Wednesday, November 9, 2022

Board of Delegates Meeting Dates

These meetings will be held at 5:00 p.m. via Zoom until May. The Board of Delegates will resume in-person meetings beginning with the May 11, 2022 meeting. A virtual attendance option will be available for Delegates and Alternates who need to attend remotely.

Date

Wednesday, February 9, 2022

Wednesday, May 11, 2022

Wednesday, August 10, 2022

Wednesday, October 12, 2022

Tentative Agenda Topics

Annual Meeting & Delegate
Orientation

Region of Excellence Awards

FY23 Workplan Presentation

Annual Report Presentation



MEMO

Date: October 26, 2021

TO: Planning Board

From: Town Planner

RE: SB300- Decriminalization of Local Ordinances- part 1

Narrative:

Part of Senate Bill SB300 that has been signed into law, attempts to reduce the load on the criminal court system by decriminalizing local ordinances. What this means is that local ordinances will be handled by citation with a set penalty attached. Inability to collect due to failure to pay the citation would require the Town to file a civil action to collect just like any other past due bill. While the bill allows some parts of our Code of Ordinance to retain their criminal status, it specifically does not allow development ordinances to be handled as criminal actions. This change should have little practical impact on Granite Quarry as to my knowledge, the town has never used a criminal action, preferring abatement (i.e., we mow someone's grass after they refuse to mow it themselves) which is followed by the property owner being billed for the cost of the work and then by a lien being filed against the property to force eventual payment. Other options include a judicial injunction, stop work orders, and civil citation as allowed by Chapter 15 of the Unified Development Ordinance (UDO).

The following is a suggested text amendment to remove the criminal action option from Appendix A, Chapter 15, Section 15.4 of the Town's UDO:

(yellow text added, strikethrough text deleted)

Sec. 15.4. - Penalties.

A. Nothing in this Ordinance, nor shall enforcement of one remedy provided herein prevent the enforcement of any other remedy or remedies provided herein or in other ordinances or laws. In addition to the remedies provided for herein, any violation of the terms of this Ordinance shall subject the violator to all available the penalties and remedies, ~~either criminal or civil or both.~~

B. In case any structure or use is erected, constructed, reconstructed, altered, repaired, converted or maintained in violation of this Ordinance as herein provided, an action for injunction or other appropriate action to prevent such violation may be instituted by the Administrator, the Rowan County Building Inspector, any other appropriate Town authority, or any person who may be damaged by such violation.

15.4.1 **-Deleted-**

Criminal Penalties.

~~Any person, firm, or corporation convicted of violating the provisions of this Ordinance shall, upon conviction, be guilty of a misdemeanor and shall be fined an amount not to exceed 500 dollars and/or imprisoned for a period not to exceed 30 days. Each day of violation shall be considered a separate offense, provided that the violation of this Ordinance is not corrected within 10 days of receipt of the warning citation.~~

ORDINANCE NO. 2021-19

**AN ORDINANCE AMENDING TEXT OF THE TOWN OF GRANITE QUARRY'S
UNIFIED DEVELOPMENT ORDINANCE**

**BE IT ORDAINED BY THE BOARD OF ALDERMEN OF THE TOWN OF GRANITE
QUARRY:**

Section 1. That the Unified Development Ordinance of the Town of Granite Quarry, North Carolina, is hereby amended by amending text of Appendix A; Chapter 15. Administration; Sec. 15.4. Penalties.; subsections A. and B., which such sections shall read as follows:

- A. Nothing in this Ordinance, nor shall enforcement of one remedy provided herein prevent the enforcement of any other remedy or remedies provided herein or in other ordinances or laws. In addition to the remedies provided for herein, any violation of the terms of this Ordinance shall subject the violator to all available penalties and remedies.
- B. In case any structure or use is erected, constructed, reconstructed, altered, repaired, converted or maintained in violation of this Ordinance as herein provided, an action for injunction or other appropriate action to prevent such violation may be instituted by the Administrator, the Rowan County Building Inspector, any other appropriate Town authority, or any person who may be damaged by such violation.

Section 2. That the Unified Development Ordinance of the Town of Granite Quarry, North Carolina, is hereby amended by amending text of Appendix A; Chapter 15. Administration; Sec. 15.4.1 Criminal Penalties, which such section shall read as follows:

15.4.1 Deleted

Section 3. All ordinances in conflict herewith are repealed to the extent of any such conflict.

Section 4. This ordinance is effective on the 13th day of December 2021.

Brittany H. Barnhardt, Mayor

ATTEST:

APPROVED AS TO FORM:

Aubrey Smith, Town Clerk

Carl M. Short, Town Attorney



MEMO

Date: October 26, 2021

TO: Board of Aldermen

From: Town Planner

RE: SB300- Decriminalization of Local Ordinances-part 2

Narrative:

Part of Senate Bill SB300 that has been signed into law, attempts to reduce the load on the criminal court system by decriminalizing local ordinances. What this means is that local ordinances will be handled by citation with a set penalty attached. Inability to collect due to failure to pay the citation would require the Town to file a civil action to collect just like any other past due bill.

SB300 allows certain local ordinances to continue to be prosecuted criminally but requires that specific language be added to each ordinance specifying this type of penalty instead of using “blanket” language in the administrative section of the ordinance, applying the possibility of criminal prosecution to all ordinances. Our ordinance currently uses this “blanket” language (see Section 1-6).

SB300 specifically states that criminal prosecution cannot be used on violations of development regulations (NCGS 160D) and thus our Unified Development Ordinance (Appendix A, Chapter 15, Section 15.4) will be amended to remove this option.

The following is an attempt to bring our ordinances into compliance with SB300. If desired, penalty language can be added or deleted in the future to address specific ordinances’ misdemeanor status.

Staff has reviewed all sections of the Code of Ordinances to determine which specific ordinances we would want to retain or add to the option of criminal prosecution. Some ordinances already include specific language and thus, will not require text amendments but others will. The following table shows which ordinances will lose/retain/add the option of criminal prosecution and their current text status:

Decriminalization of Local Ordinances- Current Status and Required Action								
Ordinance	Description	criminal action desired	specific text included	specific text not included	action	notes		
4-55	Animal control	yes	X		none	Rowan County Ordinance		
6-61	Minimum Housing	no	X		delete			
8-46	Peddlers	no		X	none	ordinance should be deleted		
10-26	public nuisance	no	X		delete			
10-56	junked vehicle	no		X	none			
14-32	youth protection	yes	X		none	for adult violation of ordinance only		
16-1	firearms on town prop	yes		X	add			
16-2	noise	yes		X	add			

The following are suggested text amendments to add/remove the criminal action option from various ordinances:

(yellow text added, strikethrough text deleted)

Chapter 1 General Provisions

Sec 1-6 General penalty; enforcement of ordinances; continuing violations

(a) ~~Unless otherwise provided herein,~~ **Where specified in each individual ordinance herein,** each violation of this Code or any other town ordinance shall constitute a misdemeanor as provided by G.S. [14-4](#), except as otherwise provided by statute, and violations of such provisions of this Code or any town ordinance shall be punished by fine or imprisonment as provided by law. Each day any violation of this Code or any town ordinance shall continue shall constitute a separate offense, except as may be specifically provided.

(b) Violations of this Code or any town ordinance shall constitute either a misdemeanor **(where specifically noted in the individual ordinance)** or, at the election of the town, shall subject the offender to a civil penalty upon the issuance of a citation for said violation as hereinafter provided. The civil penalty, if not paid to the town within 15 days of the issuance of a citation, may be recovered by the town in a civil action in the nature of debt. Unless otherwise provided by a specific provision of this Code or any town ordinance, said civil

penalties shall be in the amount of \$50.00 for each violation and each day any single violation continues shall be a separate violation.

(m) The existing ordinances of the town, a violation of which shall subject the offender to civil penalties and/or criminal penalty provisions of law, are as follows:

- (1) The Code of Ordinances (civil or criminal as specified).
- (2) The Unified Development Ordinance (UDO) of the town (civil only).

Chapter 6- Building and Building Regulations

Sec. 6-61 Alternative Remedies

- a. Nothing in this article nor any of its provisions shall be construed to impair or limit in any way the power of the town to define and declare nuisances and to cause their removal or abatement by summary proceedings or otherwise nor shall enforcement of one remedy provided herein prevent the enforcement of any other remedy or remedies provided herein or in other ordinances or laws. In addition to the remedies provided for herein, any violation of the terms of this article shall subject the violator to the penalties and remedies, ~~either criminal or civil or both~~, as set forth in [section 1-6](#).

Chapter 10- Environment

Section 10-26 Procedure is alternative

Nothing in this article nor any of its provisions shall be construed to impair or limit in any way the power of the town to define and declare nuisances and to cause their removal or abatement by summary proceedings or otherwise nor shall enforcement of one remedy provided herein prevent the enforcement of any other remedy or remedies provided herein or in other ordinances or laws. In addition to the remedies provided for herein, any violation of the terms of this article shall subject the violator to the penalties and remedies, ~~either criminal or civil or both~~, as set forth in [section 1-6](#).

Chapter 16- Offenses and miscellaneous provisions

Section 16-2 Noise

(e) Any person violating the provisions of this section shall be guilty of a misdemeanor and upon conviction shall be punished in the discretion of the court by fine or imprisonment, or by both.

Section 16-3 Firearms and explosives

- (a) It shall be unlawful for any person to shoot any kind of firearm or explosive within the town without first having obtained express permission from the board of aldermen. This section shall not be interpreted so as to prohibit the use of firearms for self-protection.

- (b) Any person violating the provisions of this section shall be guilty of a misdemeanor and upon conviction shall be punished in the discretion of the court by fine or imprisonment, or by both.

Appendix A, Chapter 15, Administration (UDO)

Sec. 15.4. - Penalties.

- A. Nothing in this Ordinance, nor shall enforcement of one remedy provided herein prevent the enforcement of any other remedy or remedies provided herein or in other ordinances or laws. In addition to the remedies provided for herein, any violation of the terms of this Ordinance shall subject the violator to all available the penalties and remedies, ~~either criminal or civil or both.~~
- B. In case any structure or use is erected, constructed, reconstructed, altered, repaired, converted or maintained in violation of this Ordinance as herein provided, an action for injunction or other appropriate action to prevent such violation may be instituted by the Administrator, the Rowan County Building Inspector, any other appropriate Town authority, or any person who may be damaged by such violation.

15.4.1 ~~-Deleted-~~

~~Criminal Penalties.~~

~~Any person, firm, or corporation convicted of violating the provisions of this Ordinance shall, upon conviction, be guilty of a misdemeanor and shall be fined an amount not to exceed 500 dollars and/or imprisoned for a period not to exceed 30 days. Each day of violation shall be considered a separate offense, provided that the violation of this Ordinance is not corrected within 10 days of receipt of the warning citation.~~

ORDINANCE NO. 2021-20

**AN ORDINANCE AMENDING TEXT OF THE TOWN OF GRANITE QUARRY'S
CODE OF ORDINANCES**

**BE IT ORDAINED BY THE BOARD OF ALDERMEN OF THE TOWN OF GRANITE
QUARRY:**

Section 1. That the Code of Ordinances of the Town of Granite Quarry, North Carolina, is hereby amended by amending text of Chapter 1 General Provisions; Section 1-6 General penalty; enforcement of ordinances; continuing violations subsections (a), (b), and (m); which such sections shall read as follows:

(a) Where specified in each individual ordinance herein, each violation of this Code or any other town ordinance shall constitute a misdemeanor as provided by G.S. 14-4, except as otherwise provided by statute, and violations of such provisions of this Code or any town ordinance shall be punished by fine or imprisonment as provided by law. Each day any violation of this Code or any town ordinance shall continue shall constitute a separate offense, except as may be specifically provided.

(b) Violations of this Code or any town ordinance shall constitute either a misdemeanor (where specifically noted in the individual ordinance) or, at the election of the town, shall subject the offender to a civil penalty upon the issuance of a citation for said violation as hereinafter provided. The civil penalty, if not paid to the town within 15 days of the issuance of a citation, may be recovered by the town in a civil action in the nature of debt. Unless otherwise provided by a specific provision of this Code or any town ordinance, said civil penalties shall be in the amount of \$50.00 for each violation and each day any single violation continues shall be a separate violation.

(m) The existing ordinances of the town, a violation of which shall subject the offender to civil penalties and/or criminal penalty provisions of law, are as follows:

(1) The Code of Ordinances (civil or criminal as specified).

(2) The Unified Development Ordinance (UDO) of the town (civil only).

Section 2. That the Code of Ordinances of the Town of Granite Quarry, North Carolina, is hereby amended by amending text of Chapter 6 Building and Building Regulations; Section 6-61 Alternative Remedies; subsection a., which such section shall read as follows:

- a. Nothing in this article nor any of its provisions shall be construed to impair or limit in any way the power of the town to define and declare nuisances and to cause their removal or abatement by summary proceedings or otherwise nor shall enforcement of one remedy provided herein prevent the enforcement of any other remedy or remedies provided herein or in other ordinances or laws. In addition to the remedies provided for

herein, any violation of the terms of this article shall subject the violator to the penalties and remedies as set forth in section 1-6.

Section 3. That the Code of Ordinances of the Town of Granite Quarry, North Carolina, is hereby amended by amending text of Chapter 10 Environment; Section 10-26 Procedure is alternative; which such section shall read as follows:

Nothing in this article nor any of its provisions shall be construed to impair or limit in any way the power of the town to define and declare nuisances and to cause their removal or abatement by summary proceedings or otherwise nor shall enforcement of one remedy provided herein prevent the enforcement of any other remedy or remedies provided herein or in other ordinances or laws. In addition to the remedies provided for herein, any violation of the terms of this article shall subject the violator to the penalties and remedies, as set forth in section 1-6.

Section 4. That the Code of Ordinances of the Town of Granite Quarry, North Carolina, is hereby amended by amending text of Chapter 16 Offenses and miscellaneous provision; Section 16-2 Noise; subsection (e), which such section shall read as follows:

(e) Any person violating the provisions of this section shall be guilty of a misdemeanor and upon conviction shall be punished in the discretion of the court by fine or imprisonment, or by both.

Section 5. That the Code of Ordinances of the Town of Granite Quarry, North Carolina, is hereby amended by amending text of Chapter 16 Offenses and miscellaneous provision; Section 16-3 Firearms and explosives; subsections (a) and (b), which such section shall read as follows:

(a) It shall be unlawful for any person to shoot any kind of firearm or explosive within the town without first having obtained express permission from the board of aldermen. This section shall not be interpreted so as to prohibit the use of firearms for self-protection.

(b) Any person violating the provisions of this section shall be guilty of a misdemeanor and upon conviction shall be punished in the discretion of the court by fine or imprisonment, or by both.

Section 6. All ordinances in conflict herewith are repealed to the extent of any such conflict.

Section 7. This ordinance is effective on the 13th day of December 2021.

Brittany H. Barnhardt, Mayor

ATTEST:

APPROVED AS TO FORM:

Aubrey Smith, Town Clerk

Carl M. Short, Town Attorney

Agenda Item Summary

Regular Meeting
December 13, 2021
Agenda Item 14

Budget Amendment

Summary:

This Budget Amendment will decrease Governing Body – Board Contingency (01-4110-97) and increase Governing Body - Training (01-4110-31) by \$175.00 for additional training for Board members.

Attachments:

A. Budget Amendment #5

Action Requested:

Motion to adopt Budget Amendment #5 to decrease Governing Body – Board Contingency (01-4110-97) and increase Governing Body - Training (01-4110-31) by \$175.00 for additional training for 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 Brittany Barnhardt

For
Against

**FISCAL YEAR 2021-2022
BUDGET AMENDMENT REQUEST #5**

December 13, 2021

PURPOSE: To decrease Governing Body – Board Contingency (01-4110-97) and increase Governing Body - Training (01-4110-31) by \$175.00 for additional training for Board members.

General Fund – Fund 01

Expenses:

<u>GL Acct #</u>	<u>Account Description</u>	<u>Increase (Decrease):</u>
01-4110-31	Governing Body – Training	\$ 175.00
01-4110-97	Governing Body – Board Contingency	(\$ 175.00)
Total Increase/Decrease:		\$ 0.00

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

Brittany Barnhardt, Mayor

Shelly Shockley, Finance Officer

December 2021

Sunday	Monday	Tuesday	Wednesday	Thursday	Friday	Saturday
			1	2	3	4
						Christmas at the Lake
5	6	7	8	9	10	11
	Planning Board 6pm			CAC 6pm		
12	13	14	15	16	17	18
	Business After Hours 5pm BoA Organizational Mtg. 7pm			Power in Partnership Breakfast 7:30am		
19	20	21	22	23	24	25
	P.E.R.C. 5pm ZBA 5:30pm	Revitalization 3:30pm		Office Closed	Christmas Eve Office Closed	Christmas
26	27	28	29	30	31	
	Office Closed				New Year's Eve Office Closed	

January 2022

Sunday	Monday	Tuesday	Wednesday	Thursday	Friday	Saturday
						1
						New Year's Day
2	3	4	5	6	7	8
	Planning Board 6pm					
9	10	11	12	13	14	15
	BoA Mtg. 7pm		Centralina Executive Board Mtg. 5pm <i>Virtual</i>	CAC 6pm		
16	17	18	19	20	21	22
	MLK, Jr. Day Office Closed	Revitalization 3:30pm P.E.R.C. 5pm ZBA 5:30pm		Power in Partnership Breakfast 7:30am		
23	24	25	26	27	28	29
	Business After Hours 5pm		MPO TAC 5:30pm			
30	31					