



**TOWN OF GRANITE QUARRY
BOARD OF ALDERMEN MEETING MINUTES
September 5, 2017**

Members Present: Mayor Bill Feather, Mayor Pro Tem Mike Brinkley, Alderman Jim Costantino, and Alderman Jim LaFevers

Member(s) Absent: Alderman Arin Wilhelm

Staff: Mr. Phil Conrad – Town Manager, Mr. Scott Stewart – Deputy Clerk/Finance/HR Analyst, Mr. Jim Philyaw – Finance Officer, Mr. Dale Brown – Fire Chief, Mr. Jason Hord – Maintenance Supervisor, Mr. Mark Cook – Police Chief, Mr. Steve Blount – Town Planner, Mr. Travis Barnhardt – Fire Fighter, Mr. Graham Corriher – Town Attorney, and Ms. Tanya Word – Town Clerk/HR Officer

Guests: Mr. Doug Shelton, Ms. Gail Gurley-Robins, Mr. John Linker, Mr. Zach Huddleston, Mr. Robert Anderson, Mr. John Fisher, Mrs. Joy Fisher, and Mr. Wes Rhinier

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

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

Pledge of Allegiance: Mr. Zach Huddleston led the Pledge of Allegiance.

Approval of the Agenda:

Mayor Pro Tem Brinkley stated that he would like to add one item to the agenda under New Business; the discussion item is the Fire Department Fee and will be item #8.

ACTION: Mayor Pro Tem Brinkley made a motion to approve the agenda as amended. Alderman Jim Costantino seconded the motion. The motion passed with all in favor.

Approval of the Consent Agenda:

Mayor Pro Tem Brinkley asked that the minutes of August 7, 2017 be pulled from the consent agenda. Mayor Pro Tem Brinkley stated that on page 5, item #3 under Town Manager's Update, that paragraph needs to be cleaned up a little bit; the paragraph really doesn't make a whole lot of sense if you're going to be reading it five years from now. Mr. Conrad responded we can work on that and have the minutes ready for the October 2nd board meeting.

ACTION: Mayor Pro Tem Brinkley made a motion to approve the consent agenda minus the minutes of August 7, 2017. Alderman Constantino seconded the motion. The motion passed with all in favor.

Citizen Comments:

Gail Gurley-Robins commented “I have a concern about an issue I just recently learned about; I do not mean to be disrespectful or show any disrespect towards this board or anyone here. Ms. Robins asked Mayor Feather if his personal business office was located here on site.” Mayor Feather replied, “no ma’am.” Ms. Robins asked, “have you ever had it here.” Mayor Feather replied “no” Ms. Robins commented, “I was just concerned because I had heard it from several different sources and I had no idea that might be the case; but since that is not the case I have no further questions or comments.”

Mayor Feather explained, “I do have a business office in Charlotte (in Ballentyne) and if you go on my website or look at one of my business cards that is where the location is located. I am able to work out of my home, I have a laptop and yes I do work on my laptop wherever I may be, and yes I do have a personal cell phone.”

Guests and Presentations:

There were no guest presentations.

Town Manager’s Update:**1. New Town Website:**

Mr. Conrad announced that the website went live September 1st, staff has incorporated pictures of the town; and have begun to populate information under the various headings; in addition, the staff directory has been updated; and information has been put in about the agendas and minutes.

Four staff members have the capability to update information and change out pictures and information. The website is built off new logo and has been incorporated into the tagline.

The Town has a Facebook page and will be bringing it back in-house to maintain.

Alderman Costantino asked if we will still advertise on the marquee. Mr. Conrad replied we will.

The Town received their first complaint via the website, and forwarded to our maintenance staff, it has been addressed.

Mayor Feather encouraged feedback from our residents.

2. Planning Board Update:

The Town Planner is with us tonight; the Planning Board met in August and have provided the minutes from that meeting; as well as a summary of activities in the departmental reports. Want to highlight the fact that the Planning Board is being reconstituted and we have new officers; Mr. Blount is going to be working with that board in terms of educating them of their role as an advisory committee to the Town Board.

Mayor Feather stated I have two comments:

- (1) “Ms. Fisher asked if the members could be sent minutes from the board meetings of the Board of Aldermen, and I just want to state that they may want to have draft minutes or something prior to that, otherwise those minutes would not be available for almost a month and a half; because they have to come back to the Board for approval and by time you got them they would be a month and half old at best, so I would suggest that there be feedback through staff to the Planning Board to know what actions we took at that Board meeting.” Mr. Conrad replied, “we can provide those minutes.”

- (2) “Ms. Grabowski informed me that there were comments in there about the Highway 52 Bypass, I believe that was mentioned back a few board meetings ago; my request would be that we put another link on our website to direct citizens as information. That information is public information, but a lot of people probably aren’t aware of how to get to that information. I think with our new website we can make that an access point for citizens to be able to get information and I would probably also suggest that any other information we can link into would be good, maybe county information, state information, etc.”

Mr. Conrad commented the website right now is mostly internal information, but staff can add county and state information to the website.

OTHER UPDATES:

- (A) **Speed Limit Change** – The request to repeal the speed limit on US 52 down to Depot Street has been processed and sent to NCDOT; have not received a response yet, although that is not unusual, it usually takes a few weeks for that particular information to move forward. We are hoping they concur with our request.

- (B) **Paving** – The Board approved a contract to begin the resurfacing of some of the Town streets using Powell Bill funds. This project began today.

Mayor Feather asked Mr. Hord (Maintenance Supervisor) to come forward and give an update on resurfacing.

Mr. Hord explained “This process started today and will be about a two-week process to get all the streets we have allotted done. The streets with curbs were milled today which is a process of grinding down the old asphalt, it’s going to leave a pretty rough surface for now, after that we will go in and do a tar and chip (*basically what you will see is a product that is going to look like a gravel road*), but that is not the finished product; this is to fill in gaps so that you don’t have a lot of reflective cracking; after that the actual paving will begin. What we’re asking for from a public works/maintenance standpoint is patience from citizens.”

Alderman LaFevers asked what is the next step for Loganberry Lane? Mr. Hord replied “The machine was on Loganberry this morning milling it and basically they took about

17 loads of asphalt out of there, the next step on Loganberry will be to tar and chip and a couple of days after that, you will have a nice black-top street.”

(C) **General Assembly Discretionary Funds** – One was for some sidewalks on Main Street and the other was for improvements to Veronica Lane. Staff has packaged those and is in the process of contacting our local legislators to find out exactly what the preferred package is for that information.

(D) **Faith Road Subdivision** – Mr. Conrad stated this property will be going to closing later this month with the anticipation of the project beginning later this calendar year and continue into next calendar year.

(E) **LED Update** – Staff has done an analysis of the overall bill for Duke Energy; at this point there has been some savings with LED lights, the original assessment from the contractor was around \$8000/year; the annual savings to date seen is about \$2000.

Old Business:

1. Approval of Technical Corrections to the Town Zoning Map

Mr. Blount explained, “Soon after starting work as Town Planner, came to the realization the large-scale zoning maps posted here at Town Hall were out of date. Found an 11” x 17” map dated September 22, 2017 that seemed to be more up to date, but even it had hand-written notes indicating some proposed changes to zoning classifications.”

“Contacted Adrian Rollans with the Rowan County Planning Development and learned after several communications the latest shape files (GIS-speak for computer files for our maps) on their computers were ‘corrupted’ and thus that latest map was lost. Adrian and his staff quickly reconstructed our maps from earlier maps and sent me a copy for my review. My cursory review found a dozen or more required edits that I pointed out to them at a meeting in their office. Corrections were made, and the map dated August 14, 2017 that is presented to you tonight for review and approval was created.”

ACTION:

Alderman Constantino made a motion to approve the Technical Corrections to the Town Zoning Map. Alderman Jim LaFevers seconded the motion. The motion passed with all in favor.

2. Request to Appropriate \$13,140 to the appropriate line item from the repair for Chamandy Drive Guardrail and Resurfacing Project FY 2017-18 Budget Amendment #1

This is the final invoicing that includes time in terms of the process and getting that work done to fix Chamandy Drive and the interface with the insurance company.

Mayor Pro-Tem Brinkley asked if we are sending it out or are we receiving it in? Mr. Conrad answered we are receiving the check.

Mayor Feather advised that the Board will need two actions, one to adopt the check and the other is the budget amendment and where the funds go. The check is not here yet. Mayor Feather advised that this item be tabled to the next meeting.

ACTION:

Mayor Pro-Tem Brinkley made a motion to table this item until the next meeting. Alderman Constantino seconded the motion.

3. Consideration of an Incentive Program for Voluntary Annexation

Mayor Feather stated there has been some discussion and reviews; he suggested the Board review it and send back their recommendations. There have been some recommendations from staff. We haven't received anything from the Board for staff. If possible, can the Board get a copy of the staff's recommendations? Mayor Feather noted this is a work in progress and is not something that we need action on tonight. Mr. Conrad replied we can get the Board a copy of the staff's recommendations.

Mayor Feather commented on one of the considerations was to do a Board committee and if the Board would like to consider that, a committee could be done to address the item. Mayor Pro-Tem Brinkley replied yes there needs to be a committee, I don't want to rush into this discussion. Mayor Pro-Tem Brinkley volunteered to serve on the committee.

4. Review of YES Solar Solutions analysis of potential solar power use

Mayor Feather commented that information on the YES Solar Solutions analysis was presented last month; this is one of the things that came up awhile back along with the remodeling of Town Hall. Basically, this is putting solar on top of the roof of this building and it would eventually give a payback, but it was about a 16-year payback in annual savings. One of the things when I spoke to the company about the solar project and doing it, they said they did have a lease program and they sent the lease program out which is before you this evening.

"I'll be real honest with you I don't think it's something I can give my blessing to because of the 16-year payback; I think the solar idea is a great idea and something we ought to consider, but at the same point with the 16-year payback, I just think that is too long."

Mayor Pro-Tem Brinkley asked "if the 16-year payback is recovery to pay the \$162,232.00." Mayor Feather replied, "Yes that would be the break-even point." Mr. LaFevers asked, "Are the payments yearly?" Mayor Feather replied, "That would be the annual payments and one of the options is based on one payment per year and the other is based on 2 payments per year."

Alderman Constantino asked do you know of anyone using solar. Mayor Feather replied, "Yes, and there are some suggestions that they put out there; some of those were like a third party who would fund and donate the system or they can sell it back to the Town at a later date".

New Business & Action Items:

1. Appointment of Town Clerk

ACTION:

Mayor Pro-Tem Brinkley made a motion to appoint Tanya Maria Word the Town Clerk of Granite Quarry. Alderman LaFevers seconded the motion. The motion passed with all in favor.

Ms. Word gave a brief history about herself.

2. Appointment of the Town Planner

Mr. Conrad explained there was a slight mix-up here, the Town Planner should be given the Oath of Office and the Town Attorney be appointed. We can do the Oath of Office for the Town Planner at the next meeting. No further action needed.

3. Oath of Office of the Town Attorney

ACTION:

Mayor Pro-Tem Brinkley made a motion to appoint Graham Corriher the Town Attorney of Granite Quarry. Alderman Costantino seconded the motion. The motion passed with all in favor.

Mayor Feather swore in Graham Corriher as the Town Attorney of Granite Quarry.

4. Dispose of Maintenance Surplus (*included in Maintenance Report*)

The following items that need to be disposed of:

- Solar brand battery charger – broken
- 10 ft tilt trailer – do not use
- 1992 tex trailer – do not use
- 4 ft John Deere umbrella
- 4 ft blade for 770
- John Deere 770 tractor – skid steer will replace
- Black and Decker cordless drill – broken
- John Deere E35 edger – bad piston and replaced by Stihl
- Gas powered pole saw – too expensive to fix, replaced by Stihl

ACTION:

Alderman Costantino made a motion to dispose of maintenance surplus as listed in the Maintenance Report. Alderman LaFevers seconded the motion. The motion passed with all in favor.

5. Change to Required Signatures on F&M Accounts

The names on the new signature cards are:

- Mayor Pro-Tem Mike Brinkley
- Scott Stewart
- Jim Philyaw
- Mayor Feather

ACTION:

Alderman LaFevers made a motion to accept the Required Signature change on the F&M Accounts. Alderman Costantino seconded the motion. The motion was passed with all in favor.

Alderman LaFevers amended the motion to include the names for the Required Signature changes on the F&M Accounts. Alderman Costantino seconded the motion. The motion was passed with all in favor.

Alderman LaFevers made a motion to accept the Required Signatures change on the F&M Accounts to include the names Mayor Pro-Tem Mike Brinkley, Deputy Clerk Scott Stewart, Finance Officer Jim Philyaw and Mayor Feather. Alderman Costantino seconded the motion. The motion was passed with all in favor.

6. Mayor Feather asked the Board to process and appropriate funds received from GovDeals for the sale of a surplus Police Vehicle – Amendment #4

ACTION:

Mayor Pro-Tem Brinkley made a motion to approve Budget Amendment #4. Alderman LaFevers seconded the motion. The motion passed with all in favor.

7. Mayor Feather asked the Board to process and appropriate funds received from GovDeals for the sale of a surplus Police Vehicle – Amendment #5

ACTION:

Mayor Pro-Tem Brinkley made a motion to approve Budget Amendment #4. Alderman Costantino seconded the motion. The motion passed with all in favor.

Mayor's Notes:

Mayor Feather presented the calendar of events and announcements as a reminder.

Closed Session:

A motion is needed as follows: To go into closed session pursuant to N.C. General Statute Section 143-318.11.A.5.6 personnel and property issues.

ACTION: Mayor Pro-Tem Brinkley made a motion to go into closed session at 8:09 pm pursuant to N.C. General Statute Section 143-318.11.A.5.6 for personnel and property issues. Alderman Costantino seconded the motion. The motion passed with all in favor.

A motion is needed as follows: To come out of closed session pursuant to N.C. General Statute Section 143-318.11.A.5.6 personnel and property issues. The Board takes the following action (if any).

ACTION: Alderman LaFevers made a motion to approve the job description for the position of Finance Analyst/Planning Coordinator/Events Administrator with necessary changes or additions accordingly by the Town Manager. Alderman Costantino seconded the motion. The motion passed with all in favor.

ACTION: Mayor Pro-Tem Brinkley made a motion to come out of closed session at 9:25 P.M. pursuant to N.C. General Statute Section 143-318.11.A.5.6 and the Board took no action. Alderman Costantino seconded the motion. The motion passed with all in favor.

Alderman LaFevers made a motion to adjourn the meeting at 9:26 P.M. Mayor Pro-Tem Brinkley seconded the motion. The motion passed with all in favor.

Respectfully Submitted,

Tanya Maria Word

Tanya Maria Word
Town Clerk