



**TOWN OF GRANITE QUARRY
BOARD OF ALDERMEN MEETING
February 5, 2018 • 7:00 P.M.**

REVISED

- 1. CALL TO ORDER – Mayor Feather**
- 2. MOMENT OF SILENCE**
- 3. PLEDGE OF ALLEGIANCE – Mr. Zach Huddleston**
- 4. APPROVAL OF THE AGENDA**
- 5. APPROVAL OF THE CONSENT AGENDA**
 - a. Approval of the Minutes**
 - **Recess Meeting Minutes – January 8, 2018**
 - **Regular Meeting Minutes – January 2, 2018**
 - b. Departmental Reports (*Reports in Board packet*)**
 - c. Financial Reports**
- 6. CITIZEN COMMENTS (*All comments are limited to 6 minutes. No sharing of minutes with other citizens*)**
- 7. GUESTS AND PRESENTATIONS**
 - a. Cold Storage Presentation**
- 8. TOWN MANAGER’S UPDATE**
 - a. 2018 Board Retreat Update – February 16-17**
 - b. Action Needed: Policy Change (Increase cost for Bereavement Flowers)**
 - c. Contract with Martha Cranford (Contract for Accounting Services)**
- 9. OLD BUSINESS**
 - a. Fisher/Brinkley Property Update**
 - b. Board Direction on Potential Property Sale of Town Sport Field**
(Mr. Marcel Renn)

10. NEW BUSINESS AND ACTION ITEMS

- a. **Action Needed: Change to Required Signatures on F&M Accounts**
- b. **Action Needed: Accept the Locally Administered Project - State Contingency Agreement between NCDOT and Granite Quarry (WBS: 47726)**
- c. **Action Needed: Accept the Locally Administered Project – State Contingency Agreement between NCDOT and Granite Quarry (WBS: 47727)**
- d. **Action Needed: Disposal of Maintenance Surplus Property**
- e. **Action Needed: Disposal of Police Surplus Property**
- f. **Action Needed: Budget Amendment Request 12A – To move funds between budget line items within the Police Department to cover overspent accounts during the operation of the department (fiscal year 2017-2018)**
- g. **Black History Month Proclamation**
- h. **Notice to Government Entities Receiving Court Costs and Fines – *Graham Corriher***

11. MAYOR’S NOTES – Announcements and Date Reminders

- a. **Ready Rating Emergency Program – CCOG – February 6 at 10:00 A.M. – 12:00 Noon @ CCOG Offices, 9815 David Taylor Road, Suite 100 in Charlotte, NC (*See attached flyer*)**
- b. **CCOG Board Orientation & Refresher – February 7 @ 5:00 P.M. – 6:00 P.M. @ CCOG Offices (*See attached flyer*)**
- c. **CCOG Board of Delegates Annual Meeting – February 7 at 6:15 P.M. @ CCOG Offices**
- d. **Planning Board Meeting – February 12 @ 5:30 P.M. @ Town Hall**
- e. **North Carolina 2018 Boundary and Annexation Survey Workshop – February 14th @ CCOG Offices (*See attached flyer*)**
- f. **Parents Night Out – Friday, February 16 @ 6:30 P.M. – 9:30 P.M.**
- g. **Board Retreat – Friday, February 16 9:00 A.M. – 4:30 P.M. and Saturday, February 17 at 9:00 A.M. – 2:00 P.M. @ Town Hall**
- h. **Parks and Recreation Committee Meeting, February 19 @ 5:30 P.M.**
- i. **Revitalization Team Meeting – February 20 @ 3:30 P.M. @ Town Hall**
- j. **Cabarrus-Rowan MPO Meeting February 28 @ 5:30 P.M. @ UNC Building on the NC Research Campus**
- k. ***SAVE THE DATE:* 4th Annual Creative Solutions for Thriving Communities, CCOG Regional Conference, April 12 @ Harris Conference Center, Charlotte, N.C. (*See attached flyer*)**

12. ADJOURNMENT

******Board Photos will be taken immediately after meeting.***



**TOWN OF GRANITE QUARRY
BOARD OF ALDERMEN MEETING
Monday, January 8, 2018 • 5:30 P.M.
Recess Meeting**

Members Present: Mayor Bill Feather, Alderman John Linker, Alderman Kim Cress.

Member(s) Absent: Mayor Pro-Tem Jim LaFevers, Alderman Jim Costantino

Staff: Mr. Phil Conrad – Town Manager, Ms. Tanya Word – Town Clerk, Mr. Steve Blount – Town Planner, Mrs. Shelly Shockley, Planning Coordinator

Call to Order – *Mayor Feather called the meeting to order and requested a motion to come out of recess from January 2, 2018.*

ACTION: *Alderman Linker made a motion to come out of recess from January 2, 2018 at 5:30 P.M. Alderman Cress seconded the motion. The motion passed with all in favor.*

Mayor Feather noted that we will now go into the Joint Planning Board and Board meeting and turned it over to Planner Steve Blount.

ADJOURNMENT: *Mayor Pro-Tem LaFevers made a motion to adjourn the recess meeting at 7:23 P.M. Aldermen Linker seconded the motion. The motion passed with all in favor.*

Respectively Submitted

*Tanya Maria Word
Town Clerk*



**TOWN OF GRANITE QUARRY
BOARD OF ALDERMEN MEETING
Tuesday, January 2, 2018 • 7:00 P.M.
Meeting Minutes**

RECESS MEETING • JANUARY 8, 2018 • 5:30 P.M.

Members Present: Mayor Bill Feather, Mayor Pro Jim LaFevers, Alderman Kim Cress, Alderman John Linker

Member(s) Absent: Alderman Jim Costantino

Staff: Mr. Phil Conrad – Town Manager, Ms. Tanya Word – Town Clerk/HR Officer, 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. Graham Corriher – Town Attorney, and Ms. Shelly Shockley – Finance Analyst/Planning Coordinator/Events Coordinator

Guests: Mrs. Sandra Shell, Mr. Mark Wineka, and Mr. Mike Brinkley

Call to Order

Mayor Feather called the meeting to order at 7:00 P.M.

Moment of Silence

Mayor Feather requested that we pray for the brother of Jim Costantino who is in the hospital.

Pledge of Allegiance

1. Approval of the Agenda

***ACTION:** Alderman Linker made a motion to approve the agenda. Motion seconded by Mayor Pro-Tem LaFevers. The motion passed with all in favor.*

2. Approval of the Consent Agenda

a. Approval of the Minutes

- **Special Called Meeting Minutes – December 18, 2017**

- **Special Called Meeting Minutes – December 4, 2017**
 - **Regular Meeting Minutes – December 4, 2017**
- b. **Departmental Reports (*Reports in Board packet*)**
- c. **Financial Reports**

ACTION: Mayor Pro-Tem LaFevers made a motion to approve the consent agenda. Motion seconded by Alderman Linker. The motion passed with all in favor.

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

4. Guests and Presentations

None

5. Town Manager’s Update

a. Essentials of Municipal Government – Ethics Training

Ms. Word advised” The Essentials of Municipal Government and LeaderShop Ethics Training for newly elected officials will be January 11th – January 12th in Hickory, NC. Expenses have already been processed and paid. Please confirm with me that you are planning to attend the training.” Alderman Linker and Mayor Feather confirmed they will be attending. Alderman Cress stated “I did call and speak with the North Carolina League of Municipalities, they indicated there are some trainings that could be done online. The lady on the phone did advise that there were certain things that were required, but not mandatory. However, it is best that you do it and have it under your belt.”

Mayor Feather remarked “I have been through it a couple of times, Jim has been through it and in the last 20 years, everyone has pretty much been there except one board member.”

b. 2018 Board Retreat – February 16-17 (*need Board direction*)

Mayor Feather announced the Board retreat will be February 16th – 17th; the Board will need to take action to set that date. We do need feedback from the Board to make sure we have things on the agenda that you would like to discuss. A Pre-Retreat Questionnaire went out to all Board members and needs to be returned to Ms. Word by 12:00 Noon Monday, January 15th.

6. Old Business

a. Town Appointment Process for Boards and Committees

Mayor Feather advised the Board to read over the old and new versions and get any recommendations or changes to the Clerk, and we can make adjustments from there and come up with something that is workable for the Board. Mr. Conrad commented, “What you see on the screen is what is currently in place which are actually under the Offices of

the Mayor in terms of appointing those committees and then the following pages are a draft of a proposed new policy that the Clerk has put together for the Town Board to review.”

Mayor Pro-Tem LaFevers stated, “My only concern is the word ‘recruit’, it would be wonderful if we had enough people that would volunteer, but we don’t, so we have to recruit; and sometimes we recruit those who are willing to pursue it.” Mr. Cress commented, “I agree with that totally, and I would like to have a little more time to review both versions.”

b. Faith Road Property Update

Mr. Conrad stated, “Staff has done a little research in terms of following up on or trying to quantify some of the requests that were identified at the December 18th meeting, so you can get a sense of essentially what it would cost the Town for those studies as well as the survey. Normal home inspection with the shop - \$380.00 - \$575.00; Phase I Environmental Inspection (ESA) \$1,800 - \$3,100.00 (2-3 week turn around on most of the companies; Cheapest route for both inspections would be \$2,180.00 for both.”

“I wanted to push this information in front of the Board tonight to at least have an idea of what it could cost us on the front end, I realize that cost is a potential issue with this particular gift to the town as well as some of the stipulations that were identified by Mr. Byrd’s attorney.”

The Town Attorney explained, “I relayed the Board’s position that we would be happy to accept the property, but first we want to make sure that the property is what we want to accept by doing a property inspection and a home inspection of the property to make sure there is no environmental concerns. I explained to Mr. Byrd’s attorney that we did not want to accept the property with any restrictions. He responded back indicating that Mr. Byrd would like to keep those restrictions in place. I was not optimistic that he was going to come off the restrictions.”

Mr. Conrad, indicated “Mr. Byrd did call the office following the last Board meeting; I don’t believe the stipulations were meant to be an ultimatum to the town, I think they were meant to be an initial list of items that he would like to see as part of the transfer of the property. He was a little concerned about what he perceived as the attitude regarding the distribution of his property to the town. I did talk with him a little bit about it and explained to him that this is a little different than donating a car to Goodwill. We may just need to take a little more direct approach with him versus than dealing thru the attorneys.”

Mayor Feather recommended, “that this be done more as a negotiation, if the Board wants to set some parameters to allow the Mayor and the Manager to work through these negotiations since we have contacted Mr. Byrd before. If there are some things that the Board would absolutely say no to, then I think we need to have those on the table and let Mr. Byrd know that these are just not acceptable to the Board as well as let him know what the Board will accept. One of the things that concerns me is it very unusual to have an environmental study done on a residential piece of property; that is not a traditional

thing that you do. If this property had some type of possible idea that there might have been chemical hazard like a gas station on it previously, then it would be traditional to do one. This particular property has been in this same family for at least the past 100 years or so; and in that time, it has been all residential. I don't think it would be the right thing to do to spend town money on having a study done and there is no real benefit to having it done. The house and the building inspection is prudent to do."

Mr. Linker asked, why would we spend money inspecting a house that we're not going to use? Mr. Cress asked why would we spend money if he doesn't meet our restrictions? Mayor Feather replied, "Normally in the process of purchasing what you do is enter into a purchase agreement with the stipulation that these things need to be done in the process of the sale, if these things all work out fine then you proceed to closing; if they don't then you back up."

Mr. Linker stated, "Before we accept the property, I wouldn't have a problem if we erected some type of sign or something recognizing the gift from the Byrd family. I am opposed to saying that we have to maintain the house forever." Mr. Feather asked what were the items Mr. Byrd requested. Mr. Conrad replied,

- 1- "The existing stone structure will be repaired as needed and will be used. It will never be demolished.
- 2- There will be no roads cut through the property other than those needed for walking paths for visitors to enjoy.
Mayor Pro-Tem LaFevers commented I wouldn't have a problem with this as long as we can have access to the building and get parking on the property."
- 3- The property will be named Byrd Park.
Mayor Feather explained, "Naming is one thing, making it something is another." Mayor Pro-Tem LaFevers asked is it always going to be a park? "When you say Byrd Park, you're saying it's a park forever." Mayor Feather replied, "That needs to be discussed and clarified." Mr. Linker commented, "We can erect a sign saying, 'Donated by the Byrd Family.'"
- 4- Tom Byrd will be allowed 90 days after closing to remove any and all items that are in the garage building. *The consensus agreed that this should also include items be removed from inside the house as well.*
- 5- At that entrance to the park, there will be placed a stone monument with a list of all of the Byrd family donors.
- 6- The town of Granite Quarry will reimburse Tom Byrd for expenses incurred in this transaction, such as attorney fees, appraisal fees, and currently due property tax."
Mayor Feather stated, "Whatever his attorney's fees are, that would be his cost; there is probably more attorney cost on his end than on our end." "Attorney Corriher explained he did give an idea of the cost that they're asking for; he says to date the appraisal cost is \$550, taxes are about \$1200, and legal fees are about \$750. He also said he didn't expect the Town to pay his legal fees."

ACTION: *Mayor Pro-Tem LaFevers made a motion to allow the Mayor and the Town Manager to handle the negotiations for the Byrd Property. Motion seconded by Alderman Linker. The motion passed with all in favor.*

c. Board Direction on Potential Property Sale of Town Sport Field

(Mr. Marcel Renn)

Mayor Feather read the letter from Mr. Renn indicating interested in purchasing the Town Sport Field.

Mr. Linker asked why did we purchase that property to begin with, and then do we still need it? Mayor Feather replied, "The original view of that property was pretty simple, the property was looked at as a possible place for leaves and limbs. Through the process of that, there was an evaluation done before the purchase of the property and there was also an appraisal done on the property to see what value was for the Town to purchase it. I'm thinking the amount was around \$35,000-\$40,000. In the process of that we went and got an appraisal, the appraisal for the property was \$20,000, and at that point, we went to the County and on the tax records, their tax value was \$67,000 or some number like that, within the day they notified us that they made a mistake, that it's in a floodplain and they dropped his basis for taxes down to \$20,000 not knowing the appraisal."

"We went back to Mr. Barringer and explained to him basically what we had found and at that point we may or may not be interested in the property because of the value. A few days later he came back and asked us whether or not we would be interested in purchasing the property for \$20,000 and at that point it was brought back to the Board, the Board discussed it, and the Board looked at it and knew that it didn't have the value for leaves and limbs, that was discovered before the Board meeting. The Board looked at it and decided it may serve some purpose for future recreation purposes or future park that can be out there, the Board decided to offer him \$20,000 for the property; so that's how we ended up with the property; that also took into consideration the 250 house subdivision which is right up the street from it and the expenses for the Town would be minimal or none based on having the Athletic Association taking care of the general maintenance." Mr. Linker asked, "Is that still the purpose of it?" Mayor Feather replied, "That is still the purpose of it as of today, unless this Board chooses differently." Mayor Pro-Tem LaFevers asked, "Is there a Sewer Line Easement across that property?" Mayor Feather replied, "There is a Sewer Line Easement, if you're standing at the front of the property and looking from the street back into it, on the left-hand side there is a sewer easement along the left-hand side and then there is a sewer easement located in the back near the stream that runs down the center of the property. The Town owns the sewer easement and the Town owns the sewer easement that runs up to the Industrial Park."

Mayor Pro-Tem LaFevers commented, "I'm not in favor of disposing of the property at this time; there are some things it possibly has potential for in the future." Alderman Linker stated, "The Sewer Line Easement is a big issue that we need to keep in the forefront of our minds. Secondly, if there is some possible use for recreation whether it's a soccer field

or whatever, maybe we hold on to it for a bit. We have one Board member absent this evening, my suggestion is that we table this item until next month for further discussion.”

d. Fisher/Brinkley Property – Proposed donation to the Town

Mr. Conrad explained, I received a call from Mr. Paul Fisher asking about two pieces of property his family jointly owns with the Brinkley family. Mr. Fisher was in about a year and a half ago and spoke with the Mayor and me and he would like to make a donation of either parcel to the Town. Now as I understand it, his portion is in both parcels.” Mayor Feather commented, “As I understand from previous conversations, both parcels are jointly owned 50/50 by the Fishers and the Brinkleys. The Fishers heirs would like to donate their 50% to the town which would still leave 50% to the Brinkleys, then being part owners with the Town on the remaining 50%, that would basically be the scenario. Both of those parcels are owned by these two families and their heirs. From what we have been told there will have to be a whole list of people that would have to sign off on this transaction. What they are trying to do is get this property out of their hands because they are tired of paying the taxes on it and it’s tied into two different families.” Mr. Conrad, stated, “Paul did indicate there would be no stipulations on the property, we could use our portion for whatever we would like, but he would request that we pay the property taxes and any legal fees for the transfer of the property.”

Mr. Linker asked, “Is it strategic to anything that we need?” “What would we do with the property?” Mayor Feather replied, “Potential benefits for the Town, it is an area that is a floodplain, most of it. There are some potential parcels on the backside for some residential construction which is something I don’t think the Town needs to get into.” Mr. Linker asked, “Are there any environmental concerns on this property?” Mayor Feather replied, “I don’t believe there is, historically I think there are some concerns, i.e. some areas along there near US-52 that was used for a fill; I don’t know whether it was filled with stone or rock or something else. I do know that there have been some concerns as to what maybe in that fill.”

Mayor Pro-Tem commented, “I would like for the Town Manager to see if the other owner would like to sell their portion of the property.” Mr. Conrad replied, “Staff will do some checking into this.”

7. New Business and Action Items

a. ORDINANCE NO. 2018-01 – To establish Town Hall Remodeling Committee

Mayor Feather indicated, “This committee is a temporary committee just for the remodeling and from the recommendation of our legal counsel that would constitute that we do not have to do it as an Ordinance because the committee would be temporary not permanent; we will just move forward and establish this committee and get it up and moving.”

Alderman Cress asked, "Where can I see a copy of the drawing?" Mr. Conrad replied, "Staff can get that out tomorrow morning."

b. PROCLAMATION – Martin Luther King, Jr. Day

Mayor Feather read the Proclamation that will be presented at the Martin Luther King, Jr. Celebration at Mount Zion Baptist Church on Sunday, January 14th at 3:00 P.M.

c. Public Hearing – To set the Public Hearing for February 5, 2018 to consider incentives for "Project Wheel" (The Company is an existing employer in Rowan County that is considering a site in Granite Quarry for its potential expansion.)

***ACTION:** Alderman Linker made a motion to set the Public Hearing to consider incentives for "Project Wheel" for Monday, February 5, 2018 at 6:45 P.M. Motion seconded by Alderman Cress. The motion passed with all in favor.*

d. Board Calendar – presentation by Ms. Tanya Word

Ms. Word informed the Board about the Board calendar. The calendar lists various meetings and events. If you know of a government event that is not on the calendar, please let me know and I will add it. If you are having problems accessing the calendar, please let me know and I will troubleshoot and hopefully rectify the problem.

Mr. Jason Hord presented and introduced Mr. Colton Fries as the newest team member of the Maintenance Department.

8. Mayor's Notes – Announcements and Date Reminders

- a. **Joint Planning Board/Board of Aldermen Meeting** – January 8 at 5:30 P.M. @ Town Hall
- b. **CCOG Executive Board Meeting** – January 10 at 6:00 P.M. CCOG Offices
- c. **Essentials of Municipal Government and Leadership Ethics Training for Newly Elected Officials** – January 11th – 12th in Hickory, NC
- d. **Department of Veterans Affairs Martin Luther King, Jr. Birthday Celebration** – January 12th @ 1:00 P.M. in the Social Room of Building 6 on the Salisbury VA campus
- e. **Dr. Martin Luther King, Jr. – Holiday Parade**, January 13 @ 11:00 A.M. – 12:00 P.M. in Downtown Salisbury
- f. **Dr. Martin Luther King, Jr. Celebration – Mount Zion Baptist Church**, January 14 @ 3:00 P.M.
- g. **Town Hall Closed for Martin Luther King, Jr. Day** – January 15
- h. **Revitalization Team Meeting** – January 16 @ 3:30 P.M.
- i. **PERC (Parks Events Recreation Committee)**, Tuesday, January 16 @ 5:30 P.M. @ Town Hall

- j. **Rowan County Chamber Power in Partnership/Leadership Rowan** – January 18 at 7:30 A.M. @ Trinity Oaks, 728 Klumac Road
- k. **Cabarrus-Rowan MPO Meeting** – January 24 at 5:30 P.M. @ UNC Building of the NC Research Campus
- l. **Board of Aldermen Meeting** – February 5 at 7:00 P.M. @ Town Hall (**Board Photos will be taken after meeting**)
- m. **CCOG Board of Delegates Annual Meeting** – February 7 at 6:15 P.M. @ CCOG Office

Mayor Feather stated, “In the email from Mr. Conrad dated January 2, 2018 we are going to need some action by the Board. It says please see the following agenda items that will be approved by the Board of Transportation on Thursday. We will initiate a municipal agreement with the Town on both of these projects after approval – Pat Ivey.

***Division 9 Rowan** – Town of Granite Quarry. Upgrade and extend Veronica Lane to state standards for addition to the system. [**Contingency: \$101,040.00**]*

***Division 9 Rowan** – Town of Granite Quarry. Installation of curb and gutter and drainage improvements along US-52 at Church Street. [**Contingency: \$82,390.00**]*

ACTION: *Mayor Pro-Tem LaFevers made a motion to go into Closed Session pursuant to N.C. General Statute Section 143-318.11.A.5.6 for personnel and property issues, and General Statute Section 143-318.11.a4. Motion seconded by Alderman Linker. The motion passed with all in favor.*

9. Mayor’s Action

a. 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 for personnel and property issues, and General Statute Section 143-318.11.a4.

ACTION: *Mayor Pro-Tem LaFevers made a motion to go into Closed Session at 8:02 P.M. pursuant to N.C. General Statute Section 143-318.11.A.5.6 for personnel and property issues, and General Statute Section 143-318.11.a4. Motion seconded by Alderman Linker.*

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 for personnel and property issues. The Board takes the following action (if any).

ACTION: *Mayor Pro-Tem LaFevers made a motion to come out of Closed Session at 8:15 P.M. pursuant to N.C. General Statute Section 143-318.11.A.5.6 for personnel and property issues, and General Statute Section 143-318.11.a4. Motion seconded by Alderman Cress. The motion passed with all in favor.*

ACTION: *Aldermen Lineker made a motion to recess the meeting at 9:20 P.M. until Monday, January 8, 2018 at 5:30 P.M. Motion seconded by Mayor Pro-Tem LaFavers. The motion passed with all in favor.*

Respectively Submitted

*Tanya Maria Word
Town Clerk*



Town of Granite Quarry Fire Department

Established May 15th, 1950

PO Box 351

www.granitequarrync.gov

Granite Quarry, NC

704/279-5596



Board Report February/2018 Chief Brown

Emergency Calls for Service December 2017

26 calls in district

- 20 - EMS (including strokes, falls, diabetic, CPR and other Medical needs)
- 1- MVA (motor vehicle crash with injuries)
- 4- SERVICE CALL (non-emergency assistance)
- 1- Carbon Monoxide alarm call

17 calls to Salisbury

- 8- Alarm/Structure calls canceled En-route
- 4- Staged on scene the released
- 3- EMS
- 1- Vehicle fire
- 1- Move-up

7 calls to Rockwell Rural

- 4- Alarm/Structure calls canceled En-route
- 2-EMS
- 1-Gas Leak

5 calls to Union

- 2- Alarm/Structure calls canceled En-route
- 3- EMS

2 calls to South Salisbury -Cancelled En-route

8 calls to Millers Ferry

- 5- canceled en-route
- 3- working structure fires

1 call to Rockwell City – Cancelled En-route

1 call to Spencer -Cancelled En-route

1 call to Faith- EMS

TOTAL – 68

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.

- Our monthly training included E.M.T. continuing education. Annual Combat Challenge. Multiple days of driver training, water point training and district familiarization with new members. OSHA training.
- Car Seat Check Station on Thursday from 1 p.m. to 4 p.m. – 2 seats installed/checked.
- 1 Station/Apparatus Tours (nonscheduled, Walkup)
- 1 Visit from Church Youth Group
- Site Reviews and Business info updates.
- Officers Meeting
- Winter Storm prep and post clean-up
- Annual Christmas/End of year gathering and awards.
Sean Dunham- Veteran of the year
James Garris- Rookie of the year
Brian Peeples- Officer of the year

EQUIPMENT

- Information gathered and Submitted for Federal Assistance to Firefighters Grant. Submitted on behalf of the Town of G.Q.F.D by: JMCM consulting.
We are hoping to receive assistance for replacing Self Contained Breathing Apparatus.
- Discovered and corrected an issue with the Engine Turbo on E-571. Under warranty
- Discovered and working on repair of Hydraulic generator issue on E-571. The pump is under warranty Labor cost, fluid and filter are not. Dodged a bullet, the pump is 5 grand.
- Had to re stitch 2 more SCBA harnesses.



Granite Quarry Maintenance Department Monthly Report January 2018

- Park grounds and bathrooms cleaned weekdays
- Town limbs picked up every other week
- Leaf collection every other week
- Lake Park bank landscape watered twice weekly
- Granite Quarry signs watered twice weekly
- Various pot holes filled
- Christmas light removal
- Street and lot scraping during snow event
- PM checks HVAC – Town Hall and Legion
- Removal of several small downed trees in town roadways
- PM checks on Baldor Generator
- Overhaul on public works/finance office
- Surplus list for board approval

2007 Ford Truck Mileage – 49,611	+393 miles
1990 Chevy Truck Mileage - 106,679	+0 miles
1995 Ford Dump Truck Mileage – 32,699	+405 miles
2009 Ford Truck Mileage – 43,637	+551 miles

Jason Hord – Maintenance Supervisor



Granite Quarry-Faith Joint Police Authority

P.O. Box 351 • 143 North Salisbury Ave, Granite Quarry, NC 28072
Office: (704)279-2952 • Fax: (704)209-3047



Police Department Report

January 2018

- Call volume report for the month of January 2018:
 - Date of Report: 01/29/18
 - Total calls for service/activities - 209
 - Incident Reports- 19
 - Arrest Reports- 7
 - Crash Reports- 13
 - Traffic Citations- 15
 - See attached reports: Breakout of total calls for service between Townships.

- The following is the ending mileage for each vehicle:
 - 221- End- 52,982
 - 222- End- 32,055
 - 223- End- 62,206
 - 224- End- 40,668
 - 225- End- 30,000
 - 226- End- 12,785
 - 227- End- 13,016
 - 228- End- 34,126
 - 229- End- 997

- The average response time in January calls for service is 4.06 minutes.

GQPD

Number of Events by Nature

CFS Faith Jan 2018

Nature	# Events
104D1 RESIDENTIAL BURG ALARM	4
107B1 ASST OTHER AGENCY-ROUTIN	1
113A1 DISTURBANCE - PAST	1
113D1 DISTURBANCE / PHYSICAL	1
115D1 DRIVING UNDER INFLUENCE	1
116D3 DRUG LAB	1
126B1 PAST PERSONAL ROBBERY	1
129C1 SUSPICIOUS PERSON	1
129C3 SUSPICIOUS VEHICLE	1
130B3 THEFT FROM VEH (PAST)	1
132C1 SEVERE TRAFFIC VIOLATION	1
911 HANG UP	5
ASSIST MOTORIST	4
ATTEMPT TO LOCATE	1
BUSINESS OR HOUSE CHECK	14
ESCORT FUNERAL OR OTHER	1
MISDIAL	3
REPOSSESSION	1
SCHOOL SECURITY CHECK	1
TRAFFIC CHECK	4
TRAFFIC STOP	4
VEHICLE ACCIDENT PROP DAMAGE	1
Total	53

GQPD

Number of Events by Nature

CFS Granite Quarry Jan 2018

Nature	# Events
102B1 PAST ABUSE	1
103A2 FOUND PROPERTY	2
103A3 LOST PROPERTY	1
104D1 RESIDENTIAL BURG ALARM	6
104D3 RESIDENTIAL HOLDUP/PANIC	1
105D2 ANIMAL-DANGEROUS	1
110B2 PAST RESIDENTIAL B&E	1
110D2 RESIDENTIAL B&E	3
111D1 DAMAGE TO PROPERTY	1
113B2 OTHER NOISE COMPLAINT	2
113B4 DISTURBANCE - NUISANCE	1
113C1 DISTURBANCE-LOUD PARTY	1
113D2 DISTURBANCE / VERBAL	2
114D1 PHYSICAL DOMESTIC	4
115D1 DRIVING UNDER INFLUENCE	3
116D1 DRUGS (USE-POSSESSION)	1
118B2 FRAUD-PAST FORGERY	1
119D2 HARASSMENT	1
123B2 RUNAWAY	2
123D2 MISSING PERSON	1
125B1 CHECK WELFARE - ROUTINE	2
125B2 LOCKOUT - ROUTINE	1
125D1 CHECK WELFARE-URGENT	1
129C1 SUSPICIOUS PERSON	5
129C3 SUSPICIOUS VEHICLE	4
129C5 SUSPICIOUS CIRCUMSTANCE	2
130B1 LARCENY (ALREADY OCC)	2
130B3 THEFT FROM VEH (PAST)	1
130D1 LARCENY	2

Nature	# Events
131B3 HIT & RUN	2
133D1 TRESPASSING	1
23C1 OVERDOSE OR POISON	1
911 HANG UP	7
ASSAULT WITH WEAPONS	1
ASSIST FIRE DEPT	4
ASSIST MOTORIST	6
ATTEMPT TO LOCATE	1
BUSINESS OR HOUSE CHECK	11
DELIVER MESSAGE	5
DOMESTIC PROPERTY PICKUP	1
ESCORT FUNERAL OR OTHER	1
FOLLOWUP	13
GENERAL INFORMATION	1
MISDIAL	2
PARK CHECK	7
REPOSSESSION	1
SCHOOL SECURITY CHECK	2
SUBPOENA SERVICE	4
TRAFFIC CONTROL	2
TRAFFIC STOP	13
VEHICLE ACCIDENT PROP DAMAGE	10
WARRANT SERVICE	3
Total	155



Planning Department Report For 2/5/2018 Board of Aldermen Meeting

1. Held Joint Planning Board/Board of Aldermen Meeting.
2. Working with Manger and Clerk to plan BoA Planning Retreat.
3. Storm water and erosion control drawings for Village at Granite subdivision received and forwarded to our engineer for review and comment. (*Update- Our engineer completed his review. Review letter returned to developer for corrections and comments.*)
4. Contacted by developer's engineer concerning planned 25 home subdivision called Stoneglen, off Peeler Road. Project was started in 2007 but stopped due to economic conditions. Much like Village at Granite, planning and approval process will have to begin again due to the long delay. (*Update- Met with developer and reviewed issues. He is considering his options on this project.*) (*2nd Update- Developer has hired engineer to update plans to comply with current UDO requirements.*)
5. Continuing work on Thread Trail Corridor revision. (*Update- Attended Carolina Thread Trail Tenth Annual Planning Meeting. Gathered ideas for future trail development in our community.*) (*2nd Update- Securing Rowan County Commission support for corridor revision.*)
6. Continuing work of Leaf and Limb storage site. (*Update- Working on rezoning request for property on Irby Lane to be presented to Planning Board in February and Board of Aldermen in March for approval, conditional to sale of property to Town.*)
7. Continuing work of Code Enforcement issues. Have authorized Benchmark Planning to begin enforcement actions on one property in our ETJ that has apparent serious UDO and Minimum Housing Standards violations.
8. Met with Roger Crawford concerning replacing an existing mobile home in his park located on Dunn's Mountain Church Road. (*Update- Reviewed a list of minor issues that would need to be resolved prior to issuing zoning permit for replacement of old mobile home with newer model that would meet current standards.*)
9. Discussed with property owners the possible addition of a dog kennel on their property. This may require a UDO text amendment to be allowed on their property's current zoning classification. (*Update- Working on UDO text amendment to resolve some issues with this use.*)
10. SECU- Working with developer and our engineer to finalize approval of storm water and erosion control submittals.
11. Sidewalk Project- Created a set of maps for Alderman Linker to use in his review of existing sidewalks in Granite Quarry.

12. Working to establish accounting procedure to manage engineering review billings on Major Subdivision and Plat Reviews.
13. Working with EDC to insure our Industrial property off of Chamandy Drive is advertised on their web site
14. Working with Manager and Mayor to secure right-of-way and establish access road to our Industrial property off of Chamandy Drive.



January 30, 2018

Presented is the Budget Vs. Actual Report as of January 30, 2018. Please note that there are discrepancies and errors made that will take some time to correct. My hope is to have these discrepancies and errors corrected or edited within 60 days.

Shelly Shockley
Finance Analyst/
Planning Coordinator/
Events Administrator

Fund Or Attrib	Type	Dept Desc	Disp Acct	Budget	YTD	Variance	Prcnt
Fund Or Attrib: 01 General							
Type: Expenses							
01	Gener Expenses	GOVERNING B	01-4110-02 Mayor/Alderman Salary	\$11,907.00	\$0.00	\$11,907.00	0.00%
01	Gener Expenses	GOVERNING B	01-4110-03 Mayor Expense	\$200.00	\$225.00	(\$25.00)	112.50%
01	Gener Expenses	GOVERNING B	01-4110-08 Board Expense	\$800.00	\$460.00	\$340.00	57.50%
01	Gener Expenses	GOVERNING B	01-4110-09 FICA Expense	\$911.00	\$0.00	\$911.00	0.00%
01	Gener Expenses	GOVERNING B	01-4110-40 Dues & Subscriptions	\$820.00	\$0.00	\$820.00	0.00%
01	Gener Expenses	GOVERNING B	01-4110-45 Insurance & Bonds	\$2,750.00	\$2,597.87	\$152.13	94.47%
01	Gener Expenses	GOVERNING B	01-4110-97 Board Contingency	\$10,100.00	\$0.00	\$10,100.00	0.00%
01	Gener Expenses	ADMINISTRAT	01-4120-00 Salaries-Regular	\$155,000.00	\$107,194.29	\$47,805.71	69.16%
01	Gener Expenses	ADMINISTRAT	01-4120-02 Salaries-Part Time	\$30,000.00	\$21,547.40	\$8,452.60	71.82%
01	Gener Expenses	ADMINISTRAT	01-4120-07 401K Expense	\$8,000.00	\$6,562.66	\$1,437.34	82.03%
01	Gener Expenses	ADMINISTRAT	01-4120-09 FICA Expense	\$12,000.00	\$9,740.13	\$2,259.87	81.17%
01	Gener Expenses	ADMINISTRAT	01-4120-10 Retirement Expense	\$11,749.00	(\$5,505.45)	\$17,254.45	-46.86%
01	Gener Expenses	ADMINISTRAT	01-4120-11 Group Insurance	\$20,000.00	\$10,792.81	\$9,207.19	53.96%
01	Gener Expenses	ADMINISTRAT	01-4120-13 Unemployment Expense	\$0.00	\$0.00	\$0.00	0.00%
01	Gener Expenses	ADMINISTRAT	01-4120-18 Professional Services	\$10,400.00	\$8,297.20	\$2,102.80	79.78%
01	Gener Expenses	ADMINISTRAT	01-4120-20 Motor Vehicle Fuel	\$0.00	\$0.00	\$0.00	0.00%
01	Gener Expenses	ADMINISTRAT	01-4120-22 Banquet Expense	\$1,300.00	\$1,209.00	\$91.00	93.00%
01	Gener Expenses	ADMINISTRAT	01-4120-25 Maint & Repair Vehicles	\$0.00	\$0.00	\$0.00	0.00%
01	Gener Expenses	ADMINISTRAT	01-4120-26 Office Expense	\$10,500.00	\$7,844.44	\$2,655.56	74.71%
01	Gener Expenses	ADMINISTRAT	01-4120-29 Misc. Supplies & Equipm	\$200.00	\$147.99	\$52.01	74.00%
01	Gener Expenses	ADMINISTRAT	01-4120-31 Training & Schools	\$2,500.00	\$1,103.45	\$1,396.55	44.14%
01	Gener Expenses	ADMINISTRAT	01-4120-32 Telephone/Communicati	\$5,500.00	\$1,487.22	\$4,012.78	27.04%
01	Gener Expenses	ADMINISTRAT	01-4120-33 Utilites	\$4,000.00	\$1,530.45	\$2,469.55	38.26%
01	Gener Expenses	ADMINISTRAT	01-4120-34 Printing	\$2,000.00	\$599.27	\$1,400.73	29.96%
01	Gener Expenses	ADMINISTRAT	01-4120-35 Maint/Repair Equipment	\$1,500.00	\$0.00	\$1,500.00	0.00%
01	Gener Expenses	ADMINISTRAT	01-4120-37 Advertising	\$3,000.00	\$438.42	\$2,561.58	14.61%
01	Gener Expenses	ADMINISTRAT	01-4120-40 Dues & Subscriptions	\$12,000.00	\$8,746.52	\$3,253.48	72.89%
01	Gener Expenses	ADMINISTRAT	01-4120-41 Rental Property Expense	\$0.00	\$0.00	\$0.00	0.00%
01	Gener Expenses	ADMINISTRAT	01-4120-45 Insurance & Bonds	\$8,000.00	\$6,256.03	\$1,743.97	78.20%
01	Gener Expenses	ADMINISTRAT	01-4120-49 Visionary Projects	\$35,347.00	\$5,361.84	\$29,985.16	15.17%

Southern Software FMS Budget vs Actual

Date: 1/30/2018 10:44 AM

Fund Or Attrib	Type	Dept Desc	Disp Acct	Budget	YTD	Variance	Prct
01	Gener Expenses	ADMINISTRAT	01-4120-50 Community Projects	\$3,000.00	\$1,458.72	\$1,541.28	48.62%
01	Gener Expenses	ADMINISTRAT	01-4120-52 Cap Outlay-Computer	\$750.00	\$0.00	\$750.00	0.00%
01	Gener Expenses	ADMINISTRAT	01-4120-55 C.O. Equipment	\$4,650.00	\$10,738.26	(\$6,088.26)	230.93%
01	Gener Expenses	ADMINISTRAT	01-4120-57 C.O. Land Purchase	\$22,500.00	\$0.00	\$22,500.00	0.00%
01	Gener Expenses	ADMINISTRAT	01-4120-58 C.O. Bldg Improvments	\$0.00	\$0.00	\$0.00	0.00%
01	Gener Expenses	ADMINISTRAT	01-4120-59 Annexation Expense	\$0.00	\$0.00	\$0.00	0.00%
01	Gener Expenses	ADMINISTRAT	01-4120-60 Contracted Services	\$41,400.00	\$39,608.05	\$1,791.95	95.67%
01	Gener Expenses	ADMINISTRAT	01-4120-61 Grant Related Expenditu	\$0.00	\$0.00	\$0.00	0.00%
01	Gener Expenses	ADMINISTRAT	01-4120-62 Christmas Lights	\$0.00	\$0.00	\$0.00	0.00%
01	Gener Expenses	ADMINISTRAT	01-4120-71 Debt Services - Principal	\$50,000.00	\$0.00	\$50,000.00	0.00%
01	Gener Expenses	ADMINISTRAT	01-4120-72 Debt Services - Interest	\$18,334.00	\$4,201.23	\$14,132.77	22.91%
01	Gener Expenses		01-4140-68 Tax Collection	\$21,600.00	\$0.00	\$21,600.00	0.00%
01	Gener Expenses		01-4140-69 Vehicle Tax Collection	\$0.00	\$0.00	\$0.00	0.00%
01	Gener Expenses		01-4170-63 Elections	\$2,500.00	\$2,081.05	\$418.95	83.24%
01	Gener Expenses	MAINTENANCE	01-4190-00 Salaries - Regular	\$85,000.00	\$47,996.52	\$37,003.48	56.47%
01	Gener Expenses	MAINTENANCE	01-4190-02 Salaries - Part-Time	\$14,000.00	\$4,113.44	\$9,886.56	29.38%
01	Gener Expenses	MAINTENANCE	01-4190-07 401K Expense	\$4,200.00	\$3,544.19	\$655.81	84.39%
01	Gener Expenses	MAINTENANCE	01-4190-09 FICA Expense	\$6,500.00	\$3,995.26	\$2,504.74	61.47%
01	Gener Expenses	MAINTENANCE	01-4190-10 Retirement Expense	\$6,443.00	(\$3,005.81)	\$9,448.81	-46.65%
01	Gener Expenses	MAINTENANCE	01-4190-11 Group Insurance	\$15,500.00	\$7,850.93	\$7,649.07	50.65%
01	Gener Expenses	MAINTENANCE	01-4190-18 Professional Services	\$0.00	\$0.00	\$0.00	0.00%
01	Gener Expenses	MAINTENANCE	01-4190-20 Motor Fuel	\$5,000.00	\$2,747.43	\$2,252.57	54.95%
01	Gener Expenses	MAINTENANCE	01-4190-21 Uniforms	\$1,500.00	\$1,059.31	\$440.69	70.62%
01	Gener Expenses	MAINTENANCE	01-4190-24 Comm Appearance Proje	\$8,000.00	\$1,249.86	\$6,750.14	15.62%
01	Gener Expenses	MAINTENANCE	01-4190-25 Maint & Repairs Trucks	\$1,500.00	\$563.14	\$936.86	37.54%
01	Gener Expenses	MAINTENANCE	01-4190-26 Office Expense	\$100.00	\$103.01	(\$3.01)	103.01%
01	Gener Expenses	MAINTENANCE	01-4190-29 Misc. Supplies & Equipm	\$8,000.00	\$7,052.39	\$947.61	88.15%
01	Gener Expenses	MAINTENANCE	01-4190-31 Training & Schools	\$500.00	\$0.00	\$500.00	0.00%
01	Gener Expenses	MAINTENANCE	01-4190-32 Telephone/Communicati	\$1,200.00	\$131.54	\$1,068.46	10.96%
01	Gener Expenses	MAINTENANCE	01-4190-33 Utilities	\$4,000.00	\$2,033.74	\$1,966.26	50.84%
01	Gener Expenses	MAINTENANCE	01-4190-34 Printing	\$50.00	\$23.21	\$26.79	46.42%

Fund Or Attrib	Type	Dept Desc	Disp Acct	Budget	YTD	Variance	Prcnt
01	Gener Expenses	MAINTENANCE	01-4190-35 Maint & Repalrs Equip	\$8,000.00	\$1,669.93	\$6,330.07	20.87%
01	Gener Expenses	MAINTENANCE	01-4190-40 Dues & Subscriptions	\$0.00	\$0.00	\$0.00	0.00%
01	Gener Expenses	MAINTENANCE	01-4190-45 Insurance & Bonds	\$9,000.00	\$8,545.96	\$454.04	94.96%
01	Gener Expenses	MAINTENANCE	01-4190-54 C.O. Motor vehide fund	\$0.00	\$0.00	\$0.00	0.00%
01	Gener Expenses	MAINTENANCE	01-4190-55 C.O. Equipment	\$82,663.00	\$42,465.60	\$40,197.40	51.37%
01	Gener Expenses	MAINTENANCE	01-4190-58 C.O. Building Renovation	\$0.00	(\$328.35)	\$328.35	0.00%
01	Gener Expenses	MAINTENANCE	01-4190-59 Transportation	\$0.00	\$0.00	\$0.00	0.00%
01	Gener Expenses	MAINTENANCE	01-4190-60 Contracted Services	\$22,640.00	\$29,242.30	(\$6,602.30)	129.16%
01	Gener Expenses	POLICE	01-4310-00 Salaries-Regular	\$328,000.00	\$198,252.60	\$129,747.40	60.44%
01	Gener Expenses	POLICE	01-4310-02 Salaries-Part Time	\$23,000.00	\$15,982.75	\$7,017.25	69.49%
01	Gener Expenses	POLICE	01-4310-07 401K Expense	\$16,500.00	\$13,312.85	\$3,187.15	80.68%
01	Gener Expenses	POLICE	01-4310-09 FICA Expense	\$26,700.00	\$15,968.51	\$10,731.49	59.81%
01	Gener Expenses	POLICE	01-4310-10 Retirement Expense	\$28,000.00	(\$11,485.37)	\$39,485.37	-41.02%
01	Gener Expenses	POLICE	01-4310-11 Group Insurance	\$71,000.00	\$29,063.39	\$41,936.61	40.93%
01	Gener Expenses	POLICE	01-4310-20 Motor Fuel	\$20,000.00	\$7,765.85	\$12,234.15	38.83%
01	Gener Expenses	POLICE	01-4310-21 Uniforms	\$3,000.00	\$1,879.08	\$1,120.92	62.64%
01	Gener Expenses	POLICE	01-4310-25 Maint & Repair-Autos	\$5,000.00	\$4,382.32	\$617.68	87.65%
01	Gener Expenses	POLICE	01-4310-26 Office Expense	\$1,500.00	\$1,186.12	\$313.88	79.07%
01	Gener Expenses	POLICE	01-4310-29 Misc. Supplies & Equipm	\$9,000.00	\$2,804.01	\$6,195.99	31.16%
01	Gener Expenses	POLICE	01-4310-31 Training & Schools	\$3,000.00	\$2,260.80	\$739.20	75.36%
01	Gener Expenses	POLICE	01-4310-32 Telephone/Communicati	\$8,000.00	\$3,948.02	\$4,051.98	49.35%
01	Gener Expenses	POLICE	01-4310-33 Utilites	\$1,500.00	\$216.39	\$1,283.61	14.43%
01	Gener Expenses	POLICE	01-4310-34 Printing	\$1,500.00	\$630.01	\$869.99	42.00%
01	Gener Expenses	POLICE	01-4310-35 Maint & Repair-Equipme	\$3,000.00	\$242.97	\$2,757.03	8.10%
01	Gener Expenses	POLICE	01-4310-40 Dues & Subscriptions	\$900.00	\$310.00	\$590.00	34.44%
01	Gener Expenses	POLICE	01-4310-45 Insurance & Bonds	\$22,000.00	\$22,664.60	(\$664.60)	103.02%
01	Gener Expenses	POLICE	01-4310-54 C.O. Motor vehicle fund	\$39,626.00	\$39,807.31	(\$181.31)	100.46%
01	Gener Expenses	POLICE	01-4310-55 C.O. Equipment	\$22,439.00	\$12,417.36	\$10,021.64	55.34%
01	Gener Expenses	POLICE	01-4310-60 Contracted Services	\$18,500.00	\$16,414.78	\$2,085.22	88.73%
01	Gener Expenses	POLICE	01-4310-71 Debt Services - Principal	\$0.00	\$0.00	\$0.00	0.00%
01	Gener Expenses	POLICE	01-4310-72 Debt Services - Interest	\$0.00	\$0.00	\$0.00	0.00%

Southern Software FMS Budget vs Actual

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Fund Or Attrib	Type	Dept Desc	Disp Acct	Budget	YTD	Variance	Prct
01	Gener Expenses	FIRE	01-4340-00 Salaries - Regular	\$99,000.00	\$58,126.54	\$40,873.46	58.71%
01	Gener Expenses	FIRE	01-4340-02 Salaries - Part-Time	\$98,900.00	\$40,079.64	\$58,820.36	40.53%
01	Gener Expenses	FIRE	01-4340-07 401K Expense	\$4,900.00	\$4,125.57	\$774.43	84.20%
01	Gener Expenses	FIRE	01-4340-09 FICA Expense	\$14,700.00	\$7,526.33	\$7,173.67	51.20%
01	Gener Expenses	FIRE	01-4340-10 Retirement Expense	\$7,505.00	(\$3,452.71)	\$10,957.71	-46.01%
01	Gener Expenses	FIRE	01-4340-11 Group Insurance	\$17,500.00	\$9,729.42	\$7,770.58	55.60%
01	Gener Expenses	FIRE	01-4340-17 Firemen's Pension Fund	\$2,340.00	\$0.00	\$2,340.00	0.00%
01	Gener Expenses	FIRE	01-4340-18 Professional Services	\$0.00	\$0.00	\$0.00	0.00%
01	Gener Expenses	FIRE	01-4340-20 Motor Fuel	\$5,000.00	\$1,543.11	\$3,456.89	30.86%
01	Gener Expenses	FIRE	01-4340-21 Uniforms	\$3,000.00	\$314.00	\$2,686.00	10.47%
01	Gener Expenses	FIRE	01-4340-25 Maint & Repairs-Trucks	\$12,000.00	\$2,241.10	\$9,758.90	18.68%
01	Gener Expenses	FIRE	01-4340-26 Office Expense	\$500.00	\$231.30	\$268.70	46.26%
01	Gener Expenses	FIRE	01-4340-29 Misc. Supplies & Equipm	\$20,000.00	\$3,899.33	\$16,100.67	19.50%
01	Gener Expenses	FIRE	01-4340-31 Training & Schools	\$2,000.00	\$414.69	\$1,585.31	20.73%
01	Gener Expenses	FIRE	01-4340-32 Telephone/Communicati	\$3,575.00	\$1,679.60	\$1,895.40	46.98%
01	Gener Expenses	FIRE	01-4340-33 Utilities	\$6,500.00	\$869.36	\$5,630.64	13.37%
01	Gener Expenses	FIRE	01-4340-34 Printing	\$500.00	\$364.75	\$135.25	72.95%
01	Gener Expenses	FIRE	01-4340-35 Maint. & Repairs-Equipm	\$3,000.00	\$2,306.63	\$693.37	76.89%
01	Gener Expenses	FIRE	01-4340-40 Dues & Subscriptions	\$1,300.00	\$975.00	\$325.00	75.00%
01	Gener Expenses	FIRE	01-4340-45 Insurance & Bonds	\$16,000.00	\$11,110.16	\$4,889.84	69.44%
01	Gener Expenses	FIRE	01-4340-54 C.O. Motor vehicle fund	\$10,000.00	\$0.00	\$10,000.00	0.00%
01	Gener Expenses	FIRE	01-4340-55 C.O. Equipment	\$56,300.00	\$5,548.00	\$50,752.00	9.85%
01	Gener Expenses	FIRE	01-4340-60 Contracted Services	\$5,000.00	\$3,716.38	\$1,283.62	74.33%
01	Gener Expenses	FIRE	01-4340-71 Debt Services - Principal	\$40,994.00	\$0.00	\$40,994.00	0.00%
01	Gener Expenses	FIRE	01-4340-72 Debt Services - Interest	\$2,851.00	\$0.00	\$2,851.00	0.00%
01	Gener Expenses		01-4510-58 Property Development	\$0.00	\$0.00	\$0.00	0.00%
01	Gener Expenses		01-4510-59 Sidewalks	\$106,000.00	\$0.00	\$106,000.00	0.00%
01	Gener Expenses		01-4510-60 Chamandy Sewer/Water	\$80,000.00	\$48,057.00	\$31,943.00	60.07%
01	Gener Expenses		01-4510-66 Powell - Streets	\$235,000.00	\$232,159.27	\$2,840.73	98.79%
01	Gener Expenses	SANITATION	01-4710-29 MISC Supplies	\$0.00	\$0.00	\$0.00	0.00%
01	Gener Expenses	SANITATION	01-4710-33 Utilities (Street Lights)	\$35,000.00	\$0.00	\$35,000.00	0.00%

Southern Software FMS Budget vs Actual

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Fund Or Attrib	Type	Dept Desc	Disp Acct	Budget	YTD	Variance	Prcnt
01	Gener Expenses	SANITATION	01-4710-49 Enviro. Fees & Surcharg	\$0.00	\$0.00	\$0.00	0.00%
01	Gener Expenses	SANITATION	01-4710-64 Recycling	\$21,600.00	\$11,245.00	\$10,355.00	52.06%
01	Gener Expenses	SANITATION	01-4710-65 Garbage Services	\$117,400.00	\$55,040.82	\$62,359.18	46.88%
01	Gener Expenses	PLANNING & Z	01-4910-00 Salaries & Wages	\$0.00	\$0.00	\$0.00	0.00%
01	Gener Expenses	PLANNING & Z	01-4910-02 Salaries-Part Time	\$0.00	\$0.00	\$0.00	0.00%
01	Gener Expenses	PLANNING & Z	01-4910-07 401K Expense	\$0.00	\$0.00	\$0.00	0.00%
01	Gener Expenses	PLANNING & Z	01-4910-09 FICA Expense	\$0.00	\$0.00	\$0.00	0.00%
01	Gener Expenses	PLANNING & Z	01-4910-10 State Retirement Expens	\$0.00	\$0.00	\$0.00	0.00%
01	Gener Expenses	PLANNING & Z	01-4910-11 Group Insurance	\$0.00	\$0.00	\$0.00	0.00%
01	Gener Expenses	PLANNING & Z	01-4910-18 Professional Services	\$0.00	\$0.00	\$0.00	0.00%
01	Gener Expenses	PLANNING & Z	01-4910-20 Motor Fuel	\$0.00	\$0.00	\$0.00	0.00%
01	Gener Expenses	PLANNING & Z	01-4910-23 Planning & Mapping sup	\$1,700.00	\$0.00	\$1,700.00	0.00%
01	Gener Expenses	PLANNING & Z	01-4910-31 Training & Schools	\$0.00	\$0.00	\$0.00	0.00%
01	Gener Expenses	PLANNING & Z	01-4910-32 Telephone/Communicati	\$0.00	\$0.00	\$0.00	0.00%
01	Gener Expenses	PLANNING & Z	01-4910-33 Utilites	\$0.00	\$42.95	(\$42.95)	0.00%
01	Gener Expenses	PLANNING & Z	01-4910-34 Printing	\$0.00	\$0.00	\$0.00	0.00%
01	Gener Expenses	PLANNING & Z	01-4910-40 Dues & Subscriptions	\$0.00	\$0.00	\$0.00	0.00%
01	Gener Expenses	PLANNING & Z	01-4910-60 Contracted Services	\$0.00	\$0.00	\$0.00	0.00%
01	Gener Expenses	PARKS & RECR	01-6130-00 Salaries - Regular	\$6,000.00	\$0.00	\$6,000.00	0.00%
01	Gener Expenses	PARKS & RECR	01-6130-02 Salaries - Part-Time	\$0.00	\$0.00	\$0.00	0.00%
01	Gener Expenses	PARKS & RECR	01-6130-07 401K Expense	\$300.00	\$0.00	\$300.00	0.00%
01	Gener Expenses	PARKS & RECR	01-6130-09 FICA Expense	\$400.00	\$0.00	\$400.00	0.00%
01	Gener Expenses	PARKS & RECR	01-6130-10 Retirement Expense	\$455.00	\$0.00	\$455.00	0.00%
01	Gener Expenses	PARKS & RECR	01-6130-11 Group Insurance	\$0.00	\$0.00	\$0.00	0.00%
01	Gener Expenses	PARKS & RECR	01-6130-18 Professional Services	\$0.00	\$0.00	\$0.00	0.00%
01	Gener Expenses	PARKS & RECR	01-6130-20 Motor Fuel	\$0.00	\$0.00	\$0.00	0.00%
01	Gener Expenses	PARKS & RECR	01-6130-24 Maint/Repair Bldg & Gro	\$12,000.00	\$3,112.51	\$8,887.49	25.94%
01	Gener Expenses	PARKS & RECR	01-6130-25 Maint./ Repair Vehicles	\$1,000.00	\$16.44	\$983.56	1.64%
01	Gener Expenses	PARKS & RECR	01-6130-29 Misc. Supplies & Equipm	\$5,000.00	\$394.95	\$4,605.05	7.90%
01	Gener Expenses	PARKS & RECR	01-6130-31 Training & Schools	\$0.00	\$0.00	\$0.00	0.00%
01	Gener Expenses	PARKS & RECR	01-6130-33 Utilities	\$15,000.00	\$16,335.12	(\$1,335.12)	108.90%

Southern Software FMS Budget vs Actual

Date: 1/30/2018 10:44 AM

Fund Or Attrib	Type	Dept Desc	Disp Acct	Budget	YTD	Variance	Prct
01	Gener Expenses	PARKS & RECR	01-6130-35 Maint./ Repair Equipmen	\$0.00	\$0.00	\$0.00	0.00%
01	Gener Expenses	PARKS & RECR	01-6130-45 Insurance & Bonds	\$0.00	\$0.00	\$0.00	0.00%
01	Gener Expenses	PARKS & RECR	01-6130-54 C.O. Motor vehicle fund	\$0.00	\$0.00	\$0.00	0.00%
01	Gener Expenses	PARKS & RECR	01-6130-55 C.O. Equipment	\$0.00	\$0.00	\$0.00	0.00%
01	Gener Expenses	PARKS & RECR	01-6130-57 C.O. Land Purchase	\$0.00	\$0.00	\$0.00	0.00%
01	Gener Expenses	PARKS & RECR	01-6130-58 C.O. Building Renovation	\$0.00	\$0.00	\$0.00	0.00%
01	Gener Expenses	PARKS & RECR	01-6130-60 Contracted Services	\$2,300.00	\$3,075.90	(\$775.90)	133.73%
				\$2,533,699.00	\$1,314,629.96	\$1,219,069.04	52%
Type: Revenues							
01	Gener Revenues		01-3100-12 Taxes - Budget Year	\$775,349.00	\$578,957.57	(\$196,391.43)	74.67%
01	Gener Revenues		01-3100-17 Tax Penalties & Interest	\$5,000.00	\$2,283.22	(\$2,716.78)	45.66%
01	Gener Revenues		01-3100-19 Discounts	\$0.00	\$26.73	\$26.73	0.00%
01	Gener Revenues		01-3101-12 Taxes - Prior Years	\$15,000.00	\$14,336.72	(\$663.28)	95.58%
01	Gener Revenues		01-3102-12 Vehicle Tax	\$112,910.00	\$56,823.24	(\$56,086.76)	50.33%
01	Gener Revenues		01-3230-31 Local Option Sales Tax	\$651,150.00	\$279,531.42	(\$371,618.58)	42.93%
01	Gener Revenues		01-3260-41 Privilege Licenses/Permit	\$1,000.00	\$260.00	(\$740.00)	26.00%
01	Gener Revenues		01-3260-89 Penalty/Int. Priviledge Li	\$0.00	\$0.00	\$0.00	0.00%
01	Gener Revenues		01-3261-31 Cable Franchise Tax	\$5,000.00	\$3,529.84	(\$1,470.16)	70.60%
01	Gener Revenues		01-3300-23 CDBG Grant	\$0.00	\$0.00	\$0.00	0.00%
01	Gener Revenues		01-3300-31 Telecommunications Tax	\$12,100.00	\$0.00	(\$12,100.00)	0.00%
01	Gener Revenues		01-3300-36 Grants	\$0.00	\$0.00	\$0.00	0.00%
01	Gener Revenues		01-3315-31 Piped Natural Gas Tax	\$2,900.00	\$0.00	(\$2,900.00)	0.00%
01	Gener Revenues		01-3315-33 Fireman Retirement	\$300.00	\$0.00	(\$300.00)	0.00%
01	Gener Revenues		01-3315-83 Tax Refunds	\$0.00	\$0.00	\$0.00	0.00%
01	Gener Revenues		01-3315-89 Video Franchise Fee Tax	\$27,800.00	\$0.00	(\$27,800.00)	0.00%
01	Gener Revenues		01-3316-32 Powell Pave & Patch Fun	\$83,000.00	\$42,228.78	(\$40,771.22)	50.88%
01	Gener Revenues		01-3316-89 Interest on Invest - Pow	\$150.00	\$0.00	(\$150.00)	0.00%
01	Gener Revenues		01-3322-31 Beer & Wine - State	\$15,100.00	\$0.00	(\$15,100.00)	0.00%
01	Gener Revenues		01-3324-31 Utilities Franchise Tax	\$100,800.00	\$32,435.34	(\$68,364.66)	32.18%
01	Gener Revenues		01-3330-84 County First Responders	\$4,020.00	\$2,010.00	(\$2,010.00)	50.00%
01	Gener Revenues		01-3340-41 Permits	\$1,200.00	\$800.00	(\$400.00)	66.67%

Fund Or Attrib	Type	Dept Desc	Disp Acct	Budget	YTD	Variance	Prcnt
01	Gener Revenues		01-3411-89 Community Appearance	\$0.00	\$0.00	\$0.00	0.00%
01	Gener Revenues		01-3413-89 Miscellaneous Revenue	\$6,100.00	\$16,475.17	\$10,375.17	270.08%
01	Gener Revenues		01-3431-41 Police Authority Revenu	\$133,762.00	\$67,308.21	(\$66,453.79)	50.32%
01	Gener Revenues		01-3431-45 Police Report Revenue	\$100.00	\$85.00	(\$15.00)	85.00%
01	Gener Revenues		01-3431-89 Police Miscellaneous	\$1,500.00	\$10,659.73	\$9,159.73	710.65%
01	Gener Revenues		01-3471-51 Solid Waste Collection -	\$156,288.00	\$46,952.63	(\$109,335.37)	30.04%
01	Gener Revenues		01-3471-53 Recycling - Salisbury	\$0.00	\$0.00	\$0.00	0.00%
01	Gener Revenues		01-3491-41 Subdivision & Zoning Fe	\$3,500.00	\$0.00	(\$3,500.00)	0.00%
01	Gener Revenues		01-3713-33 Sal. Water/Sewer Reimb	\$50,000.00	\$0.00	(\$50,000.00)	0.00%
01	Gener Revenues		01-3831-89 Interest on Investments	\$1,000.00	\$23.74	(\$976.26)	2.37%
01	Gener Revenues		01-3833-89 Donations/Contributions	\$10,000.00	\$100.00	(\$9,900.00)	1.00%
01	Gener Revenues		01-3834-41 Park Shelter Rentals (Ma	\$7,000.00	\$2,505.00	(\$4,495.00)	35.79%
01	Gener Revenues		01-3835-81 Surplus items Sold	\$3,000.00	\$8,102.27	\$5,102.27	270.08%
01	Gener Revenues		01-3836-82 Sale of Land	\$0.00	\$0.00	\$0.00	0.00%
01	Gener Revenues		01-3837-31 ABC Net Revenue-Co.	\$15,000.00	\$4,350.56	(\$10,649.44)	29.00%
01	Gener Revenues		01-3920-91 Proceeds FM Borrowing	\$0.00	\$0.00	\$0.00	0.00%
01	Gener Revenues		01-3980-96 Transfers other Funds	\$0.00	\$0.00	\$0.00	0.00%
01	Gener Revenues		01-3991-99 Fund balance Appropriat	\$333,670.00	\$0.00	(\$333,670.00)	0.00%
				\$2,533,699.00	\$1,169,785.17	(\$1,363,913.83)	46%
				\$5,067,398.00	\$2,484,415.13	(\$2,582,982.87)	49%



TO: Board of Aldermen

FROM: Tanya Maria Word, Town Clerk

DATE: January 29, 2018

SUBJECT: Increase Cost of Bereavement Flowers/Memorials

The current policy to purchase bereavement flowers or memorials is \$65.00 and the cost of flowers for someone in the hospital is \$30.00 which was effective August 1, 2013.

As with the cost of everything else, the cost of flowers has increased, including the delivery fee.

Considering these increases, I recommend that we revise Procedure Number 420-6 increase the price to purchase bereavement flowers/memorials to \$100.00; and the price to purchase flowers for those in the hospital \$40.00.



Town of Granite Quarry Policy Manual

Effective Date: August 1, 2013
Revision Date: September 10, 2013
Review Due Date: August 1, 2014

Procedure Number: 420-6

Issued By: Finance Officer

Policy Title: Bereavement Flowers or Memorials Procedure

Purpose:

To establish procedures for the purchase of bereavement flowers or memorials.

Procedure:

The procedure of the Town of Granite Quarry is to provide bereavement flowers, plants, or memorials (if designated by the family) for all full-time and part-time employees as well as Board members and volunteers. It will be the responsibility of each Department, with the approval of the Department Head, to order bereavement flowers or memorials for the employees in their Department and their immediate family. The Town Clerk will be responsible for the ordering of bereavement flowers or memorials for Board members.

The following guidelines are required:

- Immediate family is defined as an employee's spouse, parent(s), child (ren), sibling(s), grandparent(s), grandchild (ren), half-brother/sister, step-parents, step-child (ren), mother-in-law, father-in-law, son/daughter-in-law, brother/sister-in-law.
- Dollar limit – The cost of the flower or the value of the memorial cannot exceed \$65.
- Payment for flowers or memorials will be taken from the Departments Miscellaneous line item.

The Town of Granite Quarry may send a flower for:

- Any board member or employee receiving surgery that results in an overnight stay in the hospital.
- Dollar limit—The cost of the flower cannot exceed \$30.

The Town of Granite Quarry may send an appropriate card for:

- Birthdays of board members, employees, volunteer fire fighters, and auxiliary police officers.

There may be other occasions when a flower or memorial is desired and does not fit the required guidelines. In such cases, the purchase of the flower or memorial should be coordinated among the employees and shall not be considered Town expenditures.

Note: It shall be the responsibility of the Department Head to insure the Town Clerk or Town Manager is made aware of any of the above circumstances within his/her department.

PROPOSAL FOR TOWN OF GRANITE QUARRY

January 29, 2018

To Whom It May Concern:

This is a written proposal to discuss the hours involved in helping Shelley Shockley establish and monitor all transactions for the Town of Granite Quarry using the software system by Southern Systems that is currently in place. The proposal discussed in person was from 2-3 hours a week for 6 months. It is complicated to establish an exact number of hours. However, I feel that 2-3 hours a week for at least 2 months is necessary and we may find that the time is needed for the entire 6-month period. My proposal price is \$5,000 for the 6 months not to exceed 3 hours a week. I will be available by phone and email as well during that time-period.

The preceding proposal is for the time period set forth by the Town of Granite Quarry for 6 months. I personally would like to start this time period February 12, 2018. If that does not agree; then I am flexible.

Thank you in advance for your consideration in this matter. I look forward to working with you in the future.

Sincerely;

Martha O. Cranford



February 5, 2018

F & M Bank
138 N. Salisbury Avenue
Granite Quarry, NC 28146

Subject: Town Check Signatures

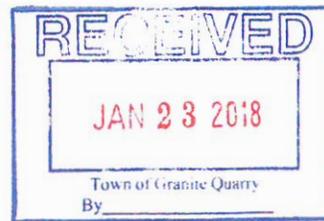
Please update the list of individuals who can sign checks from the General Fund account, Granite Lake account, Business account, and Powell Fund account for the Town of Granite Quarry effective immediately. William Feather, Jim LaFevers, Tanya Maria Word, and Jeffrey S. Stewart should be the current signatures on these accounts. Also included are the forms for these individuals to be added.

If you should have any questions regarding this request, please do not hesitate to contact our office at (704) 279-5596.

Sincerely,

William Feather, Mayor
Town of Granite Quarry

enclosures



STATE OF NORTH CAROLINA
DEPARTMENT OF TRANSPORTATION

ROY COOPER
GOVERNOR

JAMES H. TROGDON, III
SECRETARY

January 19, 2018

Mr. Phil Conrad
Town Manager
Town of Granite Quarry
Post Office Box 351
Granite Quarry, North Carolina 28072

SUBJECT: Locally Administered Project – State Contingency Agreement
WBS: 47726
Rowan County

Dear Mr. Conrad:

Enclosed are duplicate originals of a Locally Administered Project – State Contingency Agreement consisting of extension upgrade to state standards of Veronica Lane including roadway improvements to ensure property access and emergency services and addition to the state system in Granite Quarry. You have forty-five (45) days from the date of receipt to sign and return the Agreement to our office.

After you have reviewed and signed the originals, please return them to the attention of Denise Ketcham for Departmental execution. One fully executed agreement will be sent back to you.

If you have any questions please feel free to contact me at 336-747-7800. Thank you for your cooperation.

Sincerely,

S. P. Ivey, P.E.
Division Engineer

SPI/ddk

Enclosure

Mailing Address:
NC DEPARTMENT OF TRANSPORTATION
DIVISION 9
375 SILAS CREEK PARKWAY
WINSTON-SALEM, NC 27127

Telephone: (336) 747-7800
Fax: (336) 703-6693
Customer Service: 1-877-368-4968

Location:
375 SILAS CREEK PARKWAY
WINSTON-SALEM, NC 27127

Website: www.ncdot.gov

NORTH CAROLINA

**LOCALLY ADMINISTERED PROJECT – STATE
CONTINGENCY AGREEMENT**

ROWAN COUNTY

DATE: 1/19/2018

NORTH CAROLINA DEPARTMENT OF
TRANSPORTATION

AND

WBS Elements: 47726

TOWN OF GRANITE QUARRY

THIS AGREEMENT is made and entered into on the last date executed below, by and between the North Carolina Department of Transportation, an agency of the State of North Carolina, hereinafter referred to as the "Department" and Town of Granite Quarry, hereinafter referred to as the "Municipality".

WITNESSETH:

WHEREAS, the parties have agreed to make certain improvements within the Municipality under WBS Element 47726 in Rowan County in accordance with the plans and specifications approved by the Department; and,

WHEREAS, this Agreement is made under the authority granted to the Department by the North Carolina General Assembly including, but not limited to, the following applicable legislation: General Statutes of North Carolina (NCGS) Section 136-66.1, Section 136-66.3, Section 136-18 (24) and (27), Section 20-169, Section 160A-296 and Section 297, to participate in the planning and construction of the Project approved by the Board of Transportation for the safe and efficient utilization of transportation systems for the public good; and,

WHEREAS, the Department and the Municipality have agreed that the jurisdictional limits of the Parties, as of the date of the awarding of the contract for the construction of the above-mentioned Project, are to be used in determining the duties, responsibilities, rights and legal obligations of the parties hereto for the purposes of this Agreement; and,

WHEREAS, the parties to this Agreement have approved the construction of said Project with cost participation and responsibilities for the Project as hereinafter set out.

NOW, THEREFORE, the parties hereto, each in consideration of the promises and undertakings of the other as herein provided, do hereby covenant and agree, each with the other, as follows:

SCOPE OF PROJECT

1. The Project consists of extension upgrade to state standards of Veronica Lane including roadway improvements to ensure property access and emergency services and addition to the state system, (hereinafter the "Project").

PLANNING AND DESIGN

2. The Department, and/or its consultant, shall prepare the environmental and/or planning document and obtain any environmental permits needed for the Project. All work shall be done in accordance with departmental standards, specifications, policies and procedures.
3. The Department shall design and prepare the plans and specifications for the Project, in accordance with the Department's standard practices, regulations and guidelines for transportation improvements. The Department shall review and approve Project plans and specifications.

UTILITIES

4. The Municipality, without any cost or liability whatsoever to the Department, shall relocate and adjust all utilities in conflict with the Project. All utility work shall be performed in a manner satisfactory to and in conformance with rules and regulations of the Department prior to the Municipality beginning construction of the Project. The Municipality shall make all necessary adjustments to house or lot connections or services lying within the right of way or construction limits of the Project, whichever is greater, regardless of ownership of the connections or services. Any encroachment agreement and/or permits required for the Project must be obtained from the Division Office. All work shall be performed in accordance with the Department's approved Utility Relocation Policy and standard procedures for utility improvements.

RIGHT OF WAY

6. The Municipality, at no expense or liability whatsoever to the Department, shall be responsible for acquiring any needed right of way and/or permanent easements required for said Project. If the Project is not to be constructed within the existing right of way, the Municipality will be responsible for any additional right of way or easements. Acquisition of right of way shall be accomplished in accordance with applicable policies, guidelines, statutes and the North Carolina Department of Transportation Right of Way Manual.

The Municipality shall remove from said right of way all obstructions and encroachments of any kind or character (including hazardous and contaminated materials). The Municipality shall indemnify and save harmless the Department from any and all claims for damages that might arise on account of said right of way acquisition, and construction easements for the construction of said Project.

CONSTRUCTION

7. The Department shall construct, or cause to be constructed, the Project in accordance with the plans and specifications of said Project as filed with, and approved by, the Department. The Department shall enter into and shall administer the construction contract for said Project and the procedures set out herein below shall be followed:
 - A. Prior to advertising the Project for construction bids, the Department or its agents, shall submit for approval by the Department, the final construction plans, the total contract proposal, and an estimate of the Project costs to the Division Engineer. Bids received along with proper documentation of Municipal approval shall be submitted to the Division Engineer for review and approval by the Department prior to the contract being awarded by the Department. Upon award of the Project, the Department shall provide the Division Project Manager copies of the executed contract and sets of plans as requested.
 - B. The Department shall follow Department regulations, and North Carolina General Statutes regulations pertaining to bid procedures in the award of the contract and purchases. The Department shall not enter into any contractual agreement for any phase of the Project without prior written approval from the Department.

- C. The construction engineering and supervision will be furnished by the Department. Said work shall be accomplished in accordance with terms set out in Provision #2 of this Agreement.
- D. The Department's Division Engineer shall have the right to inspect, sample, test, and approve or reject any portion of the Project being performed by the Department or the Department's contractor, to ensure compliance with the provisions of this Agreement. The Department will furnish the Department with any forms that may be needed in order to follow standard Departmental practices and procedures in the administration and performance of the contract.
- E. The Department shall sample and test all materials in reasonable close conformity with the Department's Guide for Process Control and Acceptance Sampling and Testing. The Division Engineer shall be provided a copy of the testing results.
- F. During construction of the Project, if any changes in the plans are necessary, such changes must be approved by the Division Engineer prior to the work being performed.
- G. All materials incorporated in the Project and workmanship performed by the contractor shall be in reasonable close conformity with the Standards and Specifications of the Department.
- H. Upon completion of the Project, the Department shall furnish the Division Engineer with complete sets of "Plan of Record" and/or "As Built" plans as requested.
- I. Prior to the final acceptance and payment by the Department, the Division Engineer shall make a final inspection of the completed work. The Division Engineer will be responsible for final acceptance of the completed work on behalf of the Department.
- J. During construction of the Project, the Department shall provide and maintain adequate barricades, signs, signal lights, flagmen, and other warning devices for the protection of traffic in conformation with standards and specifications of the Department and the current edition of the Manual on Uniform Traffic Control Devices for Streets and Highways published by the Federal Highway Administration.
- K. In the event the Project is not let to contract within six (6) months after receiving final approval of construction plans and proposals from the Department, the Department shall be responsible for documenting to the Department justification for project delay and that the Project remains in compliance with the terms of this Agreement, the approved plans and specifications, and current codes.

- L. The Department shall complete construction of the Project, in accordance with the terms of this Agreement within 1 year 6 months year(s) of execution of this Agreement. If the Department has not completed its responsibilities to the satisfaction of the Department, including satisfactory progress of the various phases of the Project, the unexpended balance of funds may be recalled by the Department and assigned to other Projects by the Board of Transportation and the Municipality shall reimburse costs incurred by the Department associated with the Project.

FUNDING

8. Subject to compliance by the Municipality with the provisions set forth in this Agreement, and the availability of funds, the Department shall participate in the actual costs up to a maximum amount of \$101,040 (estimated costs are \$101,040). Costs which exceed this amount shall be borne by the Municipality.

TRAFFIC

9. All traffic operating controls and devices shall be established, enforced, and installed in accordance with the North Carolina General Statutes, the latest edition of the "Manual on Uniform Traffic Control Devices for Streets and Highways", the latest edition of the "Policy on Street and Driveway Access to North Carolina Highways", and maintained and controlled by the Department upon completion of the Project.

MAINTENANCE

10. Upon completion of the Project, only those improvements within the state owned right of way shall be considered on the State Highway System and owned and maintained by the Department. Upon request, maintenance responsibilities for Veronica Lane shall be transferred to the Municipality.

ADDITIONAL PROVISIONS

11. The Municipality shall comply with Title VI of the Civil Rights Act of 1964 (Title 49 CFR, Subtitle A, Part 21). Title VI prohibits discrimination on the basis of race, color, national origin, disability, gender, and age in all programs or activities of any recipient of Federal assistance.

12. This Agreement is solely for the benefit of the identified parties to the Agreement and is not intended to give any rights, claims, or benefits to third parties or to the public at large.
13. It is the policy of the Department not to enter into any agreement with parties that have been debarred by any government agency. By execution of this Agreement, the Municipality certifies, that neither it nor its agents or contractors are presently debarred, suspended, proposed for debarment, declared ineligible or voluntarily excluded from participation in this transaction by a governmental department or agency.
14. The Municipality shall certify to the Department compliance with all applicable State laws and regulations and ordinances and shall indemnify the Department against any fines, assessments or other penalties resulting from noncompliance by the Municipality or any entity performing work under contract with the Municipality.
15. The Municipality is solely responsible for all agreements, contracts, and work orders entered into or issued by the Municipality for this Project. The Department is not responsible, for any expenses or obligations incurred for the Project except those specifically eligible in the terms of this Agreement. However, at no time shall the Department reimburse the Municipality costs which exceed the total funding for this Project.
16. The Municipality will indemnify and hold harmless the Department and the State of North Carolina, their respective officers, directors, principals, employees, agents, successors, and assigns from and against any and all claims for damage and/or liability in connection with the Project activities performed pursuant to this Agreement including construction of the Project. The Department shall not be responsible for any damages claims, which may be initiated by third parties.
17. The Department must approve any assignment or transfer of the responsibilities of the Municipality set forth in this Agreement to other parties or entities.
18. If the Municipality decides to terminate the Project without the concurrence of the Department, the Municipality shall reimburse the Department one hundred percent (100%) of all costs expended by the Department and associated with the Project. Any notification of termination of this Project shall be in writing to the other party. Reimbursement to the Department shall be made in one lump sum payment within sixty (60) days of billing. A late payment penalty and interest shall be charged on any unpaid balance due in accordance with G.S. 147-86.23 and G.S. 105-241.21.

19. All terms and conditions of this Agreement are dependent upon, and subject to, the allocation of funds for the purpose set forth in the Agreement and the Agreement shall automatically terminate if funds cease to be available.

20. By Executive Order 24, issued by Governor Perdue, and N.C. G.S. § 133-32, it is unlawful for any vendor or contractor (i.e. architect, bidder, contractor, construction manager, design professional, engineer, landlord, offeror, seller, subcontractor, supplier, or vendor), to make gifts or to give favors to any State employee of the Governor's Cabinet Agencies (i.e., Administration, Commerce, Correction, Crime Control and Public Safety, Cultural Resources, Environment and Natural Resources, Health and Human Services, Juvenile Justice and Delinquency Prevention, Revenue, Transportation, and the Office of the Governor).

IT IS UNDERSTOOD AND AGREED that the approval of the Project by the Department is subject to the conditions of this Agreement and that no expenditure of funds on the part of the Department will be made until the terms of this Agreement have been complied with on the part of the Municipality.

IN WITNESS WHEREOF, this Agreement has been executed, in duplicate, the day and year heretofore set out, on the part of the Department and the Town of Granite Quarry by authority duly given.

L.S. ATTEST:

TOWN OF GRANITE QUARRY

BY: _____ BY: _____

TITLE: _____ TITLE: _____

DATE: _____

"N.C.G.S. § 133-32 and Executive Order 24 prohibit the offer to, or acceptance by, any State Employee of any gift from anyone with a contract with the State, or from any person seeking to do business with the State. By execution of any response in this procurement, you attest, for your entire organization and its employees or agents, that you are not aware that any such gift has been offered, accepted, or promised by any employees of your organization."

Approved by the Town of Granite Quarry as attested to by the signature of _____,

Clerk of the _____ (governing body) on

This Agreement has been pre-audited in the manner required by the Local Government Budget and Fiscal Control Act.

(SEAL)

(FINANCE OFFICER)

Federal Tax Identification Number

Remittance Address:

Town of Granite Quarry

P.O. Box 351

Granite Quarry, North Carolina 28072

DEPARTMENT OF TRANSPORTATION

BY: _____

(CHIEF ENGINEER)

DATE: _____

PRESENTED TO THE BOARD OF TRANSPORTATION ITEM O: _____



STATE OF NORTH CAROLINA
DEPARTMENT OF TRANSPORTATION

ROY COOPER
GOVERNOR

JAMES H. TROGDON, III
SECRETARY

January 19, 2018

Mr. Phil Conrad
Town Manager
Town of Granite Quarry
Post Office Box 351
Granite Quarry, North Carolina 28072

SUBJECT: Locally Administered Project – State Contingency Agreement
WBS: 47727
Rowan County

Dear Mr. Conrad:

Enclosed are duplicate originals of a Locally Administered Project – State Contingency Agreement consisting of the installation of curb and gutter and drainage improvements on US 52 at Church Street in Granite Quarry. You have forty-five (45) days from the date of receipt to sign and return the Agreement to our office.

After you have reviewed and signed the originals, please return them to the attention of Denise Ketcham for Departmental execution. One fully executed agreement will be sent back to you.

If you have any questions please feel free to contact me at 336-747-7800. Thank you for your cooperation.

Sincerely,

S. P. Ivey, P.E.
Division Engineer

SPI/ddk

Enclosure

Mailing Address:
NC DEPARTMENT OF TRANSPORTATION
DIVISION 9
375 SILAS CREEK PARKWAY
WINSTON-SALEM, NC 27127

Telephone: (336) 747-7800
Fax: (336) 703-6693
Customer Service: 1-877-368-4968

Website: www.ncdot.gov

Location:
375 SILAS CREEK PARKWAY
WINSTON-SALEM, NC 27127

NORTH CAROLINA

**LOCALLY ADMINISTERED PROJECT – STATE
CONTINGENCY AGREEMENT**

ROWAN COUNTY

DATE: 1/19/2018

NORTH CAROLINA DEPARTMENT OF
TRANSPORTATION

AND

WBS Elements: 47727

TOWN OF GRANITE QUARRY

THIS AGREEMENT is made and entered into on the last date executed below, by and between the North Carolina Department of Transportation, an agency of the State of North Carolina, hereinafter referred to as the "Department" and Town of Granite Quarry, hereinafter referred to as the "Municipality".

WITNESSETH:

WHEREAS, the parties have agreed to make certain improvements within the Municipality under WBS Element 47726 in Rowan County in accordance with the plans and specifications approved by the Department; and,

WHEREAS, this Agreement is made under the authority granted to the Department by the North Carolina General Assembly including, but not limited to, the following applicable legislation: General Statutes of North Carolina (NCGS) Section 136-66.1, Section 136-66.3, Section 136-18 (24) and (27), Section 20-169, Section 160A-296 and Section 297, to participate in the planning and construction of the Project approved by the Board of Transportation for the safe and efficient utilization of transportation systems for the public good; and,

WHEREAS, the Department and the Municipality have agreed that the jurisdictional limits of the Parties, as of the date of the awarding of the contract for the construction of the above-mentioned Project, are to be used in determining the duties, responsibilities, rights and legal obligations of the parties hereto for the purposes of this Agreement; and,

WHEREAS, the parties to this Agreement have approved the construction of said Project with cost participation and responsibilities for the Project as hereinafter set out.

NOW, THEREFORE, the parties hereto, each in consideration of the promises and undertakings of the other as herein provided, do hereby covenant and agree, each with the other, as follows:

SCOPE OF PROJECT

1. The Project consists of the installation of curb and gutter and drainage improvements on US 52 at Church Street in Granite Quarry (hereinafter the "Project").

PLANNING AND DESIGN

2. The Department, and/or its consultant, shall prepare the environmental and/or planning document and obtain any environmental permits needed for the Project. All work shall be done in accordance with departmental standards, specifications, policies and procedures.
3. The Department shall design and prepare the plans and specifications for the Project, in accordance with the Department's standard practices, regulations and guidelines for transportation improvements. The Department shall review and approve Project plans and specifications.

UTILITIES

4. The Municipality, without any cost or liability whatsoever to the Department, shall relocate and adjust all utilities in conflict with the Project. All utility work shall be performed in a manner satisfactory to and in conformance with rules and regulations of the Department prior to the Municipality beginning construction of the Project. The Municipality shall make all necessary adjustments to house or lot connections or services lying within the right of way or construction limits of the Project, whichever is greater, regardless of ownership of the connections or services. Any encroachment agreement and/or permits required for the Project must be obtained from the Division Office. All work shall be performed in accordance with the Department's approved Utility Relocation Policy and standard procedures for utility improvements.

RIGHT OF WAY

6. The Municipality, at no expense or liability whatsoever to the Department, shall be responsible for acquiring any needed right of way and/or permanent easements required for said Project. If the Project is not to be constructed within the existing right of way, the Municipality will be responsible for any additional right of way or easements. Acquisition of right of way shall be accomplished in accordance with applicable policies, guidelines, statutes and the North Carolina Department of Transportation Right of Way Manual.

The Municipality shall remove from said right of way all obstructions and encroachments of any kind or character (including hazardous and contaminated materials). The Municipality shall indemnify and save harmless the Department from any and all claims for damages that might arise on account of said right of way acquisition, and construction easements for the construction of said Project.

CONSTRUCTION

7. The Department shall construct, or cause to be constructed, the Project in accordance with the plans and specifications of said Project as filed with, and approved by, the Department. The Department shall enter into and shall administer the construction contract for said Project and the procedures set out herein below shall be followed:
 - A. Prior to advertising the Project for construction bids, the Department or its agents, shall submit for approval by the Department, the final construction plans, the total contract proposal, and an estimate of the Project costs to the Division Engineer. Bids received along with proper documentation of Municipal approval shall be submitted to the Division Engineer for review and approval by the Department prior to the contract being awarded by the Department. Upon award of the Project, the Department shall provide the Division Project Manager copies of the executed contract and sets of plans as requested.
 - B. The Department shall follow Department regulations, and North Carolina General Statutes regulations pertaining to bid procedures in the award of the contract and purchases. The Department shall not enter into any contractual agreement for any phase of the Project without prior written approval from the Department.
 - C. The construction engineering and supervision will be furnished by the Department. Said work shall be accomplished in accordance with terms set out in Provision #2 of this Agreement.

- D. The Department's Division Engineer shall have the right to inspect, sample, test, and approve or reject any portion of the Project being performed by the Department or the Department's contractor, to ensure compliance with the provisions of this Agreement. The Department will furnish the Department with any forms that may be needed in order to follow standard Departmental practices and procedures in the administration and performance of the contract.
- E. The Department shall sample and test all materials in reasonable close conformity with the Department's Guide for Process Control and Acceptance Sampling and Testing. The Division Engineer shall be provided a copy of the testing results.
- F. During construction of the Project, if any changes in the plans are necessary, such changes must be approved by the Division Engineer prior to the work being performed.
- G. All materials incorporated in the Project and workmanship performed by the contractor shall be in reasonable close conformity with the Standards and Specifications of the Department.
- H. Upon completion of the Project, the Department shall furnish the Division Engineer with complete sets of "Plan of Record" and/or "As Built" plans as requested.
- I. Prior to the final acceptance and payment by the Department, the Division Engineer shall make a final inspection of the completed work. The Division Engineer will be responsible for final acceptance of the completed work on behalf of the Department.
- J. During construction of the Project, the Department shall provide and maintain adequate barricades, signs, signal lights, flagmen, and other warning devices for the protection of traffic in conformation with standards and specifications of the Department and the current edition of the Manual on Uniform Traffic Control Devices for Streets and Highways published by the Federal Highway Administration.
- K. In the event the Project is not let to contract within six (6) months after receiving final approval of construction plans and proposals from the Department, the Department shall be responsible for documenting to the Department justification for project delay and that the Project remains in compliance with the terms of this Agreement, the approved plans and specifications, and current codes.
- L. The Department shall complete construction of the Project, in accordance with the terms of this Agreement within 1 year 6 months year(s) of execution of this Agreement. If the Department has not completed its responsibilities to the satisfaction of the Department,

including satisfactory progress of the various phases of the Project, the unexpended balance of funds may be recalled by the Department and assigned to other Projects by the Board of Transportation and the Municipality shall reimburse costs incurred by the Department associated with the Project.

FUNDING

8. Subject to compliance by the Municipality with the provisions set forth in this Agreement, and the availability of funds, the Department shall participate in the actual costs up to a maximum amount of \$82,390 (estimated costs are \$82,390). Costs which exceed this amount shall be borne by the Municipality.

TRAFFIC

9. All traffic operating controls and devices shall be established, enforced, and installed in accordance with the North Carolina General Statutes, the latest edition of the "Manual on Uniform Traffic Control Devices for Streets and Highways", the latest edition of the "Policy on Street and Driveway Access to North Carolina Highways", and maintained and controlled by the Department upon completion of the Project.

MAINTENANCE

10. Upon completion of the Project, only those improvements within the state owned right of way shall be considered on the State Highway System and owned and maintained by the Department. Sidewalk constructed as part of the Project shall be maintained by the Municipality.

ADDITIONAL PROVISIONS

11. The Municipality shall comply with Title VI of the Civil Rights Act of 1964 (Title 49 CFR, Subtitle A, Part 21). Title VI prohibits discrimination on the basis of race, color, national origin, disability, gender, and age in all programs or activities of any recipient of Federal assistance.
12. This Agreement is solely for the benefit of the identified parties to the Agreement and is not intended to give any rights, claims, or benefits to third parties or to the public at large.

13. It is the policy of the Department not to enter into any agreement with parties that have been debarred by any government agency. By execution of this Agreement, the Municipality certifies, that neither it nor its agents or contractors are presently debarred, suspended, proposed for debarment, declared ineligible or voluntarily excluded from participation in this transaction by a governmental department or agency.
14. The Municipality shall certify to the Department compliance with all applicable State laws and regulations and ordinances and shall indemnify the Department against any fines, assessments or other penalties resulting from noncompliance by the Municipality or any entity performing work under contract with the Municipality.
15. The Municipality is solely responsible for all agreements, contracts, and work orders entered into or issued by the Municipality for this Project. The Department is not responsible, for any expenses or obligations incurred for the Project except those specifically eligible in the terms of this Agreement. However, at no time shall the Department reimburse the Municipality costs which exceed the total funding for this Project.
16. The Municipality will indemnify and hold harmless the Department and the State of North Carolina, their respective officers, directors, principals, employees, agents, successors, and assigns from and against any and all claims for damage and/or liability in connection with the Project activities performed pursuant to this Agreement including construction of the Project. The Department shall not be responsible for any damages claims, which may be initiated by third parties.
17. The Department must approve any assignment or transfer of the responsibilities of the Municipality set forth in this Agreement to other parties or entities.
18. If the Municipality decides to terminate the Project without the concurrence of the Department, the Municipality shall reimburse the Department one hundred percent (100%) of all costs expended by the Department and associated with the Project. Any notification of termination of this Project shall be in writing to the other party. Reimbursement to the Department shall be made in one lump sum payment within sixty (60) days of billing. A late payment penalty and interest shall be charged on any unpaid balance due in accordance with G.S. 147-86.23 and G.S. 105-241.21.
19. All terms and conditions of this Agreement are dependent upon, and subject to, the allocation of funds for the purpose set forth in the Agreement and the Agreement shall automatically terminate if funds cease to be available.

20. By Executive Order 24, issued by Governor Perdue, and N.C. G.S. § 133-32, it is unlawful for any vendor or contractor (i.e. architect, bidder, contractor, construction manager, design professional, engineer, landlord, offeror, seller, subcontractor, supplier, or vendor), to make gifts or to give favors to any State employee of the Governor's Cabinet Agencies (i.e., Administration, Commerce, Correction, Crime Control and Public Safety, Cultural Resources, Environment and Natural Resources, Health and Human Services, Juvenile Justice and Delinquency Prevention, Revenue, Transportation, and the Office of the Governor).

IT IS UNDERSTOOD AND AGREED that the approval of the Project by the Department is subject to the conditions of this Agreement and that no expenditure of funds on the part of the Department will be made until the terms of this Agreement have been complied with on the part of the Municipality.

IN WITNESS WHEREOF, this Agreement has been executed, in duplicate, the day and year heretofore set out, on the part of the Department and the Town of Granite Quarry by authority duly given.

L.S. ATTEST:

TOWN OF GRANITE QUARRY

BY: _____ BY: _____

TITLE: _____ TITLE: _____

DATE: _____

"N.C.G.S. § 133-32 and Executive Order 24 prohibit the offer to, or acceptance by, any State Employee of any gift from anyone with a contract with the State, or from any person seeking to do business with the State. By execution of any response in this procurement, you attest, for your entire organization and its employees or agents, that you are not aware that any such gift has been offered, accepted, or promised by any employees of your organization."

Approved by the Town of Granite Quarry as attested to by the signature of _____,

Clerk of the _____ (governing body) on _____

This Agreement has been pre-audited in the manner required by the Local Government Budget and Fiscal Control Act.

(SEAL)

(FINANCE OFFICER)

Federal Tax Identification Number

Remittance Address:

Town of Granite Quarry

P.O. Box 351

Granite Quarry, North Carolina 28072

DEPARTMENT OF TRANSPORTATION

BY: _____
(CHIEF ENGINEER)

DATE: _____

PRESENTED TO THE BOARD OF TRANSPORTATION ITEM O: _____



Surplus Items in Maintenance

- Giant Vacuum Leaf Machine – 10-yard capacity** - **Blown engine**
- Staples brand paper shredder** - **Will not power up**
- Delta bench grinder** - **OSHA compliance**



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



To: Mayor W. Feather, Mayor Peeler and Respective Boards

From: Chief Mark Cook

Date: 01-29-2018

Ref: Disposal of Police Surplus Property

The purpose of this letter is to request the disposal of the below listed property belonging to the Joint Police Authority. Upon the sale of these items, any funds generated will be placed back into the Departments capitol vehicle fund.

- One (1) 2007 Crown Vic. White in color, VIN: 2FAFP71W47X147036. Mileage: 136,500.
- Eighteen (18) Size 16 used stud tires (fit Ford Crown Vic's).

FISCAL YEAR 2017-2018
BUDGET AMENDMENT REQUEST #12A (Amendment to #12)
February 1, 2018

PURPOSE: To move funds between budget line items within the Police Department to cover overspent accounts during the operation of the department the current fiscal year 2017-2018.

TRANSFER FUNDS FROM:

General Ledger Acct. # and Description Amount

01-4120-60 CONTRACTED SERVICES	\$7,400
TOTAL	\$7,400

ADD FUNDS TO:

General Ledger Acct. # and Description Amount

01-4190-60 CONTRACTED SERVICES	\$7,400
TOTAL	\$7,400

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

William Feather, Mayor

Tanya Maria Word, Finance Officer

FISCAL YEAR 2017-2018
BUDGET AMENDMENT REQUEST #12
 JANUARY 4, 2018

PURPOSE: To Transfer funds within the Administration Budget line items to adjust budgeted line item amounts to cover expenses incurred and additional expenses expected for the remainder of the current Fiscal Year.

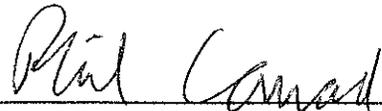
TRANSFER FUNDS FROM:

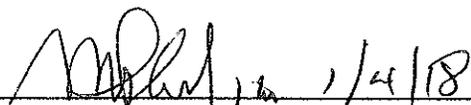
General Ledger Acct. # and Description	Amount	Cr.
01-4120-11 GROUP INSURANCE	\$ 5,000	x
01-4120-20 MOTOR VEHICLE FUEL	\$ 3,000	x
01-4120-25 MAINT. & REPAIR VEHICLES	\$ 500	x
01-4120-32 TELEPHONE/COMMUNICATIONS	\$ 1,000	x
01-4120-33 UTILITIES	\$ 2,000	x
TOTAL	\$11,500	OK

ADD FUNDS TO:

General Ledger Acct. # and Description	Amount	Dr
01-4120-22 BANQUET EXPENSE	\$ 100	x
01-4120-26 OFFICE EXPENSE	\$ 2,000	x
01-4120-55 C.O. EQUIPMENT	\$ 2,000	x
01-4120-60 CONTRACTED SERVICES	\$ 7,400	x
TOTAL	\$11,500	OK

The above Budget Amendment was approved / denied by the Town Manager on 1/4/18.


 Phil Conrad, Town Manager


 J. A. Philyaw, Finance

Posted 1/4/18


Office of The Mayor:

Proclamation

BLACK HISTORY MONTH

Whereas: the Town of Granite Quarry's asset remains its citizen;
and

Whereas: many of Granite Quarry's residents have taken the time
and gathered here today, to assist us in celebrating,
communicating, and proclaiming February as Black
History Month; and

Whereas: Black leaders have dedicated their lives and earnest
endeavors for the betterment of mankind, and their
persistent and unwavering devotion to humanistic
pursuits shines unparalleled in American history; and

Whereas: we have never ceased to receive benefit from the
improved quality of life – past, present, and future.
Those of whom we speak have enriched the very fabric
of American society, impacting its spiritual,
educational, scientific, philosophical, and technological
realms. Their lives, with selfless contributions, have
provided opportunities for all Americans; and

Whereas: the Black History Observance seeks to promote racial harmony, respect and understanding of cultural and ethnic diversity among the people of Granite Quarry and Rowan County.

Therefore: I, William D. Feather, Mayor of the Town of Granite Quarry, North Carolina, do hereby proclaim the month of February 2018, as Black History Month.

Adopted this 5th day of February 2018

William D. Feather, Mayor

ATTEST:

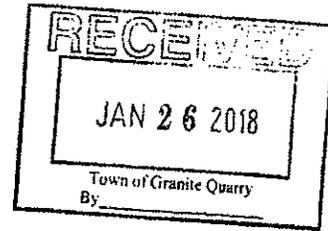
Tanya Maria Word, Town Clerk



ADMINISTRATIVE OFFICE OF THE COURTS

JONATHAN REDFORD HARRIS
GENERAL COUNSEL
OFFICE OF GENERAL COUNSEL

PO BOX 2448, RALEIGH, NC 27602
O 919-890-1300
F 919-890-1914
JONATHAN.R.HARRIS@NCCOURTS.ORG



January 23, 2018

TOWN OF GRANITE QUARRY
PO BOX 351
GRANITE QUARRY, NC 28072

Re: Notice to Government Entities Receiving Court Costs and Fines

To Whom It May Concern—

The North Carolina Administrative Office of the Courts (NCAOC) is sending you this notice because you have been identified as a state or local government entity that may receive court costs or fines imposed in criminal and infraction cases. Effective December 1, 2017, government entities “directly affected” by any waiver or remission of court costs and fines are entitled to notice and the opportunity to be heard, through counsel, on any such waiver or remission.⁵⁰²

By this notice, you are advised that at any setting of criminal court, a court may waive or remit costs and fines. Below is a link to the NCAOC’s online criminal calendars webpage, searchable by county.

<http://www1.aoc.state.nc.us/www/calendars/Criminal.html>

If an entity chooses to send counsel to a session of criminal court, counsel shall notify the courtroom clerk that he or she is present and requests the opportunity to be heard on any waiver.

In the interest of providing both (i) an efficient mechanism for government entities to express their preferences on such waivers without appearing in court and (ii) a single resource that trial court officials may consult about each entity’s position, the NCAOC will maintain a statewide registry of entity responses generated from the form on the back of this notice. The registry will be made available online on February 16th at: <http://nccourts.org/costwaiver>

Any entity wishing to register a standing objection or a lack of objection to waivers/remissions may do so by completing the form on the back of this notice, by and through counsel for the entity, and returning it by mail or email. Entities may also note if they would like to stop receiving these notices from the NCAOC. Entities that do not waive future mailed notices will continue to receive notices monthly. Any objection or lack of objection can be rescinded and replaced at any time by subsequent submission of this form. An electronic copy of this form will be available on the same website as the registry of entity responses.

⁵⁰² See Session Law 2017-57, Sections 18B.6.(a) and (b) (<https://www.ncleg.net/EnactedLegislation/SessionLaws/HTML/2017-2018/SL2017-57.html>) for further details.

☆☆☆

Name And Address Of Submitting Agency (type or print)

**GOVERNMENT AGENCY
STANDING RESPONSE TO WAIVER / REMISSION
OF COURT COSTS AND FINES**

G.S. 7A-304(a)

Notes to Submitting Counsel:

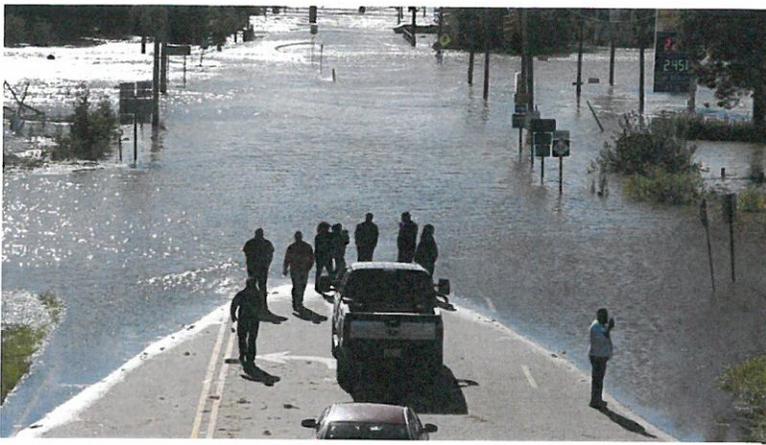
1. Counsel should submit standing responses only for agencies or political subdivisions for which counsel has clear authority to represent the agency's interests before the trial division, and this response must identify clearly the agency(ies) on whose behalf it is submitted. *E.g.*, a standing response by counsel for a county school board should identify the county board of education clearly as the agency in interest, not merely "County X," as it is unclear whether or not such a response purports to represent the county's interests for court costs to which it might be entitled under G.S. 7A-304 that are not disbursed for the use of the schools.
2. Responses should be submitted by **legal counsel for the agency, only**. To the extent this response may be considered by a court of the trial division, in order to avoid potential unauthorized practice of law by agency personnel not authorized to represent the agency before the courts, responses from non-counsel will not be included in the online registry.
3. Return completed forms with ink signature via mail or email to:
 NCAOC – Office of General Counsel
 Attn: Court Cost Waiver Standing Response
 PO Box 2448
 Raleigh, NC 27602
 Email Address:
 Waiver.Response@nccourts.org
4. Agencies may change their standing response at any time by submission of a subsequent response form, by and through appropriate counsel. A registry of current standing responses will be available online at: <http://nccourts.org/costwaiver>.

AGENCY RESPONSE

Now comes the above-named government entity, by and through counsel, and requests that the following standing responses concerning waivers or remissions of court costs or fines pursuant to G.S. 7A-304(a) be provided to the trial courts as the agency's position on any waiver/remission of a cost or fine to which the agency may be entitled. This standing response is subordinate to personal appearance by agency counsel at any individual hearing at which such waiver or remission may be considered, in which case the agency's position shall be the one expressed at such hearing, notwithstanding any content of this standing response to the contrary.

- 1. **Standing Objection/Waiver of Objection.** The above-named agency hereby registers its (*check one*)
 - a. objection to waiver or remission of any cost under G.S. 7A-304 or fine that may be due the agency.
 - b. lack of objection to any waiver or remission, for which the agency defers to the court's discretion.
- 2. **Waiver/Request for Notice.** The agency hereby requests that mailed notices under G.S. 7A-304(a) from the Administrative Office of the Courts be (*check one*)
 - a. **Discontinued.** The agency no longer wishes to receive monthly notices.
 - b. **Continued/Resumed.** The agency wishes to continue receiving mailed notices, or to resume receipt of notices for which receipt was previously discontinued.

Signature		Date
Counsel Name (type or print)	Title	Bar No.
Firm Name (if applicable)	Address (if different from above)	
Telephone No.		



If an Emergency Strikes will your community be ready?

Ready Rating is a FREE program that can help counties and municipalities become prepared for disasters and other emergencies. CCOG members will have access to one-of-a-kind tools, resources and information for evaluating and improving their ability to withstand disaster, maintain operations, and protect lives and property.

Want to learn more? Register today!

A NCLM representative will present the program.

February 6, 2018

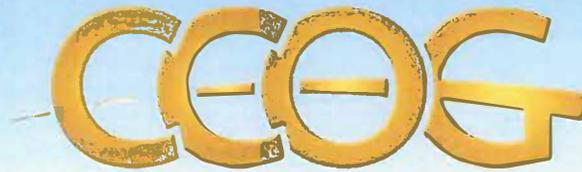
10:00 am – 12:00 pm

Centralina Council of Governments

9815 David Taylor Drive, Suite 100, Charlotte, NC

Register at: <http://www.cvent.com/events/ready-rating-workshops/event-summary-7d4c9149a76141a8a56bd32420abeaa5.aspx>





CELEBRATING 50 YEARS OF SERVICE

See you there!

Wednesday, February 7, 2018

CCOG Office

9815 David Taylor Drive, Charlotte, NC

“My Role as a CCOG Delegate” CCOG Board Orientation & Refresher

Learn about CCOG services and programs and meet our staff.

5:00 pm - 6:00 pm

CCOG Board of Delegates Meeting

- Guest Speaker: Former NC Governor and First CCOG Chair Jim Martin
- Election of Officers and Municipal Caucuses
- Adoption of Annual Operating Budget

6:15 pm - 8:30 pm

Contact Kelly Weston at 704-348-2728 or kweston@centralina.org by January 31st to RSVP for yourself or your Alternate.



NORTH CAROLINA

2018 BOUNDARY AND ANNEXATION SURVEY WORKSHOPS

BAS
BOUNDARY
AND
ANNEXATION
WORKSHOP

The workshop will provide an overview of:

- 2020 Census Geographic Partnership Programs
- 2018 BAS
- demonstrations for creating a digital and paper response for completing the BAS.

SCHEDULED WORKSHOPS IN NORTH CAROLINA:

Wilmington	Feb 12
Durham	Feb 13
Charlotte	Feb 14

Centralina Council of Governments is hosting a 4-hour technical Boundary and Annexation Survey training session, February 14th, 9 a.m. at the Centralina COG offices, 9815 David Taylor Dr. Charlotte.

What is the Boundary and Annexation Survey?

The BAS is the primary way that local, county, and tribal governments ensure that their legal boundaries - and consequently their official population counts - are correctly recorded with the federal government.

Every year, governments use the BAS to update their legal boundaries and official names. In the BAS, governments report official name changes, (dis)incorporations, and (de)annexations. Governments can also update boundaries, features, and landmarks for municipalities, counties, roads, and other applicable linear features.

Participants are encouraged to bring their local BAS materials to the workshop. Census staff will be available at the meeting to answer any questions about local boundary information.

The U.S. Census Bureau conducts the BAS annually to collect legal boundary information, government status, and names for American Indian areas, states, counties, minor civil divisions, and incorporated places. The Census Bureau uses this information to tabulate population data for the decennial and economic censuses as well as annual estimates and surveys, such as the American Community Survey and the Population Estimates Programs.

REGISTER:

Please RSVP by emailing your name, phone number, workshop location, and BAS participation method type to geo.bas@census.gov with a generic subject of: RSVP to [Insert City, State] BAS Workshop by Monday, February 5, 2018.

Additional information about the BAS and the upcoming workshops can be found on the BAS homepage at: <https://www.census.gov/programs-surveys/bas.html>.

For questions about the BAS or the upcoming workshops, please contact the BAS team at geo.bas@census.gov or by phone at 1-301-763-1099.



LOCAL CONTACT:
Blair Israel at CCOG
bisrael@centralina.org



9815 David Taylor Dr.,
Charlotte, NC 28262



Creative Solutions FOR Thriving Communities

CENTRALINA COUNCIL OF GOVERNMENTS

REGIONAL CONFERENCE

THURSDAY, APRIL 12, 2018

Harris Conference Center, Charlotte, NC

Real Solutions for Your Community!

Make plans now to attend CCOG's 4th annual conference all about **creative solutions and practical tools** for local government elected officials, staff, and others working to build stronger communities.

Stay tuned as additional information is posted at
www.CentralinaThrivingCommunities.com

