



**TOWN OF GRANITE QUARRY  
BOARD OF ALDERMEN REGULAR MEETING MINUTES  
Monday, July 8, 2019**

**Present:** Mayor Bill Feather, Mayor Pro Tem Jim LaFevers, Alderman Jim Costantino, Alderman Kim Cress and Alderman John Linker

**Staff:** Interim Town Manager Larry Smith, Town Clerk/HR Director Tanya Word, Town Planner Steve Blount, Fire Chief/Maintenance Supervisor Jason Hord, Finance Officer/Planning Coordinator/Events Administrator Shelly Shockley, Town Attorney Chip Short, Deputy Clerk/Finance/HR Analyst Aubrey Smith

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

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

**Pledge of Allegiance:** Mayor Feather led the Pledge of Allegiance.

**1. Approval of the Agenda:**

**ACTION:** Mayor Pro Tem LaFevers made a motion to approve the agenda as presented. Alderman Costantino seconded the motion. The motion passed with all in favor.

**2. Approval of the Consent Agenda:**

**a. Approval of the Minutes**

- Special Called Budget Meeting – May 30, 2019
- Regular Board Minutes – June 3, 2019
- Special Public Hearing Minutes – June 7, 2019
- Special Called Budget Workshop Minutes – June 18, 2019
- Special Called Meeting Minutes – June 25, 2019

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

**c. Financial Reports**

**ACTION:** Alderman Linker made a motion to approve the consent agenda. Alderman Costantino seconded the motion. The motion passed with all in favor.

**3. Citizen Comments-** There were no citizen comments.

**4. Guests and Presentations-** There were no guest presentations.

**5. Town Events**

**a. Movie in the Park/Slip n Slide** – Saturday, July 13<sup>th</sup>, 6:00 P.M. at the Civic Park

**6. Town Manager’s Update**

**a. Budget Amendment Request #1**

**PURPOSE:** To transfer funds from Miscellaneous Revenue (01-3413-89) in the amount of \$142,334 to Fire Department C.O. Equipment (01-4340-55) for FEMA’s portion of Air Pacs. Funds have been sent to the Town of Granite Quarry rather than directly paying Newton’s Fire and Safety.

**ACTION:** Alderman Linker made a motion to receive funds in the amount of \$142,334 from FEMA and transfer the funds to Fire Department C.O. Equipment to process payment to Newton’s Fire and Safety. Mayor Pro Tem LaFevers seconded the motion. The motion passed with all in favor.

This money will be received by the Town and then used to pay the vendor.

**b. Town Goals Updates**

Mr. Smith reviewed the progress of the Board’s major goals and projects.

**7. Old Business**

**a. Town Manager Process/Charter Discussion**

Mayor Feather opened the discussion on the current Town Charter and whether the Board wanted to look at another structure rather than Council-Manager. The consensus was that no change was necessary.

The Board discussed the process for hiring a permanent Town Manager. There were comments regarding waiting for the new Board members to give input at the end of the year.

**ACTION:** Alderman Cress made a motion to table the Town Manager Process until the August meeting. Mayor Pro Tem LaFevers seconded the motion. The motion passed with all in favor.

**b. Committee Updates**

**i. Parks and Recreation** – Mayor Pro Tem LaFevers updated the Board on the PERC events including the Fish for Funs held in June.

- ii. **Revitalization** – Alderman Costantino stated that the Revitalization Committee would be meeting July 16 and that he would have an update after that meeting.

## 8. New Business & Action Items

### a. Payroll Study

The Finance Department recommended the use of ADP's services for the Town of Granite Quarry's payroll. During the first year (promotional period), including Setup and Discounts the investment will be \$4,803.00. The Annual Investment thereafter will be \$4,701.00. Fiscal year 18-19 the Town spent over \$12,000 on payroll services through Paylocity. This would be an immediate savings of over \$7,000 to the Town.

Staff believe this will be the most cost effective and the best use of employee time, while ensuring that payroll taxes, deductions, and garnishments are accurate, and time sensitive reports are filed accordingly.

**ACTION:** Mayor Pro Tem LaFevers made a motion to approve the use of ADP for payroll services for the Town of Granite Quarry. Alderman Cress seconded the motion. The motion passed with all in favor.

- b. **ORDINANCE NO. 2019-03** - An Ordinance of the Town of Granite Quarry, North Carolina, Amending the Code of Ordinances Chapter 2, Article IX Parks, Events, and Recreation Committee, Section 2-166 Through 2-185.

*There was discussion regarding items b, c, d, and e. The Board consensus was to delay making a decision regarding changes to the ordinances until the next regular meeting.*

**ACTION:** Alderman Costantino made a motion to table ORDINANCE NO. 2019-03. Mayor Pro Tem LaFevers seconded the motion. The motion passed with all in favor.

- c. **ORDINANCE NO. 2019-04** An Ordinance of the Town of Granite Quarry, North Carolina, Amending the Code of Ordinances Chapter 2, Article X Community Appearance Commission, Sections 2-186 Through 2-191.

**ACTION:** Alderman Costantino made a motion to table ORDINANCE NO. 2019-04. Mayor Pro Tem LaFevers seconded the motion. The motion passed with all in favor.

- d. **ORDINANCE NO. 2019-05** An Ordinance of the Town of Granite Quarry, North Carolina, Amending the Code of Ordinances Chapter 2, Article XI Revitalization Team, Sections 2-192 Through 2-199.

**ACTION:** Alderman Costantino made a motion to table ORDINANCE NO. 2019-05. Mayor Pro Tem LaFevers seconded the motion. The motion passed with all in favor.

- e. **ORDINANCE NO. 2019-06** An Ordinance of the Town of Granite Quarry, North Carolina, Amending the Code of Ordinances Chapter 2, Article II Mayor, Section 2-21.

**ACTION:** Alderman Costantino made a motion to table ORDINANCE NO. 2019-06. Mayor Pro Tem LaFevers seconded the motion. The motion passed with all in favor.

**9. Board Comments-** There were no comments from the Board.

**10. Mayor's Notes – Announcements and Date Reminders**

- a. Planning Board Meeting – Monday, July 15, 5:30 p.m.
- b. Revitalization Team Meeting – Tuesday, July 16, 3:30 p.m.
- c. Parks, Events and Recreation Committee Meeting – Monday, July 22, 5:00 p.m.
- d. Zoning Board of Adjustment Meeting – Monday, July 22, 5:30 p.m.
- e. Cabarrus-Rowan County MPO Meeting – Wednesday, July 24, 5:30 p.m.
- f. Rowan Municipal Association Meeting – Thursday, July 25, 6:00 p.m., Trinity Oaks Retirement Community. Guest speaker will be Mr. James Meacham, CEO of the Rowan County Convention and Visitors Bureau who will speak on the topic of the wayfinding signage in the county.
- g. The 6<sup>th</sup> Annual Rowan Chamber Dragon Boat Festival – Saturday, July 27, 9:00 a.m. – 3:00 p.m., Shrine Club on High Rock Lake, 6480 Long Ferry Rd, Salisbury
- h. Board of Aldermen Regular Meeting – Monday, August 5, 7:00 p.m.

**11. Closed Session**

**MOTION TO GO INTO CLOSED SESSION**

**ACTION:** Alderman Linker made a motion to go into closed session pursuant to the following N.C. General Statutes Section 143-318.11 subsection numbers:

- (a)(1) to prevent the disclosure of information that is privileged or confidential under NC law (review of previous Closed Session Minutes);
- (a)(6) to consider performance reviews of the Town Clerk and Interim Town Manager;
- (a)(5) to discuss the material terms of an offer to purchase town property at 316 S. Main Street, and a proposed lease agreement of the town property on Faith Road; and

- (a)(4) to discuss a tentative list of economic development incentives that may be offered by the public body regarding a proposed industrial expansion.
- Mayor Pro Tem LaFevers seconded the motion. The motion passed with all in favor.

### **MOTION TO COME OUT OF CLOSED SESSION**

**ACTION:** Alderman Linker made a motion to return to open session. Alderman Costantino seconded the motion. The motion passed with all in favor.

The Board took the following action in closed session:

- **ACTION:** Alderman Linker made a motion to approve the Closed Session minutes from 1/28/19, 2/4/19, 6/3/19 and 6/25/19. Alderman Costantino seconded the motion. The motion passed with all in favor.
- It was the direction of the Board that the performance evaluations of the Interim Town Manager and Town Clerk be moved to July 25, 2019 at 3:30 p.m.
- The Board decided to hold a public hearing during the next regular Board Meeting on August 5, 2019 to consider an incentive request from “Project Profile Trail”.

### **12. Adjournment**

**ACTION:** Alderman Costantino made a motion to adjourn the meeting. Alderman Linker seconded the motion. The motion passed with all in favor.

The meeting was adjourned at 8:46 p.m.

Respectfully Submitted,

*Aubrey Smith*

Deputy Clerk/Finance/Human Resources Analyst