



**TOWN OF GRANITE QUARRY
BOARD OF ALDERMEN
PLANNING RETREAT
MEETING MINUTES
Thursday, February 23, 2023, 9:00 a.m.**

Present: Mayor Brittany Barnhardt, Mayor Pro Tem John Linker, Alderman Jim Costantino, Alderman Doug Shelton, Alderman Jeff Cannon

Staff: Town Manager Larry Smith, Town Clerk Aubrey Smith, Police Chief Mark Cook, Fire Chief / Public Works Director Jason Hord, Town Planner Schwartz-Laubhann

Call to Order: Mayor Barnhardt called the meeting to order at 9:01 a.m.

1. Approval of Agenda

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

2. Review and Agreement on Ground Rules for the Day

Manager Smith pointed out the posted ground rules. He shared they were standard for retreats and asked if there were any questions or changes after he reviewed them with the Board. There were no changes.

3. Review and Agreement on Objectives for the Day

Manager Smith reviewed the posted objectives with the Board.

4. Town Manager Operations and Major Items Overview

Manager Smith presented a PowerPoint on Operations and Major Items Overview. The presentation was provided to the Board as a handout and will be available electronically after the meeting.

Manager Smith began by reviewing successful and unsuccessful characteristics of planning and budgeting cycles in local government. He commended the Board on setting strategic goals, undertaking the redesign of the CLUP, and completing master plans. Manager Smith reviewed the planning and budgeting process from identification to project work planning and on through completion. Manager Smith shared Governing Body and Admin accomplishments from the past year including staffing, strategic planning, annexation/growth planning, the CLUP/UDO rewrite, enhanced levels of service such as the recent community policing, the audit's removal of the "inherent limitations to segregation of duties" deficiency, and tackling Transformational Projects that have previously been "untackle-able".

Manager Smith shared some of the major goals for the upcoming year that included staffing, continued progress with Transformational Projects, the TAP parks connectivity project, and continued Strategic

Plan and Master Parks plan implementation. Manager Smith also reviewed the Finance and Planning accomplishments and goals from the presentation. There was discussion on code enforcement and how issues were being reported. Mayor Pro Tem Linker stated the priority for him was that quality-of-life issues were being addressed. Alderman Shelton stated he liked the complaint-driven approach and agreed that grievous issues should be addressed first. Manager Smith asked that the Board continue to provide feedback moving forward.

Manager Smith reviewed updates related to the Downtown Master Plan including the Town Square project, branding, and wayfinding signs. The wayfinding signs and locations will come before the Board for feedback.

5. Department Head Presentations

A. Police

Chief Cook presented to the Board the Police Department's newly rewritten mission and core values. He updated the Board on the accomplishments and goals of the Police Department that were included in the presentation. Accomplishments included unfreezing and filling the sixth full-time officer position, beginning more proactive community policing initiatives, increasing the number of community activities, increasing involvement in community events, enhancing DEI goals in department staffing, equipping officers with new 9mm pistols, obtaining a GCC grant for new tasers, and purchasing a new speed sign for traffic data collection to monitor traffic safety issues. 2023-2024 goals include building trust within the community, cultivating a safer and more inclusive community, reducing the current case log by 30%, and increasing department training hours.

There was discussion on the types of community engagement activities that the Police Department would be holding including Coffee with a Cop and Pizza with Police to be held in the parks. Mayor Pro Tem Linker shared a recent positive experience when an officer stopped in his neighborhood and spoke to several residents. He stated he would like to see more of this type of engagement and increased visibility. He suggested more community meetings for the larger subdivisions in the area.

There was discussion on retention and recruitment. The Police Department's benefits package and equipment are very competitive with the Sheriff's Office. Specifically, pay is similar, but deputies are required to pay towards their medical insurance, Colonial accident insurance, and must pay their own PBA dues. They also have to purchase their own boots, gun lights, and rifle sights.

B. Fire

Chief Hord presented to the Board the Fire Department's mission statement and goals included in the presentation. He shared the accomplishments from the past year including the number of calls responded to, the restart of the Safe Kids program, the ISO 1 rating, relationships with mutual aid partners, and obtaining the medium rescue certification. He shared what the Fire Department was seeking for the new year including the promotion of Lieutenants to Captains, the addition of three engineers, continued utilization of part-time firefighters 24 hours a day, moving current volunteer Captains to Lieutenants, and moving the Assistant Chief to a part-time hourly position.

C. Public Works

Chief Hord shared Public Works' objectives for the next year and the measurements for each. One of the objectives is purchasing a work order system that would include an option for someone to enter a work order from the website. He reviewed accomplishments including the purchase of a new backhoe loader, the addition of another truck, a new flail mower, and in-house training for the maintenance and repair of items that may have been contracted out before. The key initiatives for

the next year in addition to the new work order system include adding weekend personnel, replacing the 1994 dump truck, training on sidewalk demolition, and continued priority on training and safety.

D. Parks and Recreation

Chief Hord shared the Parks and Recreation Department's goals and accomplishments for the year. The key initiatives for the year include the completion of several Civic Park projects including the Civic Park Master Plan. Alderman Shelton asked if the Board came up with a substantial amount of money, what would Chief Hord do with it? Chief Hord responded that he would address safety issues at the Civic Park. Mayor Barnhardt suggested removing the asphalt on the Civic Park trails and leaving the trails natural until the master plan is completed.

6. Board Comments

- Mayor Pro Tem Linker asked if there were any updates from the Planner.
 - Planner Schwartz-Laubhann replied that having an updated UDO will be very helpful.
- Alderman Costantino asked for an update on the Stoneglenn development.
 - Chief Hord responded that the former contractor didn't have a license so the town issued a stop-work order. The project will be going back up for bid.
- Alderman Shelton stated the Board needed to provide direction on communication to citizens and having a digital presence in the new fiscal year.
- Alderman Costantino asked about using ARPA funds for Transformational Projects at the Civic Park.
 - Manager Smith replied that the discussions on Transformational Projects with Stewart and the Board would address how some of the "low-hanging fruit" could be tackled and how the upcoming budget could be adjusted accordingly.

Adjourn

ACTION: Alderman Shelton made a motion to adjourn. Alderman Costantino seconded the motion. The meeting ended at 11:05 a.m.

Respectfully Submitted,

Aubrey Smith

Town Clerk