

City of Graham City Council
Regular Meeting Agenda
March 14, 2023
6:00 p.m.



CALL TO ORDER: Mayor Jennifer Talley

INVOCATION & PLEDGE OF ALLEGIANCE

RECOGNITION: Graham Fire Department Awards

- Rookie Firefighter of the Year – Firefighter Maison Mayton
- Volunteer Firefighter of the Year – Firefighter Dennis Bullis
- Career Firefighter of the Year – Engineer Matthew Bradsher
- Firefighter of the Year – Captain Kevin Squires
- Chief's Award – Chaplain Darryl Peebles
- Lifesaving Awards

HISTORIC RESOURCES COMMISSION REPORT - HISTORIC PLAQUES – Chair Zipporah Baldwin

CONSENT AGENDA:

- a. To approve February 14, 2023, City Council meeting minutes.
- b. To approve a Budget Amendment Ordinance increasing City Council's travel budget from \$4,000 to \$7,000.
- c. To approve the following tax releases in the amount of \$366.48.

PUBLIC COMMENT PERIOD

CITY STAFF COMMENTS

CITY COUNCIL COMMENTS

ADJOURN

City of Graham

City Council Meeting Minutes

February 14, 2023



The City Council of the City of Graham held a regularly scheduled meeting at 6:00 p.m. on February 14, 2023, in the Council Chamber, City Hall Municipal Building located at 201 South Main Street, Graham, NC.

Council Members Present:

Mayor Jennifer Talley
Mayor Pro Tem Ricky Hall
Council Member Bobby Chin
Council Member Joey Parsons
Council Member Bonnie Whitaker

Staff Present:

Megan Garner, City Manager
Aaron Holland, Assistant City Manager
Bryan Coleman, City Attorney
Bob Ward, City Attorney
Renee Ward, City Clerk
Josh Johnson, City Engineer

CALL TO ORDER:

Mayor Jennifer Talley called the meeting to order at 6:00 p.m. and presided.

INVOCATION & PLEDGE OF ALLEGIANCE

Council Member Joey Parsons gave the invocation and all stood for the Pledge of Allegiance.

RECOGNITION: Retired Employee Ty Coble

City Council recognized City employee Ty Coble for his 30 years of service to the City of Graham's Public Works Department.



PROCLAMATION – Year of the Trail

City Council recognized 2023 as the Year of the Trail in the City of Graham. Mayor Talley presented the Year of the Trail proclamation to Recreation and Parks Director Brian Faucette. Graham Recreation & Parks encourages the community to explore trails and stay active with the Graham Walks program.



CONSENT AGENDA:

- a. To approve January 10, 2023, regular meeting minutes and February 3, 2023, special meeting minutes.
- b. To adopt a resolution in support of the construction of a Regional Indoor Firing Range for the Alamance Community College Public Safety Training Center located in Green Level, North Carolina.

RESOLUTION IN SUPPORT OF CONSTRUCTION OF A REGIONAL INDOOR FIRING RANGE FOR THE ALAMANCE COMMUNITY COLLEGE PUBLIC SAFETY TRAINING CENTER LOCATED IN GREEN LEVEL, NORTH CAROLINA

WHEREAS, Alamance Community College secured the support of Alamance County voters in approving a bond package in November 2018, part of which was allotted to fund the construction of a much-needed Public Safety Training Center in Alamance County; and

WHEREAS, the escalation of construction costs for the Public Safety Training Center leaves no funds for the construction of an indoor firing range; and

WHEREAS, a state-of-the-art indoor firing range improves the safety of officers and citizens through increased access to firearms training; provides safer, more environmentally friendly training using recycled lead and brass and filtered air; allows for simulation of day and evening training, thus making required training more accessible; enables local safety offices to save money expended in traveling to other firing ranges; is required for mandated firearm training by local, regional, and state officers; and is a critical part of the Alamance Community College Public Safety Training Center; and

WHEREAS, numerous local, regional, and state agencies have contributed letters of support for an indoor range, including the City of Burlington Police Department, Elon University Campus Safety & Police, Gibsonville Police Department, City of Graham Police Department, Haw River Police Department, North Carolina State Bureau of Investigation, North Carolina Department of Transportation, North Carolina

Department of Public Safety Alcohol Law Enforcement Division, North Carolina Department of Public Safety State Highway Patrol, and North Carolina Wildlife Resources Commission; and

WHEREAS, those Alamance County agencies indicate first-year usage of the indoor firing range to include 637 officers and 24,528 training hours; and those State agencies indicate first-year usage to include 100 officers and 1,600 training hours; and

WHEREAS, a firing range at the Public Safety Training Center in Green Level, North Carolina, will boost usage of the Center and enhance the economy of Green Level through increased hotel and restaurant visits by local, regional, and state officers.

NOW, THEREFORE, BE IT RESOLVED, that the City of Graham City Council supports the construction of a state-of-the-art indoor firing range at the Alamance Community College Public Safety Training Center in Green Level, North Carolina.

Passed and adopted this 14th day of February 2023.

- c. To approve the tax collector's Mid-Year report and to set March 16, 2023, as the date to advertise outstanding real and personal property taxes in the Alamance News.
- d. To approve the following tax releases in the amount of \$555.98.

CITY OF GRAHAM RELEASE ACCOUNTS				
FEBRUARY				
ACCT #	YEAR	NAME	REASON FOR RELEASE	AMOUNT RELEASED
536097	2018	TRA PHUONG DBA NAIL CARE	VALUE CALCULATED INCORRECT ON BPP	\$12.15
536097	2019	TRA PHUONG DBA NAIL CARE	VALUE CALCULATED INCORRECT ON BPP	\$50.05
536097	2019	TRA PHUONG DBA NAIL CARE	VALUE CALCULATED INCORRECT ON BPP	\$17.52
536097	2022	TRA PHUONG DBA NAIL CARE	VALUE CALCULATED INCORRECT ON BPP	\$233.69
574329	2022	POLLOCK, KAREN	QUALIFIED FOR HOMESTEAD EXEMPTION	\$200.56
353742	2021	HARPER, SAMUEL MARTIN	DOES NOT LIVE IN CITY OF GRAHAM	\$20.00
353742	2022	HARPER, SAMUEL MARTIN	DOES NOT LIVE IN CITY OF GRAHAM	\$22.01

Motion by Mayor Pro Tem Hall, seconded by Council Member Parsons to approve the consent agenda. The motion passed unanimously.

OLD BUSINESS:

ITEM 1: UPDATE TRAFFIC SCHEDULE – RESTRICT PARKING – PEPPERSTONE DRIVE- PINECREST COURT AND GREENVIEW DRIVE CUL-DE-SACS

(Continued from January 10, 2023, City Council meeting)

City Council will consider updating the Traffic Schedule to restrict on-street parking along the cul-de-sacs on Pepperstone Drive, Pinecrest Court, and Greenview Drive between the hours of 7:00 am to 5:00 pm excluding weekends and holidays.

Motion by Council Member Chin to direct City Staff to review all roads in Graham including cul-de-sacs that are a traffic hindrance that precludes the safe conduct of City services for trash, emergency services, etc., seconded by Council Member Whitaker.

Mayor Talley stated before a vote was taken she would like to recognize and hear from Assistant City Manager Aaron Holland.

Assistant City Manager Holland stated his recommendation was to ask Council to allow staff to expand the scope of the review of all cul-de-sacs and come back with a more comprehensive list in lieu of one particular area. He stated staff would come back to Council within a few months with the results of the study.

Mayor Talley stated this originally started from a complaint in a particular subdivision. She would like to know how other cities are addressing areas where cars are parked near dumpsters and/or cans where City services could not do their jobs.

Assistant City Manager Holland entertained the idea of connecting with neighboring cities in regards to conducting City services in cul-de-sacs and other areas where there is on-street parking.

Mayor Talley stated there was a motion and a second on the floor and called for a vote. The motion passed unanimously.

NEW BUSINESS:

ITEM 2: ROAD CLOSURES FOR GRAHAM RECREATION DEPARTMENT PROGRAMS IN DOWNTOWN GRAHAM:

City Council will consider approving the following street closures for downtown programs in 2023:

Slice of Summer: closure of the 100 blocks of East and West Elm Streets and North and South Main Streets on Saturday, June 10, 2023, from 1:00 pm-9:00 pm. We also request approval of the same road closures from 1:00 pm-9:00 pm on Saturday, June 17, 2023, as an alternative date.

Pumpkin Bash: closure of the 100 blocks of East and West Elm Streets on Friday, October 27, 2023, from 2:00 pm-10:30 pm and North and South Main Streets from 4:00 pm-10:30 pm.

Thursdays at Seven Concert Series: closure of the 100 block of W. Elm St. in downtown Graham on May 25th, June 22nd, July 27th, August 24th, September 14th, & September 28th for the 2023 Thursdays at Seven Concert Series. All closures will begin at 5:00 pm and re-open by 11:30 pm. In the event a concert must be postponed, we also request the same closure as above on the following dates: June 1st, 8th, 15th & 29th; July 6th, 13th & 20th; August 3rd, 10th, 17th & 31st; September 7th & 21st; October 5th, 12th & 19th.

9/11 Commemorative 5K Event: Closure of the northbound lane of Maple Street from Pine Street to McAden Street, McAden Street from South Main to Maple Street, the southbound lane of South Main Street from Pine Street to McAden Street, Pine Street from South Main to Maple Street from 6:00 am – 11:00 am on Saturday, September 9, 2023.

Recreation and Parks Director Brian Faucette reviewed the requested closures. He stated that notification was given to each downtown business informing them of the upcoming events for Council approval.

Mayor Talley asked if there were any changes in street closures compared to last year.

Recreation and Parks Program Supervisor Emma Griffin stated the time for the Pumpkin Bash had been changed back to a 2:00 pm street closing time for the 100 blocks of East and West Elm Street to allow more time to get cars out and to allow ample time for inflatables and games to be set up.

Director Faucette stated they were experiencing early arrival crowds before the start time of 6:00 pm, which made it unsafe for people in the event area. He also included the time change was recommended by the Police Department due to citizens' safety.

Motion by Mayor Pro Tem Hall to approve the above-stated events and street closings, seconded by Council Member Whitaker. The motion passed unanimously.

ITEM 3: RECREATION COMMISSION APPOINTMENTS:

City Council will consider making two appointments to the Recreation Commission. The following candidates request to be considered:

- Jordan Dawson
- Marketa Evans
- Casey Johnson
- Carmen Larimore

Mayor Talley recommended appointing Casey Johnson and Carmen Larimore to serve on the Recreation Commission, seconded by Mayor Pro Tem Hall. The motion passed unanimously.

ITEM 4: MOA – NC WILDLIFE RESOURCES COMMISSION – BOAT RAMPS AND DOCKS – GRAHAM/MEBANE LAKE

City Council will consider approving a Memorandum of Agreement (MOA) with the NC Wildlife Resources Commission in the amount of \$194,000 for the renovation of the boat ramps and docks at the Graham-Mebane Lake.

Recreation and Parks Director Brian Faucette stated Council had previously approved \$194,000 of ARPA Funds to finance the replacement of boat ramps and docks at the Graham-Mebane Lake. He stated this request was to finalize the agreement with the NC Wildlife Resources Commission for the work to begin fall 2023.

Mayor Talley asked about the plans and what would it look like.

Mr. Faucette stated the ramps would be as wide as they are now with lanes on the outside and in the middle, there would be a dock that could be accessed from both sides. Then there would be two lanes with another dock in the middle with two more lanes.

Motion by Mayor Pro Tem Hall to approve the MOA for renovations to the boat ramps and docks, seconded by Mayor Talley. The motion passed unanimously.

PUBLIC COMMENT PERIOD

Ms. Carla Shields, 812 Larry Avenue, Graham, addressed Council regarding a sewer/septic issue at her rental house. Council instructed staff to look into her issue for a resolution.

CITY STAFF COMMENTS

City Engineer Josh Johnson stated the Albright Avenue water line construction project was slated to begin the week of February 13, 2023. He stated notices had been mailed and hand-delivered to everyone.

CITY COUNCIL COMMENTS

Mayor Talley stated that a topic for next month's meeting would be to discuss Roberts Rules of Order.

ADJOURN

Mayor Pro Tem Hall motioned to adjourn, seconded by Council Member Chin. The motion passed unanimously. The meeting was adjourned at 6:53 pm.

Renee M. Ward, CMC
City Clerk

STAFF REPORT

SUBJECT:	BUDGET AMENDMENT TO INCREASE CITY COUNCIL TRAVEL
PREPARED BY:	AARON HOLLAND, ASSISTANT CITY MANAGER

REQUESTED ACTION:

Approve budget amendment to increase City Council travel budget from \$4,000 to \$7,000.

BACKGROUND/SUMMARY:

The current City Council approved budget for travel is \$4,000. Mayor Talley has expressed interest in attending the upcoming Main Street Now 2023 conference in Boston, MA from March 27-29. Additionally, City Council members are registered to attend the upcoming CityVision conference in Concord, NC from April 25-27. The current budget will need to increase from \$4,000 to \$7,000 to allow for adequate funds.

FISCAL IMPACT:

The current travel budget for City Council is \$4,000. The total of the two proposed conferences will increase that budget line to \$7,000.

STAFF RECOMMENDATION:

N/A

SUGGESTED MOTION(S):

I move we approve the budget amendment to increase the City Council travel budget line from \$4,000 to \$7,000.

CITY OF GRAHAM

BUDGET AMENDMENT ORDINANCE

2022-2023

**BE IT ORDAINED BY THE CITY COUNCIL OF THE CITY OF GRAHAM THAT
THE 2022 - 2023 BUDGET ORDINANCE SHALL BE AND IS HEREBY AMENDED AS FOLLOWS:**

Section 1.

GENERAL FUND

DEPARTMENT/ACCOUNT	APPROVED	AMENDED	INCREASE	(DECREASE)	INCREASE (DECREASE)
City Council - Travel	4,000.00	7,000.00	3,000.00		
	4,000.00	7,000.00	3,000.00	-	3,000.00

Section 2.

GENERAL FUND

REVENUES	APPROVED	AMENDED	INCREASE	(DECREASE)	INCREASE (DECREASE)
Fund Balance	1,281,553.00	1,284,553.00	3,000.00		
	1,281,553.00	1,284,553.00	3,000.00	-	3,000.00

Adopted this 14th day of March 2023.

Attest:

Mayor Jennifer Talley

Renee M. Ward, City Clerk

**CITY OF GRAHAM
RELEASE ACCOUNTS**

MARCH

<u>ACCT #</u>	<u>YEAR</u>	<u>NAME</u>	<u>REASON FOR RELEASE</u>	<u>AMOUNT RELEASED</u>
671480	2020	EWING, TOM	NO LONGER OWNS BUSINESS PP IN GRAHAM	\$125.93
671480	2021	EWING, TOM	NO LONGER OWNS BUSINESS PP IN GRAHAM	\$64.67
671480	2022	EWING, TOM	NO LONGER OWNS BUSINESS PP IN GRAHAM	\$17.02
671482	2021	KATIE RICH FARMS LLC	NO LONGER OWNS BUSINESS PP IN GRAHAM	\$60.40
671482	2022	KATIE RICH FARMS LLC	NO LONGER OWNS BUSINESS PP IN GRAHAM	\$15.96
671484	2021	DOYLE PETER	NO LONGER OWNS BUSINESS PP IN GRAHAM	\$60.40
671484	2022	DOYLE PETER	NO LONGER OWNS BUSINESS PP IN GRAHAM	\$15.96
619924	2022	BLACKWELL, DAMIAN AVERY	DID NOT OWN BOAT JAN 2022	\$6.14

TOTAL RELEASES \$366.48