

Holly Springs Town Council Minutes

Regular Meeting

Dec. 2, 2008

MINUTES

The Holly Springs Town Council met in regular session on Tuesday, Dec. 2, 2008, in the Council Chambers of Holly Springs Town Hall, 128 S. Main Street. Mayor Dick Sears presided, calling the meeting to order at 7:00 p.m. A quorum was established as the mayor and five council members were present as the meeting opened.

Council Members Present: Councilmen Vinnie DeBenedetto, Parrish Womble, Chet VanFossen, Tim Sack and Hank Dickson and Mayor Sears.

Council Members Absent: None.

Staff Members Present: Carl Dean, town manager; John Schifano, town attorney; Joni Powell, town clerk (recording the minutes); Linda Harper, deputy town clerk; Gina Bobber, director of planning and zoning; Mark Zawadski, planner II; Beth Trautz, planning technician; Stephanie Sudano, director of engineering; Kendra Parrish, senior engineer; Elizabeth Goodson, development review engineer; Jenny Mizelle, director of economic development; John Herring, police chief; Cecil Parker, fire chief; Drew Holland, finance director; Daniel Weeks, project analyst; Michelle D'Antoni, publications specialist; and Mark Andrews, public information officer.

2 and 3. The Pledge of Allegiance was recited, and the meeting opened with an invocation by Rev. Lewis Gentry.

4. Agenda Adjustment: The Dec. 2, 2008 meeting agenda was adopted with changes, if any, as listed below.

Motion By: Sack

Second By: VanFossen

Vote: Unanimous

Items Added to the Agenda: None.

Items Removed from the Agenda: None.

Consent Agenda Items Moved to New Business: Item 7d., cultural center ABC permit.

Other Changes: None.

5. Public Comment: At this time, an opportunity was provided for members of the audience who had registered to speak to address the Council on any variety of topics not listed on the night's agenda. The following input was recorded:

Stephen Latchaw, 317 Braxman Lane -- Mr. Latchaw addressed the Council to introduce the Holly Springs Arts Council and to note that the group would appreciate funding. He noted that the group is dedicated to promoting artistic ventures in town.

John Bayus, 400 St. John Ct. -- Mr. Bayus addressed the Council to speak on a notice that he received in the mail at home regarding two buildings that are proposed for property behind his house. He expressed concerns about the project.

Vincent Cervone, 400 Trinidad Ct. -- Mr. Cervone said he was concerned about the same project. He said he was concerned about building security and how long would the building be open, but vacant. He commented on the buffers illustrated on the site plan.

Terry Leonard, 404 Trinidad Court -- Mr. Leonard said he had questions about the same property. He said he is concerned about the proposed buffer, the site layout and the impact on his property. He said he is also concerned about the proposed buffer and that it needs to be thoughtfully planned, and he does not think the 20 feet required by ordinance is adequate.

Larry O'Neal, 412 Trinidad Ct. -- Mr. O'Neal said he had the same concerns. He said he felt the buffers for the site need to be increased, and he added that he hoped that neighbor concerns would be considered.

6a. Gateway Sign Research Report -- Ms. Gina Clapp said on Sept. 16, the Town Council discussed the idea of allowing civic organization signs at town entrances. At this meeting, it was suggested that the civic organization signs be incorporated into the gateway entrance feature that has been designed for Sunset Lake Road and Holly Springs Road.

She said then, at the Oct. 21 meeting, several representatives of local civic organizations approached the Town Council to request that the Town develop a gateway sign to which they could affix their seals. It was after this meeting that staff was directed to look into creating two signs for either end of GB Alford Highway to accommodate these logos as well as create an attractive entrance sign to the Town.

Ms. Clapp said in keeping with the goals of the Town to ensure a village-like character, staff has been researching attractive signs that have been created for this purpose.

Searching the internet, staff found different signs in Palm Coast, Florida; Dubuque, Iowa; and Delton, Michigan.

Ms. Clapp explained upon conducting research and calling the communities for information about these entrance signs, it was found that all three of these signs were built by their community's Rotary Clubs, not the Towns. Sharing some preliminary designs with local sign designers, it is estimated that the cost for these signs would be between \$30,000 and \$70,000 or greater, depending on the size, materials, and quality of the sign.

She said staff is seeking some preliminary feedback from the Town Council on its interest to continue with the signs, feedback on the style of sign that is desired, and budget considerations. She also recommended that if the Town is to continue with this project, that a policy be written to regulate which organizations can be placed on the entrance feature sign, logo criteria and cost for adding a logo.

Councilman Sack said he commends the towns that were able to do this project through civic organizations and donations. He said he feels the idea in Holly Springs needs further study. The cost, however, may be prohibitive.

Councilman VanFossen suggested the 1997 design of small columns. He suggested a grouping of these small columns would not cost as much as a monument sign.

Action: Councilman VanFossen said he would draw up a prototype design, and Ms. Clapp said she would check into the cost.

6b. Holly Springs State Employees Credit Union Branch Manager – Mr. Brad Starnes, the branch manager for the new State Employees Credit Union in Holly Springs, introduced himself to Town Council and the community.

Action: None.

6c. Employee / Elected Official Opinion Survey – Mr. David Smitherman of Bear Strategies, Inc. provided the general results of both the employee and Town Council surveys. He said Council members would receive their individual results and results of the council as a collective body at the close of the meeting.

Mr. Smitherman said 60% of town employees participated in the survey. In conclusion, he said there was a high survey response rate; employee satisfaction generally is high; and employees have specific opinions about all levels of management and policy-setting.

Action: None.

7. Consent Agenda: The Council approved all remaining items on the Consent Agenda following a motion by Councilman Dickson, a second by Councilman Sack and a unanimous vote. The following actions were affected:

7a. Minutes - The Council approved minutes of the Council's regular meetings held in October 2008.

7b. Methodist Church Property Abandoned Well Contract – The Council ratified a contract in the amount of \$2,000 with Old Time Well Drilling for abandonment of a well on the Methodist Church property related to the parking lot project. *A copy of the Old Time Well Drilling contract is incorporated into these minutes as addendum pages.*

7c. Methodist Church Parking Lot Survey Contract – The Council approved to enter into a contract in the amount of \$1,400 with Mauldin-Watkins Surveying for additional survey information needed for the Methodist Church parking lot project. *A copy of the Mauldin-Watkins Surveying contract is incorporated into these minutes as addendum pages.*

7d. Cultural Center ABC Permit – This item was removed from the Consent Agenda during agenda adjustment.

7e. Gable Ridge Lane Drainage Contract – The Council approved to enter into a contract with Wetherill Engineering in the amount of \$2,700 for annual inspection of Gable Ridge Lane drainage. *A copy of Wetherill Engineering contract is incorporated into these minutes as addendum pages.*

7f. Financial Audit Contract Amendment – The Council approved an amendment to the financial audit contract, extending the time period until Dec. 19, 2008. *A copy of Christopher K. Abbott, CPA, PA contract amendment is incorporated into these minutes as an addendum page.*

7g. Budget Amendment, \$100 – The Council adopted an amendment to the FY 2008-09 budget in the amount of \$100 to receive a Cultural Center business expo sponsorship. *A copy of the budget amendment is incorporated into these minutes as an addendum page.*

7h. Budget Amendment, \$80,200 – The Council adopted an amendment to the FY 2008-09 budget in the amount of \$80,200 to purchase right of way for the Earp Street extension to the Beal tract. *A copy of the budget amendment is incorporated into these minutes as an addendum page.*

7i. Budget Amendment, \$5,405 – The Council adopted budget amendments to the FY 2008-09 budget in the amount of \$5,405 to receive insurance proceeds. *A copy of the budget amendment is incorporated into these minutes as addendum pages.*

7j. Wake County Environmental Services Committee Appointment – The Council nominated the director of engineering as the Holly Springs representative on the Wake County Environmental Services Committee.

7k. Main Street Square IRA Amendment – The Council approved an amendment to the Main Street Square infrastructure reimbursement agreement. *A copy of the Main Street Square IRA is incorporated into these minutes as addendum pages.*

7l. Resolution 08-51 – The Council adopted Resolution 08-51 directing the town clerk to investigate the sufficiency of annexation petition A08-09 and setting a public hearing on the question of annexation for Tuesday, Dec. 16, 2008. *A copy of Resolution 08-51 is incorporated into these minutes as addendum pages.*

7m. Hunt Center Project Surveying Contract – The Council approved to enter a contract in the approximate amount of \$4,800 with Mauldin-Watkins Surveying for additional survey information needed for the Hunt Center project. *A copy of the Mauldin-Watkins Surveying contract is incorporated into these minutes as addendum pages.*

7d. Cultural Center NCABC Permit – Councilman Womble asked what kind of rules and regulations would be established for the cultural center,

especially because the building is shared with the library where children may be present. Mr. Schifano explained that the cultural center has the serving of alcohol addressed in its protocols and procedures. Mr. Schifano said during events, there would be a cash bar before events and at intermission and not after. These events generally are held after the library is closed.

Action: The Council authorized staff to apply to the NCABC for an on-premise beer and unfortified wine permit for the Cultural Center.

Motion By: Sack

Second By: Dickson

Vote: Unanimous

Action: At this time, the Council approved a motion to recuse Councilman Chet VanFossen from the meeting due to his professional affiliation with the applicant of development plan 08-DP-10 as he is architect of the building.

Motion By: Dickson

Second By: Sack

Vote: Unanimous

8a. Holly Springs Corporate Center, 08-DP-10 – Mr. Zawadski said the Town has received a request for a development plan to construct an integrated center on approximately three acres of property located at 153 Holly Springs Road. The property is the current location of Thompson and Associates, P.A. offices.

He said the proposed development plan is for the construction of two 19,200 square foot two-story office buildings. The site would be accessed from a shared-access driveway off of Holly Springs Road and includes a total of 153 parking spaces located throughout the site. Pedestrian connections are provided to connect with the future public sidewalk along Holly Springs Road and the building entrances. Two developed open space areas that total 7,146 square feet are proposed to serve as gathering areas for the integrated center.

Mr. Zawadski said that the landscape plan would be opaque buffer with more evergreen trees than deciduous ones.

Mr. Zawadski explained this project is subject to the new UDO commercial architecture requirements. The buildings are proposed to be constructed primarily with white brick and light beige stone and a light green standing seam metal roof. The proposed architecture also includes a variety of building massing and façade treatments as required by the UDO. Specific architectural features include: base, body and cap; variation in massing; animating features; human scale design elements; colors; textures; roof treatment and façade modulation.

Mr. Zawadski reported that the Planning Board had reviewed the plan and had some concerns about the design of the building but approved a motion to recommend approval of the plan with conditions.

Councilman Dickson asked, since residents had mentioned that many children live nearby, how deep the detention pond at the rear of the property would be.

Randy Smith, project engineer – Mr. Smith addressed the Council and said the ponds would be gently sloping and would end in a four-to-five-foot deep pond.

Councilman DeBenedetto asked if the building design had any environmentally-friendly features.

Architect Chet VanFossen responded to the question, giving details such as how the building would be lighted, keeping the angle of the sun in mind.

Councilman Dickson pointed out that the Dumpster location was on the side of the site closest to the neighboring residential properties. He suggested that the Dumpster location be relocated on the site plan, and Mr. Smith and Mr. VanFossen agreed.

Action: The Council approved a motion to approve Development Plan #08-DP-10 for Holly Springs Corporate Center as submitted by Thompson and Associates, dated 11/8/2008 with the following conditions:

1. The following items are required to be completed prior to 1st construction drawing submittal
 - a. Offsite right-of-way must be dedicated for this project(Holly Springs Rd.)
 - b. Offsite easements for the shared access must be acquired and recorded.
 - c. A flood study will be required to meet the Town's policy for Hydrologic Basin Models (Town Policy - P-018). The approved Winward Pointe flood study will need to be updated to reflect this project and will need to demonstrate that development of the site will not raise established flood levels. Retention or detention may be required to accomplish this.
2. Prior to issuance of Building Permit, the following must be completed:
 - a. The detailed open space area design shall be reviewed and approved by the Department of Planning and Zoning.
 - b. Replace long-leaf pine trees with an evergreen species that will not lose lower branches to provide an adequate amount of screening in accordance with UDO requirements.
 - c. Correct the planting height of landscape material shown in the plant list to match the material height used in the PUV calculations
3. Fee in lieu of pump station upgrades
4. Approval of Stormwater Management Plan is required prior to issuance of a land disturbance permit or construction drawing approval.
5. This project will be required to meet the Town of Holly Springs NPDES Ph. II Post Construction Stormwater Ordinance.
6. Payment of the Stormwater Fee-in-Lieu will be required prior to construction drawing approval.
7. A sign permit is required to be obtained prior to any signage installation.
8. A lighting plan must be approved by the Department of Planning and Zoning prior to installation.
9. The Dumpster location shall be relocated on the site plan to the opposite side, away from the border with residential properties.

Motion By: Sack
Second By: Womble
Vote: Unanimous.

Action: At this time, the Council approved a motion to readmit Councilman VanFossen into the meeting.

Motion By: Sack
Second By: Womble
Vote: Unanimous

8b. New Hill Place, Phase I, 08-DP-11 – Mr. Zawadski said the Town has received a request for a development plan for Phase 1 of New Hill Place.

He said the first phase includes approximately 73 acres out of the 166 total acres that are included within the approved master plan. The project includes access from New Hill Road, G.B. Alford Highway, and the new Thoroughfare “A” in addition to a spine road to help facilitate internal vehicular circulation.

The site plan consists of a total of six commercial lots and 422,643 square feet of retail space.

He said lot 1 includes a 128,114 square foot Target building. Lot 2 includes seven retail buildings that total 294,529 square feet. Lots 3-6 include only a parking lot layout at this time since tenants have not been chosen. The proposed parking design is based on typical restaurant sizes and may need to be revised at time of development plan submittal for each lot.

Mr. Zawadski explained that approximately 2,000 parking spaces are proposed to be concentrated in multiple smaller lots throughout the development to help reduce the negative visual impact of large parking areas. A pedestrian plan is provided that includes sidewalks on public and private streets as well as pedestrian walkways that connect parking areas, building entrances, open space areas, and adjacent public sidewalks. Approximately .66 acres of developed open space is provided throughout the Phase 1. The primary open space area is proposed to be located near Retail Building E and F and will function as a central gathering area for the development that will include: decorative hardscape, enhanced landscaping, and other focal features.

The development plan also includes detailed architectural design guidelines and a master signage plan in accordance with the conditions of approval of the New Hill Place Master Plan. The design guidelines include specific requirements for the design of buildings, landscaping, and other site and appearance elements in the development. This includes a color and material palette, façade design elements, lighting, screening, and streetscape elements. The development is proposed to be constructed with tilt-up concrete panels with options for a brick, EIFS, CMU, veneers. The colors and material options include 6 shades of brick, 1 stone CMU, 14 EIFS colors, and black fabric and metal awnings (please see attached design guidelines for specific details).

He said New Hill Place is located within a Gateway Corridor and is subject to the new commercial architectural requirements. The proposed architectural design theme includes a combination of modern and traditional building elements. The buildings are proposed to be constructed primarily with a brick veneer and stucco treatments. The treatment options include various shades of brick and a wide range of stucco colors that are in compliance with the proposed New Hill Place Design Guidelines. The proposed architecture includes a variety of Building Massing and Façade Treatments as required by the UDO. Specific architectural features include: Base, Body, and Cap, Variation in Massing, Animating Features, Human Scale Design Elements, Colors, Textures, Roof Treatment, and Façade Modulation.

He said six requests for alternate means of architectural compliance have been requested for the project. The requests for alternate compliance help to create a unique building form using distinctive combinations of building massing and façade treatments. Although all of the required architectural elements are not met exactly as the UDO requires, staff feels that the proposed building architecture meets the intent of the Architectural and Site Design UDO Requirements.

Representatives of Kite Realty Group addressed the Council with an animated presentation of the site plan and proposed building elevations.

At this time, Mr. Zawadski explained that 21 separate motions were scheduled for this development plan in order to capture motions making findings of fact, granting waivers and then approving the development plan.

In the interest of time, Mayor Sears suggested one sweeping motion be made stating that the Council had made all the necessary findings of fact to be recorded in the minutes for each requested waiver or exceptions from regulations.

Action: The Council approved a motion that all necessary findings of fact were made and accepted and were to be recorded in the minutes for all 10 waivers being requested.

Motion By: Sack
Second By: DeBenedetto
Vote: Unanimous

The following findings were made and are thus recorded as directed in the minutes.

Alternate Compliance Findings of Fact:

1. The proposed development represents the use of (*building materials*, colors, textures, *building* architecture, roof features, façade modulation, *building* orientation, *signs*, landscaping, lighting or *open space*) which will result in a development pattern which is equivalent to or superior to that achievable under the applicable regulations;
2. The proposed development will be compatible with and will enhance the *use* or value of area properties;
3. The proposed development is consistent with the intent of the *Comprehensive Plan*; and,

4. The proposed development is consistent with the intent and purpose of this UDO.

Pedestrian Circulation and Vehicular Area Design Requirements Findings of Fact:

1. The proposed pedestrian circulation and vehicular area design will result in a development pattern which is equivalent to or superior to that achievable under the applicable regulations;
2. The proposed development will be compatible with and will enhance the use or value of area properties;
3. The proposed development is consistent with the intent of the Comprehensive Plan; and,
4. The proposed development is consistent with the intent and purpose of this UDO.

Signage Regulations Findings of Fact:

1. The proposed *signs* are harmonious to the *buildings* and sites which they occupy;
2. The proposed *signs* will not create a hazard to motorists or pedestrians resulting from the sign location, size or configuration;
3. The proposed *signs* will not increase the total combined *sign surface area* allowed for the *front sign zone, interior sign zone and building signs* on the *lot, out lot, integrated center, business park, industrial park, subdivision or building* served by the proposed *signs*;
4. The proposed *signs* will result in an overall pattern of *signs* for the *lot, out lot, integrated center, business park, industrial park, subdivision or building* which is equivalent to or superior to that achievable under the applicable regulations;
5. The proposed *signs* will be compatible with and will enhance the *use* or value of area properties;
6. The proposed *signs* are consistent with the intent of the *Comprehensive Plan*; and,
7. The proposed *signs* are consistent with the intent and purpose of this UDO.

Action: The Council, having made the necessary findings of fact, approved a motion that all 10 alternate means and waivers requested in connection 08-DP-11 for New Hill Place Phase I be granted.

Motion By: Sack

Second By: Womble

Vote: Unanimous

The following waivers were granted in association with Development Petition #08-DP-11 New Hill Place:

1. to allow for alternate means of compliance of Architectural Regulations of UDO Section 3.08, A, 1. c (2)(a)(iii) Architectural and Site Design Requirements for the ***cap requirement***.
2. to allow for alternate means of compliance for the ***Variation in Massing requirement***.
3. to allow for alternate means of compliance for the ***Animating Features requirement***
4. to allow for alternate means of compliance for the ***Color requirement***
5. to allow for alternate means of compliance for the ***Roof Treatment requirement***
6. to allow for alternate means of compliance for the ***Façade Modulation requirement***
7. to allow for an Waiver of UDO Section 7.09 B., 2., h Pedestrian Circulation and Vehicular Area Design Requirements to allow for a ***waiver to reduce 1 parking lot pedestrian median located on Lot***.
8. to allow for a Waiver of UDO Section 7.03 Sign Regulations to allow for an ***increase in the permitted logo height and square footage*** from 5'x5' (25 sf) up to 12'x12' (144 sf) for two wall signs (side and front wall zones)
9. to allow for a ***5 foot increase in height*** above the allowed 15 feet for the two monument signs on GB Alford Highway
10. to allow a ***transfer of sign square footage*** from the 10 out lot signs (approximately 320 sf) to the total square footage for signs A-F (perimeter signs)

Action: The Council approved a motion to approve Development Plan #08-DP-11 for New Hill Place as submitted by John R. McAdams, Project Number KRG-08020, dated 9/29/08 with the following conditions:

1. Minor modifications to building elevations may be submitted to and approved by the Department of Planning and Zoning.
2. Sign permits are required prior to any signage installation.
3. Conform to previously approved *New Hill Place Schematic Master Plan (08-MAS-01)* and New Hill Place Subdivision Plan (08-MAS-03) and note that all previous approval conditions for each plan will apply to this plan as well.
4. There is a Transportation Improvement Plan for this project that is included in the New Hill Place Schematic Master Plan (08-MAS-01). For more detailed information related to road improvements for this phase, refer to the Master Plan.
5. The following information is required with the first Construction Drawing Submittal for this Development Plan:
 - a. Provide detailed information to show the impact areas on an overall plan sheet and show graphically the permitted impact area on the plans with corresponding impact ID# 's. Riparian buffer impacts that are greater than the stream or wetland impacts should also be shown graphically. Graphically show the footprint of the streams, wetlands and riparian buffers to be protected and platted with this phase of construction.
 - b. A landscape plan for the thoroughfare medians will be required including any necessary irrigation and drainage needed to maintain the landscaping.
 - c. Final landscape, open space, and site plan shall be designed in accordance with the UDO and shall be reviewed and approved by the Department of Planning and Zoning.

- d. Provide an easement for the Town gateway feature at the intersection of New Hill Road and GB Alford Highway.
6. Prior to construction drawing approval for this project, Payment of the Stormwater Fee-in-Lieu for all areas constructed with Ph. 1 is required.
7. Within 10 days of Town Council action of this plan, the following items must be addressed and revised plans (if needed) submitted:
 - a. The Detailed Subdivision Plan (08-MAS-03) and Transportation Improvement Plan (TIP) must be approved. At the time of this report the TIP had been approved by Town Council but the Subdivision had not been approved yet. All comments made on the Detailed Subdivision Plan and Transportation Improvement Plan will need to be reflected on this plan prior to approval. Verify that all changes made during review of the Detailed Subdivision Plan and the Transportation Improvement Plan have been reflected in this development plan.
 - b. The revised Sewer Study for New Hill Place must be approved and any changes to the plans must be made to reflect the approved Sewer Study.
 - c. The Water System Hydraulic Report must be approved and any changes to the plans must be made to reflect the approved report.

Motion By: Sack

Second By: Womble, VanFossen, DeBenedetto and Dickson

Vote: Unanimous.

8c. Sign Ordinance Amendment – Mr. Schifano said, pursuant to direction of the Council at the last meeting, he has revised Article VI of Chapter 6 of the Town Code, Signs in the Right of Way. He said this amendment would allow three directional signs to be placed throughout town by a business located in the Holly Springs Business Park for a period of one year. He said the permit application fee would be \$50 per sign, and in the event that the signs need to be replaced, the applicant may replace the sign for \$25 per sign.

Mayor Sears yielded the floor to Denise Wagoner who wanted to address the issue.

Ms. Wagoner said it was her understanding that the Council wanted to help businesses located in the business park. She said she did not feel that three directional signs was adequate, and she said the fee of \$50 per sign was too high. She said her business would need something more in keeping with residential development regulations, which allow eight directional signs with a \$25 fee.

Councilman Sack suggested a \$25 fee and four signs.

The Council reached a consensus that the fee should be \$25; that four signs be allowed; and that the replacement fee be \$10.

Action: The Council approved a motion to adopt Ordinance 08-17 sign ordinance as amended.

Motion By: Sears

Second By: Sack

Vote: The motion carried, following a 4-1 vote. Councilmen DeBenedetto, VanFossen, Sack and Dickson voted for the motion.

Councilman Womble voted against.

A copy of Ordinance 08-17 is incorporated into these minutes as addendum pages.

8d. Board of Adjustments and Planning Board Appointments – Ms. Clapp said the Town Council is responsible for the appointment of “in-town” members to the Town of Holly Springs Planning Board and Board of Adjustment. ETJ members are officially appointed by the Wake County Board of Commissioners; however, the Town Council makes a recommendation to the WCBOC on who should be appointed.

She said the Council is asked to make the following appointments/nominations: one in-town member and one ETJ member to the Board of Adjustment; and three in-town members to the Planning Board.

Action #1: The Town Council appointed Cynthia Gibbons as an in-town member of the Holly Springs Board of Adjustment, with a three-year term to expire December 31, 2011

Motion By: Sack

Second By: Womble

Vote: Unanimous.

Action #2: The Council approved a motion to appoint Glen Walker as an in-town alternate member of the Holly Springs Board of Adjustment to fulfill a term expiring Dec. 31, 2010.

Motion: Womble

Second: Dickson

Vote: Unanimous

Action #3: The Town Council approved a motion to nominate Van Stephen Murray to the Wake County Board of Commissioners for reappointment as an ETJ member of the Holly Springs Board of Adjustment, with a three-year term to expire December 31, 2011

Motion By: Sack

Second By: Womble

Vote: Unanimous.

Action #4: The Council approved a motion to reappoint Matt Johnson and Glenn Myrto to the Holly Springs Planning Board as in-town

members with three-year terms expiring Dec. 31, 2011.

Motion By: Sack

Second By: Womble

Vote: Unanimous

Applicants Russ Wallace and Thomas Hughes were noted for Mr. Wallace's active community involvement and Mr. Hughes' professional background and qualifications.

Action: The Council approved a motion to appoint Thomas Hughes to the Holly Springs Planning Board as an in-town member with three-year term expiring Dec. 31, 2011.

Motion By: Sack

Second By: Dickson

Vote: The motion carried, following a 3-2 vote. Councilmen VanFossen, Sack and Dickson voted for the motion. Councilmen DeBenedetto and Womble voted against.

Councilman Dickson said he appreciated the attendance record report that was provided and suggested that the Council get those reports more frequently during the year, as in at the half-way mark.

8e. Public Records – This item was taken off the agenda following a report to the Council prior to the meeting that Kimley Horn and Associates would not be charging for the information requested.

9. Other Business: Councilman Sack said NCDOT needs to be notified of a dip in the road surface in the turn lane off G.B. Alford Highway onto Green Oaks Parkway. He also noted that Holly Springs Road is deteriorating on both edges at Blalock Street.

11. Manager's Report: Mr. Dean reported on upcoming holiday events.

12. Closed Session: The Council approved a motion to enter into Closed Session, pursuant to G.S. 143-318.11(a)(6) to conduct a performance evaluation of the town clerk.

Motion By: Dickson

Second By: Sack

Vote: Unanimous

General Account of Closed Session – December 2, 2008

In Closed Session, the Town Council performed the town clerk's performance evaluation. Following a favorable evaluation, the Council provided direction regarding a salary adjustment for the town clerk. The mayor and Council noted what seemed to be a large inequity in her salary and that of others in the organization.

Ms. Powell said it was mostly due to the fact that she joined the town in 1994 when salaries were far below market.

-- End General Account

Action: The Council approved a motion to return to Open Session.

Motion By: VanFossen

Second By: Dickson

Vote: Unanimous

The Clerk provided Council members with copies of the Bear Strategies employee and Council opinion survey results.

13. Adjournment: There being no further business for the evening, the Dec. 2, 2008, meeting of the Holly Springs Town Council was adjourned following a motion by Councilman Dickson a second by Councilman Sack and a unanimous vote.

Respectfully Submitted on Tuesday, Feb. 17, 2009.

Joni Powell, CMC, Town Clerk

Addendum pages as referenced in these minutes follow and are a part of the official record.

