



May 20, 2014

MINUTES

The Holly Springs Town Council met in regular session on Tuesday, May 20, 2014 in the Council Chambers of Holly Springs Town Hall, 128 S. Main Street. Mayor Sears presided, calling the meeting to order at 7 p.m. A quorum was established as the mayor and all five council members were present as the meeting opened.

Council Members Present: Mayor Sears and Councilmen James Cobb; Tim Sack; Hank Dickson and Councilwomen Linda Hunt-Williams and Cheri Lee.

Council Members Absent: None.

Staff Members Present: Charles Simmons, Town Manager; John Schifano, town attorney; Joni Powell, town clerk, (recording the minutes); Linda Harper, deputy town clerk; Daniel Weeks, senior project manager; Eric Tayler, information technology technician; Adam Huffman, assistant parks and recreation director; Len Bradley, parks and recreation direction; Gina Clapp, planning and zoning director; Stephanie Sudano, director of engineering; Aaron Levitt, project engineer; Mary Hogan, finance director; Jenny Mizelle, economic development director; Luncie McNeil, public works director; John Herring, police chief; Leroy Smith, fire chief; Erika Seann Byrd, public utilities director; Tamara Ward, communications specialist; and Mark Andrews, public information officer.

2 and 3. The Pledge of Allegiance was recited, and the meeting opened with an invocation by Pastor Tom Newman of Sunrise United Methodist Church.

4. Agenda Adjustment: The May 6, 2014 meeting agenda was adopted with changes, if any, as listed below.

Motion by: Sack

Second by: Cobb

Vote: Unanimous

Items added to Consent Agenda: None.

Items added to Agenda: None.

Items removed from Consent Agenda: None.

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: None.

6a. Tick-Borne Diseases Awareness Month - Mayor Sears warned residents to take precautions against tick bites to prevent contracting the diseases ticks can carry. May is Lyme Disease Awareness Month. Now through June is the peak period for tick activity, since ticks become active when the temperature is 40 degrees Fahrenheit or more at ground level.

Ticks live in and near wooded areas, tall grass and brush and, if infected, can spread various diseases, including ehrlichiosis, Rocky Mountain spotted fever, tularemia and Lyme disease.

Lyme disease is transmitted to humans through the bite of an infected deer tick. The first sign of infection is usually a rash at the site of a tick bite from three to 32 days after the bite. The rash expands over a period of several days and the center of the rash may clear as it enlarges

resulting in what can be referred to as a "bull's eye appearance." Ticks can bite without causing discomfort and the rash is not usually painful so these rashes can be overlooked especially when they occur on areas of the body not readily noticed like on a person's back or the back of the leg. Some combination of fatigue, chills, fever, headache, muscle and joint aches and swollen lymph nodes can also occur.

It's important for people to recognize the signs and symptoms of Lyme disease, and other tick-borne diseases, so treatment is not delayed. Antibiotics are used to treat Lyme disease. Left untreated, other signs and symptoms of the infection can occur including facial palsy, severe headaches and stiff neck, pain and weakness in the extremities, joint pain with swelling, heart palpitations and light headedness due to changes in the heartbeat.

Action: None.

7a. Permit Fee Waiver - Scoutmaster Larry O'Neal introduced Life Scout Tanner Mizelle, a Holly Springs resident who is working on his Eagle Scout project. Tanner then addressed the Council with his request. He explained that one of the items for his project will be building an arbor at the end of a path into the 'reading garden' at Holly Springs Elementary School.

He said, due to requirements by Wake County School Board, the Town of Holly Springs has to review and approve the structure via the filing of the Accessory/Temporary Use, Building or Structure form and this is to be submitted to the school board for their review and approval. The Eagle Project cannot move forward until the form is filed with Holly Springs and Wake County School Board.

Tanner said he is asking the Town to waive the application fee.

Action: The Council approved a motion to waive all fees, including the \$75 planning permit fee, for Tanner Mizelle in association with his Eagle Scout project to construct an arbor at the end of a path at Holly Springs Elementary School.

Motion by: Sack

Second by: Cobb

7b. Novartis Update – Mr. Chris McDonald, Novartis Vaccines and Diagnostics representative, addressed the Town Council and citizens with an update on the facility.

Mayor Sears explained that since an announcement that Novartis may be sold, a lot of misinformation is rampant in the community.

Mr. McDonald said that although some degree of uncertainty with the Novartis flu vaccine division on the market to be sold, the bottom line is that the facility will continue to grow, continue to employ personnel, continue to manufacture flu vaccine to meet government and private contracts and continue to pay taxes no matter whose name is on the building.

He noted that there about 800 people employed at the expanding facility and that he is excited about the future in Holly Springs.

Councilman Sack said that comments he has heard that the building will be an empty shell in the business park are senseless because no big company would buy the state-of-the-art Novartis facility with built-in multi-decade production contracts and then just close the building down.

Action: None.

8. Consent Agenda: The Council approved a motion to approve all items on the Consent Agenda. The motion carried following a motion by Councilman Sack, a second by Councilman Cobb and a unanimous vote. The following actions were affected:

8a. Minutes – The Council approved minutes of the Council's regular meetings held April 15, and May 6, 2014.

8b. Budget Amendment Report - The Council received monthly report of amendments to the FY 2013-14 budget approved by the town manager. *A copy of the budget amendment report is attached to these minutes.*

8c. Personnel Policy Amendment - The Council approved revisions to the Town's Personnel Policy.

8d. GPS and GIS Mapping Contract – The Council approved to enter into a contract with Withers and Ravenel to provide GPS and GIS mapping and to adopt a related budget amendment. *A copy of the budget amendment is attached to these minutes.*

8e. 08-DP-02, Bridgewater West Townhome, Phase 2, Extension – The Council granted a third six-month extension for 08-DP-02 Bridgewater West Townhomes Phase 2 to extend the expiration date from July 1, 2014 to January 1, 2015 as requested by property owner, J.D. Goldston.

8f. Set Pubic Hearing for FY 2014-15 Budget - The Council set a public hearing on the proposed FY 2014-15 budget for June 3, 2014.

9a. Waterline Replacement Project - Mr. Levitt said the Town is undertaking a project to upgrade the capacity of two wastewater pumping stations to be able to handle continued development in the respective drainage basins. To achieve these increased pump rates, a parallel force main pipeline has been proposed along Earp St that will convey sewage from the Sunset Ridge pump station to the Ballenridge outfall and keep it separate from sewage from the Bass Lake pump station.

This new Earp Street force main will extend from Bass Lake Road to Blalock Street on the south side of Earp Street under the existing pavement, Mr. Levitt said. He added that Earp Street has a large variety of utilities present that will pose challenges for installation of the new 20-inch PVC force main.

One of the utilities present is an old six-inch Asbestos Cement (A/C) waterline that was installed in the 1960s when this pipeline material was considered a standard material for waterline installations.

Most of the A/C pipeline in the U.S. has reached or is approaching its 50-year design life and has been or is being abandoned. The Town of Holly Springs has been systematically removing A/C pipe lines from service throughout the Town. This six-inch A/C pipeline down Earp is one of the few last sections of A/C pipe still in service in Holly Springs, Mr. Levitt said.

Removing this pipe from service will help facilitate the design and construction of the new force main down Earp Street. The new force main will no longer need to meet the minimal separation of 10 inches horizontally from this abandoned water main. We will have a significant amount of extra width along Earp Street in which we can install the new 20-inch force main which without would cause the new force main to be installed along the shoulder of the road and would significantly increase time and costs for this project.

Abandonment of this A/C waterline is not simple since there are many branches and services that tie into the 6-inch A/C main. All branches and services will need to be disconnected from the 6-inch A/C line and reconnected to the existing 12-inch ductile iron waterline that runs parallel to the A/C main along Earp Street.

Diehl and Phillips, our consultant on the force main project, has a proposal for developing the construction drawings to properly abandon the existing 6-inch waterline. The proposal is broken down into two phases.

Phase one consists of the design of waterline necessary to allow the abandonment of the A/C waterlines located within 10 feet of the proposed path of the Earp Street 20-inch parallel force main. Phase 2 consists of the design of the remaining waterlines necessary to abandon the remaining A/C waterlines and to make other improvements to the Town's water system in the vicinity of Earp Street. The plan is to construct phase 1 with this force main project, then for the Engineering Department to work with the Public Works Department over time to do the phase 2 work.

Action: The Council approved a motion to enter a contract with Diehl & Phillips in the amount of \$47,490 for the waterline replacement project and to adopt a related budget amendment in the amount of \$52,500 to over the cost of the contract plus contingency.

Motion by: Sack

Second by: Cobb

Vote: Unanimous

9b. Utle Creek Bio-Solid Dewatering System Project - Mr. Byrd said that the Utle Creek water reclamation facility bio-solids output has outgrown its liquid storage tanks and needs to convert its liquid residuals into a drier, solid form. This conversion from liquid state to solid state will dramatically increase the available storage volume on site while decreasing costs to haul watery bio-solids to land application fields.

By reducing the volume of haulable material and thus reducing the frequency of hauls, staff calculates the return on investment for this equipment to be seven years maximum.

Action: The Council approved a motion to approve a contract to Eberhart Construction in the amount of \$587,000 for the Utle Creek bio-solids dewatering system project and to adopt an amendment to the project budget.

Motion by: Williams

Second by: Cobb

Vote: Unanimous

A copy of budget amendment is attached to these minutes.

9c. Waste Industries Proposal - Mr. Simmons said that Waste Industries is offering the Town of Holly Springs some different options for the Council to consider in an attempt to improve the company's recycling services. The company described three options for the Council's consideration.

All of the options include the implementation of EZWaste, the Waste Industries Service Request Tracking System that will improve the communication between Town staff and WI customer service; provide tracking of service requests; provide verification that requests have been completed and current status; and prioritization of requests, based on importance as determined by the Town.

Mr. Simmons introduced Ben Habets of Waste Industries who described some of the options that are available to the town. He said these options have been extended in other communities at a cost savings and service improvement for those communities.

- Option 1 would be to make no changes, other than the implementation of EZWaste, with no changes in monthly costs.
- Option 2 would be a three-year contract with a 65-gallon recycling container, weekly service with no changes in service days; an adjustment in rates based on the CPI; and EZWaste.
- Option 3 would be a three-year contract with a 96-gallon recycling container, bi-weekly service with changes in service days; potential cost savings; and EZWaste.

Councilman Dickson said he felt like a larger container might be hard for some to store and handle, so he would prefer Option 1.

Councilman Sack said he thought the larger containers would be manageable for most and it would encourage folks to recycle.

Councilwoman Lee said she has a large household and fills her existing recycling container every week so she was in favor of the larger container; but she wondered if a twice monthly collection schedule would be enough.

Mr. Simmons said Option 3 would result in a savings for the Town, which currently subsidizes some of its solid waste collection services. The Option 3 also would avoid the Town's having to raise fees.

Action: The Council approved a motion to accept and implement a three-year agreement with Waste Industries following the Option 3 proposal for recycling collection service beginning July 1, 2014.

Motion by: Sack

Second by: Cobb

Vote: The motion carried following a 4-1 vote. Councilmen Sack and Cobb and Councilwomen Lee and Williams voted for the motion. Councilman Dickson voted against.

9d. FY 2013-14 Community Agency Grants - Councilwoman Williams said the fiscal year began in July 2013 for civic groups to submit applications for funding from this year's grant program. Application packets were distributed to all groups who had requested them in 2013.

The Council received eight applications requesting \$19,611 in funding. There is \$15,000 available in that line item.

The committee of Council members Dickson, Williams and Lee recommended the following with room for discussion:

Agency	Requested Amount	Committee Recommendation
Holly Springs Women's Club	\$500	\$500
Holly Springs Community Band	\$2,000	\$2,000
Holly Springs Arts Council	\$1,500	\$1,500
Kraft Family YMCA	\$500	\$500
Holly Springs High School PTSA	\$2,000	\$2,000
Gold Hawks Club Inc.	\$2,500	\$2,500
Holly Springs Food Cupboard	\$2,500	\$2,500
Holly Springs High School Band Boosters	\$5,611	\$2,500
Interact of Wake County	\$2,500	\$2,500
TOTAL	\$19,611	\$14,000

In discussion, Council members discussed the purpose of the grant program and why some programs are favored because they are physically located in Holly Springs.

Councilman Sack said he felt the additional \$1,000 available in the line item should be shared between two groups. He said he supported a \$500 contribution for Interact of Wake County, which he said offers a valuable service to women in the county, including those from Holly Springs.

He also suggested an extra \$500 for the Holly Springs Community Band since they do so much in the community.

Councilman Cobb said he favored the extra \$500 for Interact but holds the position that applicants should not be awarded more than the amount for which they apply.

Action: The Council approved a motion to award FY 2013-14 in community agency grants as follows:

Motion by: Sack

Second by: Williams

Vote: Unanimous

Agency	Requested Amount	Council Award
Holly Springs Women's Club	\$500	\$500
Holly Springs Community Band	\$2,000	\$2,500
Holly Springs Arts Council	\$1,500	\$1,500
Kraft Family YMCA	\$500	\$500
Holly Springs High School PTSA	\$2,000	\$2,000
Gold Hawks Club Inc.	\$2,500	\$2,500
Holly Springs Food Cupboard	\$2,500	\$2,500
Holly Springs High School Band Boosters	\$5,611	\$2,500
Interact of Wake County	\$2,500	\$500
TOTAL	\$19,611	\$15,000

9e. North Main Athletic Complex Project - None. This item was moved as the Council decided to address this topic in a dedicated workshop to be held in continuation of the regular meeting. The meeting was to be continued to resume at 6 p.m. May 21.

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10. Other Business: Mayor Sears stressed crosswalk safety and he thanked the police for a campaign recently to educate motorists.

Councilman Dickson noted that Holly Springs Carolos Rodon Day should be June 5 in observance of the young man's being likely drafted to play major league baseball.

11. Manager's Report: Mr. Simmons reported on a number of key dates and programs. Ms. Powell mentioned a special Memorial Day opportunity for residents to witness as a piece of steel from the World Trade Center was moved to Holly Springs to be a part of the War on Terror monument.

12. Closed Session: None.

13. Adjournment: There being no further business for the evening, the May 20, 2014 meeting of the Holly Springs Town Council was continued to resume at 6 p.m. May 21 in the Holleman Room of Town Hall following a motion by Councilman Sack a second by Councilman Dickson and a unanimous vote.

Respectfully Submitted on Tuesday, June 3, 2014.



Joni Powell, MMC, NCCMC
Town Clerk

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

