



**Aug. 5, 2014**

## MINUTES

The Holly Springs Town Council met in regular session on Tuesday, Aug. 5, 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, Councilmen James Cobb, Tim Sack and 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; Jeff Wilson, information technology director; Len Bradley, parks and recreation director; Adam Huffman, assistant parks and recreation director; Kristen Denton and Landon Carroll, athletic program managers; Mary Hogan, finance director; Jeff Jones, senior planner; Laura Holloman, planner; Leroy Smith, fire chief; Elizabeth Goodson, development review engineer; Stephanie Sudano, engineering director; Kendra Parrish, senior engineer; John Herring, police chief; several members of the Holly Springs Police Department; and Mark Andrews, public information officer.

**2 and 3.** The Pledge of Allegiance was recited, and the meeting opened with an invocation by Mayor Sears.

**4. Agenda Adjustment:** The Aug. 5, 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. N.C. State Hershey Track and Field Meet Finishers –** Ms. Denton said Holly Springs Parks and Recreation had three participants from the HSPR track team advance to the State Hershey track and field meet and finish first or second in their events. She said the Town would like to congratulate them and present a certificate of achievement to:

- Brooke Doherty, first place in the 9-10 Girls Standing Long Jump;
- Richard Jones, second place in the 9-10 Boys 200-Meter Dash; and
- Jamison Fuller, first place in the 11-12 Boys 200-Meter Dash, and second place in the 11-12 Boys Standing Long Jump and 100-Meter Dash.

**Action:** None.

**6b. Statewide Athletic Committee (SWAC) State Championship Baseball Team** – Mr. Carroll recognized the Holly Springs Parks and Recreation 15U All-Star baseball team for winning the Statewide Athletics Committee (SWAC) State Championship recently. He presented the team members and coaches with certificates of achievement from the Town Council to highlight this accomplishment.

Team members are Matthew Allen, Nicholas Bowman, Michael Brady, J.C. Epp, Charlie Fleischer, Andrew Molite, Dakota Olive, Ryan Powers, Tav Regan, David Trombley, Troy Vulpis and Evan Welty. They are coached by Coaches Tracy Welty, Mike Allen and Richard Powers

**Action:** None.

**6c. Recognition of K-9 Diesel** – Chief Herring said that on July 10, 2014, the Holly Springs Police Department officially retired K-9 Diesel from active duty. Diesel has earned many accolades during his career, encompassing nearly a decade of service to the Town of Holly Springs. Chief Herring recognized Diesel and his handler, Officer Jimmy Price, for their years of dedicated service to our community. Upon retirement, Diesel will spend his retirement years at the home of Officer Price and his family.

**Action:** None.

**7a. Holly Springs Chamber of Commerce** – Holly Springs Chamber of Commerce Director LeeAnn Plumer reported on the Chamber's recent activities.

Ms. Plumer said the Chamber has 350 members; recently completed an economic development bus tour; hosted the state of the town and county presentation; and hosted a popular Taste of Holly Springs event at the Farmers Market. She also noted what the Chamber would be doing in the coming months, including community events and a leadership planning retreat.

**Action:** None.

**8a. Public Hearing: Rezoning Petition 14-REZ-08** – Ms. Holloman said the Town has initiated a request to rezone various parcels totaling approximately 39.32 acres from R-30: Residential to R-8: Residential as part of a negotiation agreement with the property owners with regard to acquisition relating to the Main Street Extension project.

The properties are located along Piney Grove-Wilbon Road, near the intersection of Brayton Park Place, and were once known as the Brayton manufactured home park. The manufactured homes have since been removed from the properties, and the property owner would like to ultimately develop the existing lots with single-family detached dwellings. The Brayton Park subdivision originally was zoned and approved under Wake County planning and had subsequently been added to the Town of Holly Springs extraterritorial jurisdiction (ETJ) in 2006 with a default zoning of R-30. This caused the lots within the subdivision to not meet zoning regulations and is restricting their develop ability. The proposed R-8 zoning is in keeping with the Town's comprehensive plan.

With that explanation completed, Mayor Sears opened the public hearing. The following comments were recorded: None.

There being no comments, the public hearing was closed.

**Action 1:** The Council approved a motion to accept the following statements as being true: *"The requested zone map change from R-30: Residential to R-8: Residential is consistent with the Vision Holly Springs Comprehensive Plan since the Future Land Use Plan Map indicates this property as Residential and is partially located within the Avert Ferry Road and Cass Holt Road CGA (Community Growth Area). The R-8: Residential district allows for residential uses and density appropriate for the surrounding area."*

**Motion by:** Williams

**Second by:** Cobb

**Vote:** Unanimous.

**Action 2:** The Council approved a motion to adopt zoning ordinance 14-REZ-08 to change the zoning of properties formerly known as Brayton Park Place from R-30: Residential to R-8: Residential as submitted by the Town of Holly Springs.

**Motion by:** Cobb

**Second by:** Dickson

**Vote:** Unanimous.

*A copy of Rezoning Ordinance 14-REZ-08 is attached to these minutes.*

**9. 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 Williams and a unanimous vote. The following actions were affected:

**9a. Minutes** – The Council approved minutes of the Council’s regular meeting held July 15, 2014.

**9b. Resolution 14-19** – The Council adopted Resolution 14-19 declaring vehicles surplus to the needs of the town. *A copy of Resolution 14-19 is attached to these minutes.*

**9c. Resolution 14-20** -- The Council adopted Resolution 14-20 declaring certain personal property surplus to the needs of the town. *A copy of Resolution 14-20 is attached to these minutes.*

**9d. Resolution 14-21** – The Council adopted Resolution 14-21 accepting a Governor’s Highway Safety Program grant and committing local funding for additional traffic safety officers. *A copy of Resolution 14-21 is attached to these minutes.*

**9e. Resolution 14-22**- The Council adopted Resolution 14-22 declaring the Earp Street force main replacement project an emergency. *A copy of Resolution 14-22 is attached to these minutes.*

**9f. East Side Regional Pump Station** – The Council approved to award a contract in the amount of \$29,450 to Diehl & Phillips for a design-level preliminary engineering report for the east side regional pump station and to adopt a related budget amendment. *A copy of the budget amendment is attached to these minutes.*

**9g. Budget Amendment, \$424,800** The Council adopted an amendment to the 2014-2015 budget in the amount of \$424,800 to purchase a new rescue truck. *A copy of the budget amendment is attached to these minutes.*

**9h. West Side Sewer Study** – The Council approved to award a contract in the amount of \$68,180 to Diehl & Phillips for a west side sewer study and to adopt a related budget amendment. *A copy of the budget amendment is attached to these minutes.*

**10a. Avent Ferry Road / Bypass Intersection Improvements** - Ms. Parrish said the scope of work described in a proposal is for the survey, civil design and environmental planning of the Avent Ferry Road / Bypass intersection improvements.

She said Kimley Horn and Associates completed a transportation analysis last fall that evaluated several alternative intersection designs to determine the most effective and efficient design. As both roadways are State roadways, the North Carolina Department of Transportation worked closely with the Town to scope the study, although the Town actually paid for the study.

The Town Council was presented with conclusions of the traffic study at its annual retreat this winter, and directed staff to proceed with soliciting funding for the project. Since that time, the Mayor and staff have solicited funding from NCDOT and the General Assembly.

Ms. Parrish said the Town secured both spot safety funds and contingency money from NCDOT totaling \$1,025,000, and she added that the Town was very fortunate to have received this funding. The Town will be responsible for \$625,000 in funding for the project. She noted that the Town has not yet received the municipal agreement from NCDOT which contractually secures the funding; however, NCDOT is working on assembling it as quickly as possible.

Staff recommends that the Town move forward with approval of the survey and design contract so that the project will be started. If the project is started now, the Town’s consultant estimates that construction could begin in June 2015 with completion by November 2015.

Ms. Parrish said that Kimley Horne and Associates is the firm that performed the traffic analysis. They also completed work on another transportation project in the area, and the Town has been pleased with that work.

**Action #1:** The Council approved a motion to award a contract in the amount of \$172,100 to Kimley Horn and Associates for surveying, civil design and environmental planning of the Avent Ferry Road / Bypass intersection improvements.

**Motion by:** Sack

**Second by:** Williams

**Action #2:** The Council approved a motion to adopt a related budget amendment approving funding in the amount of \$172,100 for the contract plus a contingency of \$17,000, for a total of \$189,100.

**Motion by:** Dickson

**Second by:** Cobb

*A copy of the budget amendment is attached to these minutes.*

**10b. Parks and Recreation Advisory Committee Appointments** - Mr. Bradley said the Parks and Recreation Advisory Committee has four vacancies that need to be filled. One vacancy is the remaining term of member Stephane Daniel, who submitted a letter of resignation on July 22. There is one year remaining on Mr. Daniel's term.

Also, three members' terms expired as of June 30. Of the three members, two are seeking reappointment, Kari McCloud and Winston Shade. Terms on the Parks and Recreation Advisory Committee are three years.

After advertisement on the Town's website, the Parks and Recreation office received seven applications, including two from Ms. McCloud and Mr. Shade. Applications were received from: Amanda Gaskins, 137 Lacombe Ct; Bryan Gower, 5013 Salem Ridge Road; Kari McCloud, 329 Hallwood Ct.; Daniel Price, 241 Arctic Ridge Way; Winston Shade, 4717 Greenpoint Ln.; Elizabeth Stone, 105 Echo Hills Ct.; and Susan Zepeda, 108 Shopsgate Ct.

**Action #1:** The Council approved a motion to accept the resignation of Stephane Daniel from the Parks and Recreation Advisory Committee.

**Motion by:** Sack

**Second by:** Cobb

**Vote:** Unanimous.

**Action #2:** The Council approved a motion to appoint Elizabeth Stone to serve out an unfulfilled term on the Holly Springs Parks and Recreation Committee expiring June 30, 2016.

**Motion by:** Cobb

**Second by:** Sack

**Vote:** Unanimous.

**Action #3:** The Council approved a motion to reappoint Kari McCloud and Winston Shade to the Holly Springs Parks and Recreation Advisory Committee with terms expiring June 30, 2017.  
11.

**Motion by:** Dickson

**Second by:** Cobb

**Vote:** Unanimous.

**Action #4:** The Council approved a motion to appoint new member Daniel Price to the Holly Springs Parks and Recreation Advisory Committee with terms expiring June 30, 2017.

**Motion by:** Cobb

**Second by:** Sack

**Vote:** Unanimous.

**11. Other Business:** Mayor Sears continued his campaign on crosswalk safety and he urged residents to observe state law that requires motorists to stop for pedestrians in crosswalks.

Councilwoman Williams reported downed limbs from tree maintenance by Duke Energy.

She asked how town hall exterior repairs were progressing, and Mr. Simmons responded that bids have been received for the work and are being reviewed.

Councilman Sack said an island sign on Holly Springs Road is sheared off and needs to be replaced.

**12. Manager's Report:** None.

**13. Closed Session:** The Council approved a motion to enter Closed Session, pursuant to North Carolina General Statute 143-318.11(a)(5) to establish negotiating parameters for property acquisition and pursuant to General Statute 143-318.11(a)(6) to conduct a performance review of the town manager.

**Motion by:** Sack

**Second by:** Cobb

**Vote:** Unanimous

***General Account of Closed Session – Aug. 5, 2014.***

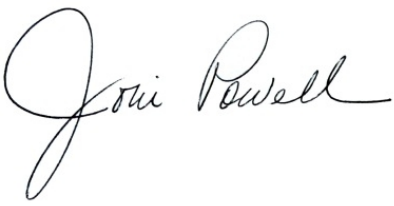
In general, Council received a report from the town attorney on the acquisition of property. The Council then went over their assessments of the town manager's job performance. Following, directions were given to the Human Resources Department for inclusion in Mr. Simmons' files.

The Council then approved a motion to return to open session.

***-- End of General Account***

**14. Adjournment:** There being no further business for the evening, the Aug. 5, 2014 meeting of the Holly Springs Town Council was adjourned.

Respectfully Submitted on Tuesday, Aug. 19, 2014.

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minutes follow and are a part of the official record.

