



November 1, 2011

MINUTES

The Holly Springs Town Council met in regular session on Tuesday, Nov. 1, 2011 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 Jimmy Cobb, Chet VanFossen, Parrish Womble and Tim Sack and Councilwoman Linda Hunt Williams.

Council Members Absent: None.

Staff Members Present: Carl Dean, town manager; Chuck Simmons, assistant town manager; John Schifano, town attorney; Joni Powell, town clerk (recording the minutes); Linda Harper, deputy town clerk; Len Bradley, director of parks and recreation; Stephanie Sudano, director of engineering; Gina Clapp, director of planning and zoning; Cecil Parker, fire chief; Jeff Wilson, information technology director; and Mark Andrews, public information officer.

2 and 3. The Pledge of Allegiance was recited, and the meeting opened with an invocation by Rev. Thomas Newman, pastor of Sunrise Methodist Church.

4. Agenda Adjustment: The Nov. 1, 2011 meeting agenda was adopted with changes, if any, as listed below.

Motion By: Sack

Second By: Cobb

Vote: Unanimous

Items added to Agenda: None.

Items removed from Consent Agenda: None.

Items removed from the 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:

Matt Dobson, 4010 Cullen Ct., Burlington – Matt Dobson, representing the Vinyl Siding Institute, addressed the Council with information touting vinyl siding as a higher quality and more ecological option for building design than in years past. He asked the Council as a group and as individuals to reconsider their opinions about vinyl siding products after hearing some facts about the industry.

He stressed that vinyl siding is made in the United States and is about 35% of the market. It is a product that is beautiful, durable and sustainable. Mr. Dobson said he would be available to assist should the Town Council direct some architectural specifications for the use of vinyl siding be desired.

6a. Certificate of Achievement Award – Mr. Holland said that the Certificate of Achievement for Excellence in Financial Reporting has been awarded to the Town of Holly Springs Finance Department by the Government Finance Officers Association (GFOA) of the United States and Canada for its comprehensive annual financial report (CAFR.)

The Certificate of Achievement is the highest form of recognition in the area of governmental accounting and financial reporting, and its attainment represents a significant accomplishment by a government, its management and its financial office staff.

He said this is the sixth year that the Town of Holly Springs has earned this prestigious award. Mr. Holland recognized members of the Town's Finance Department, who all contributed to this achievement.

Mr. Holland reported that the Town also has received confirmation from Moody's Investor Services that the Town's rating has been reconfigured from an A1 rating to an Aa2 rating, which is equivalent to the AA S&P rating upgrade the Town received in February, 2011.

Action: None.

6b. POW /MIA Flag Presentation – Mr. Ryan Monteleone, financial advisor with Edward Jones in Holly Springs, presented Mayor Sears for the Town of Holly Springs a POW/MIA flag to be flown at Veterans Park. The black and white flag calls to memory those who were taken in war as prisoners of war and those whose fates are unknown as they remain Missing in Action.

Action: None.

7a. 11-UDO-04 Ordinance Amendment – Ms Clapp said staff has prepared two amendments to provide clarification in the Unified Development Ordinance (UDO) regarding the appropriate location for courthouses and to clearly define Office and Professional Office uses. These proposed amendments will assist staff in the administration of the UDO regarding the appropriate location of certain office uses and provide additional clarification and differences between office and flex-space uses.

With that explanation completed, Mayor Sears opened the public hearing. The following comments were recorded:

There being no further comments, the public hearing was closed.

Action #1: The Council approved a motion to accept the following statement as true:

"The requested UDO Text Amendment is consistent with the Vision Holly Springs Comprehensive Plan – Executive Summary/Adopting and Implementing the Plan 'to make administrative decisions, enforce development-related codes' and Village District Area Plan Section 2.1 Land Use 'to reinforce this area [the village district] as the focal point and civic core of the town.'"

Motion By: Williams

Second By: Cobb

Vote: Unanimous

Action #2: The Council approved a motion to adopt Ordinance 11-08 approving and enacting Unified Development Ordinance amendment #11-UDO-04 to amend Section 3.03 A.,2., c. Town Village District Special Exception Uses - Governmental Use and Section 11.02 Definitions.

Motion By: Williams

Second By: Cobb

Vote: Unanimous

A copy of Ordinance 11-08 is attached to these minutes.

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 meeting held Oct. 18, 2011.

8b. Resolution 11-38 – The Council adopted Resolution 11-38 declaring certain personal property to be surplus to the needs of the Town and authorizing the disposal of said property. *A copy of Resolution 11-38 is attached to these minutes.*

8c. Resolution 11-39 - The Council adopted Resolution 11-39 certifying an updated zoning map. *A copy of Resolution 11-39 is attached to these minutes.*

8d. Budget Amendment, \$111,000 - The Council adopted amendments to the FY 2011-12 budget in the amount of \$111,000 for Bridgewater asphalt repair. *Copies of the budget amendment are attached to these minutes.*

8e. Parks and Recreation Policy Amendments - The Council approved to amend the Parks and Recreation Department policy manual to enact new fitness room fees for seniors, families and daily guests and to establish a policy for fitness room membership fee refunds.

9a. Avent Ferry Road Fire Station Project – Mr. Schifano said the Town received construction bids for the replacement of the fire station on Avent Ferry Road, and they were opened last week.

He said there were 16 bids received, and they appeared to range from \$1.06 million to \$1.26 million. Much of the cost of construction would be covered by insurance proceeds received following damage to the original building in the April 16 tornado.

Mr. Schifano said that staff has reviewed the bids and recommends that the Council authorize staff to negotiate with the apparent low bidder, Modern South Construction.

Action: The Council approved a motion to authorize contract negotiations with the apparent low bidder, Modern South Construction, for the replacement of the fire station on Avent Ferry Road.

Motion By: VanFossen

Second By: Williams

Vote: Unanimous

9b. Linksland Drive Traffic Signal Project – Ms. Parrish said the Town contracted with the North Carolina Department of Transportation to prepare design plans for the Holly Springs Road / Linksland Drive traffic signal. In addition to the signal installation plans, NCDOT also provided a signal timing plan for all three signals along this vicinity of Holly Springs Road at Linksland Drive, Bass Lake Road and Main Street.

She said by timing these three signals together, NCDOT ensured that traffic will be able to progress efficiently. In addition, a protected green arrow will be installed for traffic on Holly Springs Road to turn left onto Main Street.

She said staff completed the contract documents and solicited for informal bids which were received on Oct. 18. The low bidder was Watson Electric.

Action: The Council approved a motion to award a contract to Watson Electric in the amount of \$180,778 for installation of the Linksland Drive traffic signal and to establish a project budget in the contract amount plus 10% contingency of \$17,222 for a total of \$198,000.

Motion By: Sack

Second By: Womble

Vote: Unanimous

Copies of the budget amendments are attached to these minutes. There was some clarification of the contract and contingency amounts, and the motion is correctly stated above.

10. Other Business: Councilwoman Williams asked if Mr. Dobson could speak with staff relative to vinyl siding standards.

Councilman Womble said the Town of Holly Springs has one of the best police departments in the state, but he asked that officers properly wear their headgear.

Councilman Sack complimented Parks and Recreation staff for HollyFest, even under terrible weather conditions. Other Council members agreed.

Mayor Sears reminded the public of election day on Nov. 8.

Councilman Sack said he was also glad to see the announcement of Tony Purna as Citizen of the Year.

11. Manager's Report: None.

12. Closed Session: The Council approved a motion to enter into Closed Session, pursuant to N.C.G.S. 143-318.11(a)(3,) to discuss under the attorney-client privilege matters relating to property condemnation matters in the Grigsby Avenue sidewalk project.

Motion By: Sack

Second By: Womble

Vote: Unanimous

General Account of Closed Session, Nov. 1, 2011

In Closed Session, the Council discussed the property value appraisals provided for the sidewalk easement in front of the home at the corner of Grigsby Avenue and Raleigh Street. The Town Attorney gave the Council his opinion of how much would be an appropriate amount to offer in compensation.

Action: The Council approved a motion to offer Mr. and Mrs. Kelly \$7,000 for their land that would be acquired for a sidewalk easement in the Grigsby Avenue sidewalk project.

Motion By: Sack

Second By: Cobb

Vote: Unanimous

The Town Attorney explained that another property owner in the project is Councilman Womble, and he suggested that Councilman Womble be excused.

Action: The Council approved a motion to excuse Councilman Womble from the meeting since he has a direct financial interest in the item of business before the Council.

Motion By: Cobb

Second By: Sack

Vote: Unanimous

A quorum of the Council remained and was established.

In discussion, the Town Attorney explained that Councilman Womble owns a small vacant lot on Grigsby Avenue. He asked the Council for authorization to acquire the sidewalk easement in front of Womble's property.

Action: The Council approved a motion to offer Councilman Womble \$500 for his land that would be acquired for a sidewalk easement in the Grigsby Avenue sidewalk project.

Motion By: VanFossen

Second By: Sack

Vote: Unanimous

No further action was taken in Closed Session, other than a motion to return to Open Session.

Motion By: Sack


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Second By: Cobb
Vote: Unanimous
-- end of general account

13. Adjournment: There being no further business for the evening, the Nov. 1, 2011 meeting of the Holly Springs Town Council was adjourned following a motion by Councilman VanFossen, a second by Councilman Sack and a unanimous vote.

Respectfully Submitted on Tuesday, Nov. 15, 2011.



Joni Powell, MMC, Town Clerk

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

