



Aug. 2, 2011

MINUTES

The Holly Springs Town Council met in regular session on Tuesday, Aug. 2, 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 five council members were present as the meeting opened.

Council Members Present: Mayor Sears, Councilmen Jimmy Cobb, Tim Sack, Parrish Womble and Chet VanFossen 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); Jeff Wilson, IT director; Mark Andrews, public information officer; Stephanie Sudano, director of engineering; Elizabeth Goodson, development review engineer; John Herring, police chief; Gina Clapp, director of planning and zoning; Daniel Weeks, project analyst; Cecil Parker, fire chief; Jenny Mizelle, economic development director; and Drew Holland, finance director.

2 and 3. The Pledge of Allegiance was recited, and the meeting opened with an invocation by retired Rev. Horace Ferguson of the Holly Springs Methodist Church.

4. Agenda Adjustment: The Aug. 2, 2011 meeting agenda was adopted with changes, if any, as listed below.

Motion By: Sack

Second By: VanFossen

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: None.

6a. National Farmers Market Week – Ms. Clapp said the Town of Holly Springs Department of Planning and Zoning operates and manages The Holly Springs Farmers Market in the downtown village district. The market is in its fifth season and is bigger and better than ever, she said.

Ms. Clapp said that this year, the market has received more than \$20,000 in sponsorships and in-kind donations, which indicates a strong support of the business community for this unique weekly event. The market, she says, averages more than 300 patrons each week, despite the summer heat.

She said the week of Aug. 7, 2011 is National Farmers Market Week as designated by the United States Department of Agriculture, and Mayor Sears has proclaimed likewise for the Town of Holly Springs.

In support of Farmers Market Week, Ms. Clapp updated the Council on the activities of the farmers market and the upcoming schedule for the second half of the season. She also introduced Mary Meek, the new farmers market coordinator.

Action: None.

7a. Waive Variance Application Fee – Ms. Erika Kiesenhofer, 201 Antique Lace Lane, a resident of Holly Springs, requests that the Town Council waive the \$500 application fee for a variance from the Board of Adjustment.

Ms. Kiesenhofer explained that a contractor erected a fence on her corner-lot property. Inadvertently, the fence was installed in apparent violation of the Town Code. To rectify the situation, Ms. Kiesenhofer must obtain an after-the-fact variance from the Board of Adjustment, and the application fee is \$500.

She said that she is a single mother, and she asked that the Council consider waiving the application fee. She said she felt the contractor made the mistake, but she is having to pay in an attempt to rectify it.

Staff noted that the Council is not being asked to consider the variance question regarding the fence, but simply whether or not it would be willing to assist Ms. Kiesenhofer by waiving the \$500 application fee.

Action: The Council approved a motion to grant resident Erika Kiesenhofer a waiver from having to pay \$500 to apply for a variance to the Board of Adjustment for a non-conforming fence.

Motion By: Womble

Second By: Sack

Vote: The motion carried following a 3-2 vote. Councilmen Cobb, Womble and Sack voted for the motion. Councilman VanFossen and Councilwoman Williams voted against.

Councilman VanFossen noted for the record that he voted against the motion because he felt that the fence contractor should pay the fee for Ms. Kiesenhofer.

8a. Public Hearing: Annexation Petition A11-04 – Ms. Clapp said the Town desires to annex approximately 8.46 acres of Town-owned land located at 3420 New Hill Holleman Road.

She said the petition meets all the statutory requirements for annexation.

With this explanation completed, Mayor Sears opened the public hearing to accept comment. The following comments were recorded: None.

There being no comments, the public hearing was closed.

Action: The Council approved a motion to adopt Annexation Ordinance A11-04 annexing approximately 8.46 acres owned by the Town of Holly Springs, and more particularly described as Wake County PIN: 0629.01-15-0829, into the corporate limits of the Town of Holly Springs.

Motion By: Womble

Second By: Cobb

Vote: Unanimous

A copy of Annexation Ordinance A11-04 is incorporated into these minutes as addenda pages.

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

9a. Minutes – The Council approved minutes of the Council's regular and special meetings held May 17, May 26 and June 7, 2011.

9b. Resolution 11-27 – The Council adopted Resolution 11-27 directing the town clerk to investigate the sufficiency of annexation petition A11-03 and setting a public hearing on the question of annexation for Tuesday, Aug. 16, 2011. *A copy of Resolution 11-27 is incorporated into these minutes as addendum pages.*

10a. Introduction of Park and Recreation \$20 Million Bond – Mr. Schifano said, in keeping with the schedule for a Nov. 8, 2011 vote for a \$20 million bond referendum, a draft Bond Order needs to be introduced by the town council. This does not require an actual vote of the town council, only that the proposed Bond Order be introduced.

In agenda packets, Mr. Schifano had explained that adopting the Bond Order would be a two-step process: an introduction and final adoption. The final action on this Bond Order will take place after the public hearing in September and filing of a sworn statement of debt.

Mayor Sears at this time introduced the Bond Order by reading the following into the record, *"The Town Council of Holly Springs hereby introduces the following Bond Order: a \$20 Million bond in order to acquire land and/or pay for improvements to the Town's opportunities for parks and recreation. This is a required introduction of this Bond Order and final action will be taken by the Town Council at a later meeting."*

Action: None.

10b. Park and Recreation Bond Order - Mr. Schifano said that, in keeping with the schedule for a Nov. 8, 2011 vote for a \$20 million bond referendum, a resolution needs to be adopted, setting a public hearing on the bond order for 7 p.m. Tuesday, Sept. 6, 2011; directing notice of the hearing to be published; and directing the finance director to file with the clerk's office a sworn statement of debt.

He said the final action on the bond order will take place after the public hearing in September and filing of the sworn statement of debt.

Action: The Council approved a motion to adopt Resolution 11-28 setting a public hearing and directing notice of the hearing on the draft bond order and directing the filing of a sworn statement of debt.

Motion By: Sack

Second By: Cobb

Vote: Unanimous

A copy of Resolution 11-28 is incorporated into these minutes as addenda pages.

11. Other Business: Councilman VanFossen repeated his request that a stop sign on Crossway and No Parking signs on Flatrock be checked for overgrown vegetation that is blocking the signs.

Councilman Womble said there are many such signs in Holly Springs and perhaps the Public Works department should go through town and check for all signs that are blocked from view.

Councilman Sack reported from the South Wake Landfill citizens committee that a methane gas collection plant has been installed at the landfill.

Councilman Womble asked that a hunk of cement that had been used as patch on Elm Street be replaced.

Councilwoman Williams asked when sidewalk on Main Street would be completed. Ms. Sudano said fall or winter.

12. Manager's Report: Mr. Dean reported that National Night Out was being held at Jones Park; he said a question from the previous meeting had been asked about what was being planned for the newly-purchased Wright-Stafford land. He said a proposal would be forthcoming to the Council on Aug. 16.

13. Closed Session: The Council approved a motion to enter into Closed Session, pursuant to NCGS 143-318.11(a)(4) and (6), to discuss a matter of economic development and a matter of personnel.

Motion By: VanFossen

Second By: Sack

Vote: Unanimous.

General Account Closed Session – Aug. 2, 2011

In Closed Session, the Council received an update from Economic Development Director Jenny Mizelle on some non-residential development projects. The Council then dismissed all staff but Mr. Dean so that they could conduct his annual performance evaluation.

Following, the mayor provided Human Resources and the finance department with instructions as to any salary adjustments to be made. Mayor Sears reported that it was a positive evaluation.


-- End of the General Account

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

Councilman VanFossen made a motion to return to Open Session, and it was seconded by Councilman Sack. The vote was unanimous in favor of the motion.

14. Adjournment: There being no further business for the evening, the Aug. 2, 2011 meeting of the Holly Springs Town Council was adjourned following a motion by Councilman Womble, a second by Councilman VanFossen and a unanimous vote.

Respectfully Submitted on Tuesday, Sept. 6, 2011.



Joni Powell, MMC, Town Clerk

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

