



Minutes of
City of Creedmoor
BOARD OF COMMISSIONERS
Regular Meeting
June 15, 2015
7:00 p.m.

PRESENT

Mayor Darryl D. Moss, Mayor Pro-Tem Herman Wilkerson, Commissioner Del Mims, Commissioner Jimmy Minor, Commissioner Thomas Jackson, and Commissioner Larry Robinson. Also present were Tom Mercer, City Manager; Korena Weichel, Assistant City Manager; Ren Wiles, Finance Director/City Clerk; and Attorney Tom Currin.

INVOCATION and PLEDGE OF ALLEGIANCE

Mayor Moss called the meeting to order at 7:04 p.m., and offered the invocation. Commissioner Robinson led the Pledge of Allegiance.

ADOPTION OF AGENDA

The Mayor called for the approval of the agenda with the following changes: Move the employee recognition and the swearing-in of the Interim Clerk to after the adoption of the agenda; and the inclusion of Item 9g. "LAPP Project Update."

Moved by Commissioner Robinson to approve the agenda with the addition of Item 9g. and the other modification as noted above. The motion was seconded by Commissioner Minor. The motion to adopt the agenda with noted revisions received a unanimous vote.

CITY EMPLOYEE RECOGNITION // FIVE YEAR SERVICE AWARD

Kathy Maguill, Customer Service and Office Support Assistant, was recognized by Mayor Moss for her five years of service with the City. Also present were her husband and grandchildren.

SWEARING IN OF INTERIM CITY CLERK

Mayor Moss administered the City Clerk Oath of Office to Ren Wiles.

APPROVAL OF MINUTES

Mayor Moss called for a motion for approval of the following minutes:

- May 4, 2015 Board of Commissioner's Annual Off-Site Meeting;
- May 14, 2015 Special Meeting;
- May 18, 2015 Regular Meeting and May 21, 2015 Continuation; and
- June 1, 2015 Work Session.

Commissioner Jackson questioned the drafting process of the minutes and whether they were reviewed or altered by other staff after the Clerk had finalized the documents. Mayor Moss reminded him that comments/questions on the minutes should be directed to the Clerk before board meetings. Assistant City Manager Korena Weichel responded that the Clerk drafts the minutes and inserts them into the board packet without input from other staff members.

Commissioner Jackson stated he believed the minutes of May 18 to be “screwed up,” and made a motion citing deficiencies in the minutes with instructions that the minutes be returned to staff.

Mayor Moss ruled the motion out of order as it violated the recently adopted board policy for addressing questions on the minutes. Commissioner Jackson moved to appeal for relief from the ruling of the chair.

To the question “*Shall the ruling of the chair that the motion was out of order be sustained?*” the Board voted as follows:

Aye: Minor, Wilkerson, Robinson

No: Mims, Jackson

Commissioner Minor moved to approve the May 4, 2015, May 14, 2015, May 18, 2015, and June 1, 2015, minutes; seconded by Commissioner Robinson. Following further discussion, Commissioner Mims offered a substitute motion to adopt the minutes of May 4, May 14, and June 1, and to revisit the May 18 minutes for revisions; seconded by Commissioner Jackson.

Aye: Mims, Jackson

No: Minor, Wilkerson, Robinson

The substitute motion failed to pass. The original motion passed 3 to 2.

Aye: Minor, Wilkerson, Robinson

No: Mims, Jackson

PUBLIC COMMENTS

Reverend Bernard Holliday, 1738 Lake Road Highway 56 West, Creedmoor.

The Reverend read from a prepared text, proposing to gather survey data regarding the relocation of the U.S. Post Office from Main Street in Creedmoor.

Mr. Amor Agdeppa, 815 North Main Street Creedmoor.

Mr. Agdeppa thanked retiring City Manager Tom Mercer for his service.

CITY MANAGER'S REPORT

City Manager Tom Mercer and staff reported on the following items:

1. Senior Center Bathroom Renovations
Programs Director Scottie Cornett addressed the lack of privacy in the bathrooms at the Creedmoor Senior Center. Modifications to be made require that the bathrooms be brought up to current code. She presented a plan for renovation drafted by Building Codes Administrator Colenda which includes moving a load-bearing wall. Lowest bid received was \$26,555. City Manager Mercer relayed to the Board that the cost of the Senior Center renovation project was included in the FY15 Year-End Adjustments Budget Amendment 5 on the agenda for adoption that evening.
2. FY15 Budget Amendment 5: Year-end Adjustments
The Budget Amendment was presented and explained by Finance Director Ren Wiles.

Commissioner Minor moved to accept FY15 Budget Amendment 5 as presented; seconded by Commissioner Robinson. The motion received a unanimous vote.

3. Renaissance Planning // Stimmel Associates, PA Update

City Manager Tom Mercer presented an update and a nine-month timeline provided by Renaissance.

4. Ten-Year Operations/Capital Plan

City Manager Mercer presented excerpts from the 10-year financial projections work, including projections/assumptions regarding Single Family Dwelling development, potential commercial development, and revenue and expenditure predictions. After discussion with the Board, he confirmed that the tax rate is assumed to remain at 66 ½ cents through the 10 years.

5. Resolution 2015-R-07: Capital Reserve Fund

City Manager Mercer and Finance Director Wiles presented the resolution to establish a Capital Reserve Fund, in accordance with General Statute 159-18, for a total of \$8,000,000.

Commissioner Robinson moved to pass Resolution 2015-R-07: Capital Reserve Fund; seconded by Commissioner Minor.

In response to Commissioner Mims' question on how the \$8 million amount was determined, Mr. Mercer summarized staff's discussion with the financial advisor from Morgan Stanley. Mr. Mercer and Attorney Tom Currin discussed with the Board the potential of investing the money into U.S. Treasury debt.

The motion received a unanimous vote.

Commissioner Mims asked for a roll call vote.

Commissioner Robinson	Aye
Commissioner Jackson	Aye
Commissioner Wilkerson	Aye
Commissioner Minor	Aye
Commissioner Mims	Aye

6. Stormwater Drainage Update

Senior Planner/Stormwater Administrator Randy Cahoon presented an overview of the reported and known stormwater issues in Creedmoor. Eighty-five issues have been catalogued in total with 40% of those already closed. The majority of the remaining issues are expected to be completed by June 2016.

7. LAPP Update

Director Scottie Cornett reported that the Board had previously approved Creedmoor's share for the shortfall in funding for the LAPP project, pending participation of Granville County and Butner. She noted that both Granville County and the town of Butner hadn't approved their share, but the recent call for projects by the Kerr Tar RPO may be another funding source. Granville County is planning to submit an application for the CMAQ funds and will serve as the lead agency. The County will seek the funding for 80% of the shortfall, and Creedmoor would need to pay the required 20% non-federal match of \$180,287, which is lower than the \$236,000 that was previously approved. Demolition of old water plant is also to be done by Creedmoor.

Commissioner Minor moved to proceed to apply for the funds for the project; seconded by Mayor Pro Tem Wilkerson.

City Attorney Tom Currin suggested modification to the motion to express the Board's appreciation for the County's attempt to find additional funds and to confirm the City's commitment to the extent of providing 20% non-federal matching funds. The motion received a unanimous vote.

8. CMAQ Update.

Design documents have been sent to NC DOT Right-of-Way Division for approval. Easement acquisition letters are being prepared for property owners in conjunction with City Attorney Dutra.

OLD BUSINESS

Assistant City Manager Korena Weichel discussed changes to the following ordinances related to the FY16 Fee & Rate Schedule, along with the new Ordinance 2015-O-8: Alarm System Regulations. Ordinance revisions will refer back to the fee schedule and will offer more flexibility if/when fees change in the future.

- Ordinance 2015-O-09: Chapter 10: General Provisions (Revised)
- Ordinance 2015-O-10: Chapter 32: Privilege License (Repealed)
- Ordinance 2015-O-11: Chapter 70: General Provision §70.99 Penalty (Revised)
- Ordinance 2015-O-12: Chapter 96: Unnecessary Noise (Revised)

Commissioner Mims moved to approve Ordinance 2015-O-08, repeal Ordinance 2015-O-10, and revise Ordinances 2015-O-09, 2015-O-11, and 2015-O-12; seconded by Commissioner Jackson. The motion received a unanimous vote.

PLANNING BOARD ETJ APPLICATION REVIEW

Mayor Moss introduced Mr. Jacob Moore, ETJ applicant for the Planning Board, and asked for a motion from the Board. Commissioner Wilkerson moved to appoint Mr. Moore to the Planning Board; seconded by Mr. Minor. The motion received a unanimous vote. Attorney Currin reminded the Board that Mr. Moore's application would need to be sent to Granville County for approval.

In further discussion, Commissioner Mims reported that a prior applicant, Robert Gorham, had contacted her. He was previously ruled as being ineligible because he resided outside of the ETJ, however GIS information suggests he may be eligible. Mayor Moss indicated that he could be considered next time and the question regarding physical location would be reviewed then.

Mayor Moss again asked for a vote on the original motion, and it received a unanimous vote.

NEW BUSINESS

None

COMMISSIONERS' REPORTS

Public Safety

Commissioner Jackson thanked City staff involved in the removal of maple trees on Park Avenue. The trees were contributing to hazardous conditions with Duke Energy power lines.

Transportation Infrastructure

None.

Finance, Administration and Intergovernmental Relations

None.

Community and Economic Development

None.

Energy, Environment and Natural Resources

None.

MAYOR'S REPORT

- *Mayor Moss thanked all those who were involved in planning the celebration of the SGHS baseball/softball teams.*
- *He reminded the Board of the process for submitting requests for information, and that any such requests should be routed through Interim City Manager Korena Weichel.*
- *He advised Reverend Holliday that the contact information for the US Postal Service real estate development division would be available to him at City Hall in the morning.*
- *Mayor Moss announced that Creedmoor has been ranked the 24th safest city in the state.*

ADJOURNMENT

There being no additional business before the board, it was moved by Commissioner Minor to adjourn the meeting; seconded by Commissioner Robinson. Motion received a unanimous vote. Meeting adjourned at 9:18 p.m.



Darryl D. Moss, Mayor

ATTEST:



Ren E. Wiles, Finance Director/Interim City Clerk



