



Minutes of
City of Creedmoor
BOARD OF COMMISSIONERS
Work Session
April 11, 2011
5:30 p.m.

PRESENT

Mayor Darryl D. Moss, Mayor Pro-Tem Herman Wilkerson, Commissioner Jimmy Minor, Commissioner Otha Piper, Jr, Commissioner John Stallings, and Commissioner Ralph Seagroves. Also present were Mr. Tom Mercer, City Manager, Korena Weichel, Deputy City Clerk, and Attorney Tom Currin.

INVOCATION and PLEDGE OF ALLEGIANCE

Mayor Moss called the meeting to order and offered the invocation. Commissioner Piper led the Pledge of Allegiance.

ADOPTION OF AGENDA

Several revisions to the agenda were proposed: (1) Interbasin Transfer Certificate; (2) Resolution in support of the Kerr-Tar Regional Council of Government's opposition to uranium mining and milling; and (3) discussion regarding carport or similar structure for equipment storage needs.

Moved by Commissioner Wilkerson to adopt the meeting agenda with revisions; seconded by Commissioner Stallings. The motion received a unanimous vote. Commissioner Wilkerson asked permission to be excused at 7:00 pm if the meeting had not concluded by that time. His request was acknowledged and approved.

Stormwater Discussion: Manager Tommy Marrow

Tommy Marrow, Butner Town Manager, presented the Falls Nutrient Management Strategy and highlighted key dates that are fast approaching:

1. By August 15, 2011, cities must submit their Stormwater Management Program for new development. This process is very complex because it deals with new development taking place in local jurisdictions that disturbs ½ acre or more for single family dwellings, including duplex and residential properties. Commercial/Industrial type businesses (12,000 square feet or more) must meet mass loading rates for nitrogen (.2 lbs. per acre) and phosphorus (no more than .33 lbs. per acre). Best Management Practices (BMP) must also be implemented to oversee installation and maintenance are properly managed with new development.
2. By January 15, 2014, existing development must perform retro-fitting to meet the mass loading requirements stated above. DENR has estimated that costs to smaller jurisdictions in the Falls Watershed are between \$20-40 million. Butner has gone through a RFQ process and selected a national firm with Raleigh offices, AMEC, to help form program designs. Butner has requested that AMEC conduct a study to determine what small communities in the upper Falls Watershed can do to best meet the new requirements. Butner received an estimate of \$13,050 to perform the study based on surrounding communities participating. The purpose is to provide efficacies to communities who do not have designated engineers or Stormwater planning personnel on-staff but are looking to create a Stormwater utility to provide a basic level of service to be agreed upon by all. In addition, each jurisdiction could request an additional level of service and add services according to their individual community needs. Manager Marrow explained that the first step is data gathering, where AMEC would meet with each unit of local government to learn background and current level of Stormwater management. The second step will be to develop a framework for implementation including expected structure, general program elements, implementation steps, and drafting of a timeline. The final task would be scope development which has a two-part implementation. As of this meeting date, the Town of Butner and Granville County have agreed to participate while a discussion meeting is scheduled with Person County for next Monday.

Commissioner Minor asked Manager Marrow to clarify whether Butner has already agreed to join the utility or merely has agreed to participate in the study. Manager Marrow replied that they have only agreed to go with the study at this point. Commissioner Minor acknowledged that he would also like to see what the study has to say before making a commitment to join the Stormwater Utility. Manager Marrow explained to the Board that the \$13,050 would be divided between all participating municipalities.

Planning Administrator Flowe reported on areas where the City has already taken steps regarding the Stormwater management utility. The program has been approved by the State and has defined rules and guidelines that staff were expecting. The qualifications recommended a staff engineer, landscape architect, surveyor, a soil scientist, or someone that is certified by NC Cooperative Extension Service on Stormwater BMP. He reported that the City currently has a P.E., Landscape Architect, and someone certified in BMP on-staff. He indicated that the Board would receive a draft within the next 60 days; an explanation is required if the City deviates it at all from their models. Staff is currently looking at the model to determine if it works for the City of Creedmoor, and if it does, recommend that we stay as close as possible to it. If it does not, then see how the ordinance can be adjusted to accomplish our goal.

Moved by Commissioner Minor to reaffirm the expenditure of up to one-fourth of \$13,500 for purposes of the Stormwater study as proposed; seconded by Commissioner Piper. The motion received a unanimous vote.

Paddington Update

Manager Mercer announced that the playground had been installed as of Saturday, April 9th and photos of the playground were distributed to Board members. Administrator Flowe followed up by stating that as soon as the developers could fine grade and put sod down, the project would be complete. He relayed to the board that this is Play Area #1 and that Play Area #2 has yet to be identified; plans are to continue to work with the development team for additional areas and future phases. He also noted that Timberstone Homes funded this play area solely on their own and they are now looking at buying 15 additional lots; a pro-rated amount of money was put into this playground and allocated that amount to the additional 15 lots. If Timberstone Homes buys additional lots, they will put money into the HOA fund for additional improvements. Future now turn attention to the original developer regarding Play Area #2. The board agreed to take this issue off the agenda as a standing item and have Administrator Flowe report back with an update within 6 months.

Alamo, 4-Way Quick Stop, & Burned Building on Hwy-56 Updates

Code Enforcement Officer Ganus reported on the following items:

1. Alamo: May 15th is the deadline to submit engineering reports and determine if the building is salvageable or will be demolished. The Board of Adjustment had granted an additional 90 days after May 15th to either tear down the structure or submit architectural plans to the Planning Department for the proposed work. The deadlines have been submitted in writing to the property owner. The Board also required that any flammable materials and any debris being stored in the building be removed. As of last week, the property owner had not removed the flammable items nor the debris. As a result, he was issued a Notice of Violation stating that he has until April 30, 2011 to remove the items.
2. Burned Building on Hwy-56: Although the structure has been completely demolished, staff is still awaiting compliance with the removal of items that had been buried on the property. A letter was sent to the property owner for notification.
3. 4-Way Quick Stop: The City has proceeded with the Finding of Fact & Order and issued an order to repair or demolish the structure no later than June 14, 2011. Property owners were sent a notice requiring them to finish cleaning up the exterior of the property which remains undone even though the deadline has passed. Code Enforcement Officer Ganus is now in the process of locating mowing contractors to acquire estimates on property clean-up; the cost of which will be recouped by the City through liens filed on the property.

Mayor Moss inquired as to the scheduling of a hearing on the property at 201 Lyon Street. Code Enforcement Officer Ganus answered that it will most likely be scheduled for the end of the month.

USDA Water/Sewer Projects Update

The LGC has received the information necessary for the bond discussion and a hearing is scheduled for May 3, 2011. A new request has been received from the USDA, through Thurman Murphy, for a letter from the City in regard to the acceptance of the two low bids; the engineer needs this letter before he can approve the bids. Attorney Currin stated that he would take care of the request tomorrow. The project is still on-course for construction to begin mid-June, with a completion date scheduled for September 2012. The Builder's Risk insurance policy required by the USDA will be taken out at the time authorization to construct is given.

Resolutions

- *Resolution 2011-R-05: Verification from Municipality*

Moved by Commissioner Wilkerson to approve Resolution 2011-R-05 Verification from Municipality (to show contractual relationship between the City of Creedmoor and the Creedmoor Volunteer Fire Department); seconded by Commissioner Seagroves. The motion received a unanimous vote.

- *Resolution 2011-R-06: Economic Development – “The Warehouse”*

Manager Mercer reported that staff has worked with the Creedmoor Business Park in regards to a feasibility study conducted for a family entertainment center and other activities. Staff spoke of this opportunity with Secretary of Commerce Keith Crisco at the recent Government Forum held here at City Hall and received great feedback. Manager Mercer emphasized that this complex would add 100 or more jobs to this area and that discussions for a new YMCA and Senior Center in the Southern Granville area have also taken place.

Moved by Commissioner Piper to approve Resolution 2011-R-06: Creedmoor Business Park - “The Warehouse”; seconded by Commissioner Stallings. The motion received a unanimous vote.

- *Resolution 2011-R-07: Kerr-Tar COG Opposing Uranium Mining & Milling in Roanoke River Basin*

Commissioner Stallings requested the Board pass a resolution to support the Kerr-Tar opposition to uranium mining and milling in the Roanoke River Basin. He explained the concern that the mining and milling could possibly contaminate Kerr-Lake from which several cities in the county receive their water supply.

Moved by Commissioner Stallings to approve Resolution 2011-R-07: Opposing Mining and Milling in the Roanoke River Basin; seconded by Commissioner Minor. The motion received a unanimous vote.

Interbasin Transfer Certificate

Manager Mercer informed the Board that Oxford had submitted a letter to the City requesting a reaffirmation of our desire to obtain our future water supply from the Kerr-Lake Regional Water System.

Moved by Commissioner Minor to approve sending the letter of request for water allocation to Oxford; seconded by Commissioner Stallings. The motion received a unanimous vote.

Commissioner Stallings expressed concerns over equipment that has been sitting out in the weather down at the maintenance shop. He understands there is no room to store it indoors but would like to see it covered in some way. Commissioner Stallings suggested the City Manager put this on the list of priorities.

CITY MANAGER'S COMMENTS

- *Budget Update*

Manager Mercer updated the Board regarding the difficulty of getting current data to run the proposed budget. Among these challenges: the City will not receive tax base information from Granville County until April 22, confirmation of rate increases from SGWASA are still forthcoming, NCLM will release health insurance rate increases after April 19, and MAPS study information will not be finalized until next week. All of these uncertainties prevent staff from generating the proposed budget with accuracy. If the necessary information is received on the expected dates, a draft budget will be ready for April 26, 2011.

- *Budget Amendment 8*

A staff position moved from Finance to the Administrative Services Department, necessitating the need to move funds from the original appropriation in the Finance Department to the Administrative Services Department. Also reflected in this amendment is an increase to revenues of \$43,000 offset by an increase to expenditures on water purchases, due to the tremendous amount of flushing this year.

Moved by Commissioner Minor to approve Budget Amendment 8; seconded by Commissioner Stallings. The motion received a unanimous vote.

COMMITTEE REPORTS

1. Finance, Administration, & Intergovernmental

Commissioner Piper had no report.

2. Energy, Environment, & Natural Resource

Commissioner Minor thanked staff for the fire hydrant information.

3. Public Safety

Commissioner Seagroves offered a commendation to the Police Department for making an arrest in the Bank Robbery case.

4. Transportation Infrastructure

Commissioner Wilkerson requested repairs be made to Chief Street. Attorney Currin reminded the Board that the City authorized funds several years ago to improve the street but did not authorize expenditure for right-of-way acquisition and expected that individuals who owned the necessary adjacent properties would donate the right-of-way, however some of the land owners were unwilling to donate and preferred the narrow existing street be retained rather than an improved street. As a result, the City could not proceed because it would have required condemnation action to get additional right-of-ways necessary to put in an engineer draft of the street. He further stated, as a matter of correction for the record, that it is a public street but is confined to improvements within the existing usable area. A discussion followed as to whether it should, in fact, be on the City's Powell Bill map. Attorney Currin informed the Board that it had been on the Powell Bill map at one point but was removed. Staff was instructed to gain clarification in order to complete the process for the upcoming Powell Bill Funding.

Moved by Commissioner Minor to perform maintenance on Chief Street and inquire about putting it back on the Powell Bill Map; seconded by Commissioner Seagroves. Commissioner Stallings requested and was granted approval to abstain from voting due to conflict. Yes votes: Commissioners Seagroves, Minor, Wilkerson, and Piper. No votes: None. Abstaining: Commissioner Stallings.

Manager Mercer announced that Butner has informed him they have use of the land where the fireworks display is held for three years. Manager Mercer recommended the City exercise the option to expand our contract for three years with a guarantee of no increase in cost for the three years.

Moved by Commissioner Stallings to exercise fireworks option for additional three years at the current price; seconded by Commissioner Piper. The motion received a unanimous vote.

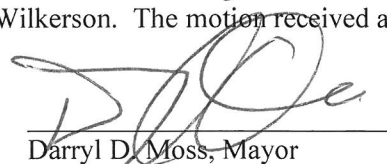
5. Community & Economic Development

Commissioner Stallings had no report.

ADJOURNMENT

There being no further business before the Board, Commissioner Stallings moved to adjourn the meeting at approximately 6:55 p.m.; seconded by Commissioner Wilkerson. The motion received a unanimous vote.


Korena L. Weichel, Deputy City Clerk


Darryl D. Moss, Mayor