



MINUTES OF
CITY OF CREEDMOOR
BOARD OF COMMISSIONERS
MEETING
SEPTEMBER 4, 2018
6 P.M.

PRESENT

Mayor Bobby Wheeler, Mayor Pro Tem Archer Wilkins, Commissioner Del Mims, Commissioner Herman Wilkerson, Commissioner Neena Nowell, Commissioner Ernie Anderson. Also present were City Manager Michael P. Bonfield, Assistant City Manager/HR Director Korena Weichel, Finance Director Jami Crampton, Public Works Director Daniel Snipes, Community Development Director Mike Frangos, Police Chief Keith King, City Clerk Kathleen McCorkle, and Attorney T.C. Morphis Jr.

ABSENT

None.

CALL TO ORDER

Mayor Bobby Wheeler called the meeting to order at 6:00 p.m. and Mayor Pro Tem Wilkins offered the invocation. Commissioner Anderson led the Pledge of Allegiance.

ROLL CALL

Roll call by the clerk determined a quorum was present.

APPROVAL OF AGENDA

Moved by Mayor Pro Tem Wilkins; seconded by Commissioner Anderson to approve the agenda. The motion received a 5-0 vote.

CONSENT AGENDA

- a. Approval of Minutes – July 17, 2018; August 6, 2018 Special Meeting
- b. Zambelli Fireworks Contract 2019
- c. Amend FY19 Fee & Rate Schedule – New Remote Payment Convenience Fee
- d. Resolution 2018-R-14 – Adopt Electronic Payment & Pre-Audit Policy & Amend City of Creedmoor Purchasing Policy
- e. Resolution 2018-R-15 – Adopt Conflict of Interest Policy

Moved by Commissioner Wilkerson to approve the consent agenda; seconded by Commissioner Nowell. The motion received a 5-0 vote.

PUBLIC COMMENT

Thomas C. Jackson, 302-A Park Avenue, Creedmoor

Mr. Jackson spoke regarding the Joe Peed Road pump station and SGWASA issues.

Ed Gleason, 1973 Bowles Avenue, Creedmoor

Mr. Gleason requested a proclamation recognizing the Bells Across America service at Butner Presbyterian Church on October 7, and he invited all present to attend.

CROSS CITY TRAIL UPDATE

Community Development Director Mike Frangos briefed the board on the Cross City Trail (CMAQ) project. Original allocation for construction is in place and funding is authorized. Final approval of construction drawings has been in the process for almost two years and five revisions have been made. The remaining issue is pedestrian safety between Food Lion and Westbourne. Split raised medians will be placed at Highland Vista and Southerby intersections. Due to the change in design with the construction of the Amberleaf subdivision, rapid-flashing beacon signs will be installed at the Westbourne crossing instead of a median. NCDOT Division 5 traffic engineer John Sandor was asked about delays and communication issues were discussed. City Manager Mike Bonfield clarified delays were not caused by the crosswalks as this issue was only raised by NCDOT in the past month.

COMMUNITY CENTER PROJECT UPDATE

Mr. Bonfield reviewed the community center project, noting the \$500,000 PARTF grant was awarded. The committee that approves the grant agreements will meet in early November. The city is required to submit an amendment to convert the baseball/softball field to a multi-purpose field and change the entrance on Highway 56 to Douglas Drive. These changes should not be an issue, but amending the plan generally takes 30 days. The final agreement should be approved in December or January. The contract cannot be awarded until the agreement is signed, after which time the city has three years to perform, with substantial work required to occur during the first year.

MHAWorks project manager Bill McCaffery provided an update with current estimated cost comparisons between the gym (\$2.5 million) and senior center (\$1.5 million). Potential cost savings include converting the ballfield to a multipurpose field (saving \$75,000); structural metal deck to conventional metal deck in the gym (saving \$25,000); and eliminating covered drop-off at senior center (saving \$30,000). The project is currently \$900,000 over original budget. Mr. McCaffery stressed that the market is volatile and contractors are busy. Any changes made to the project must align with the PARTF grant requirements.

APPOINTMENTS TO CREEDMOOR PARKS AND RECREATION COMMITTEE

Assistant City Manager Korena Weichel briefed the board regarding the CPRC appointment process. Eight applications were received for five available seats, three of those from members seeking reappointment. The written vote tally is as follows: Commissioners Mims, Wilkerson, Wilkins, and Anderson voted to appoint Brian Whitfield, Sessa Woodard, Vernestine Bannerman, Peggy Gleason, and Kevin Brown. Commissioner Nowell voted to appoint Brian Whitfield, Sessa Woodard, Vernestine Bannerman, Debbie Rogers, and Kevin Brown.

Following a brief recess, Commissioner Anderson moved to appoint Brian Whitfield, Sessa Woodard, Vernestine Bannerman, Peggy Gleason, and Kevin Brown to the Creedmoor Parks & Recreation Committee; seconded by Commissioner Mims. The motion received a 5-0 vote.

Commissioner Mims commended the quality of applicants and asked the board to consider expanding the size of the committee in the future.

NATIONAL LEAGUE OF CITIES SERVICE LINE PROGRAM

Mr. Bonfield noted that at Commissioner Mims's request, this item was placed on the July 17 agenda, at which time Emilie Zalfini with Utility Service Partners, Inc., presented information regarding the service line warranty program. The Board received feedback from four communities utilizing the program. The original agreement has been amended to provide the 90-day termination clause as requested at the July 17 meeting. Staff made no recommendation.

Commissioner Mims moved to authorize the City Manager to enter into the proposed three-year marketing agreement with Utility Servers Private Partner Label, Inc. d/b/a Service Line Warranties of America; seconded by Commissioner Anderson. The motion received a 4-1 vote, with Commissioner Wilkerson dissenting due to concerns about the city logo appearing on correspondence.

CONTRACT AWARD FOR LAKE ROGERS PARK PROJECT PHASE I

Mr. Bonfield reviewed the recommendation of Summit Engineering to split the Lake Rogers project into two phases.

Phase I includes all of the improvements to the existing park, including new shelter, sidewalks, landscaping, kayak launch, relocating concession building, re-roofing three existing structures and adding gravel to existing parking lot to match new elevations.

The reduced scope of improvements allows the city to utilize the informal bid process. Two written bids were received on August 31. Span Builders, LLC, is the lowest responsible bidder in the amount of \$267,540 (utilizing a five-percent contingency for owner-approved change orders that may arise during construction).

Commissioner Nowell moved to authorize the City Manager to enter into an agreement with Span Builders, LLC, in the amount of \$267,540 for completion of the Lake Rogers Park Project – Phase I; seconded by Mayor Pro Tem Wilkins. Discussion surrounded type of dock-building materials and history of the placement of the boardwalk. A ribbon-cutting scheduled upon completion was proposed by Mayor Wheeler and the Board concurred. The motion received a 5-0 vote.

The engineers will continue to work with a dock contractor to determine the feasibility of constructing the boardwalk and pavilion as designed. Modifications to the existing construction documents may be required based upon their findings. Once they are comfortable with the plans, Phase II, which includes the boardwalk, pavilion and west property improvements will be bid using the informal bid process.

PROPERTY ACQUISITION – 207 PARK AVENUE

The city has been in negotiations with Mr. McGuinness, 207 Park Avenue, to purchase .156 acres of property needed to enlarge the grounds of the community center.

Mayor Pro Tem Wilkins moved that the City Manager be authorized to enter into a purchasing agreement with the owner of 207 Park Avenue in the amount of \$7,550; seconded by Commissioner Anderson. The motion received a 5-0 vote.

FY19 BUDGET AMENDMENT 2 – LAKE ROGERS DOCK REPAIRS

Finance Director Jami Crampton explained that FY19 Budget Amendment #2 allocates additional funding to complete repairs on the existing dock at Lake Rogers Park. Commissioner Anderson moved to approve FY19 Budget Amendment 2; seconded by Commissioner Nowell. The motion received a 5-0 vote.

ZTA-2018-04 NONCONFORMITIES

Community Development Director Mike Frangos provided an overview of the need for revisions to the CDO. The updates to Article 22 NON-CONFORMITIES set reasonable limits on resuming discontinued nonconformities. Additional language similarly limits re-establishing nonconformities relating to manufactured housing.

The public hearing was opened by Mayor Wheeler at 7:18 p.m.

There being no one wishing to speak, the public hearing was closed at 7:19 p.m.

Commissioner Wilkerson moved to adopt Resolution 2018-R-16 [Statement of Consistency] as presented; seconded by Mayor Pro Tem Wilkins. The motion received a 5-0 vote.

Commissioner Anderson moved to adopt Ordinance 2018-O-08 ZTA-2018-04 as presented; seconded by Mayor Pro Tem Wilkins. The motion received a 5-0 vote.

CITY MANAGER'S REPORT

Mr. Bonfield updated the Board regarding the Brame's Crossing subdivision. Construction drawings are under review.

COMMISSIONERS' REPORTS

Mayor Pro Tem Wilkins thanked the CPD and cooperating departments for the recent identification and arrest of break-in suspects. He announced the Crime Stoppers banquet is scheduled October 23 and the city would sponsor two tables. The ACIM has arranged with Walmart to give 10 pounds of food each week to assist in feeding the hungry. On August 28, at a SGWASA called meeting, a search firm was selected to assist in hiring a new executive director.

Commissioner Mims reported her attendance at the Women Marines Association 30th biennial convention in Washington, DC; the August 22 Granville County Public Schools convocation for teachers and staff; the August 18 Shepherd's Youth Ranch banquet; August 17 new teachers breakfast at the Masonic lodge, and she thanked Ms. Weichel and staff for new teacher packets. Commissioner Mims also attended the summer graduation at JF Webb High School, and she recognized the organizers and participants of National Night Out and National Day of Play. She noted that the city of Creedmoor is known as the first municipality to support the Granville County Veterans Affairs committee, and other communities have followed suit.

Commissioner Nowell reported that at Angela Allen's request, she participated in an interview regarding the tourism industry in Granville County, and she thanked staff for successful events National Night Out and National Day of Play. She also attended a CAMPO meeting August 15.

Commissioner Anderson thanked all for wishes and prayers after his recent knee surgery. He then offered the following remarks: "Mr. Mayor, fellow commissioners, I voted several months ago to vote against the removal of city manager Mike Bonfield for reasons that it was not a good idea for our city. Eight months later, after some setbacks, after some surprises, two of our major projects are still without contractors until tonight due to a different pitfall. There's been some plusses, we've received our \$500,000 PARTF grant, so that's a plus for the community center. Mr. Bonfield, as city manager everything falls on you."

He then requested of the mayor a motion to remove Mike Bonfield as city manager and ask Korena to step in as acting city manager until such time as a new city manager can be found.

Mayor Wheeler responded that he would not entertain the motion as it wasn't on the agenda.

Commissioner Wilkerson mentioned that he noticed weeds on the dam.

MAYOR'S REPORT

Mayor Wheeler thanked Korena Weichel, Jami Crampton, Angie Perry, and staff for their work on the PARTF grant, and reported he spoke to students at Falls Lake Academy.

CLOSED SESSION

Commissioner Wilkerson moved to enter closed session pursuant to NCGS 143-318.11(a)(5) Property Acquisition; and (3) Attorney Client Privilege; seconded by Commissioner Nowell. The motion received a 5-0 vote.

ADJOURNMENT

Upon return from closed session, there being no further business to come before the Board, Mayor Pro Tem Wilkins moved to adjourn the meeting; seconded by Commissioner Anderson. The motion received a 5-0 vote and the meeting was adjourned at 8:33 p.m.



Robert V. Wheeler, Mayor

ATTEST:



Kathleen J. McCorkle, City Clerk

