



MINUTES OF
CITY OF CREEDMOOR
BOARD OF COMMISSIONERS MEETING
DECEMBER 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 Interim City Manager Korena Weichel, Community Development Director Mike Frangos, City Clerk Kathleen McCorkle, Chief Keith King, and Attorney T.C. Morphis Jr.

ABSENT

None.

CALL TO ORDER

Mayor Bobby Wheeler called the meeting to order at 6:01 p.m. and Commissioner Wilkerson offered the invocation. Commissioner Nowell led the Pledge of Allegiance.

ROLL CALL

Roll call by the clerk determined a quorum was present.

APPROVAL OF AGENDA

Commissioner Mims requested that the order of reports in Item 10a be reversed. Moved by Commissioner Wilkins; seconded by Commissioner Anderson to approve the agenda as amended. The motion received a 5-0 vote.

Ms. Jennifer Wilkerson continued her tradition of distributing homemade candy to the commissioners.

OATH OF OFFICE

Commissioner Anderson was administered the Mayor Pro Tem oath of office by Mayor Wheeler.

CONSENT AGENDA

- a. Approve November 18, 2018, meeting minutes.
- b. Approve 2019 meeting schedule.

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

PUBLIC COMMENT

Thomas C. Jackson, 302A Park Avenue, Creedmoor

Mr. Jackson spoke regarding next year's budget and SGWASA issues.

Amor Agdeppa, 815 N. Main Street, Creedmoor

Mr. Agdeppa said he would like to see ornaments on the city's Christmas tree.

Ed Gleason, 1973 Bowles Avenue, Creedmoor

Mr. Gleason spoke regarding SGWASA issues and unwelcomed tax increases.

CHANGE ELECTED OFFICIALS' PAY CYCLE TO ALIGN WITH EMPLOYEES' BIWEEKLY CYCLE

Upon Mayor Pro Tem Anderson's request, the Board was asked to consider adjusting the elected officials' stipend pay cycle to biweekly rather than monthly. Following discussion, Commissioner Wilkins moved to approve a modification of elected officials' monthly stipend to a bi-weekly cycle effective with the first pay period in January, 2019; seconded by Mayor Pro Tem Anderson. The motion received a 4-1 vote, with Commissioner Mims dissenting.

BOARDWALK DESIGN MODIFICATIONS

Interim City Manager Korena Weichel reviewed the cost of the requested design modifications of the aluminum floating boardwalk to include estimate for composite decking instead of treated lumber. Total Phase II revised estimate, including the trails and fishing platforms on the west side of the lake, is \$284,693. Moved by Commissioner Wilkins to authorize Summit Engineering to prepare a modification to the original plans for the floating dock, and to prepare a bid package for Phase II of the Lake Rogers Park Improvements Project; seconded by Mayor Pro Tem Anderson. The motion received a 5-0 vote.

AUTHORIZATION TO GO TO BID ON THE COMMUNITY CENTER PROJECT

Bill McCaffery from MHAworks provided highlights of the 95 percent community center drawings and revised engineer's cost estimates. The Board was asked to consider authorization to advertise the project and release the project bid documents and construction drawings in order to receive sealed bids. According to the proposed schedule, documents will be sent out the week of December 17, with a mandatory pre-bid conference onsite January 22. The bid opening will take place in the City Hall boardroom February 12, and contractors will hold bids for 30 days. Ms. Weichel offered that the board will be asked to prioritize projects after looking at the finances during a February offsite meeting. Following questions and answers, Mayor Pro Tem Anderson moved to authorize the City of Creedmoor to release the project bid document and request sealed bids for the construction of the Creedmoor Community Center project; seconded by Commissioner Wilkerson. The motion received a 5-0 vote.

LSP-2018-01 SITE PLAN APPROVAL FOR OPHELIA'S RESTAURANT

Community Development Director Mike Frangos reviewed the project, noting that although not mandatory, he has requested the applicant consider shared parking agreements with the neighboring businesses. Approval of the site plan also recommends approval of the applicant's request for 1,560 gallons per day from SGWASA. Commissioner Wilkins moved to approve LSP-2018-01, Ophelia's Restaurant; seconded by Commissioner Wilkerson. The motion received a 5-0 vote.

TAR-PAMLICO BASIN ASSOCIATION REPRESENTATIVE

Mayor Wheeler expressed the need to appoint a new representative to the Tar Pamlico Basin Association. Mayor Pro Tem Anderson volunteered. Commissioner Nowell moved that Commissioner Anderson be the representative; seconded by Commissioner Wilkerson. The motion received a 5-0 vote.

PARTF AMENDMENT NO. 1

Ms. Weichel explained that in response to the Board's request for ways to offset the escalating construction estimates for the Creedmoor Community Center project, MHAworks modified the design of the original ballfield to a multi-purpose field. Because the PARTF grant award was based on the original design, the field modification as well as the property acquisition that will enable an entryway drive directly off of Douglas Drive were required to be submitted as an amendment to the PARTF agreement. Approval of the amendment has been received from the PARTF Authority. Moved by Commissioner Wilkins to approve PARTF Amendment No. 1 to Contract 2019-886 between the City of Creedmoor and the North Carolina Department of Natural and Cultural Resources; seconded by Commissioner Wilkerson. The motion received a 5-0 vote.

REVISE FY19 PAY AND CLASS SCHEDULE

Ms. Weichel outlined the proposed revised pay plan, which deletes the code enforcement officer (grade 15) and senior planner/stormwater administrator (grade 23), adds the new planning technician position (grade 19), and cleans up other titles as well as positions which are not expected to be utilized in fiscal year 2019. The changes are proposed due to recent resignations in Community Development office. Following discussion on timing of and

justification for the changes, Commissioner Mims moved to approve the changes. Commissioner Wilkerson moved to amend the motion to vote on the two items the assistant city manager just mentioned and table the rest until the next meeting. Following further discussion, the amended motion died for lack of a second and the original motion received a 4-1 vote, with Commissioner Wilkerson dissenting.

CITY MANAGER'S REPORT

Ms. Weichel reported street light repairs requested by Commissioner Wilkerson will be made this week. Regarding the Cross City Trail, to date four firms have taken down plans. Staff has mailed 31 contractors directly and responses have been promising. Public Works is preparing equipment for a likely snow event coming this weekend.

COMMISSIONER REPORTS

Mayor Pro Tem Anderson reported on his attendance at the NLC City Summit in Los Angeles. He discussed visiting with a vendor about streetlights on Main Street, however the work would be out of the city's budget. He also learned of a program in which municipalities offer full community college scholarships to local students; and he encouraged other commissioners to join the league's advocacy committees.

Commissioner Mims announced the Granville County veterans' appreciation event is scheduled March 2 and will feature Scott Mason, the Tarheel Traveler. She then provided highlights of a detailed report on her attendance at the NLC City Summit in Los Angeles.

Commissioner Wilkins wished all a merry Christmas.

Commissioner Nowell noted her attendance at the October and November CAMPO meetings.

Commissioner Wilkerson reported the new light is working in front of the FBC, complimented the city's Christmas parade organizers, and responded to earlier public comments regarding water rates.

MAYOR'S REPORT

Mayor Wheeler reminded about upcoming Coffee with a Cop and Shop with a Cop events. He noted his participation in the November 4 Oxford veterans parade, November 15 local mayors lunch, November 21 Granville County Thanksgiving breakfast, and November 29 mayors breakfast prior to the NCLM advocacy conference in Raleigh. He reported that the Christmas tree lighting and parade were both well attended. The mayor then encouraged commissioners to attend functions as member of city, and he read excerpts from the commissioners' adopted code of ethics regarding making the Board a priority, respecting the rights of other members and conducting business in an open and public manner.

CLOSED SESSION PURSUANT TO 143.318-11(A)(6) PERSONNEL MATTERS

Commissioner Wilkerson moved to enter closed session pursuant to NCGS 143-318.11(a)(6) Personnel Matters; seconded by Commissioner Wilkins. The motion received a 5-0 vote.

Upon return to open session, there being no further business to come before the Board, Commissioner Wilkins moved to adjourn the meeting; seconded by Commissioner Wilkerson. The motion received a 5-0 vote and the meeting was adjourned at 9:55 p.m.



Robert V. Wheeler, Mayor

ATTEST:


Kathleen J. McCorkle, City Clerk