



MINUTES OF  
CITY OF CREEDMOOR  
BOARD OF COMMISSIONERS  
REGULAR/ORGANIZATIONAL MEETING  
**DECEMBER 13, 2021**  
6 P.M.

**Present in Person at City Hall Boardroom**

Mayor Bobby Wheeler, Mayor Pro Tem Neena Nowell, Commissioner Kechia Brustmeyer-Brown, Commissioner Georgana Kicinski, Commissioner Del Mims and Commissioner Ed Mims. Also present were Commissioners-Elect Emma Albright and Robert Way, City Manager Gerald Smith, City Clerk/PIO James Hicks, Deputy City Attorney Brady Herman, Assistant City Manager Michael Frangos, Police Chief Keith King and Finance Director Sonal Mehta.

**Present via Zoom Video-Conference**

Recreation Director Christopher Horrigan and Administrative Services Director Genesis Wallace.

**Absent**

None

**Call to Order**

Mayor Wheeler called the meeting to order at 6:00 p.m. Mayor Pro Tem Nowell offered the invocation, and Commissioner Del Mims led the Pledge of Allegiance.

**Roll Call**

Roll call by the City Clerk determined a quorum was present.

**Approval of Agenda/ Consent Agenda**

Commissioner Kicinski asked for the November 15, 2021 Special Called Meeting Minutes be removed from the Consent Agenda.

Commissioner Ed Mims moved to approve the consent agenda with the modification to the November 1, 2021 Regular Meeting Minutes.

City Clerk/PIO Hicks informed the board that because all board members were present in person and no board members were attending via Zoom that they could continue on a voice vote and would not be required to have a roll call vote. The motion was approved by a 5-0 voice vote.

Mayor Wheeler noted that the board approved the consent agenda prior to approving the agenda so the floor was open to approve the agenda.

Commissioner Kicinski moved to approve the agenda. The motion was approved by a 5-0 voice vote.

**Request to Address the Board | Veterans Organization Appointments**

*Virgil Douglas, 2109 Orchard Ct., Creedmoor*

Mayor Wheeler recognized Virgil Douglas who introduced himself to the board. City Clerk Hicks reported that Morris Dillard was unable to come to the meeting because he coaches basketball at Butner Stem Middle School.

Commissioner Kicinski moved to appoint Virgil Douglas and Morris Dillard to the Veterans Organization. The motion was approved by a 5-0 voice vote.

### **Request to Address the Board | Board of Adjustment ETJ seat**

*David Melhado, 6005 Heartland Farm Road, Creedmoor via Zoom*  
Mayor Wheeler recognized David Melhado to introduce himself.

Commissioner Del Mims moved to appoint David Melhado to the Board of Adjustment ETJ seat. The motion was approved by a 5-0 voice vote.

### **Public Comment**

*Ed Gleason, 1973 Bowles Ave., Creedmoor*

Gleason addressed the outgoing board and the new board and pleaded with the board members to work together.

### **Old Business**

#### **Reappointment of Christopher Horrigan to the Granville TDA**

Mayor Wheeler recognized Recreation Director Christopher Horrigan to explain the reappointment.

Commissioner Del Mims moved to reappoint Christopher Horrigan, Recreation Director, to a three year term (ending November 2024) as the City of Creedmoor's representative on the Granville Tourism Development Authority Board. The motion was approved by a 5-0 voice vote.

#### **Modification of Recreation Fee Schedule**

Mayor Wheeler called on Recreation Director Christopher Horrigan to explain the fee schedule

Commissioner Kicinski moved to adopt the recommended Parks and Recreation fee changes included in the proposed Parks and Recreation Fee Schedule effective January 1<sup>st</sup>, 2022. The motion was approved by a 5-0 voice vote.

### **Fleet Management**

Mayor Wheeler recognized Police Chief Keith King who explained the plan.

Commissioner Kicinski moved to authorize the City Manager to enter into a leasing contract with Enterprise Fleet Leasing to procure eight equipped police vehicles. The motion was approved by a 5-0 voice vote.

### **Budget Amendment #6**

Mayor Wheeler recognized Finance Director Sonal Mehta to explain the amendment.

Commissioner Del Mims moved to approve FY22 Budget Amendment #6. The motion was approved by a 5-0 voice vote.

### **Caboose Update**

Mayor Wheeler recognized Assistant City Manager Mike Frangos to give an update on the Granville Historical Society Caboose donation.

### **VC3 Equipment Upgrades Report**

Mayor Wheeler recognized Administrative Services Director Genesis Wallace. Kevin Eves, Virtual Chief Information Officer for VC3, presented additional information on the needed upgrades.

Commissioner Kicinski moved to approve the quote for a full network refresh. The motion was approved by a 5-0 voice vote.

### **November 15, 2021 Special Called Meeting Minutes**

Commissioner Kicinski moved to approve the Special Called Meeting Minutes from November 15, 2021. The motion was approved by a 5-0 voice vote.

### **Recognition of Outgoing Board Members**

*Commissioner Del Mims*

Mayor Wheeler recognized Commissioner Del Mims who read a prepared a statement. Mayor Wheeler presented Commissioner Del Mims with a Proclamation on her service to the city. The board gave their comments on Commissioner Del Mims.

Commissioner Del Mims left the meeting at 7:20 p.m.

*Commissioner Neena Nowell*

Mayor Wheeler recognized Commissioner Neena Nowell who read a prepared statement. Mayor Wheeler presented her with a Proclamation on her service to the city.

Commissioner Neena Nowell left the meeting at 7:26 p.m.

**Oaths of Offices**

*Mayor Robert V. Wheeler*

City Clerk/PIO James Hicks administered the oath of office to Mayor Wheeler.

*Commissioner Emma Albright*

Mayor Wheeler administered the oath of office to Commissioner Emma Albright.

*Commissioner Robert Way*

Mayor Wheeler administered the oath of office to Commissioner Robert Way.

Mayor Wheeler called for a recess at 7:34 p.m. and the meeting reconvened at 7:55 p.m.

**Election of Mayor Pro Tem for 2022 & 2023**

Commissioner Kicinski nominated Commissioner Brustmeyer-Brown as Mayor Pro Tempore for 2022 and Commissioner Emma Albright as Mayor Pro Tempore for 2023. The nominations were approved on a 5-0 voice vote.

*Oath of Office*

Mayor Wheeler administered the oath of office to Mayor Pro Tempore Brustmeyer-Brown.

**Board Appointments**

*UNRBA (Upper Neuse River Basin Association)*

Mayor Wheeler recommended Commissioner Ed Mims as Delegate, Commissioner Emma Albright as Alternate Delegate, and Commissioner Robert Way as 2<sup>nd</sup> Alternate.

Commissioner Kicinski moved to appoint Commissioner Ed Mims as Delegate, Commissioner Emma Albright as Alternate Delegate, and Commissioner Robert Way as 2<sup>nd</sup> Alternate. The motion was approved by a 5-0 voice vote.

*Kerr-Tar Council of Governments Board of Directors*

Mayor Wheeler recommended that Mayor Pro Tem Brustmeyer-Brown continue as the representative to that board.

Commissioner Kicinski moved to appoint Mayor Pro Tem Brustmeyer-Brown to the Kerr-Tar Council of Governments. The motion was approved by a 5-0 voice vote.

*Granville Greenways Advisory Council*

Mayor Wheeler recommended Commissioner Emma Albright to serve on the council.

Mayor Pro Tem Brustmeyer-Brown moved to appoint Commissioner Albright to serve on the Granville Greenways Advisory Council. The motion was approved by a 5-0 voice vote.

*CAMPO (Capitol Area Metropolitan Planning Organization)*

Mayor Wheeler recommended that he serve as Delegate and Commissioner Emma Albright serve as Alternate Delegate.

Commissioner Kicinski suggested Commissioner Ed Mims serve as Alternate Delegate and made a motion to remove Commissioner Ed Mims from the SGWASA board and to have Commissioner Robert Way be put on the SGWASA board for continuity purposes.

Commissioner Ed Mims declined to serve as Alternate Delegate. Commissioner Kicinski volunteered to serve as Alternate Delegate. The motion was approved on a 5-0 voice vote.

Mayor Wheeler announced that he would be serve on the Public Safety Committee with Commissioner Robert Way. Mayor Wheeler announced that delegates to national and state boards would occur at a later meeting.

*SGWASA (South Granville Water and Sewer Authority)*

Commissioner Kicinski moved to replace Commissioner Ed Mims with Commissioner Robert Way on the SGWASA board for continuity purposes.

Commissioner Ed Mims requested a roll call vote. The motion was approved by 4-1 roll call vote.

Mayor Pro Tem Brustmeyer-Brown: No  
Commissioner Albright: Yes  
Commissioner Kicinski: Yes  
Commissioner Robert Way: Abstain  
Commissioner Ed Mims: Abstain

Commissioner Ed Mims moved to reconsider the previous motion. The motion failed by a 3-2 roll call vote.

Mayor Pro Tem Brustmeyer-Brown: Yes  
Commissioner Albright: No  
Commissioner Kicinski: No  
Commissioner Robert Way: No  
Commissioner Ed Mims: Yes

## **New Business**

### **Monthly Work Session**

Mayor Wheeler recognized City Manager Gerald Smith to explain. The board discussed having a meeting on the 1<sup>st</sup> Tuesday of the month and the 3<sup>rd</sup> Monday of the month. Mayor Wheeler directed City Clerk/PIO Hicks to develop a potential schedule for the board.

### **Adoption of 2022 Meeting Schedule**

With the schedule of meetings needing further development, the board moved on to the next item.

### **N.C. Capitals Semi-Pro Basketball Team**

Mayor Wheeler recognized Recreation Director Christopher Horrigan to present. The board discussed the general liability provisions the team provided versus the general liability for the Creedmoor Community Center. DeMarcus Oliver from the N.C. Capitals answered questions from the board.

Commissioner Kicinski to approve the City of Creedmoor host the N.C. Capitals Semi-Pro basketball team at the Creedmoor Community Center under the recommended terms for the 2022 season after the approval from the city manager on the liability issue.

The board further discussed the liability concerns.

Commissioner Kicinski restated her motion to approve the City of Creedmoor host the N.C. Capitals Semi-Pro basketball team contingent upon meeting the city's general liability insurance limits. The motion was approved by a 5-0 voice vote.

### **Discussion Items**

#### **Monthly SGWASA Meetings**

Commissioner Kicinski reported that the monthly SGWASA meeting had not taken place yet but she had toured the water treatment plant. The process of receiving Federal funds was explained.

Mayor Wheeler asked for Commissioner Kicinski to arrange a tour of the facility for himself and Commissioner Robert Way.

#### **City Manager's Report**

Assistant City Manager Mike Frangos presented an updated on the Creedmoor Community Center sign. City Manager Gerald Smith provided an update on the Buy Local program.

#### **SGWASA Report**

Commissioner Kicinski gave the report during Discussion Items.

#### **Commissioner Reports**

Mayor Pro Tem Brustmeyer-Brown provided a report on a new business loan program from Kerr-Tar COG.

Commissioner Ed Mims wished everyone a Merry Christmas and Happy New Year.

Commissioner Kicinski reported on an email she had received regarding COVID-19 assistance for water and wastewater services. Commissioner Kicinski also wished everyone Merry Christmas and Happy New Year.

Commissioner Albright wished everyone a Merry Christmas and Happy New Year.

#### **Mayor's Report**

Mayor Wheeler reported that he had attended the retirement party for the Stovall mayor. He also attended the Creedmoor and Butner Christmas parade as well as the Christmas tree lighting. He also attended the Save South Granville High School event. Mayor Wheeler asked Assistant City Manager Frangos why the lights on Main Street were purple.

Assistant City Manager Frangos reported that it was a failed LED light which will have to be replaced by Duke Energy.

#### **Adjourn**

Mayor Pro Tem Brustmeyer-Brown moved to adjourn at 9:24 p.m. The motion was approved by a 5-0 voice vote.

ATTEST:

  
James F. Hicks, III | City Clerk



  
Robert V. Wheeler | Mayor

