



MINUTES OF  
CITY OF CREEDMOOR  
BOARD OF COMMISSIONERS MEETING  
FEBRUARY 7, 2023  
6:00 PM

**Present:** Mayor Bobby Wheeler, Mayor Pro Tem Emma Albright, Commissioner Edward Gleason, Commissioner Georgana Kicinski, Commissioner Robert Way, and Commissioner Archer Wilkins. Also present were City Manager Michael Turner, Community Development Director Michael Frangos, City Attorney Kevin Hornik, Administrative Services Director Camille Lockley, Executive Assistant Sarah Spruill, Recreation Director Christopher Horrigan, Finance Director Candy Bowman, Outgoing Police Chief King, Police Chief Wheless, and City Clerk Barbara Rouse.

**Absent**

None

**Call To Order And Invocation**

Mayor Wheeler called the meeting to order at 6:00 p.m. Commissioner Way offered the invocation.

**Pledge of Allegiance**

Commissioner Gleason led the Pledge of Allegiance.

**Roll**

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

**Approval of Agenda**

Commissioner Gleason made a motion to approve the agenda. The motion was approved by a vote of 4-0.

**Consent Agenda**

Commissioner Kicinski made a motion to approve the Consent Agenda; Reappointment of Kevin Brown to the Board of Adjustment, and Approval of January 3, 2023, and January 17, 2023, BOC Minutes. The motion was approved by a vote of 4-0.

**Introductions, Recognitions, And Presentations**

Mayor Wheeler performed the Swearing-in and administered the Oath of Office for incoming Police Department Chief Troy Wheless.

Mayor Wheeler presented a Proclamation to Ms. Mary Jo Clark recognizing her 20 Years of Service to the City as a Telecommunicator with Creedmoor's Police Department.

*Mayor Wheeler called for a short recess at 6:11 p.m. The meeting was called back to order at 6:18 p.m.*

Mayor Wheeler presented a Certificate of Recognition to Mrs. Mary Ann Erickson, a Creedmoor resident, in recognition of her kindness and generosity in helping a family in their time of need.

Mayor Wheeler presented a Proclamation declaring February Black History Month in the City of Creedmoor.

Mayor Wheeler presented a Certificate of Appreciation to Mr. Jonathan Eley for his participation in the City's Martin Luther King Day Breakfast which was held on January 16, 2023. Jonathan then read his Martin Luther King Day essay to the Board. After the reading, the Mayor and Commissioner's thanked Jonathan.

**Public Comment**

Reverend Dr. Langston D. Logan  
Pastor Lawsons Chapel, MBC

**Old Business | Vacant Commissioners Seat**

Mayor Wheeler began the dialog by thanking the three candidates who submitted their applications for the vacant Board seat. After some discussion, and by consensus of the Board, each Commissioner was asked to fill out a ballot [a copy was provided to each



Commissioner by the Clerk at the start of the meeting] and pass it back , folded in half, to the Clerk. The Clerk then recorded a tally of the votes and acknowledged that Mr. Archer Wilkins received 3 of the 4 votes cast. Mayor Wheeler then swore Mr. Archer Wilkins in as the new Board Commissioner. The Mayor and Board congratulated Commissioner Wilkins and he took his seat on the dais.

### **New Business | Digital Ally Agreement/Contract Approval | Chief King**

Outgoing PD Chief King presented the Board with a proposal from Digital Ally for cameras [for the new PD vehicles] to record police operations, and secure evidence of motor vehicle and other criminal offenses, and King added that these cameras also protect the officers and the city undue liability. After a few questions and a brief discussion by the Board, Commissioner Kicinski made a motion to approve the City Manager to execute the 5-year contract with Digital Ally for 8 in-car and 8 body-worn cameras to equip additional patrol vehicles [expected to arrive in February]. The motion was approved by a vote of 5-0.

### **New Business | Replacement of Police Department Servers | Chief King**

Outgoing PD Chief King explained to the Board that in preparation to install the new Computer Aided Dispatching [CAD] component for the police department, approved with the FY23 budget, Southern Software, and VC3 determined the current records management server [RMS] could not support the additional load to the system. He explained that VC3 was already in the process of developing a quote to update other servers within the police department's network. King then presented the following quote from VC3 to remedy the server issues: Quote # VC3Q24596 = \$30,050.76 which included: 1. Replacing the RMS server; 2. Replacing Video server; and, 3. Replacing the PD main domain/access server. King continued and told the Board that each of these [PD] servers were nearing capacity and were currently running on Windows 2008 operating systems. Windows no longer support these systems and thus no additional security patches or updates can be performed on these servers. These servers pose a security threat to the police department's IT infrastructure. King also presented a lease option from VC3: \$7,342 (one-time cost) plus \$36587.40 (\$609.79 x 60 months) with a total lease cost of \$43,929.40. After King's presentation, Commissioner Gleason made a motion to approve VC3 quote # VC3Q24596 in the amount of \$30,050.76 to replace police department servers. The motion was approved by a vote of 5-0.

### **New Business | Storm Water Repair Projects**

Community Development Director Michael Frangos told the Board that he had been working with the Public Works staff to generate the estimated costs of two stormwater repair projects in the Golden Pond subdivision: Conway residence - 2766 Clifton Avenue, and the Bailey Court sinkhole repair. Frangos then presented the estimates to the Board: Conway Engineering (Wooten TO #17) - \$15,000; Conway drainage box construction estimate - \$23,000; Surveying - \$2,000; Bailey Court construction estimate - \$45,917.20; Contingency +10%; Total \$94,509. Frangos told the Board that Budget Amendment #8, to be presented by the Finance Director, would fund the estimated costs of surveying, design engineering, and construction for both repair projects and that action would be deferred to later in the agenda. After some discussion and questions, Commissioner Gleason made a motion to move forward with the projects and bring the contract before the Board at a later time. The Mayor called for a vote on the motion but the City Clerk could not discern who voted in the affirmative and who voted in the negative. There was uneasiness by the Board after the vote was had and Mayor Pro Tem Albright then made a motion to reconsider the [previous] vote. This motion to reconsider was approved by a vote of 5-0. More discussion ensued about the legalities of the approval of monies when there was no contract or agreement yet. The consensus of the Board was to move forward and table this item until a contract is presented to the Board [5-0].

### **Discussion Items | Changing February 20, 2023, BOC Meeting Date to February 21**

Mayor Wheeler stated that because the Granville Board of County Commissioners Retreat was being held on February 20, 2023, at 6 p.m., and the Mayor and City Manager will be attending, the February 20<sup>th</sup> BOC scheduled meeting would need to be rescheduled to February 21<sup>st</sup>. Commissioner Gleason made a motion to change the February 20<sup>th</sup>, 2023 BOC meeting date to February 21<sup>st</sup>, 2023, at 6 p.m. The motion was approved by a vote of 5-0.

### **Discussion Item | DEI Advisory Board and Veteran's Organization Term Limits**

Commissioner Kicinski began the discussion by questioning whether the DEI Advisory Board and the Veterans Organization needed to meet every month. She said that she had attended a Veterans Org meeting recently and only one member was present. She then asked whether the DEI Advisory Board needed to be meeting every month also, because, Commissioner Kicinski pointed out, they had canceled their September, November, and December 2022 meetings. Their January 2023 meeting was also canceled but it was noted that this was in anticipation of the January 31<sup>st</sup> Town Hall Event hosted by the DEI. DEI Chair Thelma Thomas-Mango took the podium and answered some questions about the DEI Board meeting schedule and she said that she would get back to the BOC about this issue after their next DEI meeting. After a bit of discussion on the Veterans Organization, Commissioner Kicinski made a motion to appoint Commissioner Wilkins as liaison to the Veterans Organization. The motion was approved by a vote of 5-0.

### **Finance Report | Finance Director Candy Bowman**

Finance Director Candy Bowman presented the Revenue/Expenditure Statement: 2022 - 2023 for Accounting Period 7/1/2022-12/31/2022 to the Board. After a brief discussion, the Mayor thanked the Finance Director.

### **Budget Amendment #8 | Candy Bowman**

Finance Director Candy Bowman presented the Board with Budget Amendment #8, which contained two parts; 1) Stormwater Fund Appropriation and 2) Options to Purchase or Lease New Servers for the Police Department. The Board then reiterated their discussion from an earlier item on the agenda [Storm Water Repair Projects] and after some dialogue, the Mayor asked Finance Director to please separate items #1 and #2 on Budget Amendment #8 into two separate budget amendments. Commissioner Way then made a motion to approve Budget Amendment #8 but after some more discussion, Commissioner Way made motion to table his original motion until later in the meeting.

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

City Manager Turner reported that Coldwell Advantage Banker representative Wallace Peiffer continued to receive interest on the 109 Park Avenue property with eight (8) showings to date. City Manager also shared with the Board that on January 26, 2023, he attended his first Kerr-Tar Regional Council of Governments City/County Managers meeting in Henderson and that this was a new quarterly event for the 5-County area to share information and discuss common issues and he said that the City of Creedmoor will be hosting their next meeting on April 27, 2023, at the Creedmoor Community Center. City Manager finished his report by telling the Board that with the assistance of the City Attorney and Granville County Manager Drew Cummings, they were working through the details of a written agreement for the County Veterans Services Officer to utilize office space in City Hall one day per week to serve the Veterans of Creedmoor, Butner, and Southern Granville County.

### **SGWASA Report**

Commissioner Kicinski told the Board that SGWASA held a special meeting to address the broken manhole pipe at the treatment plant and she clarified that there was no wastewater spill and no effect on the environment but she said the amount of money needed to repair the problem was beyond the scope of the executive director's authority and the repair is underway.

### **Commissioner Reports**

Commissioner Gleason reported to the Board that he had attended the January 27<sup>th</sup> Kerr Tar meeting.

Commissioner Way said that he had nothing to report.

Commissioner Kicinski reported that she attended the Strategic Planning Workshop held on February 4, 2023, the Town Hall on January 31, 2023, held in the Willow Oak Room at the Community Center, the review for the Veteran's Day Breakfast, and the recent CPRC meeting.

Commissioner Wilkins thanked the Board for the opportunity to serve the City of Creedmoor.

### **Mayor's Report**

Mayor Wheeler thanked the DEI Committee for all their work at the DEI Town Hall meeting at the Community Center. He also thanked all of the staff who were involved in the setup and running of the February 4<sup>th</sup> Strategic Planning Workshop. He also welcomed the new City PD Chief, Troy Wheless to the City and thanked Mr. Archer Wilkins for accepting to serve on the BOC.

### **Budget Amendment # 8**

Finance Director Candy Bowman presented the Board with Budget Amendment #8, [Purchase Option of Tech Services for Police Department, Item 8 (b), Section 1]. Commissioner Way made a motion to approve Budget Amendment #8. The motion was approved by a vote of 5-0.

### **Adjournment**

There being no further business to come before the Board, Commissioner Wilkins made a motion to adjourn the meeting at 7:53 p.m. The motion was approved by a vote of 5-0.

  
Mayor Robert V. Wheeler, Mayor

ATTEST:



*Barbara Rouse*  
Barbara Rouse, City Clerk

