



**MINUTES OF
CITY OF CREEDMOOR
BOARD OF COMMISSIONERS MEETING
OCTOBER 7, 2024
6:00 PM**

Present

Mayor Bobby Wheeler, Mayor Pro Tem Georgana Kicinski, Commissioner Emma Albright, Commissioner Edward Gleason, Commissioner Way, and Commissioner Archer Wilkins. Also present were City Manager Michael Turner, City Clerk Barbara Rouse, Executive Assistant Sarah Spruill, PD Chief Troy Wheless, City Engineer Carl Barclay, Administrative Services Director Camille Lockley, Interim Recreation Director Angie Perry, Community Development Director Michael Frangos, and Finance Director Lee Faines.

Call to Order and Invocation

Mayor Wheeler called the meeting to order at 6:00 p.m. and Mayor Pro Tem Kicinski led the Invocation.

Pledge of Allegiance

Commissioner Way led the Pledge of Allegiance.

Roll Call

A roll call by the City Clerk determined a quorum was present.

Approval of Agenda

Commissioner Way requested the addition of a Proclamation for National Fire Prevention Week to the agenda. Mayor Wheeler added the item as 6c. Commissioner Wilkins made a motion to approve the agenda with the addition. The motion was approved by a vote of 5-0.

Consent Agenda

Commissioner Gleason made a motion to approve the Consent Agenda: Adoption of Resolution 2024-R-11, Directing the Clerk to Investigate the Sufficiency of a Petition for Voluntary Annexation, Adoption of Resolution 2024-R-12, Setting Date of Public Hearing on the Question of Annexation; Approving the amended STIMMEL Service Contract, and approval of the September 3, 2024 and September 16, 2024 BOC Meeting Minutes. The motion was approved by a vote of 5-0.

Introductions, Recognitions and Presentations

The City Manager introduced Amy Langston-Eley, Executive Director of Families Living Violence Free (FLVL) who explained to the Board the mission of FLVF was giving support and a voice to domestic and sexual violence victims. Ms. Langston-Eley went on to explain the services offered; a 24 hour crisis line, a bilingual crisis line with advocates 24 hours a day, court and medical assistance, and community outreach throughout Granville County. The Board and Mayor thanked Ms. Langston-Eley for her time.

Mayor Wheeler presented a Proclamation for Breast Cancer Awareness Month to Mayor Pro Tem Kicinski.

Request to Address the Board

There were no requests to Address the Board.

Public Comment

There were no requests for Public Comment.

New Business | Possible Roadway Improvement Projects

City Engineer Carl Barclay explained to the Board that it was now necessary to do roadway improvements on Holly Creek Lane and Douglas Drive, and companies were contracted to provide estimates for the likely cost of construction for each. The City Engineer continued and told the Board that several weeks ago a washout was observed on Holly Creek Lane and the focus needs to shift from improvements (narrow gravel road, drainage issues, access for SCMs) to repair (road washout, two compromised trees, and large underground pipe issues) now before the situation gets worse. The probable construction cost, he said, was estimated to be \$275,000 which was to essentially pave a dead-end road to halt any further damage. There was some discussion by the Board with the consensus directing the City Manager to secure a professional tree service to take the two trees down as soon as possible. Staff was also directed to evaluate repair alternatives and assemble a scope of work with estimates for construction. Mayor Pro Tem requested the City get quotes from other outside vendors and not only Wooten.

The City Engineer went on to tell the Board that the main reason improvements were recommended for Douglas Dr. was the anticipated increase in traffic from the relocated Hawley Middle School, the pavement condition is poor, the parking areas are not delineated on the south side, and the pavement markings are worn. Some traffic has been observed using the Community Center parking lot for turning around and no complaints have been received regarding traffic on Douglas Drive he added. The estimated cost for construction was estimated to be \$250,000, but, the City Engineer added, that because of the absence of complaints, the cost may outweigh the benefit. There was some discussion by the Board, Commissioner Way wanted to move forward with the Douglas Dr. project, Commissioner Gleason also wanted to move forward with the Douglas Dr. project, Mayor Pro Tem was ok with moving forward with the Douglas Dr. project, but, she wanted to see bids from other companies as well. Commissioner Albright said she preferred to do the Douglas Drive project and just remove the trees from Holly Creek Lane and Commissioner Wilkins Mayor Wheeler asked if the City could partner with the Vet's office on this and he said he would reach out to her, and the Board needs more details on the two projects. No action was taken on the Douglas Dr. project.

New Business | Budget Amendment #3

Finance Director Lee Faines presented Budget Amendment #3 to the Board, explaining that this budget amendment appropriated \$2,800 for the purchase of 30 Holiday Banners to align the City Streets, as well as appropriated funding for two grants received; a Mini Grant from Granville County Parks, Greenways & Recreation Committee for \$15,124 to install swings and picnic tables at Lake Roger, and the a second grant from the Granville County Tourism Development Authority (TDA) for \$16,813 to install a water fountain at Lake Rogers. There was some discussion amongst the Board after which City Manager reminded the Board that this Budget Amendment was only to recognize the funds coming into the City, and the final numbers could change. Mayor Pro Tem made a motion to approve Budget Amendment #3. The motion was approved by a vote of 5-0.

New Business | Additional Holiday Banners for City Streets

City Manager Michael Turner explained to the Board that at the September 16th, 2024 BOC Work Session, they were asked to investigate the cost of purchasing enough 30" X 60" Holiday Banners for city sub-divisions and main thoroughfares around the City. The City Manager told the Board that after a review with a committee consisting of the Executive Assistant, Public Works Director, Clerk to the Board, and himself, the final recommendation was for two different banner designs, and with a need of 30 banners he said, the selection committee recommended a mix of the two different banners, fifteen (15) Classic Vinyl - 18 oz. "Tis The Season" banners at \$100.00 each with a sub-total of \$1,500, and fifteen (15) Premium Vinyl - 22 oz. "Sparkling Snowflake" banners at \$85.40 with a sub-total of \$1,281. After some discussion, Commissioner Wilkins made a motion to approve thirty (30) Holiday Banners at a cost not to exceed \$2,800. The motion was approved by a vote of 5-0.

City Manager's Report

City Manager Michael Turner reported to the Board that K-9 Dex's cremated ashes were presented to his partner Officer Stacey Desantis as a sentimental gesture of their time together. On October 1, 2024, a Civil Penalties Reduction of \$300.00 was made for 204 Mill Street for good cause as determined by the city manager, and the remaining balance of the penalties have been paid in full he reported. The City Manager went on to tell the Board that Finance Director Lee Faines he met with Davenport Public Financial Services for a second review of their presentation on the City's financial position, and Davenport was scheduled to present the final information to the Board at the October 21, 2024 Work Session. We are currently advertising for a Parks & Recreation Director and have appointed the Event Coordinator Interim Director until the position is filled and transition occurs City Manager then reported adding that the VC3 Executive Summary for September reports 51 work orders opened and 48 closed. At your October 21, 2024, Board Work Session, Butner Town Manager, Jordan McMillian will be presenting an item for discussion regarding the Line of Annexation between the Town

of Butner and the City of Creedmoor, and also at your October 21, 2024, Work Session, Shared City/County Grant Writer, Jamie Oxendine will provide the Board with a 1st Quarter Activity Report City Manager told the Board.

SGWASA Report

Mayor Pro Tem Kicinski asked the City Clerk to open SGWASA's website and direct the Board's attention to the Water Quality Questionnaire at the bottom of the landing page, pointing out that SGWASA has funded \$250,000 towards Water Quality and she said that for the funds to be used productively, citizens are being asked to fill out this questionnaire on the website. She told the Board that there have only been 10 water quality complaints to SGWASA in the last 12 months – so SGWASA needs to know who has water issues and where those issues are located. Mayor Pro Tem then reminded everyone that the Chlorine treatment will be starting soon so water may have some odor because of this. Commissioner Wilkins asked if the questionnaire could be included in SGWASA's mailed bills and he requested that Mayor Pro Tem ask at the next meeting. Commissioner Way added that there is a section on the SGWASA questionnaire where folks can add their photos.

At 7:06 p.m. Commissioner Gleason stepped out of the meeting and he rejoined the meeting at 7:10 p.m.

Commissioner Reports

Commissioner Way reported that he attended the SGWASA meeting and National Night Out, which he said, was a nice evening, adding that the Fire Department collected a lot of supplies which are being transported out to Western North Carolina to aid victims of the recent hurricane.

Commissioner Gleason reported that he attended the COG dinner and it was very nice, and he attended the SGWASA meeting as well.

Commissioner Wilkins had nothing to report this month.

Commissioner Albright reported that she had attended the Creedmoor Music Festival.

Mayor Pro Tem Kicinski reported that she attended the Creedmoor Music Festival as well as participated in the Dunking Booth, which she added was a great success. Mayor Pro Tem also reported that she attended the Kerr-Tar Banquet, SGWASA meeting, and National Night Out, and she thanked everyone who took part in the Creedmoor Music Festival this year.

Mayor's Report

Mayor Wheeler reported to the Board that he attended the NC League Mayors Conference, the Granville County Opioid Committee meeting during which he added, that they hired a new executive director. Mayor Wheeler continued by saying that he attended the South Granville High School Student of Merit Awards, the Granville County Crime Stoppers meeting, and the Kerr-Tar Banquet, which was excellent he added, that he attended National Night Out and the Creedmoor Music Festival, shouting out to Interim Recreation Director Angie Perry for a job well done.

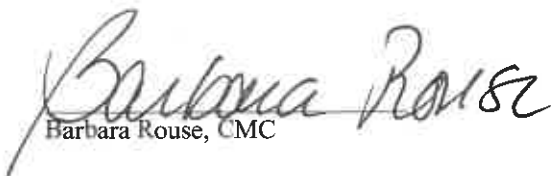
Closed Session | NCGS § 143 318.11 (A)(6) Personnel

Commissioner Wilkins made a motion to go into Closed Session at 7:28 p.m. The motion was approved by a vote of 5-0.


Mayor Pro Tem made a motion to go back into Open Session at 7:55 p.m. The motion was approved by a vote of 5-0.

Adjournment

As there was no further business to come before the Board, Mayor Pro Tem Kicinski made a motion to adjourn. The motion was approved by a vote of 5-0.


Barbara Rouse, CMC




Mayor Robert V. Wheeler

