

MINUTES OF
CITY OF CREEDMOOR – BOARD OF COMMISSIONERS
REGULAR MEETING
MARCH 24, 2009
7:00 P.M.

PRESENT:

Mayor Darryl D. Moss, Mayor Pro-tem Tim Karan, Commissioner Jimmy Minor, Commissioner Otha Piper, Jr., Commissioner Larry Robinson and Commissioner Herman Wilkerson. Also present was Mr. Tom Mercer, City Manager, Sandra Harper, City Clerk and Attorney Tom Currin.

Mayor Moss called the meeting to order at 7:00 p.m. in the Commissioner's Room at City Hall and welcomed everyone.

INVOCATION:

Mayor Moss

PLEDGE OF ALLEGIANCE:

Commissioner Wilkerson

REQUESTS TO ADDRESS THE BOARD:

No one was scheduled to address the Board.

MINUTES:

Moved by Commissioner Karan and seconded by Commissioner Wilkerson to approve the minutes of February 19, 2009 Town Hall, February 24, 2009 Regular Meeting and March 9, 2009 Work Session. The motion received a unanimous vote.

APPROVAL/ADDITIONS TO AGENDA:

Moved by Commissioner Wilkerson and seconded by Commissioner Minor to adopt the agenda. The motion received a unanimous vote.

PUBLIC COMMENTS:

No one wished to speak so Mayor Moss closed the Public Comments section.

MANAGER'S REPORT:

Mr. Tom Mercer, City Manager/Finance Officer gave an overview of the report that was in the Board's packet in reference to important events, water, sewer, refuse collection, roads and miscellaneous.

Mr. Tom Mercer, City Manager/Finance Officer gave an update on the IRS 941 Forms and the IRS W2 Forms. He said that there was a favorable ruling from the Appeals Office on the \$42,000 penalty fee for late filing and failure to pay penalties. He also expressed that the City received a reclassification of fines and penalties from failure to pay to late filing and it was estimated that the City would pay less than \$100,000 in comparison to the previous \$482,913. Mr. Mercer said that the City was waiting for written documentation from IRS. The agreement was being produced from the Boston office.

Mr. Tom Mercer, City Manager/Finance Officer advised that the 2007/2008 reconciliation had been completed. Mr. Jim Winston of Winston, Williams, Creech and Evans rescheduled for the week of April 20, 2009 and anticipate completion of the audit by the first week of May, 2009. The reconciliation for 2008/2009 is on schedule and no problems are foreseen.

Mr. Tom Mercer, City Manager/Finance Officer advised that Mr. Ken Wease from the LGC would be at City Hall on Thursday, March 26, 2009 for review of procedures.

Mr. Tom Mercer, City Manager/Finance Officer presented the Budget Calendar for the 2009-2010 Budget.

Mayor Moss advised that he and the City Manager discussed the budget process and the meetings are to be held on the monthly scheduled meeting dates. He expressed that separate meetings could be scheduled if necessary.

Mr. Tom Mercer, City Manager/Finance Officer presented the Stimulus Package and the total amount that the City requested was \$26,786,723 for water/sewer, conservation, public buildings and transportation/greenways/sidewalks.

Mr. Tom Mercer, City Manager/Finance Officer gave an update on the AMR system. Mr. Mercer expressed that 502 meters have been installed and the City will meet the May deadline. For consistency, there are readings taken from the old meters and readings taken from the newly installed meters.

OLD BUSINESS:

Tax Resolution Update:

Mayor Moss noted that the tax update was covered under the City Manager's report. He reiterated that the LGC would be at City Hall on Thursday March 26, 2009. Mayor Moss expressed that the Finance Committee would be visiting with the LGC and other Board members were welcome to stop by.

Commissioner Robinson said that Commissioner Karan, Vice Chair of the Finance Committee would be at City Hall earlier in the day to visit with the LGC and he would be stopping by late afternoon.

Department Head Reports:

Provided in the Board packets were monthly reports from the various City departments.

Commissioner Karan inquired about the digital recording training. He said that one of the selling points of the system was the access to audio for the Commissioners. Commissioner Karan noted that Commissioner Wilkerson had inquired about CDs.

Ms. Sandra Harper, City Clerk said that Mr. Jim Mills of ADS did not recommend making CDs.

Mr. Tom Mercer, City Manager/Finance Officer said the software that came with the package is compressed and it can be placed on a CD; however it must be recorded from that software onto that CD. He explained that if it is recorded from Microsoft it expands and can not be held on CD. Mr. Mercer expressed that during recording it is backed up on the system and onto the server. He said that Mr. Jim Mills of ADS, Inc. would be contacted to coordinate with the City's IT for the technical audio capabilities.

Commissioner Minor asked the City Inspector about the pump motor starter at the Water Treatment Plant.

Mr. Steve Colenda, City Inspector advised that an auto dial had been installed and he was waiting to receive the dry contact for installation.

Commissioner Minor suggested cross-training the maintenance personnel to maintain the system.

Mayor Moss asked about the status of the handicap parking at the gym.

Mr. Steve Colenda, City Inspector said that there was discussion of changing the speed limit within the City and he wanted to order all the signs at one time. He said that he would take care of this issue within the next two weeks.

Commissioner Minor expressed that he asked the City Clerk this evening to place the Traffic Schedule on the agenda of the April 13, 2009 Work Session meeting.

Commissioner Wilkerson asked about the status of the parking signs and Commissioner Minor replied that the City Inspector was waiting for a master list before placing an order.

Mr. Steve Colenda, City Inspector said that he would place the order for the parking signs and the handicap signs.

Business Advisory Council – Downtown Development Fund:

Mr. Tom Mercer, City Manager/Finance Officer expressed that there was money available in the Downtown Development Fund. He advised that a meeting was held and the Business Advisory Council voted to allocate \$500.00 from the Downtown Development Fund to assist the May 2, 2009 Car Show.

Moved by Commissioner Piper and seconded by Commissioner Minor to allocate \$500.00 to the Downtown Development Fund for the purpose of assisting with the May 2, 2009 Car Show. The motion received a unanimous vote.

NEW BUSINESS:

American Legion – Zoning from R-5 to Special Use District B-2:

Mr. Dave Roesler, Planning Director addressed the Board and gave a brief overview of the City initiated petition to rezone 0.96 acres from Residential-4 to Special Use District Business-2 for the American Legion Post property located on Legion Street, Creedmoor. He expressed that the Planning Board voted 6-0 to recommend that the Board of Commissioners approve revising the Official Zoning Atlas from Residential-4 to Special Use District Business-2 for the 0.96 acre for the American Legion property.

Mayor Moss recognized Mr. Billy Aiken and Mr. Kenneth Keith of the American Legion in the audience this evening.

Mr. Kenneth Keith, Post Commander of American Legion Post No. 161 addressed the Board and gave an overview of the origination of the American Legion. He said that the Creedmoor branch was named Cash after the first Veteran from Granville County to be killed during World War II. Mr. Keith noted that there are currently 36 members. He expressed that their financial problems began when bingo was discontinued, which was their main source of income. He expressed that they were requesting that the property be rezoned so that they can receive rental income. Mr. Keith gave examples of their past contributions to the community and stated that they want to continue to do so with future income they receive.

Moved by Commissioner Wilkerson and seconded by Commissioner Minor to schedule the Public Hearing for April 28, 2009 at 7:00 p.m. for the City initiated zoning of the American Legion property consisting of 0.96 acres from Residential-4 to Special Use District B-2. The motion received a unanimous vote.

Planning Board Appointments:

Mayor Moss advised that there were five positions available for the Planning Board. There were three City positions and two ETJ positions.

Planning Board Applicants:

James Wayne Cross	Current Member	-	Expiration Date of March, 2009
Mildred C. Goss	Current Member	-	Expiration Date of March, 2009
Faye Ray	Current Member	-	Expiration Date of March, 2009
Hugh (Patrick) Robertson			
Jay Rich			
Francis E. Kucheravy			

ETJ Members:

Suzanne Smith	Current Member	-	Expiration Date of March, 2009
Dennis Lester	Current Member	-	Expiration Date of March, 2009

Moved by Commissioner Minor and second by Commissioner Piper to reappoint the current City members and the current ETJ members to the Planning Board. The motion received a unanimous vote.

American Recovery Act Requests:

Mayor Moss expressed that the City Manger’s Report included the list of requests and asked if there were further questions.

Commissioner Minor advised that he received a confirmation that Marlowe and Company had received the information he sent to them in reference to the Public Safety Building.

Mr. Dave Roesler gave an update on the CMAQ grant. He expressed that staff talked with the consultant that put together the CMAQ grants for the Town of Butner and Granville County and they are willing to do the same for Creedmoor at no cost. He said that the consultant communicated to staff that the best plan to meet the air quality mitigation would be the “Cross City Sidewalk Plan.” This project would promote sidewalks and reduce vehicle miles. The sidewalks would be from Main Street by CVS, down Hwy. 56, along the Elementary School driveway to trails to the High School into the older section of Pine Valley, Creedmoor Crossing Shopping Center and access to Kayser Roth. The cost estimate was provided by the consultant and includes the standards for site improvements, sidewalk installation, design and engineering. This is a three way partnership with CAMPO and Kerr Tar Regional Council of Government. The grant application is due mid April and the City has submitted the preliminary to the Kerr-Tar Regional Council of Government.

Proclamation – Spring Litter Sweep:

Moved by Commissioner Karan and seconded by Commissioner Robinson to adopt the 2009 Spring Litter Sweep Proclamation. The motion received a unanimous vote.

Proclamation – The Week of the Young Children:

Moved by Commissioner Robinson and seconded by Commissioner Minor to adopt The Week of the Young Children Proclamation. The motion received a unanimous vote.

Mayor Moss said that he would forward this Proclamation to the Granville County School System and the local schools located in the City of Creedmoor.

MAYOR'S REPORT:

Mayor Moss announced that he and Commissioner Karan attended the National League of Cities Conference held in Washington, DC. He expressed that they met with Marlowe and Company, the City's Government Affairs representatives. Marlowe and Company arranged meetings with Mr. Chris Wall, Deputy Legislative Director for Economic Development for Senator Richard Burr, Crystal King, Chief of Staff for Senator Kay Hagan and Representative Brad Miller.

Mayor Moss referred to the Letter of Support for the City of Creedmoor Greenways Pedestrian Plan from Mr. Michael McFadden, Chairman of Granville Greenways Technical Coordinating Committee.

Mayor Moss announced the 2009 Alive After Five events for Oxford and Creedmoor. The Creedmoor Alive After Five is scheduled for Thursday, August 27, 2009.

Mayor Moss announced that Representative Crawford's Office scheduled a Chamber Government Forum for Friday, April 3, 2009 at 8:00 a.m. in the Commissioner's Room at City Hall. The guest speaker will be State Auditor Ms. Beth A. Wood, CPA and citizens are welcome to attend.

COMMISSIONER'S REPORTS:

Commissioner Piper thanked the Board for voting to donate \$500.00 from the Downtown Development Fund to the May 2, 2009 Car Show.

Commissioner Piper announced that he and Mayor Moss scheduled a meeting for Friday, April 3, 2009 at 9:00 a.m. to begin planning the September Music Festival.

Commissioner Karan said that he serves on the NLC Human Development Committee and gave an overview of the accomplishments in reference to COBRA insurance and Title 1 Funding for school children with special needs.

Commissioner Karan said that the National League of Cities chose him to participate in the Health and Community Childhood Obesity Prevention to be held in Washington, DC in May, 2009. He said he was appreciative of this Board and previous Boards for the recreational requirements for new development.

Commissioner Wilkerson said that there was a meeting held with the Cardinal State Bank and they now have an understanding of what type of design to be used for the sidewalks. He presented a picture of the design for the Board to view. This design was painted onto the cement; however, the City's sidewalk will be a dye pattern. This pattern can be seen at the new shopping center across from the Town Square in Raleigh. Commissioner Wilkerson said that he did not have an actual cost at this time. He expressed that as soon as the total cost is received he would like the Board to take action on this item.

Commissioner Minor asked the Board to consider allowing limited sized motor boats on the lake.

Commissioner Karan inquired about a weight zone to allow smaller bass boats.

Mr. Tom Mercer, City Manager/Finance Officer advised that May 15, 2009 was the deadline for the dredging of Lake Rogers. Mr. Mercer said that he wants the lake open for Memorial Day. He expressed that they need to take a look at the ramp before the use of bass boats.

Commissioner Minor inquired about the comprehensive zoning for Lake Road.

Mr. Dave Roesler, Planning Director expressed that the Planning Board liked the Mixed-Use Overlay District. He advised that a few of the members wanted to defer this issue until the next meeting for further review.

Commissioner Wilkerson inquired about the status of the fireworks contract.

Attorney Currin expressed that the contract was being reviewed by Attorney Jim Wren.

Moved by Commissioner Wilkerson and seconded by Commissioner Minor to go into Closed Session on the Matter of Attorney/Client Privilege in accordance with GS 143-318.11. The motion received a unanimous vote.

Upon return to Regular Session, moved by Commissioner Robinson and seconded by Commissioner Piper to adjourn. The motion received a unanimous vote.

Mayor

City Clerk