

MINUTES OF  
CITY OF CREEDMOOR  
BOARD OF COMMISSIONERS  
MEETING  
AUGUST 12, 2019  
6 P.M.

**Present**

Mayor Bobby Wheeler, Mayor Pro Tem Ernie Anderson, Commissioner Del Mims, Commissioner Neena Nowell, Commissioner Herman Wilkerson, and Commissioner Archer Wilkins. Also present were City Manager Korena Weichel, City Clerk Terry Hobgood, City Attorney T.C. Morphis, Jr., and Planning Technician Michael Malecek.

**Absent**

None.

**Call to Order**

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

**Roll Call**

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

**Approval of Agenda**

After discussion and consensus by the Board, Commissioner Wilkins moved to approve the agenda with the following amendments: remove the employee recognition for Ronald Clayton, add a discussion item to consider a fire truck purchase immediately following Public Comment, and move Commissioner Mims' slot in the Commissioner Reports section from second to last; seconded by Mayor Pro Tem Anderson. Motion approved 5-0.

**Consent Agenda**

Commissioner Nowell moved to approve the consent agenda: June 4, 2019 Board of Commissioner meeting minutes, Revisions to FY 20 Fee & Rate Schedule, FY 20 Budget Amendment #1, Ordinance 2019-O-06, and Operation and Maintenance Agreement for Brame's Crossing Subdivision; seconded by Mayor Pro Tem Anderson. Motion approved 5-0.

**Employee Recognition**

Mayor Wheeler presented a recognition to Sergeant Robert Varn for his fifteen years of service to the Creedmoor Police Department.

**Confirmation of City Clerk Appointment**

Commissioner Wilkins moved to confirm the appointment of Terry Hobgood as City Clerk; seconded by Mayor Pro Tem Anderson. Motion approved 5-0.

**Proclamation Honoring the Memory of Former Commissioner Thomas Jackson**

Mayor Wheeler presented a proclamation in memory of former Creedmoor Commissioner Thomas Jackson. The proclamation was received on behalf of Jackson's family by Commissioner Mims, Granville County Board of Education member Ed Mims, and Planning Board member Ed Gleason.

**Request to Address the Board // Derek Halberg, Tar River Land Conservancy**

Derek Halberg, President of Tar River Land Conservancy (TRLIC) presented a request for the City of Creedmoor to contribute to the purchase of two tracts of land. Halberg gave the history of the TRLIC, and an overview of the

region served by his organization. Halberg reported that TRLC has protected 8,635 acres and 63 streams in Granville County through land purchases designed to protect the Tar River watershed. Halberg is requesting the City's assistance with protection of the Robertson Creek corridor. Currently 317 acres of this corridor are owned by TRLC, 113 acres by the City of Creedmoor, and 53 acres by the State of North Carolina. This is in addition to federally owned land south of Brassfield Road. TRLC is pursuing the acquisition of 75 acres adjoining already protected properties. Halberg stated that the City participating in this acquisition aligns with the 2011 Bicycle Transportation Plan calling for paved greenways along Robertson Creek and Whitaker Branch. The total acquisition cost of both tracts is \$280,000, and TRLC is requesting \$25,000 (9%) from the City of Creedmoor. Other funders include the City of Raleigh Watershed Program and the NC Attorney General's Environmental Enhancement Grant. After closing, TRLC will file for annexation into the Creedmoor city limits for both properties.

There was discussion regarding the extension of the city limits, and who would take responsibility for land maintenance once the acquisition and annexation is complete. Halberg explained that the proposed acquisitions, once annexed, would essentially fill in spaces in the contiguous city limits, and clarified that TRLC would remain responsible for all the land purchased after annexation unless any part of it were to become a City of Creedmoor park.

Mayor Pro Tem Anderson moved to approve Resolution 2019-R-06: Contribution to TRLC for Property Purchase; seconded by Commissioner Nowell. Approved 5-0.

### **Public Comment**

*Ed Mims, 2204 Regent Court, Creedmoor*

Ed Mims spoke about the June 4 Board of Commissioners meeting. Mims expressed concern regarding the policy discussion of military discounts at Creedmoor park facilities. Mims stated that he had asked Mike Turner, Chair of the Granville County Veteran's Affairs Committee, to speak at a future Board meeting. Mims also commented on the travel policy discussion, and expressed concern over a four-part motion made by a Board member at the June meeting that he found to be overly confusing.

*Ed Gleason, 1973 Bowles Avenue, Creedmoor*

Ed Gleason spoke about the forthcoming agenda item to consider changing the Mayor's term length from two years to four years. Gleason was in support of this proposal, especially because it would not take effect until 2021. Gleason also spoke about the options being considered for the Board's travel policy, and that he believes education should be pursued by the Mayor and Board. Gleason voiced support for most of the options presented, but believes that giving each Commissioner a higher salary would be a bad idea.

*Billy Fisher, 605 Lake Road, Creedmoor*

Billy Fisher introduced himself as Chief of the Creedmoor Volunteer Fire Department. Fisher gave a history of the department, and its members as well as an overview of call volumes within the city limits versus in the county. Fisher introduced the members of the Fire Department that were in the audience, and how many years they had served.

### **CVFD Ladder Truck Purchase Discussion**

Commissioner Wilkins opened discussion and stated the importance of purchasing a ladder truck, especially when considering the new apartments being built off of North Main Street. Commissioner Wilkins inquired if a motion to approve the purchase of a ladder truck at this meeting was in order. City Attorney Morphis determined that a motion to approve a ladder truck purchase was appropriate to be considered by the Board at this meeting. Commissioner Mims inquired if a motion to call a special meeting focused on ladder truck discussion would be in order. Morphis determined that a motion to call a special meeting to discuss the ladder truck purchase would only be appropriate after dispensing with the proposed motion by Commissioner Wilkins.

The Board continued discussion by inquiring if the CVFD has pursued additional funding from Granville County to assist with the purchase. There was further discussion related to assertions that the failure to purchase a ladder truck could adversely affect insurance rates in Creedmoor. Several Board members had researched this issue with their

insurance brokers, and were told that the rates would be unaffected based on the projected ratings by the North Carolina Office of the State Fire Marshall with or without a ladder truck. The Board also discussed Creedmoor's mutual aid agreement with Butner, and the standard protocol for sending equipment between the fire districts when needed. Additionally, the Board discussed various technical aspects of the CVFD's desired truck as well as the level of financial support that the CVFD could expect from the Board. Finally, the Board discussed the merits of purchasing a new truck versus a used truck with Chief Fisher.

Commissioner Wilkins moved to allot and budget \$50,000 per year for a ten-year period to purchase a new ladder truck for the CVFD; seconded by Mayor Pro Tem Anderson. Commissioner Wilkins requested a roll call vote.

Mayor Pro Tem Anderson: Yes

Commissioner Mims: No

Commissioner Nowell: No

Commissioner Wilkins: Yes

Commissioner Wilkerson: Yes

Motion approved 3-2.

Mayor Wheeler called for a brief recess at 7:10 p.m. The meeting reconvened at 7:18 p.m.

### **Recreation Opportunity for Collaboration with Granville County**

Commissioner Wilkerson introduced Granville County Commissioner Tim Karan. Karan presented an opportunity for the City of Creedmoor to collaborate with Granville County by utilizing city owned land on Cannady Mill Road. The property sits on the Tar River, and is downstream from the Wilton Slopes County Park. The City of Creedmoor originally purchased this land for construction of a waste water treatment plant, which was abandoned after the City sold its water and sewer assets to SGWASA.

Commissioner Wilkerson moved to direct the City Manager, City Attorney, Parks and Recreation Advisory Committee (CPRC), and staff to research this opportunity, and come back to the Board with a formal proposal; seconded by Commissioner Wilkins. Motion approved 5-0.

### **Façade Improvement Grant // 420 North Main Street**

Planning Technician Michael Malecek presented the Façade Improvement Grant agreement for 420 North Main Street. There was discussion of the work already completed on the building, and what aspects of the project would qualify for reimbursement.

Commissioner Wilkerson moved to approve the Façade Improvement Grant for 420 North Main Street for a total reimbursement of \$7,471; seconded by Commissioner Wilkins. Motion approved 5-0.

### **Board of Adjustment Appointment**

City Clerk Hobgood distributed written ballots for the Board of Adjustment appointment, and reported the results to the Board. Commissioner Wilkerson moved to appoint Nicole Martin to the Board of Adjustment for a term ending January 2021; seconded by Mayor Pro Tem Anderson. Motion approved 5-0.

### **Parks and Recreation Committee Appointments**

City Clerk Hobgood distributed written ballots for the CPRC appointments, and reported the results to the Board. The written ballot included a tie for the fifth appointment. City Clerk Hobgood redistributed ballots for a tie-break vote, and reported the results to the Board.

Mayor Pro Tem Anderson moved to appoint Robin Budine, James Lee, Joe Phillips, David Richardson, and Robert Stewart to the CPRC for terms ending September 2021; seconded by Commissioner Wilkins. Motion approved 5-0.

### **Proposal to Change Mayor's Term of Office from Two Years to Four Years**

Mayor Wheeler presented a proposal to change the Mayor's term of office to four years. Mayor Wheeler requested a motion to approve a Resolution of Intent, and set a date for a public hearing to allow public input on the proposal. The proposed change would not take effect until the 2021 election.

There was discussion on the pros and cons of changing the Mayor's term to four years, and if it was a good precedent to change the City Charter.

Commissioner Nowell moved to approve the Resolution of Intent to change the Mayor's term of office from two years to four years, and set a public hearing for September 3, 2019; seconded by Commissioner Mims. Motion denied 2-3. Commissioner Mims and Commissioner Nowell vote yes, Mayor Pro Tem Anderson, Commissioner Wilkerson, and Commissioner Wilkins vote no.

### **Revisions to Board Travel Policy**

City Manager Weichel presented five proposed options to modify the Board's travel policy annual budget allowance. Commissioner Mims requested a vote by written ballot. City Clerk Hobgood distributed paper for members to cast their vote, and reported the results to the Board. There was a tie between two options. Hobgood distributed paper for members to cast a tie-break vote, and reported the results to the Board.

There was discussion related to the varying amounts spent by each Board member on travel, and the importance of travelling to conferences. There was further discussion about when the chosen policy would be effective: retroactive to July 1, effective August 12, or effective upon the seating of the new Board in December.

Commissioner Mims moved to approve the revised Board travel policy and implement option 5 retroactive to July 1, 2019. Option 5 states that the fiscal year budget shall "Budget for two members to attend NLC & NCLM annual conferences (no one member permitted to attend both if other members express interest, must commit to attend full conference, must submit written report); Increase each member's annual stipend by \$1,300 to cover any overages from conference attendance and all other training expenses with an exception for newly elected members to attend SOG's 'Essentials of Municipal Government' course which will be reimbursable for first-time attendees"; seconded by Mayor Pro Tem Anderson. Approved 4-1. Mayor Pro Tem Anderson, Commissioner Mims, Commissioner Nowell, and Commissioner Wilkins vote yes. Commissioner Wilkerson votes no.

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

City Manager Weichel gave a report and update on the Cross City Trail project. The Community Development Department is responding to issues as they arise, and contractors should begin pouring concrete soon. Contractors have found significant natural rock under Phase IV, and conflicting utility poles on Phase II. Progress on R-5707 continued with the paving of Sunset Street, and the permanent closing of the Pine Street/NC-56 intersection. The Community Center project is moving forward, and a budget amendment related to that project is expected in September. Weichel also gave an update on the Lake Rogers boardwalk. The contractor was only able to drill to a five-foot depth close to shore, and they will present an alternate design to account for this change to the anticipated depth. The boardwalk is scheduled to be complete in November. Additionally, the fishing platforms and hiking trails will be constructed soon. Weichel also reported on the Granville County Schools new teacher welcome event in Oxford on August 13, sponsorships received for the Creedmoor Music Festival, and the Certificate of Achievement in Financial Reporting (CAFR) received for the tenth straight year.

### **SGWASA Report // Commissioner Wilkins**

Commissioner Wilkins presented a report from the July SGWASA Board meeting. SGWASA is in good financial position, and recently transferred over \$2 million to the capital reserve fund. SGWASA recently completed a study noting \$12 million needed to upgrade the treatment plant, which is now fully funded. Wilkins also gave an update on funding from the NC Department of Environmental Quality, the hiring of the new Executive Director Scott Schroyer, and the plans underway to begin construction on the new treatment plant. The next SGWASA Board meeting will be August 13.

### Commissioner Reports

Commissioner Wilkerson reported on meeting with the new SGWASA Executive Director, Scott Schroyer.

Commissioner Wilkins reported on speaking at a seminar at Saint Augustine College in Raleigh and the Area Congregations in Ministry annual dinner.

Mayor Pro Tem Anderson reported on the upcoming Kerr-Tar Regional Council of Governments dinner, the NC DOT public meeting for the NC-50 widening project on August 13, and its potential impact on Creedmoor for years to come.

Commissioner Nowell reported on the recent Upper Neuse River Basin Association (UNRBA) meeting. An alternative to the Falls Lake Rules is being proposed, and Creedmoor may be able to participate in these less stringent regulations through our UNRBA membership. Nowell also reported on attendance at several other local events and meetings.

Commissioner Mims reported on attending several events and meetings including the South Granville High School graduation, UNRBA meeting, Granville County Veteran's Day Parade steering committee meeting, Kerr-Tar COG Census 2020 Complete Count Committee, and Women in Municipal Government conference. Mims will leave a written report about the Women in Municipal Government conference on file with the City Clerk.

Commissioner Mims moved to be excused from the October 1 Board of Commissioners meeting; seconded by Commissioner Nowell. Motion approved 5-0.

### Mayor's Report

Mayor Wheeler reported on attending a lunch with the Mayors of the other Granville County municipalities. Wheeler also reported on touring the Rice Wrap factory in Butner, attending the American Legion 100<sup>th</sup> anniversary celebration, and several other local events.

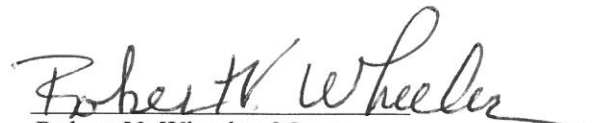
### Closed Session // NC GS 143-318.11 (A) (5)

Commissioner Wilkerson moved to enter closed session pursuant to NC GS 143-318.11 (A) (5) at 8:54 p.m.; seconded by Commissioner Nowell. Motion approved 5-0.


Mayor Pro Tem Anderson moved to enter open session at 9:06 p.m.; seconded by Commissioner Mims. Motion approved 5-0

### Adjourn

Mayor Pro Tem Anderson moved to adjourn the meeting at 9:07 p.m.; seconded by Commissioner Nowell. Motion approved 5-0.

  
Robert V. Wheeler, Mayor

ATTEST:

  
Terry A. Hobgood, Jr., City Clerk



