

MINUTES OF
CITY OF CREEDMOOR
BOARD OF COMMISSIONERS MEETING
AUGUST 2, 2021
6 P.M.

Present in Person at City Hall Boardroom

Mayor Bobby Wheeler, Mayor Pro Tem Neena Nowell, Commissioner Georgana Kicinski, and Commissioner Kechia Brustmeyer-Brown, Commissioner Ed Mims. Also present were City Manager Gerald Smith, Attorney TC Morphis, Police Chief Keith King, Finance Director Sonal Mehta, and Community Development Director Michael Frangos,

Present via Zoom Video-Conference

Commissioner Del Mims, Administrative Services Director Genesis Wallace, and Recreation Director Christopher Horrigan.

Absent

None

Call to Order

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

Roll Call

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

Agenda Approval

Commissioner Mims moved to adopt the agenda as amended by moving Police Vehicles and Retail Strategies to Old Business, removing the discussion to Reinstate Access to City Hall, and to add an additional personnel topic to the closed session. The motion was approved by roll call vote 5-0.

Mayor Pro Tem Nowell: Yes
Commissioner Brustmeyer-Brown: Yes
Commissioner Kicinski: Yes
Commissioner Del Mims: Yes
Commissioner Ed Mims: Yes

Consent Agenda

Mayor Pro Tem Nowell moved to approve the Consent Agenda: July 6, 2021 Meeting Minutes, Update of Internal Controls Resolution, Park Fees Update, Budget Amendment #2, and Budget Amendment #3. The motion was approved by roll call vote 5-0.

Mayor Pro Tem Nowell: Yes
Commissioner Brustmeyer-Brown: Yes
Commissioner Kicinski: Yes
Commissioner Del Mims: Yes
Commissioner Ed Mims: Yes

Request to Address the Board // DEI Commission Applicants

Acting City Clerk Gerald Smith introduced all four applicants

Pamela T. Criswell, 2208 Hyde Ct.

Commissioner Ed Mims moved to approve the acceptance of Ms. Criswell as a member of the Diversity, Equity, and Inclusion Commission. The motion was approved by roll call vote 5-0.

Mayor Pro Tem Nowell: Yes
Commissioner Brustmeyer-Brown: Yes
Commissioner Kicinski: Yes
Commissioner Del Mims: Yes
Commissioner Ed Mims: Yes

Request to Address the Board // Veterans Commission Applicants

Charles Griffin, 2111 Queensway
Victor McAllister, 2104 Orchard Ct. (Not Present)

Commissioner Kicinski moved to approve the acceptance of Mr. Griffin, and Mr. McAllister as members of the Veterans Affairs Commission. The motion was approved by roll call vote 5-0.

Mayor Pro Tem Nowell: Yes
Commissioner Brustmeyer-Brown: Yes
Commissioner Kicinski: Yes
Commissioner Del Mims: Yes
Commissioner Ed Mims: Yes

Request to Address the Board // CVFD

Brian Fisher, 2559 Bro
Ed Gleason, 1973 Bowls Ave.
Ralph (Luke) Steel, 1178 Beaver Dam Rd

Ordinance 2021-O-14: Voluntary Annexation of Parcels Owned by TRLC

Mayor Wheeler opened the public Hearing at 6:31 p.m.

Community Development Department has received a voluntary annexation petition from the Tar River Land Conservancy as owners of Blanche Suitt and Josephine Burt tracts. The past City Clerk has certified the sufficiency of the application, staff has published notice of the public hearing in the Butner-Creedmoor News on July 23, 2021, and has posted each property individually. One issue of note in contiguity is SR 1729 Bowman Road's 60 foot wide right-of-way. This will be included in the annexation ordinance as allowed by G.S. 160A-31(f). (f) For purposes of this section, an area shall be deemed "contiguous" if, at the time the petition is submitted, such area either abuts directly on the municipal boundary or is separated from the municipal boundary by the width of a street or street right-of-way, a creek or river, or the right-of-way of a railroad or other public service corporation, lands owned by the municipality or some other political subdivision, or lands owned by the State of North Carolina.... .In describing the area to be annexed in the annexation ordinance, the municipal governing board may include within the description any territory described in this subsection which separates the municipal boundary from the area petitioning for annexation.

Mr. Derek Halberg, 421 Gambit Cr, and Tar River Land Conservancy, Executive Director. Mr. Halberg shared that the Tar River Land Conservancy exists to preserve the natural and cultural resources of the Tar

River Basin and surrounding areas by working in partnership with private landowners, public agencies and others to protect rural landscapes and riparian corridors. The collaborative role that the City played in aiding the TRLC in acquiring the land, which the City contributed 10% towards its acquisition, triggered a further commitment to annex the land into the City of Creedmoor. With this acquisition by the TRLC and the annexation into the City of Creedmoor, the City can continue in its collaborative partnership with the TRLC in exploring future connections to the Cross City Trails on the north, to the Gauntlet on the south, and the existing easements will also allow for the development of at-grade walking paths, bikeways, and greenways along the easements.

Bobby Ray, 205 Church St. inquired as to whether or not the land would be taxable, which it would not due to the nature of the land

Mayor Wheeler closed the Public Hearing at 6:52 p.m.

Mayor Pro Tem Nowell moved to adopt annexation ordinance 2021-O-14 extending the corporate limits of the City of Creedmoor as described in AN-2021-01. The motion was approved by roll call vote 5-0.

Mayor Pro Tem Nowell: Yes
Commissioner Brustmeyer-Brown: Yes
Commissioner Kicinski: Yes
Commissioner Del Mims: Yes
Commissioner Ed Mims: Yes

Ordinance 2021-O-11: Establishing ARPA Fund

Finance Director Sonal Mehta Presented

Commissioner Brustmeyer-Brown motioned to approve Ordinance 2021-O-11: An Ordinance to Establish a Special Revenue Fund for the American Rescue Plan Act(ARPA).

Appointment of Christopher Horrigan to Granville County Tourism and Development Authority (TDA)

Commissioner Del Mims motioned to appoint Christopher Horrigan to the Granville County TDA. The motion was approved by roll call vote 5-0

Mayor Pro Tem Nowell: Yes
Commissioner Brustmeyer-Brown: Yes
Commissioner Kicinski: Yes
Commissioner Del Mims: Yes
Commissioner Ed Mims: Yes

Revisions to Creedmoor Planning Board Bylaws

City Attorney TC Morphis Presented

Commissioner Kicinski motioned to approve Ordinance 2021-0-15, Amending the Bylaws of the Creedmoor Planning Board with Regard to Conflicts of Interest. The motion was approved by roll call vote 5-0

Mayor Pro Tem Nowell: Yes
Commissioner Brustmeyer-Brown: Yes
Commissioner Kicinski: Yes
Commissioner Del Mims: Yes
Commissioner Ed Mims: Yes

Discussion and Possible Action Regarding Ladder Truck

Discussion was had regarding the Ladder Truck and the City Attorney will be bringing forth a revised agreement to a Special Board of Commission meeting to be determined

Discussion and Possible Action Regarding CVFD Section i.

Comm'r Ed Mims presented

Commissioner Kicinski motioned to approve the CVFD as amended with section 7b i. The motion was approved by roll call vote 5-0

Mayor Pro Tem Nowell: Yes
Commissioner Brustmeyer-Brown: Yes
Commissioner Kicinski: Yes
Commissioner Del Mims: Yes
Commissioner Ed Mims: Yes

Police Vehicles

Chief King Presented

Commissioner Ed Mims motioned to approve the allocation of \$97,800 from the unrestricted ARPA funding to the Police Departments 2 vehicles from the Capital Outlay Line. The motion was approved by roll call vote 5-0

Mayor Pro Tem Nowell: Yes
Commissioner Brustmeyer-Brown: Yes
Commissioner Kicinski: Yes
Commissioner Del Mims: Yes
Commissioner Ed Mims: Yes

Retail Strategies Professional Services Agreement

Mike Frangos presented

Commissioner Del Mims motioned to approve the agreement with Retail Strategies LLC and authorize the City Manager to execute the contract for the initial term of one-year. The motion was approved by roll call vote 4-1

Mayor Pro Tem Nowell: Yes
Commissioner Brustmeyer-Brown: Yes

Commissioner Kicinski: No
Commissioner Del Mims: Yes
Commissioner Ed Mims: Yes

CLOSED SESSION

Per NCGS 143-318.11 (A)(3) and (6) to preserve the attorney-client privilege and to discuss a personnel matter

Commissioner Brustmeyer-Brown motioned to go into closed session at 8:56 p.m.

Mayor Pro Tem Nowell: Yes
Commissioner Brustmeyer-Brown: Yes
Commissioner Kicinski: Yes
Commissioner Del Mims: Yes
Commissioner Ed Mims: Yes

City Manager's Report

Manager Smith informed the Mayor and the BOC'rs that the City will continue to monitor the Governor's recommendations as it relates to mask wearing.

CDO Director Frangos reported under the Manager's report that the City was in the final review of the Stewart Comprehensive Plan, and requested of the Mayor and the BOC'rs for recommendations on residents to be appointed to the steering committee.

City Manager Smith also reported that a number of requests have been coming in regarding tenants on the Cell Tower and their desire to either install new equipment at the current lease rate, or to negotiate a reduction of the lease rate payments. After speaking with an industry expert, the CDO Director, the City Attorney and I agree that the City will need to retain an industry expert in aiding our community in developing a telecommunications strategy in order to maintain and/or our revenues. The Board of Commissioners agreed via consensus that the City should protect the City's interest and consult with telecommunications industry experts in order to protect the City's interest.

City Manager Smith also recommend that since new Board members will be coming on board in December, that all efforts to hold the Rules and Responsibilities and DEI workshops be pushed back until after the first of the year, and that efforts are underway to identify availability for both the Board of Commissioners and the workshop facilitators.

City Manager Smith updated the Mayor and the BOC'rs on the ongoing recruitment efforts to fill vacant positions within the City, and that the new City Clerk, James Hicks, will be officially joining the City of Creedmoor on August 10, 2021.

SGWASA Report

Comm'r Kicinski notified the BOC'rs that she will be following up with SGWASA on the MOU for the Modeling project

Commissioners Reports

Comm'r Kicinski shared with the BOC'rs that she and District Representative Russ May have been working together to see if the Veterans Affairs Committee is able to assist Ms. Anne Williams in establishing a veterans small group counseling program in southern Granville County and possibly at the

Creedmoor Community Center. Ms. Williams works independent of the County and the City is awaiting for guidance from the City attorney if she would be able to operate at the CCC without insurance.

Comm'r Brustmeyer-Brown announced the 2021 Kerr-Tar Regional Council of Governments' Annual Awards Banquet to be held Thursday, September 23 and has encouraged the Mayor and Board to attend and to RSVP by the deadline of August 23, 2021. Comm'r Brustmeyer-Brown also informed the Board that there is a need to follow back up with the recent appointees to the DEI Board and get them up and going now that we have a number of members appointed, and they are waiting for direction from the City.

Comm'r Ed Mims reminded the Mayor and Board that we need to continue in our efforts to make sure that the DEI Board is diverse and recognized the caliber of some of the new staff that has been hired to date

Comm'r Del Mims shared with the Mayor and Board that she was able to represent the City at NLC virtual conference from July 8-16.

Mayor's Report

Mayor Wheeler reported that he attended all of the events that he was invited to as well as the 275th Granville Anniversary event that was very well attended.

Commissioner Ed Mims moved to direct the City Manager to issue an RFQ for legal services for the City of Creedmoor and to encourage the Brough Law Firm to submit their qualifications. The motion failed 2-3.


Mayor Pro Tem Nowell: No
Commissioner Brustmeyer-Brown: No
Commissioner Kicinski: Yes
Commissioner Del Mims: No
Commissioner Ed Mims: Yes

Adjourn

Commissioner Brustmeyer-Brown moved to adjourn the meeting at 10:58 p.m. The motion was approved by roll call vote 5-0.

Mayor Pro Tem Nowell: Yes
Commissioner Brustmeyer-Brown: Yes
Commissioner Kicinski: Yes
Commissioner Del Mims: Yes
Commissioner Ed Mims: Yes




Robert V. Wheeler, Mayor

ATTEST:


Gerald C. Smith, Acting City Clerk