



MINUTES OF  
CITY OF CREEDMOOR  
BOARD OF COMMISSIONERS MEETING  
**FEBRUARY 1<sup>ST</sup>, 2022**  
6 P.M.

**Present in Person at City Hall Boardroom**

Present Mayor Robert Wheeler, Mayor Pro Tem Kechia Brustmeyer-Brown, Commissioner Robert Way, Commissioner Kicinski, Commissioner Emma Albright. Also present were Attorney TC Morphis, City Manager Gerald Smith, Assistant City Manager/Director of Community Development Michael Frangos, AICP, CZO, Director Christopher Horrigan, Director Sonal Mehta, Chief of Police Keith King and Interim City Clerk/Planner Kevin Murphy.

**Present via Zoom Video-Conference**

Commissioner Ed Mims.

**Absent**

None

**Call to Order**

Mayor Wheeler called the meeting to order at 6:00 PM. Invocation offered by Commissioner Kicinski. Pledge of Allegiance led by Commissioner Ed Mims.

**Roll Call**

Roll call done by Interim City Clerk determined a quorum was present.

**Approval of Agenda**

Removing Proclamation item, substitute Silver Bullet Award.

Move Old Business to after Consent Agenda; VC3 Presentation

Commissioner Kicinski motioned to approve changes to the Agenda; Roll Call vote

Commissioner Albright: Yes

Commissioner Kicinski: Yes

Mayor Pro Tem Kechia Brustmeyer-Brown: Yes

Commissioner Way: Yes

Commissioner Mims: Yes

**Consent Agenda**

January 4<sup>th</sup> Meeting Minutes approved by Roll Call vote; Motion by Commissioner Kicinski

Commissioner Albright: Yes

Commissioner Kicinski: Yes

Mayor Pro Tem Kechia Brustmeyer-Brown: Yes

Commissioner Way: Yes

Commissioner Mims: Yes

**Old Business | 8a. and 8b. Motion and Discussion to repeal the July 6, 2021 motion “to authorize city staff to begin scope of work and contract negotiations with Teleware” and Motion to authorize the City Manager to enter into a three-year agreement with VC3 for \$34,634.90.**

City Manager Gerald Smith presented on VC3’s role in investigating potential contracts for VOIP Contract  
Kevin Eves from VC3 presented on what VC3’s role was in investigating potential contracts and how they came to the conclusion that they could present another option when compared to offer from Telware.  
Commissioner Kicinski asked City Attorney TC Morphis to clarify rules for informal and formal bidding process.  
Representatives from Teleware presented on their bid and offer.

Motion to reopen bidding to all vendors for telecommunications by Commissioner Georgana Kicinski

Commissioner Albright: Yes  
Commissioner Kicinski: Yes  
Mayor Pro Tem Kechia Brustmeyer-Brown: Yes  
Commissioner Way: Yes  
Commissioner Mims: Yes

**Request to Address the Board | Silver Bullet Award for Detective Robert Eugene Harris**

Chief Keith King presented the winner of this year’s Silver Bullet Award to Detective Robert Eugene Harris.

**Request to Address the Board | Director Sonal Mehta Quarterly Financial Report**

Finance Director Sonal Mehta presented the Quarterly Financial Report to the Board of Commissioners.

**Request to Address the Board | Dei Advisor Board Application Thelma Thomas-Mungo**

DEI Applicant was not at the meeting and so item was moved to the March 1<sup>st</sup> 2022 BOC Meeting.

**New Business | 9a. Ordinance 2022-O-1: Amending the Code of Ordinance regarding NC Senate Bill 300 presented by City Attorney TC Morphis**

City Attorney TC Morphis presented on how Senate Bill 300 changes the ordinances and marks items as misdemeanors. There is a new item that does state the they cannot approve this item immediately and is asking to table issue until March 1<sup>st</sup>, 2022 BOC Meeting.

Motion to table issue by Commissioner Robert Way. Roll Call Vote:

Commissioner Albright: Yes  
Commissioner Kicinski: Yes  
Mayor Pro Tem Kechia Brustmeyer-Brown: Yes  
Commissioner Way: Yes  
Commissioner Mims: Yes

**New Business | 9b. ZTA-2022-01 Director/Assistant City Manager Michael Frangos CZO, AICP presenting**

Director/Assistant City Manager Michael Frangos CZO, AICP presented Scheduling Resolution for ZTA-2022-01 which includes Article 7: Permits and Procedures; Article 3: Definitions; Article 2: General Provisions. Commissioner Robert Way motioned to approve Scheduling Resolution. Roll Call Vote:

Commissioner Albright: Yes  
Commissioner Kicinski: Yes  
Mayor Pro Tem Kechia Brustmeyer-Brown: Yes  
Commissioner Way: Yes  
Commissioner Mims: Yes

**New Business | 9c. Grant Application/ Estimation and Cost Match Director Christopher Horrigan presenting**

Parks and Recreation Director Christopher Horrigan presented on Granville County Parks, Greenways and Recreation Board (GCPGRB) 2022 grant application and the open \$2,500 contract with Stewart Engineering to perform a fit test, create a layout, and provide estimated construction costs for a community sports plaza adjacent the Community Center. This includes a request to approve \$50,000.00 in matching City-funds toward GCPGRB grant.

Commissioner Georgana Kicinski motioned to approve matching funds. Roll Call Vote:

Commissioner Albright: Yes

Commissioner Kicinski: Yes

Mayor Pro Tem Kechia Brustmeyer-Brown: Yes

Commissioner Way: Yes

Commissioner Mims: Yes

**Discussion Items | 10a. Creedmoor Music Festival and Fourth of July Fireworks Director Christopher Horrigan presenting**

Parks and Recreation Director Christopher Horrigan presented

Motion to move forward with Musical Festival and July 4<sup>th</sup> Fireworks by Commissioner Georgana Kicinski. Roll Call Vote:

Commissioner Albright: Yes

Commissioner Kicinski: Yes

Mayor Pro Tem Kechia Brustmeyer-Brown: Yes

Commissioner Way: Yes

Commissioner Mims: Yes

Motion to make all city sponsored paraphernalia associate with 29<sup>th</sup> annual Music Festival have a clause that says founded by Merle Edwards by Commissioner Georgana Kicinski. Roll Call Vote:

Commissioner Albright: Yes

Commissioner Kicinski: Yes

Mayor Pro Tem Kechia Brustmeyer-Brown: Yes

Commissioner Way: Yes

Commissioner Mims: Yes

**Discussion Items | 10b. Emergency Operations presentation by Police Chief Keith King**

Police Chief Keith King presented on how emergency operations in cases of inclement weather such as snow or ice are conducted. No requested motion.

**City Manager's Report**

City Manager Gerald Smith presented on three items: First the February 12<sup>th</sup> UNC School of Government presentation. Second the County Retreat is scheduled for February 21<sup>st</sup> 2022 so the BOC work session has been canceled. Third City Manager Smith asked the Board to consider a COVID-19 Emergency Leave program mirroring previous CARES Act policy. Board members responded by stating they support it with some regulations: adding a tentative end date and some more parameters.

Commissioner Kicinski asked City Manager Smith about BRIC Grant funding cycle and 109 Park Avenue City Manager Smith answered that these will be discussed at the February 5<sup>th</sup> Strategic Planning Session.

### **SGWASA Report**

Commissioners discussing March ribbon cutting ceremony

### **Commissioners' Reports**

Commissioners Georgana Kicinski and Kechia Brustmeyer-Brown comment on how impressed with the Capitals team they were.

### **Mayor's Report**

Mayor Robert Wheeler discussed that he recently gave a presentation to youth in Creedmoor about the process of campaigning.

Was recently appointed to Granville County Health Systems Board of Trustees

### **Closed Session//NCGS 143-318.11 (A)(3) and (6) Personnel and Attorney-Privilege**

Motion to go into closed session by Commissioner Ed Mims. Roll Call Vote:

Commissioner Albright: Yes  
Commissioner Kicinski: Yes  
Mayor Pro Tem Kechia Brustmeyer-Brown: Yes  
Commissioner Way: Yes  
Commissioner Mims: Yes

Motion to return from closed session by Commissioner Ed Mims. Roll Call Vote:

Commissioner Albright: Yes  
Commissioner Kicinski: Yes  
Mayor Pro Tem Kechia Brustmeyer-Brown: Yes  
Commissioner Way: Yes  
Commissioner Mims: Yes

### **Adjournment**

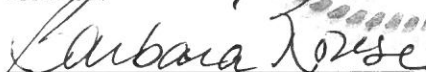
Motion to adjourn by Commissioner Robert Way

Commissioner Albright: Yes  
Commissioner Kicinski: Yes  
Mayor Pro Tem Kechia Brustmeyer-Brown: Yes  
Commissioner Way: Yes  
Commissioner Mims: Yes



  
Robert V. Wheeler | Mayor

ATTEST:

  
Barbara Rouse | City Clerk