



MINUTES OF  
CITY OF CREEDMOOR  
BOARD OF COMMISSIONERS MEETING  
**JUNE 7, 2022**  
6 P.M.

**Present in Person at City Hall Boardroom**

Mayor Bobby Wheeler, Mayor Pro Tem Emma Albright, Commissioner Georgana Kicinski, Commissioner Robert Way, Commissioner Ed Mims, and Commissioner Ed Gleason. Also present were Acting City Manager/Director of Community Development Michael Frangos, City Attorney TC Morphis, Recreation Director Christopher Horrigan, Police Chief Keith King, Finance Director Candy Bowman, and City Clerk Barbara Rouse.

**Absent**

None

**Call to Order**

Mayor Wheeler called the meeting to order at 6:00 p.m.

**Invocation and Pledge of Allegiance** | Commissioner Ed Mims offered the invocation, and Commissioner Robert Way led the Pledge of Allegiance.

**Roll Call**

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

**Agenda Approval**

Commissioner Ed Gleason made a motion to approve the agenda. The motion was approved by a vote of 5-0.

**Consent Agenda**

Commissioner Kicinski made a motion to approve the Consent Agenda: May 3, 2022, BOC Meeting Minutes, and May 16, 2022, BOC Work Session Minutes. The motion was approved by a vote of 5-0.

**Request to Address the Board** | Mayor Wheeler presented Katie Haynes with a Proclamation recognizing Miss United States Agriculture Week

**Public Comment**

**Old Business | VOIP Recommendation, Acting City Manager Frangos**

Acting City Manager Michael Frangos told the Board that because VC3 failed to provide a comparative bid for the City's VOIP System, he was recommending the City contracts with Telware. Frangos went on to tell the Board that City staff had tried to get VC3 to submit a proposed contract for the City, but after numerous attempts, they have not responded. After some further discussion, Commissioner Gleason made a motion to approve the contract to make Telware the City's VOIP System provider. Commissioner Mims then told the Board that he did not approve of the contract between Telware and the City. He said if the Board went forward with the contract he would want the LGC (Local Government Commission) to review the contract. The Mayor then asked Commissioner Mims to expand on his reasoning for wanting to contact the LGC to look at the contract. Commissioner Mims explained that the LGC oversees Government entities

in North Carolina and Granville County and he was concerned about the perception of awarding Telware the contract with the City. Mayor Wheeler asked the City Attorney for his recommendation on the matter. The City Attorney said that because the vote had been started, the Board needed to complete the vote and then take a separate vote on the issue Commissioner Mims spoke about if the Board elected to. The original motion made by Commissioner Gleason to approve Telware as the City's VOIP System provider was then approved by a vote of 4-1.

Mayor Pro Tem Albright – Yes  
Commissioner Kicinski – Yes  
Commissioner Mims – No  
Commissioner Way – Yes  
Commissioner Gleason – Yes

The Mayor asked if there were any other motions on the matter and Commissioner Mims said he did not want to make a motion at that time but said he would like to talk to the City Attorney privately to understand his options.

Commissioner Mims then called an un-readiness of the Board because he said that the Mayor had not asked for Public Comment from the audience and he explained that there were Veterans in the room who wished to speak. The Mayor answered that he had asked if anyone was signed up to make a public comment and there being no one he moved on to the next agenda item. Commissioner Gleason then asked if it would be out of order to call for a Public Comment period now. The City Attorney answered that the Mayor could allow it if that is what the Board wanted. The Mayor then called for public comment from the audience.

#### **Public Comment**

*Morris L. Dillard Jr., 1419 Magnum Ave., Creedmoor*

#### **Old Business | Public Hearing – Ordinance 2022-0-02 and Statement of Consistency 2022-R-09, Amending CDO Articles 3 & 19**

Acting City Manager/Director of Community Development Michael Frangos presented to the Board the zoning text amendment of Community Development Ordinances 3 and 19. He told the Board that ZTA-2022-02 focused on amending Articles 3 and 19 of the Creedmoor Development Ordinance under the recommendation of our Stormwater Engineering consultant organization Stimmel, and The Brough Law Firm. He continued that Article 3 clarified the built-by dates in existing development and redevelopment and Article 19 removed the permanent maintenance financial sureties and updated other aspects of the code such as enforcement and penalties.

#### **Old Business | Public Hearing – Ordinance 2022-0-03 and Statement of Consistency 2022-R-10 Amending CDO Article 14**

Assistant City Manager/Director of Community Development Michael Frangos presented to the Board ZTA-2022-03, which focused on updating Article 14 of the Creedmoor Development Ordinance to include language created by Brough Law Firm and requested by the Board of Commissioners which adds the facade improvement program to the CDO and moves final post-construction approval to the BOC. Frangos further explained that a BME (Building Maintenance Easement) will be purchased in exchange for the financial reimbursement provider and the BME will last for 10 years whereby the property owner will be responsible for the continued upkeep of the building and improvements. There are also requirements in the Ordinance for board approvals for the initial design and at the end of the project to award the applicant the reimbursement for the costs.

Commissioner Mims thanked the Acting City Manager Frangos and Community Development Office for their superb job bringing this forward.

Mayor Wheeler opened the floor for Public Hearing. As there were no comments from the public, Mayor Wheeler closed the Public Hearing.

Commissioner Gleason made a motion to accept Consistency Statement 2022-R-09 and ZTA Ordinance 2022-0-02. The motion was approved by a vote of 5-0.

Commissioner Kicinski then made a motion to adopt Consistency Statement 2022-R-10 and ZTA Ordinance 2022-0-03. The motion was approved by a vote of 5-0.

#### **Old Business | City Hall Expansion Agreement for Professional Services**

After a brief presentation by the Acting City Manager, Commissioner Kicinski made a motion to approve and move forward with the City Hall Expansion budget, scope of work, and proposed terms and conditions for the Police Department and City Hall renovations that were revised on April 12, 2022. The motion was approved by a vote of 5-0.

Commissioner Kicinski then made a motion to accept Budget Amendment #10 for \$360,000 for the City Hall Expansion Project Agreement. The motion was approved by a vote of 5-0.

#### **Old Business | Lease Renewal of 211 N. Main Street, Community Development Office**

Acting City Manager/Director of Community Development Frangos presented the Board with a 24-month lease (with a 3-month extension option) for 211 N. Main Street. Frangos added that the lease had a clause that did not allow the City to terminate before the end of the 24 months. Some discussion followed between the Board and the Mayor. Commissioner Way then made a motion to approve the 2-year lease (with a 3-month extension option) for 211 N. Main Street. The motion was approved by a vote of 5-0.

#### **New Business | Wooten Task Order No. 16 – Community Center Retaining Wall Analysis**

Acting City Manager/Director of Community Development Frangos explained to the Board the need to hire Wooten Associates to evaluate the retaining wall at the Recreation Center and determine what would be necessary for it to pass an inspection by the County. The total cost of the services with Wooten would be \$1600. Commissioner Kicinski made a motion to approve the task order with Wooten for evaluation of the retaining wall at the Recreation Center. The motion passed by a vote of 5-0.

#### **Discussion Item | 109 Park Avenue property**

Commissioner Way suggested the Board think about selling the 109 Park Avenue property that was vacant. After a brief discussion, the Board decided to address the property at the next BOC meeting along with the Hector Hill property.

#### **Discussion Item | Budget**

Acting City Manager Frangos presented the Board with the changes that were made to the proposed FY23 budget. He suggested to the Board that moving forward, there should be the addition of a new budgetary line for the CVFD. He said that the first annual operating amount for the CVFD line would be \$222,000 and their capital budget for the truck would be \$50,000 annually and be itemized in future years. He continued that moving forward a standard amount of .06 cents per \$100 evaluation would be dedicated to the CVFD budget line. Acting City Manager continued the presentation by telling the Board that the preliminary budget called for an increase in the Mayor and Board members' salaries as well as the City employee pay changes with 3 particular salary increases as discussed at the June 2022 BOC Budget Work Session. He went on to say that the combined total of \$77,000 from The National Institute for Economic Development and Retail Strategies lines were removed from the budget, and an additional \$100,000 capital outlay was added, for the PD CAD system as per the June 2, 2022, BOC meeting consensus. \$45,000 in Admin Services (Capital outlay) was also removed from the budget, and it was reallocated to the City Hall

Expansion Project. The final change, Frangos said, was to include additional years to the auditor's contract with the City and he talked about the \$10,000 proposed for the Veterans Memorial if the Board wanted to put that item into the budget. The Mayor responded that the Board had not seen any project proposal for the Veterans yet so that would have to be on hold for now.

There was some discussion between the Board and the Acting City Manager about the budget meeting schedule and the possible need to add a budget meeting to fulfill the legal public hearing requirement. It was decided that the June 20<sup>th</sup> BOC Work Session would be rescheduled to June 27<sup>th</sup> to allow for ample time to publish giving the mandated 10-day legal notice to the public. A motion was made by Commissioner Mims to reschedule the June 20, 2022, Work Session Meeting to June 27, 2022. The motion was approved by a vote of 5-0.

#### **City Manager's Report | Acting City Manager Michael Frangos**

Acting City Manager Frangos told the Board that he had no new business to present to the Board.

#### **SGWASA Report | Commissioner Way and Commissioner Kicinski**

Commissioner Kicinski reported that the Mayor and a few Board members were scheduled for a tour of the SGWASA Water Treatment Plant the following morning at 10 a.m.

#### **Commissioner's Report**

Commissioner Kicinski reported to the Board that she had attended the Memorial Day Celebration in Butner.

Mayor Pro Tem Albright reported that she had attended the last DEI Meeting where they were given a Racial Equity Tool Kit. The packet included a worksheet that the Mayor Pro Tem thought would be useful to the Board and she planned on emailing the attachment to everyone.

Commissioner Gleason suggested that the Board appoint a liaison to the Planning Board and if the Board took that action, he said that he would like to hold the position.

Mayor Wheeler shared with everyone that he also attended the Butner Memorial Day Celebration and he attended the NCLM Town and State Dinner with Mayor Pro Tem Albright and Commissioner Kicinski.

#### **Closed Session | NCGS 143-318.11(a)(6) Personnel Matters**

Commissioner Gleason moved to enter Closed Session pursuant to NCGS 143-318.11(a)(6) Personnel Matters at 7:40 p.m. The motion was approved by a vote of 5-0.

Mayor Pro Tem Albright moved to leave Closed Session at 8:04 p.m. The motion was approved by a vote of 5-0.

#### **Other Business**

The Mayor told the Board that he had an informal conversation with the City Attorney about the de-annexation of the property of Bill Wynn on Hayes Road in Creedmoor. He said that this had been discussed at earlier BOC meetings and that the consensus of the Board previously was to not allow the de-annexation. The Mayor said that he also received a call from Mr. Wynn who asked if the Board would want him to come before them and speak about the de-annexation of his property. Discussion continued with the City Attorney reiterating to the Board that a municipality cannot authorize a de-annexation but it is oftentimes wise to get the vote of the municipality even though only the legislature can adopt a de-annexation. The Mayor said he will reach out to Representative Winslow to find out any information on the proposed de-annexation. The discussion ended with an eventual consensus of the Board against the de-annexation of Mr. Wynn's property and the Mayor said he would keep the Board abreast of where the situation was.

Commissioner Gleason made a motion to send a letter to the Legislature stating that the Board is against the de-annexation of the property. After some more discussion, Commissioner Gleason withdrew his motion. The Mayor asked the Board if they wanted Mr. Wynn to come and speak before the Board. The consensus of the Board was no they did not. No action was taken.

**Adjourn**

There being no further business to come before the Board, a motion was made by Commissioner Ed Mims to adjourn the meeting at 8:26 p.m. The motion was approved by a vote of 5-0.



Robert V. Wheeler, Mayor

ATTEST:

  
Barbara Rouse, City Clerk

