



MINUTES OF
CITY OF CREEDMOOR
BOARD OF COMMISSIONERS MEETING
NOVEMBER 21, 2022
6 P.M.

Present in Person at City Hall Boardroom

Mayor Bobby Wheeler, Mayor Pro Tem Emma Albright, Commissioner Robert Way, Commissioner Ed Mims, Commissioner Georgana Kicinski, and Commissioner Ed Gleason. Also present were City Manager Michael Turner, Finance Director Candy Bowman, Executive Assistant Sarah Spruill, Recreation Director Christopher Horrigan, 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 Way offered the invocation, and Commissioner Gleason led the Pledge of Allegiance.

Roll Call

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

Agenda Approval

Commissioner Way requested to move Item 5g, DEI Discussion up to Item 5a, #2 on the agenda. Commissioner Gleason then requested to add Item 5h, Cancellation of the December 19th, 2022 Work Session to the agenda. Commissioner Way made a motion to approve the agenda with the changes as presented. The motion was approved by a vote of 5-0.

Discussion Item | CVFD Presentation

Assistant Chief Matt Foley presented the Board with a packet of conceptual drawings for a new [proposed] Creedmoor Fire Department Building. The Chief said they needed a new building for many reasons and among them was the fact that the current station cannot be staffed at night because of the room available and it directly affects their response time when calls are received. He said the proposed new CVFD station is still in the early stages and he was hopeful for an eventual agreement with the City. No action was taken.

Discussion Item | DEI Discussion

DEI Chairperson, Thelma Thomas-Mungo, presented a DEI Advisory Board Town Hall Proposal to the Board. Ms. Mungo reiterated to the Board the purpose of the DEI Advisory Board and its benefits to City-wide diversity, equity, and inclusion stating their mission statement was "*to create an environment where all people can find representation and solidarity in community policies, programs, and initiatives*". Ms. Mungo then gave the *why* to the suggested DEI Town Hall Event, which included enhancing the partnership between City leaders and citizens and problem-solving through understanding the issues from the people who are affected by the issues. There were questions back and forth as to whether the Mayor and BOC members would be on the DEI Town Hall panel and after some discussion and clarification by Ms. Mungo, the issue was resolved with the understanding that the reason for the DEI Town Hall event was so the public could ask questions of the Mayor and the Board (Ms. Mungo assured the Board the questions would be screened before the event). Commissioners Way, Mims, and Gleason as well as the Mayor were open to the idea of the Town Hall event. No action was taken.

Discussion Item | Community Center and Recreation Update

Recreation Director Christopher Horrigan presented the Community Center and Recreation update to the Board and he began by saying that the total memberships were up so far for FY23. He shared that the total visits for FY22 were

16,714, and for the first quarter of FY23 they were 8,923. He then presented a breakdown of memberships at the Community Center: employees 3%, basic members 24%, and enhanced members 73%, clarifying that 28% of members were seniors, with 31% of those members residing within the City. Visitation frequency was then presented: monthly 29%, bi-weekly 25%, once per week 22%, and 2 or more times per week 24%. He told the Board that the walking track and fitness equipment were the top reasons members reported for joining. Horrigan then reported on the rental revenue, Lake Rogers revenue, and programming revenue ending with the FY22 department closeout account numbers, with the end-of-year budget amount of \$437,503, and end-of-year actual of \$394,016 with a difference of \$43,488. After a short discussion, the Mayor and BOC thanked the Director for his presentation. No action was taken.

Discussion Item | Recreation Department Fee Schedule Update

Recreation Department Director Horrigan presented the Board with changes to the 2023 Recreation Fee Schedule. He expressed to the Board that the goals of the Recreation Center were to 1) remain accessible, 2) increase membership, and, 3) stay competitive. A breakdown of the increases was then presented: Base Membership: Resident- \$15 to \$30, Non-resident - \$20 to \$40, Senior/Military Resident - \$13 to \$26, and Senior/Military Nonresident \$18 to \$36. Enhanced Membership: Individual – no change, Household Resident - \$53 to \$83, Household Nonresident \$68 to \$108, Senior/Military – no change, Equity, and Inclusion – no change, and Student – no change. The price of Full Court per hour was increased from \$35 to \$45 for Residents and \$45 to \$60 for Nonresidents, and 2.5-hour meeting room rentals for Nonresidents increased from \$45 to \$60, Senior/Military Nonresidents from \$40 to \$54. The last revised fee presented was the 8 am-5 pm Rental which increased for Nonresidents from \$105 to \$138 and for Senior/Military Nonresidents from \$95 to \$124. No action was taken.

Discussion Item | Fire False Alarm Ordinance

City Attorney Kevin Hornik presented the proposed Fire False Alarm amendment [proposed by Commissioner Way at an earlier meeting] to the Board and explained that it is intended to regulate false alarms to the Creedmoor Volunteer Fire Department in the same or similar manner as false alarms to the Creedmoor Police Department [Creedmoor Code of Ordinances Chapter 99, False Alarm Regulations]. He continued that this amendment acknowledges that false fire alarms cause unnecessary expenditures of the Fire Department's resources and generally make it more difficult for the Fire Department to provide effective services within their service area. After some discussion between the Board, City Attorney, and CVFD about false fire alarms and the amendment, City Attorney Hornik closed by saying that violations of the City's False Alarm Regulations shall be enforced pursuant to Section 10.99 of the City Code of Ordinances, and may subject the violator to civil penalties of fifty dollars [\$50] per violation. As there were still some questions outstanding, the consensus of the Board was to table the motion and have the final reading of the amendment presented at the December 6th, 2022 BOC meeting.

Discussion Item | City of Creedmoor Social Media Policy

City Attorney Kevin Hornik presented to the Board the Creedmoor Social Media Policy for Elected or Appointed Boards and the Creedmoor Social Media Policy for Employees. City Attorney Kevin Hornik explained to the Board that the Social Media Policy would set clear guidelines and expectations for City employees and elected officials for utilizing government social media accounts. He continued that it is wise for the City to adopt Social Media Policies that offer guidelines for City employees and elected officials concerning interacting with the public on social media as well as what the City can and cannot do regarding the First Amendment rights of citizens. The City Attorney explained that these policies regulate the use of social media by City Commissioners and/or City employees, how they communicate on social media concerning City business, who has the authority to post on the City's social media platforms, the content of those posts, how the City deals with public comments, how to deal with problematic comments from the public [within the bounds of the First Amendment] and make sure the City is not curtailing freedom of speech. After more discussion, Commissioner Gleason made a motion to approve the City of Creedmoor's Social Media Policy as presented. The motion was approved by a vote of 4-1.

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

Discussion Item | Commissioner's Responsibilities and Obligations as Liaisons to Other Committees

City Attorney Kevin Hornik reminded the Board that Commissioner Mims suggested the Board establish a policy governing Commissioners' responsibilities and obligations regarding their service as delegates to other committees, boards, etc. Commissioner Mims addressed the Board asking for clarification of what the Board expects from their liaisons and what the various committees expect from their liaisons. Mayor Wheeler then clarified that a *liaison* was, [in his opinion] a Board representative on that committee, as much or as little as that committee needs and is the connection between the Board and that committee, so that the liaison, and not the entire committee, can bring any issues or business to the BOC. He added that the liaison needed to attend the meetings and be the voice of their committee(s) acting as an *ex officio* of the committee. After some discussion, the Mayor reminded the Board that they should present their committee reports [as liaisons] during their Commissioner Reports. No action was taken.

Discussion Item | Creedmoor Veterans Organization Calendar

Commissioner Mims made a motion to change the meeting dates on the Veterans Organization Schedule from the second Wednesday, *every other month*, to the second Wednesday, *every month*. The motion was approved by a vote of 5-0.

Discussion Item | Cancellation of the December 19, 2022, BOC Work Session

Commissioner Gleason made a motion to cancel the December 19th BOC Work Session meeting. The motion was approved by a vote of 5-0.

Finance Report | Candy Bowman, Finance Director

Finance Director Bowman told the Board that Budget Amendment FY23 #4, was to move funds for the Conway Project and Vertical Walls to the Special Projects line. Commissioner Kicinski made a motion to approve Budget Amendment FY23 #4. The motion was approved by a vote of 5-0.

Presenting her Quarterly Financial Update [July, Aug, Sept 2022], Bowman then gave each Board member a handout, Revenue/Expenditure Statement: 2022-2023 for Accounting Period 1st Qtr. FY23 and the October Bank Statement Balances. She went over the line items defining each for the Board when necessary. After some questions from the Board, the Mayor thanked Director Bowman for her presentation.

Closed Session // NC GS 143-318.11 (a) (3) (6) Client Attorney Privilege and Personnel

Commissioner Mims made a motion to go into Closed Session at 9:03 pm. The motion was approved by a vote of 5-0.

Mayor Wheeler called for a short recess and gaveled the meeting back to order at 9:09.

Commissioner Way made a motion to leave Closed Session at 9:43 pm. The motion was approved by a vote of 5-0.

Open Session Motion | Cates Settlement Agreement Addendum

Commissioner Way made a motion for the City Attorney Kevin Hornik to proceed with the preparation of the addendum to the Cates settlement agreement. The motion was approved by a vote of 5-0.

Open Session Motion | FY23 Title/Classification/Pay Schedule Update

Mayor Pro Tem made a motion to approve the updated FY23 Title/Classification/Pay Schedule, which eliminated two (2) positions, the Finance Clerk I and the ACM position, as submitted by the City Manager in Closed Session. The motion was approved by a vote of 5-0.

Adjourn

There being no further business to come before the Board, a motion was made by Commissioner Mims to adjourn the meeting at 9:45 p.m. The motion was approved by a vote of 5-0.

Robert V. Wheeler
Robert V. Wheeler, Mayor

ATTEST:

Barbara Rouse
Barbara Rouse, City Clerk

