



MINUTES OF  
CITY OF CREEDMOOR  
BOARD OF COMMISSIONERS MEETING  
**JANUARY 3, 2023**  
6 P.M.

**Present in Person at City Hall Boardroom**

Mayor Bobby Wheeler, Mayor Pro Tem Emma Albright, Commissioner Edward Gleason, Commissioner Georgana Kicinski, and Commissioner Robert Way. Also present were City Manager Michael Turner, Community Development Director Michael Frangos, City Attorney Kevin Hornik, Administrative Services Director Camille Lockley, Executive Assistant Sarah Spruill, Recreation Director Christopher Horrigan, Finance Director Candy Bowman, Police Chief King, Incoming Police Chief Wheless, and City Clerk Barbara Rouse.

**Absent**

None

**Call To Order And Invocation**

Mayor Wheeler called the meeting to order at 6:00 p.m. and Commissioner Way offered the invocation.

**Pledge Of Allegiance**

Commissioner Gleason led the Pledge of Allegiance.

**Roll Call**

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

**Approval Of Agenda**

Commissioner Kicinski requested to add an item, Public Comment Rules, which was put under Item 14.a. Commissioner Way requested to move Item 12a., Bond Referendum, to Old Business, Item 11. a. Commissioner Gleason then made a motion to approve the agenda as amended. The motion was approved by a vote of 4-0.

**Swearing In Of Mayor Pro Tempore Emma Albright**

Mayor Wheeler administered the Oath of Office to Mayor Pro Tempore Emma Albright.

**Commissioner Retirement**

Mayor Wheeler announced the retirement/resignation of Commissioner Ed Mims, effective January 1, 2023. Commissioner Way made a motion to accept the resignation of Ed Mims. The motion was approved by a vote of 4-0. Mayor Wheeler stated that it was his intent to advertise the vacancy, entertain all interested in filling the spot through interviews, and do the complete process to ensure that the most appropriate person for the job is selected and the Board agreed to discuss the process later in the meeting.

**Consent Agenda**

Commissioner Way made a motion to approve the Consent Agenda; Approval of November 10, 2022, November 21, 2022, and December 6, 2022, BOC Meeting Minutes, Request to Surplus Chief Keith King's Firearm and Credentials, and approval of SEPI to TranSystems Reassignment Agreement and authorization for City Manager to execute the agreement on City's behalf. The motion was approved by a vote of 4-0.

**Introductions, Recognitions, And Presentations**

City Manager Turner introduced Gracie Elizabeth Lundwall, a resident of Golden Pond, Creedmoor for her extraordinary service to the National Wreaths Across America initiative at Arlington National Cemetery in Washington, D.C. Mayor Wheeler presented Gracie with a Proclamation naming May 6, 2023, Gracie Lundwall Day in the City of Creedmoor. Each BOC member thanked Gracie for all that she does for Veterans.

### **Request To Address The Board**

There were no requests to address the Board.

### **Public Comment**

Thelma Thomas Mungo, 1611 Irving Place, Creedmoor, NC  
Sherriff Robert Fountain, 115 Saddletree Road, Oxford, NC

### **Old Business | Bond Referendum**

City Attorney Kevin Hornik made a side note about the vacant Commissioner seat discussion earlier in the meeting and advised the Board that any conversation about the vacant Commissioner seat, specifically the process, would need to be done in an open session. He then spoke to the Board about the bond referendum process and told them that they could legally do the referendum under the NC statute laws. Hornik recommended that, if the Board wished to explore the possibility of issuing general obligation bonds, which could potentially fund several of the City's projects, the Board consult with Bond Counsel and with a financial consulting firm to better define the parameters and help navigate the path forward. He then said he would refer counsel for the Board to speak to at the next BOC work session. Commissioner Kicinski said that the referendum would allow the City to move forward with its projected capital projects without putting the costs on the backs of the taxpayers. Commissioner Gleason then added that he would like to know what the total amounts would be on the bonds before the referendum was presented on the ballot in November. City Attorney replied that meeting with Bond Counsel and a financial consultant would help answer Commissioner Gleason's question and any others the Board had. After some further discussion by the Board, the consensus was to have the City Attorney reach out to Bond Counsel to see if they could come and present at the next work session on January 17, 2023, and if not, possibly they could present at the February work session.

*Mayor Pro Tem Albright briefly stepped out of the meeting at 6:38 and returned to the meeting at 6:39.*

### **New Business | Silver Sneakers and Community Center Veteran's Only Hours**

Community Center Director Christopher Horrigan presented to the Board the Silver Sneakers program [through Medicare Advantage Plans] which, he clarified, was for eligible seniors 65 and older who wished to use the Community Center. He explained that the Community Center would provide, at no cost to seniors who have the Silver Sneakers plans through their insurance carriers, free basic membership to that facility [paying 0 dollars] with the City receiving \$2.50 for each visit, up to \$20 a month through their insurance plan [potentially \$240 annually per senior]. He ended his presentation by telling the Board that based on their [Community Center] annual basic membership rate [\$26/\$36] for seniors, participants would only have to visit 11(R)/15(NR) times for the Community Center to break even, and he said, after that everything would be revenue above and beyond what they [Community Center] would normally receive for a senior Basic Membership. For his second presentation, Horrigan told the Board that the recreation staff is in discussions with Christopher Hill from the Veteran's Life Office [VLO] to host Free Veterans' access hours at the Community Center. He explained that VLO would pay an annual fee of \$1,500 to the City to cover staffing costs, and in return, all Veterans, not just those affiliated with the VLO, would receive free access to the community center every Thursday from 1-3 pm. After some comments and discussion by the Board, Commissioner Gleason made a motion to approve the Silver Sneakers agreement subject to proposed amendments presented and authorize City Manager to sign on the City's behalf and present it to Tivity Health Serviced, LLC. The motion was approved by a vote of 4-0. Commissioner Way then made a motion to approve the use of the Community Center for Veterans every Thursday from 1-3 p.m. with the VLO [Veterans Life Office] paying an annual fee of \$1500 as presented. The motion was approved by a vote of 4-0.

### **New Business | Martin Luther King Day COMMUNITY Breakfast**

Community Center Christopher Horrigan told the Board that he worked together with Dennis Daniels, and Thelma Thomas-Mungo [DEI Advisory Board Chair] to organize a Martin Luther King Day COMMUNITY Breakfast to be held at the Community Center on January 16<sup>th</sup>, 2023 from 8:30 to 10:30 a.m. He said it was going to be a great event and he offered an invitation to the Board and residents alike. No action was taken.

### **New Business | AN-2022-01, Voluntary Annexation of Ezequiel Alonso Tracts**

Community Development Director Michael S. Frangos explained to the Board that this was a follow-up to An-2022-01 which was a voluntary annexation petition from Ezequiel Alonso for the tracts on Hawley School Road [lot 3]. He then reminded the Board that the City Clerk had certified the sufficiency of the petition by Mr. Ezequiel Alonso;

Granville County Register of Deeds Book 1905, Pages 236 – 238 confirmed that Mr. Alonso owned the property and confirmed by Canoy Surveying, that the properties are contiguous to the existing primary corporate limits. Frangos then told the Board that the advertisement for today's scheduled public hearing ran in the Butner Creedmoor News on December 16, 2022. That date was not less than 10 days nor more than 25 days before the public hearing and he added that the property had been posted with signage referencing this action, therefore, having met all of the requirements for voluntary annexation it is appropriate for the Board of Commissioners to adopt Ordinance 2022-O-14 extending the corporate limits of the City of Creedmoor.

### **Public Hearing | Voluntary Annexation of Ezequiel Alonso Tracts**

Mayor Wheeler opened the floor for Public Hearing with the materials presented by Community Development Director Frangos incorporated into the Public Hearing. With no one from the public requesting to speak, the Mayor then closed the Public Hearing. Commissioner Kicinski made a motion to approve Ordinance 2022-O-14, an Ordinance to extend the corporate limits of the City of Creedmoor. The motion was approved by a vote of 4-0.

### **Discussion Items | Public Comment Rules**

Commissioner Kicinski spoke about the Public Comment rules in the City's Rules and Procedures. She specifically addressed rule [32.b.2] and she said that the phoning in of comments to staff members [by the public] was prohibited. She quoted "...anyone registering for the Public Comment period shall be by registering on the sign-up sheet located on the Clerk's desk, [as more fully described above]. Persons wishing to register may not register by calling or emailing City staff or otherwise communicating their desire to register for Public Comment in any manner other than described here and above". Commissioner Kicinski also asked that the following be added to the City's Public Comment rules, "Speakers shall not discuss matters concerning the candidacy of any person seeking public office, including the candidacy of the person addressing the Board except to the extent that the comments directly address issues about the City of Creedmoor". Commissioner Kicinski told the Board that this needs to be added to the City's Public Comment Rules [especially going into a municipal election]. City Attorney then told the Board that he would like to find alternative wording for the second issue presented by Commissioner Kicinski. Commissioner Kicinski then made a motion to Amend Rule 32(b)2 to the language presented by the City Attorney in his email on January 3, 2023. No vote was taken and after some further discussion of the issue, the Board elected to hold off on the motion(s) until the next BOC meeting.

### **Finance Report | Budget Update Ending 30 November**

Finance Director Candy Bowman presented to the Board Budget Amendment #5 which would cover expenses on the City Clerks budget line. After a few questions, Commissioner Gleason made a motion to approve Budget Amendment #5. The motion was approved by a vote of 4-0. Finance Director Bowman then moved on to updating the Board on the budget, ending November 30<sup>th</sup> and the Revenue/Expenditure statement which was an update on the financial condition of the City. Finance Director then presented the financial update for the City and she explained that it encompassed the first five months of the fiscal year ending November 20, 2022. After the presentation and a few questions, the Mayor thanked the Finance Director for the update.

### **City Manager's Report | Michael Turner**

City Manager Turner reported to the Board that Patel Sharpe has requested time on the January 17<sup>th</sup> Board Work Session agenda to present the result from the FY 2022 Audit. He also told the Board that the helical piers had been installed by RamJack at the Clifton Avenue property and were completed on December 13, 2022. He continued to tell the Board that the exploratory work on the Stormwater system had been completed to determine what repairs were needed and they [the repairs] were scheduled to take place this week by the PW Department. City Manager continued and said that on Friday, December 9<sup>th</sup> he and Chief King interviewed Troy Wheless, the top-scoring candidate from Developmental Associates for the Chief of Police position, and that a full background records check and a psychological check had been completed and an offer had been made and accepted. He added that Troy Wheless began onboarding this morning and a 30-45 day transition period with Chief King would follow. He also said that a swearing-in ceremony for Wheless and reception was planned for February 7<sup>th</sup> at 5:30 PM, to be followed by the regular 6:00 pm meeting of the BOC and a Public Farewell for Chief King and a Public Meet and Greet for Chief Wheless are being planned for February 8<sup>th</sup>, 2023 (5:30-8:30) at the Community Center. He continued, Chief Wheless' first official day in office as Creedmoor's New Chief of Police will be February 15, 2023. City Manager then told the Board that City Engineer John Boyer resigned for personal reasons (November 23, 2022), and the process to fill that

position had begun. City Manager then told the Board that he received an update from Wallace Peiffer, Coldwell Banker Advantage Realty, and he was advised that Wallace had shown the 109 Park Avenue property 6 times over the last 30 days. City Manager completed his report by telling the Board that Public Works was preparing a space in their building to relocate all stored records from the metal building behind the Police Department, and they will also remove all of the chain-linked fences, as well as relocating the metal building off of the City Hall property in preparation for the new Police Department building.

*Mayor Wheeler acknowledged Troy Wheless [New incoming PD Chief] and asked him to introduce himself by saying a few words. Wheless introduced himself and spoke a bit about the hiring process and he finished by saying that he was honored to come in as the next Chief of Police for the City of Creedmoor to further the Police Department's work in the community and to ensure that Creedmoor continues to be a safe place. The Mayor and Board then thanked Mr. Wheless.*

### **SGWASA Report**

Commissioner Kicinski reported that the information on the i-85 Sanitation Sewer Project engineering report should be available at the next SGWASA meeting. Commissioner Way then reported that during the recent cold spell, there was a sewer blockage on North Crescent Drive with frozen water concerns (on Christmas day). He continued that during the cold spell, SWGASA received 71 calls for service and they made 8 repairs [most were in the Butner area]. Mayor asked about the "scrubbers" and Commissioner Kicinski said she would check into it again.

### **Commissioner Reports**

Commissioner Way reported that he had attended the last SGWASA meeting.

Commissioner Gleason asked City Manager that they reinstate the practice of one or two Commissioners meeting with the City Manager before Board meetings to go over the meeting agenda in depth. City Manager said he had done that during his previous tenure and it has continued to date. Commissioner Gleason then reported that the Kerr-Tar meeting had not been scheduled yet for January.

Mayor Pro Tem Albright reported that she had not heard back from the Green Ways about their meeting in January. She also reminded the Board that the DEI Town Hall was scheduled for January 31<sup>st</sup> in the Willow Oak Room at the Community Center at 6 p.m.

Commissioner Kicinski said that she was disheartened that Commissioner Mims resigned. She then reported that she attended the Veteran's meeting at the Community Center but only one member had shown up. She then asked City Manager to remove the Veteran's meeting dates from the City calendar until they [city staff] could find out if they were meeting regularly. She then told the Board that the school board meeting was next week and the topic of condensing schools would be addressed.

### **Mayor's Report**

Mayor Wheeler said that, after much consideration, he had informed the DEI Advisory Board that the DEI Town Hall will be held at the Community Center. He then said that he wanted to thank Commissioner Mims for his service to the City, and personally, he said, Commissioner Mims brought a lot to the community and Board. He then thanked the Recreation Department for everything they did over the holidays. Mayor Wheeler asked about the next Veterans Organization meeting date because he said he would like to have them join him for an *After Action Report* for the Veterans Day Breakfast. Lastly, he thanked Amanda [BC News] and all of the participants in the audience for attending this evening's meeting.

### **Discussion about BOC Vacant Seat**

City Attorney spoke about the process for appointing a new Commissioner to fill the now vacant Board seat. He told the Board that there was no statutory or legal requirement to how the Board fills the vacant seat and that it was entirely up to them. The Mayor said he wanted to advertise in the local paper [and Facebook] for the next two weeks and then take the next week to compose the applications and then decide what the next steps would be. Commissioner Kicinski asked whether the interviews needed to be done in public session. City Attorney Hornik answered that the Closed Session statute, Section 1.3-318.11(a)(6), is very specific and says that the Board cannot discuss in Closed Session; the competencies, qualifications, etc., of a prospective member of the Governing Board vacancy as well as the process

itself [all have to take place during the open session]. After some extensive discussion, most centered on the interview process and adding questions for the applicants, the Board agreed to advertise in the local paper for fourteen (14) days at which time they [the Board] would put together the applications and move to the next stage. The Commissioners also decided to add a list of questions, approved by the Mayor, for the candidates to submit along with their applications. City Clerk was instructed to compose a press release advertising the vacant Board seat, submit it to the local paper [BC News], and post it on Facebook. Applications would be accepted until January 27, 2023, at 5 p.m.

**Adjournment**

There being no further business to come before the Board, Commissioner Gleason made a motion to adjourn the meeting at 8:32 p.m. The motion was approved by a vote of 4-0.

*Robert V. Wheeler*  
Mayor Robert V. Wheeler

*Barbara Rouse*  
Barbara Rouse, City Clerk/PIO



