

MINUTES OF  
CITY OF CREEDMOOR  
BOARD OF COMMISSIONERS MEETING  
APRIL 4, 2023  
6:00 PM

**Present:** Mayor Bobby Wheeler, Mayor Pro Tem Emma Albright, Commissioner Edward Gleason, Commissioner Georgana Kicinski, Commissioner Robert Way, and Commissioner Archer Wilkins. 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, Police Chief Troy 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. Commissioner Gleason offered the invocation.

**Pledge of Allegiance**

Commissioner Wilkins led the Pledge of Allegiance.

**Roll Call**

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

**Approval Of Agenda**

Mayor Wheeler removed Item 7a, CVFD Update, from the agenda, as well as Item 9a, National Association of Realtors Grant. Commissioner Kicinski then requested to table Item 5a, Opening of Closed Meeting Minutes, on the Consent Agenda, until the April 17<sup>th</sup> BOC meeting and add an item to New Business, Item 10d, Traffic Flow. Commissioner Gleason then made a motion to approve the agenda as amended. The motion was approved by a vote of 5-0.

**Consent Agenda**

Commissioner Wilkins made a motion to approve the Consent Agenda: Approval of March 7, 2023, and March 20, 2023, BOC Meeting Minutes. The motion was approved by a vote of 5-0.

**Introductions, Recognitions, And Presentations**

Mayor Wheeler presented the Year of the Trail Proclamation which celebrates trails, paved greenways, hiking, biking, mountain biking trails, paddle trails, and horse trails across North Carolina.

Mayor Wheeler administered the Oath of Office and swearing-in for the promotion of P.D. Lieutenant Eugene Harris.

Mayor Wheeler administered the Oath of Office and swearing-in for the promotion of P.D. Detective Tiffany Smith.

Mayor Wheeler administered the Oath of Office and swearing-in for the promotion of P.D. Sergeant Joshua Garrett.

**Request To Address The Board**

There were no requests to address the Board.

**Public Comment**

There were no public Comments.



### **Old Business | Sprint/T-Mobile Lease Agreement**

Community Development Director Michael Frangos explained to the Board that Sprint/T-Mobile (SprintCom LLC.) requested to the modification of its antennae array [5G] mounted on the monopole located at 113 W. Lyon Street. He continued by telling the Board that Dr. Jonathan Kramer, with The Telecom Law Firm PC, and Kevin Hornik of The Brough Law Firm have been working with them [T-Mobile] to finalize this lease amendment. Frangos added that it will be an advantage for the City to have 5G and that, currently, the City of Creedmoor receives \$3,484.64 per month in lease revenue from T-Mobile, and upon the Board's approval of this amendment and consent to improve their equipment, the result will be a \$200.00 per month increase in revenue to the City which would bring the total to \$3,684.64 for the next twelve months, until the next 3% escalator is applied. Commissioner Kicinski made a motion to approve the Second Amendment to Structure Lease Agreement with SprintCom LLC. The motion was approved by a vote of 5-0.

### **Old Business | Legal Impact ETJ Expansion Discussion**

City Attorney Kevin Hornik reminded the Board that at the March 20, 2023, BOC Work Session there was a consensus of the Board for the City Attorney to investigate the possible ETJ expansion for the City of Creedmoor. He continued and said that in 2008, the BOC had suggested expanding the ETJ, and the issue was presented to the Granville County Commissioners and was passed at a Public Hearing but the City never took any further action to carry it out. He then said that the assumption was made that the action may still be pending, but it is in the best interest of the City to start the process over again. City Attorney explained to the Board that moving forward the City would need to go through the procedural steps again: identify the areas for expansion, start providing public notice to all residents within the proposed expansion area, hold a public hearing, adoption of resolutions by the City and County outlining the expansion. He continued to say that it is a fairly time-intensive process, and, if that was something the Board wanted to do, his office could move forward with it. Commissioner Gleason asked if the "donut holes" [county areas surrounded by city limits] could be added to the ETJ and City Attorney said he didn't see a reason the City couldn't do that. Following some further discussion on the matter, Commissioner Kicinski made a motion to direct the City Attorney and the Community Development Director to proceed with whatever steps are necessary to expand the City's ETJ. The motion was approved by a vote of 5-0.

### **Old Business | Upset Bid Report on the 109 Park Avenue Property**

City Manager Michael Turner reminded the Board that on December 6, 2022, the Board of City Commissioners entered into a 90-day Exclusive Right to Sell Listing Agreement with Caldwell Banker Advantage - Wallace Peiffer Group (WPG) to market the city-owned 109 Park Avenue property to solicit bids in an amount equal to or greater than \$375,000.00. He continued to say that over the last 3 months, WPG has scheduled multiple showings for interested parties and potential buyers, and on February 23, 2023, WPG received a bid of \$320,000 from Kevin Pickrell & Tammy Dupree Pickrell with a bid deposit of \$16,000. He then added that upon receipt of that bid, the City of Creedmoor began a 10-day Upset Bid Process on March 3, 2023, and on March 10, 2023, the City received an upset bid totaling \$336,050 from Bekee Ventures, LLC with a bid deposit of \$16,802.50 which triggered once again, the 10-day Upset Bid process which restarted on March 17th, 2023. The next 10 days passed without another bid and closed on Monday, March 27, 2023, at 5:00 pm, and City Manager told the Board that this final bid of \$336,050.00 comes before the Board for discussion and consideration to either accept or reject the offer. Mayor Pro Tem Albright asked the City Manager if he know what the potential buyers were planning on doing with the property. City Manager said he did not know. Commissioner Gleason asked whether the buyers understood the zoning of the property, C-56, Commercial. City Attorney answered that it was the buyer's responsibility to research the zoning. After some further discussion by the Board, Commissioner Wilkins made a motion to accept the bid of \$336,050 for the purchase of 109 Park Avenue and to direct City staff to carry out the sale of the property. The motion was approved by a vote of 5-0.

### **New Business | Hester Road Property**

City Manager Michael Turner reminded the Board that in 2013 the City of Creedmoor purchased a 36.43-acre parcel of undeveloped property located on the south side of Hester Road, near the intersection of Tar River Road for \$128,000 as [at that time] the possible future home of the City-owned wastewater plant. And, he continued, on May 16, 2014, the City of Creedmoor entered into an Asset Purchase Agreement for the town's water and wastewater infrastructure with SGWASA with a Transfer of Business date of December 1, 2014. Continuing, City Manager said that in 2020, the City Board of Commissioners declared the Hester Road property was surplus and offered it for sale, and in July 2020 the City advertised twice in the Butner-Creedmoor News and Oxford Public Ledger with a minimum bid of \$137,613. There were no bidders. Again in October 2020 the City advertised twice more in local papers with a minimum acceptable bid of \$125,000 and once again, there were no bidders, and no further action has occurred since that time. City Manager explained that now, with the recent success rate of Realtor Wallace Peiffer Group (WPG) to market and acquire multiple bidders on the 109 Park Avenue property, the Board is being asked to consider the possibility of entering into a Listing Agreement with WPG for the sale of the property with a new asking price of \$364,300 [approx. \$10,000 an acre]. After some discussion



and questions, the consensus of the Board was to sell the Hester Road property. Commissioner Way made a motion to proceed with the sale of the Hester Road property following the same procedures as established for the recent sale of the 109 Park Avenue property and directed City Manager to proceed with whatever paperwork is necessary, with a listing price of \$364,300. The motion was approved by a vote of 5-0.

### **New Business Main Street Parking Limits**

Commissioner Kicinski began the discussion by explaining that she originally thought the City should increase parking time allowed along Main Street [Park Avenue to Church Street] from 2 hours to 4 hours but, she said, with further examination on the matter and after walking up and down Main Street, visiting businesses and speaking with business owners, she wanted to rescind her agenda item. Commissioner Kicinski explained that there was not enough parking already, and extending the limit to 4 hours would make matters worse, so she said, let's keep the parking on Main Street the way it is currently. No action was taken.

### **New Business | National Association of Realtors Placemaking Grant**

Recreation Director Christopher Horrigan told the Board that The City was awarded the NAR [National Association of Realtors] Placemaking II grant for \$7,500. He said the funds would be used to support the Multi-Sport and Event Plaza, specifically: \$2,500 for landscaping, \$1,500 for pickleball/basketball lines, \$1,000 for an 8' ADA picnic table, \$600 for equipment storage, \$700 for site signage, and the remainder covering the base project budget fees. He also told the Board that local Realtor Wallace Peiffer advocated for Creedmoor and was instrumental in the City receiving this grant. Commissioner Gleason made a motion to accept the \$7,500 Placemaking Grant from NAR for the Multi-Sport and Event Plaza Project. The motion was approved by a vote of 5-0.

### **New Business Traffic Flow**

Commissioner Kicinski reminded the Board that a couple of months ago they were notified that the Board of Education had decided to close down the G. C. Hawley Middle School and move the students to Creedmoor Elementary School. She continued and said that she is concerned about the potential traffic flow problems this will create [with Hwy 56 and Creedmoor Road] as she added that 85% of the students are transported to and from school in cars. She said that Hwy 56 would be a problem because of heavy traffic and when coupled with the fact that there is only one ingress and egress to Creedmoor Elementary School, she said there would be gridlock on Main St., N. Main St., Hwy 15, and Hwy 56. She said the City needs to address this now before the new school year begins and she requested a meeting with the Board of Education, City Manager, DOT, County Commissioner May, Chief Wheless, and Community Development Director Frangos. PD Chief Wheless spoke before the Board briefly on the issue and then Commissioner Russ May, Granville County, took the podium and said that there was a study a few years back on Highway 56 but it wasn't an overwhelming study on traffic and traffic has increased since then. He continued, that there was discussion of the expansion of Hwy 56 but not until 2040. As for immediate fixes, Commissioner May said he was willing to sit down with the Mayor, Commissioner Kicinski, and DOT to discuss the issue. The Mayor then directed City Manager to set up a meeting with all parties involved.

### **City Manager's Report**

City Manager Michael Turner told the Board that the Interim Finance Director, Administrative Services Director, and he had a 1:00 interview tomorrow with one of three applicants who applied for the Finance Director's Position. He then added that on March 29<sup>th</sup> the Finance Clerk resigned to take a position at NCSU, her last day would be April 11, and to date, the City has received +/- 15 interested applicants for review. Continuing, City Manager told the Board that a purchase order has been issued to Pivotal Audio-Video of Youngsville, NC for the installation of 4 - 55" monitors in the Board room (\$6,943) to improve visibility for both the Board and General Public in attendance and he said, the LED Safety Lighting and Vehicle lettering on city vehicles was 50% complete and the City was waiting on the remaining materials and lettering to complete all vehicles. Next, City Manager told the Board that the Creedmoor Police Department had completed their traffic data collection on Mayview and Whitehall Streets regarding the HOA's request for speed bumps. The next step, he added, was for Chief Wheless to report his findings back to the Mayor's sub-committee within the next week or two. Lastly, City Manager said that at the Board's March 20 Budget Work Session the Finance Director presented the Board with a Five-year Financial Update in preparation for the FY-2024 budget request. He continued that since that time the Finance Director and he met with all department heads on two separate occasions to review their respective budgets line-by-line. In doing so, he said, they have reduced the initial deficit of \$1,187,252 between the FY-24 Revenues and Expenditures down by \$835,601 with a total deficit now of \$351,651 and he told them that at the next Budget Work session on April 17, the Board will receive an itemized listing of those cuts and reductions for your discussions.

## SGWASA Report

Commissioner Kicinski reported to the Board that the second of SGWASA's two budget meetings was completed and she also told the Board that they [SGWAWA] have accepted the resignation of Engineer Mark Hamlett and are looking for a new engineer. She then reported that the repair of the sewer line done at the Waste Water Plant was completed and also that SGWASA would be presenting their Asset Improvement Plan [required for the application for the loan for the I-85 SSI project] at their next meeting.

## Commissioner Reports

Commissioner Way had no report.

Commissioner Gleason reported that he attended the City's Easter Egg Hunt and it was a great success.

Commissioner Wilkins reported that he attended the March 8<sup>th</sup> Veterans Organization meeting, and Virgil Douglas [only member present] asked that he discuss the Veterans Monument with the BOC at this meeting. He added that there was not a quorum present at the Veteran's meeting, therefore, they could not vote on whether to move their meetings to every third month. Commissioner Wilkins then told the Board that Morris Dillard and Vernon Rees did not wish to be reappointed to the Veterans Organization as their terms have expired.

Commissioner Kicinski reported that she attended March Mayhem. She then said there was no UNRBA meeting this month and the Chamber of Commerce released their next schedule for spring and summer and the City could nominate some businesses from Creedmoor for their Small Businesses of the Year Award.

Mayor Pro Tem Albright reported that she attended the March 22<sup>nd</sup> DEI meeting.

## Mayor's Report

Mayor Wheeler thanked City staff for participating in the recent Red Cross Blood Drive held at the Community Center. He then said that he attended the City's Easter Egg Hunt and it was very well attended and that the City partnered with the First Baptist Church of Creedmoor then he thanked the South Granville County Women's Club for all their hard work at the event. Mayor Wheeler said he attended March Mayhem and he opened the 2023 Senior Games at the Creedmoor Community Center, adding a thank-you to Christopher Horrigan and Angie Perry for doing an excellent job.

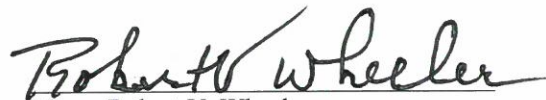
## Closed Session NC GS 143-318.11(A)(1)

Commissioner Wilkins made a motion to enter into Closed Session at 7:21 p.m. The motion was approved by a vote of 5-0.

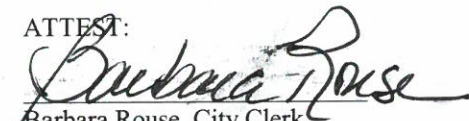
Commissioner Gleason made a motion to end Closed Session at 7:41 p.m. The motion was approved by a vote of 5-0.

## Adjournment

There being no further business to come before the Board, Commissioner Way made a motion to adjourn the meeting at 7:42 p.m. The motion was approved by a vote of 5-0.

  
Mayor Robert V. Wheeler

ATTEST:

  
Barbara Rouse, City Clerk

