



**May 5, 2015**

## **MINUTES**

The Holly Springs Town Council met in regular session on Tuesday, May 5, 2015 in the Council Chambers of Holly Springs Town Hall, 128 S. Main Street. Mayor Sears presided, calling the meeting to order at 7 p.m. A quorum was established as the mayor and four council members were present as the meeting opened.

**Council Members Present:** Mayor Sears, Councilmen James Cobb, Tim Sack and Hank Dickson and Councilwomen Linda Hunt-Williams and Cheri Lee.

**Council Members Absent:** None.

**Staff Members Present:** Charles Simmons, town manager; John Schifano, town attorney; Joni Powell, town clerk, (recording the minutes); Linda Harper, deputy town clerk; Daniel Weeks, senior project manager; Jeff Wilson, information technology director; Len Bradley, parks and recreation director; Adam Huffman, assistant parks and recreation director; Gina Clapp, planning and zoning director; Jamie Holland, fire battalion chief; John Herring police chief; Patty Dressen, senior accountant; Mary Hogan, finance director; Aaron Levitt, senior engineer; Heather Keefer, environmental engineer; Tamara Ward, communications specialist and Mark Andrews, public information officer.

**2 and 3.** The Pledge of Allegiance was recited, and the meeting opened with an invocation by a minister from the Church of Jesus Christ of Latter Day Saints.

**4. Agenda Adjustment:** The May 5, 2015 meeting agenda was adopted with changes, if any, as listed below.

**Motion by:** Sack

**Second by:** Cobb

**Vote:** Unanimous

**Items added to Consent Agenda** None.

**Items added to Agenda:** Report by the Holly Springs Chamber of Commerce was added to Requests and Communications

**Items removed from Consent Agenda:** None.

**Other changes:** None.

**5. Public Comment:** At this time, an opportunity was provided for members of the audience who had registered to speak to address the Council on any variety of topics not listed on the night's agenda. The following comments were recorded: None.

**6a. FY 2015-16 Proposed Budget** – Mr. Simmons presented his recommended FY 2015-16 Town budget for the Council's review. He reviewed the budget message that provided the Council with the major highlights of the budget proposal. *This budget message is attached to these minutes.*

Mr. Simmons said that both the General Fund and Utility Funds are balanced based on projected revenues for the coming year and a tax rate that is the same as last year at 0.435 cents per \$100 valuation.

Following his budget message, Mr. Simmons asked the Council to schedule a special meeting in May when Council member questions and suggestions for revisions to the budget plan can be discussed.

**Action:** The Council made a motion to set a special meeting of the Town Council for 5:30 p.m. May 27, 2015 at Holly Springs Cultural Center for the purpose of discussing potential adjustments to the proposed FY 2015-16 budget.

**Motion by:** Sack

**Second by:** Cobb

**Vote:** Unanimous.

**7a. Public Hearing: Ordinance 15-04, NPDES Stormwater Management** – Ms. Keefer said that staff is proposing an amendment to the National Pollutant Discharge Elimination System Phase II post-construction stormwater ordinance to require post-construction stormwater management on new and re-development projects that are one acre of disturbed area or greater. This would be in keeping with State requirements.

With that explanation completed, Mayor Sears opened the public hearing. The following input was recorded: None.

There being no input, the public hearing was closed.

**Action:** The Council approved a motion to adopt ordinance 15-04 amending the National Pollutant Discharge Elimination System Phase II post-construction stormwater ordinance.

**Motion by:** Cobb

**Second by:** Williams

**Vote:** Unanimous.

*A copy of Ordinance 15-04 is attached to these minutes.*

**8. Consent Agenda:** The Council approved a motion to approve all items on the Consent Agenda. The motion carried following a motion by Councilman Sack, a second by Councilman Cobb and a unanimous vote. The following actions were affected:

8a. Minutes – The Council approved minutes of Town Council meeting held April 21, 2015.

8b. 2015 Mowing Agreement Renewal – The Council approved to renew a mowing agreement for state roads in 2015.

8c. Budget Amendment, \$19,376 -- The Council adopted an amendment to the 2014-2015 budget in the amount of \$19,376 to cover the costs of pump maintenance repairs. *A copy of budget amendment is attached to these minutes.*

8d. Contracts Report - The Council received a report of engineering contracts amounting to less than \$15,000 and approved by the town manager, pursuant to policy.

**9a. North Main Athletic Complex Project** – Mr. Weeks said that on Feb. 2, the Wake County Board of Commissioners authorized a funding commitment to the Town in the amount of \$1,000,000 for capital costs related to the construction and development of the North Main Athletic Complex, contingent upon certain mutually agreed upon performance goals. He said these performance goals have now been established to the agreement of both parties.

Wake County Board of Commissioners approved the agreement May 4.

With approval, Mr. Weeks said, the Town will be in a position to request grant funding once construction at NMAC has ended and most of the major project components are operational (soccer fields, tennis courts, multi-sport stadium.) He said the Town will report back to the County on an annual basis and have five years (plus two additional if necessary) to reach specified performance goals. Town staff expects the goals to be met in less than five years.

Mr. Weeks noted that the \$1 million would and is being used to add back into the project some features that were valued engineered out of the project to meet initial available funding. The features that were added back to the project include a second set of bathrooms, street scape along Main Street, an upgraded video scoreboard and a beverage pavilion.

**Action:** The Council approved a motion to enter an agreement with Wake County for \$1 million toward the North Main Athletic Complex project.

**Motion by:** Sack

**Second by:** Williams

**Vote:** Unanimous.

**9b. Utley Creek Water Reclamation Facility** - Mr. Byrd said the Town received a National Pollutant Discharge Elimination System (NPDES) permit to discharge up to 8 million gallons of water per day in May 2012. As a condition to be able to use the new permit, the State Division of Water Resources said an outfall line and cascade structure needed to be installed at a location approximately two miles downstream of the current discharge point.

Council and staff recognized, however, that this was an unneeded expense and the quality of Utley Creek depends on the Town's discharge of water into it. Staff therefore took appropriate steps to get permission to keep the discharge on site at the Utley Creek Water Reclamation Facility.

This resulted in successfully securing a Finding of No Significant Impact (FONSI) that determined our current location would have no significant adverse effect on the environment.

The subject contract would start the process of finalizing the needed plant upgrades to be able to use our 6 mgd permit and eventually, through a phased approach based on actual plant flow, our 8 mgd permit.

**Action:** The Council approved a motion to enter contract with Davis, Martin and Powell for engineering services to design and construct Phase 1 upgrades to Utley Creek Water Reclamation Facility for \$195,600 plus 10% contingency.

**Motion by:** Williams

**Second by:** Dickson

**Vote:** Unanimous.

**10. Other Business:** In Other Business, Mr. Schifano reported that Duke Progress Energy this afternoon provided an easement for the relocation of poles in the Sheetz project, and he asked the Council to consider a motion to authorize the relocation.

At this time, Councilman Dickson asked to be excused from the meeting during this item since he is employed by Duke Progress Energy.

**Action:** The Council approved a motion to recuse Councilman Dickson from the meeting because he is employed by a party in the agenda item.

**Motion by:** Sack

**Second by:** Cobb

**Vote:** Unanimous.

**Action:** The Council approved a motion to authorize Duke Progress Energy to relocate power lines in the Sheetz project.

**Motion by:** Sack

**Second by:** Cobb

**Vote:** Unanimous.

**Action:** The Council approved a motion to readmit Councilman Dickson into the meeting.

**Motion by:** Cobb

**Second by:** Lee

**Vote:** Unanimous.

**11. Manager's Report:** None requiring Council action.

**12. Closed Session:** None.

**13. Adjournment:** There being no further business for the evening, the May 5, 2015 Holly Springs Town Council was adjourned.

Respectfully Submitted on Tuesday, May 19, 2015.



Meeting

Joni Powell, MMC, NCCMC

Town Clerk

**Addenda pages as referenced in these minutes follow and are a part of the official record.**