



Holly Springs Town Council  
Special Meeting

**May 27, 2015**

**MINUTES**

The Holly Springs Town Council met in a duly-called special session on Wednesday, May 27, 2015 in Holly Rooms A and B of the Holly Springs Cultural Center. Mayor Sears presided, calling the meeting to order at 5:30 p.m. A quorum was established as the mayor and all five council members were present as the meeting opened.

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

**Council Members Absent:** None.

**Staff Members Present:** Chuck Simmons, town manager; Joni Powell, town clerk (recording the minutes); Linda Harper, deputy town clerk; Tamara Ward, communications specialist; Mark Andrews, public information officer; John Schifano, town attorney; Gina Clapp, director of planning and zoning; Jeff Wilson, information technology director; Ricky Blackmon, director of code enforcement; Mary Hogan, finance director; Lisa Blackburn and Patty Dressen, accounting staff; Jenny Mizelle, economic development director; Len Bradley, director of parks and recreation; Adam Huffman, assistant director of parks and recreation; Erika Phillips, human resources director; Leroy Smith, fire chief; Jamie Holland, battalion chief; John Herring, police chief; Mike Bornes, police captain; Luncie McNeil, public works director; Wayne Wilhelm, cross connection coordinator; Lori Pusak, parks office manager; Daniel Weeks, senior projects manager; Seann Byrd, water quality director; Kendra Parrish, director of engineering; and Aaron Levitt, senior engineer.

The meeting opened with a response to a Facebook challenge by the Holly Springs Salamanders that the Mayor and Town Council dance to delight children fighting cancer.

**Action:** The Council approved a motion to dance to inspire children to stay brave and dance their way through childhood cancer.

**Motion By:** Sack

**Second By:** Williams

**Vote:** Unanimous.

With that, "Twist and Shout" by the Beatles began playing and all in attendance – well, almost all – stood up and danced for a good cause. Some suddenly had urgent text messages to type. Particularly impressive dance moves were offered by Mr. Huffman, Mr. Schifano, Mr. Simmons, Chief Herring and Councilman Sack. The rest of us need a little more practice.

The gesture was video recorded and shared on Facebook as requested by the staff of the Salamanders baseball team.

Following that memorable first motion, the actual budget workshop meeting was called to order.

Mr. Simmons reviewed Fiscal Year 2015-16 budget highlights that were included in his manager's budget message.

Here are the budget highlights:

### **General Fund**

- the ad valorem tax rate of .435 remains unchanged
- solid waste fees remain unchanged
- possible increase in commercial building/development fees
- possible increase in rental fees for parks and recreation
- operating expenses added for nmac and lec
- three firefighters are added for mid-year
- one accountant added (paid for in part by p-card program)
- one code enforcement official (paid for by fees generated by growth)
- one additional public works streets technician
- two additional parks and recreation maintenance technicians or landscape contractor
  - facility maintenance/repairs/improvements total \$231,750.
  - total funded capital improvements \$1,372,850 vs. \$1,119,600 the previous year.
  - no additional debt service

### **Utility Fund**

- utility rates remain unchanged.
- overall fund increase of 13% is due to Novartis, Fuquay-Varina water sale and growth
  - greatest increase in expenditures is purchases for resale from \$1.5 million to \$2 million
  - one additional engineering development inspector
  - one additional public works pump station technician
  - no additional debt service
  - total funded capital improvements \$131,200 vs. \$150,800 the previous year

### **Other Recommended Changes**

- a cost-of-living adjustment of 2% is recommended
- a potential merit increase of 3% is recommended for full time employees
- fiber optics telecommunications fund added
- a central services account has been established

In discussions:

- Mr. Simmons explained some of the Capital Outlay requests in the General and Utility Funds.

- Mr. Simmons asked some department heads to explain some of the equipment, vehicle and technology requests that are included in the proposed budget.
- The Town Manager went over balances in the Town's reserve funds and noted that the Town would be using some of those funds in the upcoming years as infrastructure needs are addressed.
- There was discussion of the proposed purchase price increases for cemetery lots in the town cemetery. Councilman Dickson said he hoped the increased costs would be accompanied by increased grounds keeping at the cemetery. He suggested that standards for maintenance and what would be allowed and not allowed on and around memorial stones should be drafted.

**Action:** The Council approved a motion to set prices for the cemetery lots in the Town of Holly Springs Cemetery as follows, based on the residency of the purchaser: one lot = \$750 for in-town residents and \$1,000 for out of town residents; two lots = \$1,200 for in-town residents and \$1,500 for out of town residents; and four lots = \$2,000 for in-town residents and \$3,000 for out of town residents.

**Motion by:** Dickson

**Second by:** Cobb

**Vote:** Unanimous.

- Mr. Simmons explained that employee health insurance was budgeted with a slight increase with Blue Cross Blue Shield. He explained that a program to give employees a day of comp time for getting a medical physical had been successful. He also pointed out that an employee education objective to convince employees to use urgent care facilities instead of emergency rooms whenever possible was keeping our premiums under control.
- Mr. Simmons then went over a list of active projects for 2015-16.
- In general discussions, personnel and program needs were discussed, and Mr. Simmons and department heads fielded questions from Council members. There were no other discussions that resulted in changes to the proposed budget for either the General or Utility Fund.

Mr. Simmons said the Council will hold a public hearing on the budget during its June 16 regular meeting so that notice of the hearing could be adequately advertised.

**Adjournment:** There being no further business for the afternoon, the May 27, 2015 special meeting of the Holly Springs Town Council was adjourned following a motion by Councilman Sack, a second by Councilwoman Lee and a unanimous vote.

Respectfully Submitted on Tuesday, June 16, 2015.



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Toni Powell

Clerk

These minutes follow and are a part of the official record.

