



Sept. 1, 2015

MINUTES

The Holly Springs Town Council met in regular session on Tuesday, Sept. 1, 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 all five council members were present as the meeting opened.

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

Council Members Absent: None.

Staff Members Present: Charles Simmons, town manager; Daniel Weeks, senior project manager; John Schifano, town attorney; Joni Powell, town clerk, (recording the minutes); Linda Harper, deputy town clerk; Rick Ralph, information technology technician; Gina Clapp, planning and zoning director; Laura Holloman, planner; Len Bradley, parks and recreation director; Adam Huffman, assistant parks and recreation director; Mary Hogan, finance director; Kendra Parrish, engineering director; Elizabeth Goodson, development review engineer; Leroy Smith, fire chief; John Herring, police chief; members of the Holly Springs Police Department; Jenny Mizelle, economic development director; Irena Krstanovic, economic development coordinator; 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 Rev. Doug Parlin of South Wake Baptist Church.

4. Agenda Adjustment: The Sept. 1, 2015 meeting agenda was adopted with changes, if any, as listed below.

Motion by: Sack

Second by: Cobb

Vote: Unanimous

Items removed from Consent Agenda: None.

Items added to Consent Agenda: None.

Items removed from Agenda: None.

Items added to 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:

Phillip Yates, 3948 Circle Drive -- Mr. Yates addressed the Council to report that there are no speed limit signs in his neighborhood, and motorists ignore stops signs. He asked if something could be done.

Linda Darrow, 200 Cline Falls Drive – Ms. Darrow, who appeared before the Town Council a few years ago, addressed the Council to report again that parents are not using the carpool lane at Holly Grove schools and, instead, are parking along Heritage Lane in Autumn Park. She reported that parents park their cars all kinds of ways, driving across landscaping and blocking driveways. Also, they don't meet their children and walk them safely to their cars. Instead, parents park and wait for their students, who run or walk from their schools, across yards in Autumn Park and to their

cars. The children dart in between cars on the street and cross driveways without looking. Ms. Darrow said she is afraid someone is going to get hurt. She asked that something be done.

Chief Herring updated the Council. He said he has been in contact with the head of security with Wake County Public School System. They both agree that the problem is one of parents trying to circumvent school policies. Chief Herring said it was an encouraging meeting, and he said WCPSS would be contacting and working with the Holly Grove schools to address the problem.

Councilwoman Lee said she would like to bring the subject up again later in the meeting under Other Business for further discussion.

6a. Recognition of Youth Lacrosse System (YLS) Thunderhawks – Mayor Sears said the Youth Lacrosse System (YLS) Thunderhawks, four Lacrosse teams who call Holly Springs home, have just finished a successful summer travel season. The Thunderhawks represented Holly Springs very well and attracted a lot of positive attention.

He said the Thunderhawks traveled to Charlotte for the 2015 Shake N Bake Tournament. There were four age categories that comprised more than 20 teams in competition. YLS brought home the championship for all four age categories. The U9, U11, U13 and U15 swept the tournament and walked away with all championships.

Earlier this summer, the YLS traveled to Myrtle Beach where, again, the U9 and U11 teams won their championships, and the U13 and U15 teams came home with 2nd place wins.

The YLS Thunderhawks program calls Holly Springs home, and is gaining quite a reputation among the many lacrosse programs in the southeastern United States.

Mayor Sears recognized these young men with a proclamation declaring Summer 2015 as the Season of YLS Thunderhawks in Holly Springs.

Action: None.

6b. Recognition of Eagle Scouts - Holly Springs Scoutmaster Mr. Larry O'Neal introduced three scouts who have completed their Eagle projects at local parks.

The Scouts addressed the Council to formally thank the town for its support in completing their projects. Incidentally, Mr. O'Neal said, all three boys have completed their final Eagle Boards and are now officially Eagle Scouts.

Action: None.

The Council expressed its appreciation to the Scouts, and Mr. Bradley addressed the Council to thank facilities maintenance manager Jim Canata who dedicates a lot of time and effort to helping the Scouts plan and carry out their projects.

7a. Holly Springs Chamber of Commerce Report – Mr. Josh Dunbar introduced Mr. Scott Manning, who recently was appointed as the new executive director of the Holly Springs Chamber of Commerce. Mr. Manning gave a brief report on initial projects.

Action: None.

7b. Report on Police K9 Storm – Chief Herring said that during the past several months, police K9 Storm has been recovering from surgery stemming from a rare fungal infection. He reported that Storm is recovering nicely and is back on duty. He then recognized the organizations responsible for Storm's care and recovery, including Holly Springs Veterinary Hospital, Veterinary Specialty Hospital and the Sage Foundation for Dogs Who Serve.

Initial care and diagnosis was provided by Holly Springs Veterinary Hospital who then referred Storm to Veterinary Specialty Hospital where he received surgery and treatment. The Sage Foundation is a non-profit foundation that provides funding to support needs of military, law enforcement and rescue dogs. Named in memory of the founder's rescue dog, Sage, the foundation provided a donation to the Holly Springs Police Department to be put toward Storm's veterinary costs.

Action: None.

7c. Report on North Main Athletic Complex – Mr. Bradley said as we approach the completion of the North Main Athletic Complex, he gave the status of the project for both phase 1 and phase 2, as well as the remaining items to be completed.

Action: None.

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. Jordan Lake Partnership Agreement – The Council approved Article 7 and \$1,139 in funding for the amendment to the Jordan Lake Partnership agreement.

8b. Wake Technical Community College Rental Agreement – The Council adopted a baseball stadium rental agreement with Wake Technical Community College, to include a 25% discount for weekly practices and scoreboard rental exclusion for games.

9a. 15-DP-06, Rovisys – Ms. Holloman said town staff has received a request for a professional office building to be located at 480 Green Oaks Parkway at the corner of Thomas Mill Road and Green Oaks Parkway. This project has been planned for a specific tenant, Rovisys, an automation and information solution company which plans to relocate its regional offices from Apex to this location.

She said there would be two phases of the project on the 10.45-acre parcel. The first phase would consist of a one-story 25,214-square-foot building, and the second phase would consist of a one-story 35,136-square-foot building, resulting in a total build-out size of 60,350 square feet of total professional office space. The main access point for the project would be off of Green Oaks Parkway. The two phased buildings would be connected through an internal courtyard area.

Action: The Council approved a motion to approve Development Plan #15-DP-06 for Rovisys as submitted by Bobbitt Design Build, Project Number 1463-0452, dated 7/17/15 with the following conditions:

1. A fee-in-lieu of upgrade will be required for this project for the Pump Station and/or Force Main
2. This project will be required to meet Town's NPDES Phase II Post Construction Stormwater ordinance
3. Prior to the first construction drawing submittal, the following items must be addressed:
 - a. Provide documentation in the form of a recorded plat of any required offsite sewer easements
 - b. All items listed on the Stormwater Submittal Checklist, Form #16003, must be included.
4. Prior to construction drawing approval, the following items must be addressed:
 - a. Stormwater sureties are required on this project. A performance surety in the form of a bond, letter of credit or cash is required in the amount of 150% estimated construction cost of the stormwater BMP prior to the preconstruction meeting and a maintenance surety in the form of a cash escrow account in the amount of 35% the actual construction cost of the BMP is required at the end of the performance monitoring period for the project.
 - b. Approval of Stormwater Management Plan is required.
5. The following items will be required within 5 days of the Town Council action on this plan:
 - a. Revised plans showing more clearly the area labeled as the cross-access easement needed between this property and the adjacent property to the south.

Motion by: Sack

Second by: Williams

Vote: Unanimous

9b. Omni Pump Station – Ms. Parrish said the Main Street/Omni pump station is a small pump station that has been in use for more than 20 years. It is located on Main Street at the entrance into the Omni Industrial Park.

Ms. Parrish said this request to consider a contract for professional services to evaluate taking the pump station off-line and having its flow re-routed into a gravity manhole. This contract is only for the design and bid package. Once we have an estimate of the actual construction, we would come back before Town Council for allocation of construction funds.

She said any time we can take pump stations offline, we save on the operation and maintenance costs.

Action: The Council approved a motion to award contract and to approve funding in the amount of \$20,000 (including contingency) to Freese & Nichols.

Motion by: Williams

Second by: Dickson

Vote: Unanimous

9c. Street Pavement Condition Survey and Rating Contract – Ms. Parrish said the Town is responsible for maintaining more than 100 miles of roadway. Every year, money is spent on repairing, replacing and rehabilitating this asset. To be as effective as possible with funds spent, the Engineering department is proposing having a pavement condition survey completed. Each mile of Town-maintained roadway network would be surveyed and have the condition and defects reported using GIS technology. The output of this survey would be a list showing each segment of roadway, the defects present along with size and type, and a pavement condition index. In addition to the output list, a work report would be generated that would prioritize repair and maintenance work based on budget and need.

Action: The Council approved a motion to retain Withers and Ravenel Inc. in a contract amount of \$37,200 and to approve \$41,000 in funding (including contingency) for street pavement condition survey and rating.

Motion by: Williams

Second by: Dickson

Vote: Unanimous

9d. Potable Water Supply Evaluation – Ms. Parrish said this request is for a contract with CDM Smith, Inc. (“CDM”) that would provide engineering services to evaluate several aspects of the Town of Holly Springs water system.

Services would include:

- Update water demand projections
- Based on the water demand projections, recommend an implementation plan for infrastructure improvements
- Provide a planning level cost estimate for each infrastructure project to be made part of the Town’s Capital Improvements Plan (CIP.)

Action: The Council approved a motion to retain CDM Smith Inc. and approve \$30,000 in funding (including contingency) for preparation of a potable water supply evaluation.

Motion by: Cobb

Second by: Dickson

Vote: Unanimous

9e. Reclaimed Water Line Along New Hill Road – Ms. Parrish said there is a 1,680-foot length along New Hill Road that requires a 16-inch reclaimed water line installed in order to maintain acceptable pressures for approved and future subdivisions. This area is not covered to have the installation included; however, there is ongoing construction to the roadway in this area and to have the line installed now with the road widening would save money in the near future.

Enclosed in agenda packets was a quote from the on-site contractor. Staff would continue to review and try to minimize the final cost, but this is a very time-sensitive matter, Ms. Parrish said. Therefore, staff is asking for an amount not to exceed to be appropriated.

Action: The Council approved a motion to authorize funding in an amount not to exceed \$190,592 (including contingency) and authorize staff to execute a contract per public bidding laws for installation of a reclaimed water line along a length of New Hill Road.

Motion by: Williams

Second by: Sack

Vote: Unanimous

10. Other Business: Councilwoman Lee brought up the Autumn Park after-school parking problem. Ms. Parrish said staff had responded to earlier complaints from Cline Falls Drive a few years ago. At that time, an organized (but illegal) movement was formulated in which cars were allowed to stack on a grass strip along an approaching road, and students walked down the stub to the waiting vehicles. That worked for a while, but now the problem has returned as parents try to circumvent the carpool line at the schools.

Ms. Parrish said two creatively worded signs advising motorists to not sit in their vehicles during certain times of the day were erected. Councilwoman Lee said one of the two signs is missing. Ms. Parrish said the sign could be replaced.

Ms. Parrish added that staff had scheduled meetings with school principals to talk about a number of issues, and they would suggest at that meeting that the schools help to solve the problem.

Chief Herring suggested that the Town might want to establish some special traffic zones, designating this area by ordinance as a zone where student pick-up and unloading is prohibited. That, he said, would encourage parents to endure the student pick-up line at the school rather than to risk being fined.

No action was taken by the Council, but all agreed the situation needs attention and all possible solutions should be vetted.

11. Manager's Report: None resulting in Council action.

12. Closed Session: The Council approved a motion to enter into Closed Session, pursuant to North Carolina General Statute 143-318.11(a)(6) to conduct the town manager's yearly performance evaluation.

General Account – Closed Session Sept. 1, 2015

In Closed Session, the Town Council evaluated the town manager's performance and offered directions to the town attorney to share with the Department of Human Resources regarding any salary increases.

The Council approved a motion to reenter open session.

-- *End of General Account*

13. Adjournment: There being no further business for the evening, the Sept. 1, 2015 meeting of the Holly Springs Town Council was adjourned.

I _____ say, Oct. 6, 2015.



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

