



Dec. 19, 2017

## MINUTES

The Holly Springs Town Council met in regular session on Tuesday, Dec. 19, 2017 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 Tom O'Brien, Dan Berry and Peter Villadsen and Councilwomen Christine Kelly and Cheri Lee.

**Council Members Absent:** None.

**Staff Members Present:** Charles Simmons, town manager; Daniel Weeks, assistant town manager; John Schifano, town attorney; Joni Powell, town clerk, (recording the minutes); Linda Harper, deputy town clerk; Adam Huffman, assistant parks and recreation director; Len Bradley, parks and recreation director; Steve Johnson, athletic program manager; Gina Clapp, director of planning and zoning; Kendra Parrish, director of engineering; Aaron Levitt, senior engineer; Elizabeth Goodson, development review engineer; Dirk Siebenbrodt, project engineer; Mary Hogan, finance director; Seann Byrd, water quality director; Leroy Smith, fire chief; Billy Whitehead, information technology technician; John Herring, police chief; 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 Mayor Sears.

**4. Agenda Adjustment:** The Dec. 19, 2017 meeting agenda was adopted with changes, if any, as listed: None.

**Motion by:** O'Brien

**Second by:** Villadsen

**Vote:** Unanimous

**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:

Gerald Holleman, 5624 Easton Acres – Mr. Holleman addressed the Council to urge them to seek out available federal and state funding for transportation for state roads. He said it wasn't fair for local citizens to have to pay for transportation improvements caused by people who commute through town.

Hank Dickson, 504 Sandy Pointe Way – Mr. Dickson addressed the Council to say that the closure of a portion of Raleigh Street is critical for the development of downtown, and he urged them to support this plan that has been in the making for more than a decade. He noted that intersections are where serious accidents happen, and the road improvements for downtown will necessitate the creation of a dangerous intersection that can be eliminated with the closure of this portion of Raleigh Street. He asked the Council to unanimously support it.

**6a. Recognition of All-Star Boys and Girls Soccer Teams** - Mr. Johnson of the Parks and Recreation Department recognized three of our all-star soccer teams on their achievements at the

statewide athletic committee soccer tournament in November. The 10U boys and 12U boys finished as state runners-up, and the 12U girls won the state championship.

Mayor Sears presented each team with certificates of achievement.

**Action:** None.

**6b. Holly Springs Run Club Donation** – Mr. Ryan Montelione Holly Springs Half Marathon Director recognized the Holly Springs’ Town Council, Police, and Parks & Recreation Departments for sponsoring and facilitating the second annual Holly Springs Half Marathon Nov. 18. Mr. Montelione presented a \$15,000 check to the Holly Springs Parks & Recreation Department for Town greenway improvements.

**Action:** The Council approved a motion to accept donation of \$15,000 from Holly Springs Run Club for Town greenway improvements.

**Second by:** Lee

**Vote:** Unanimous

**7. Consent Agenda:** The Council approved a motion to approve all items on the Consent Agenda. The motion carried following a motion by Councilman O’Brien, a second by Councilman Berry and a unanimous vote. The following actions were affected:

7a. Minutes – The Council approved the minutes of the Council’s regular meeting held Dec. 5, 2017.

7b. Budget Amendment Report – The Council received a report of monthly administrative budget amendments approved by the Town Manager. *A copy of the Budget Amendment Report is attached to these minutes.*

7c. Resolution 17-55 - The Council adopted Resolution 17-55 declaring Town’s intent to close a portion of Raleigh Street right of way (from Main Street to Grigsby Avenue) and setting a public hearing for Jan. 16, 2018. *A copy of Resolution 17-55 is attached to these minutes.*

7d. Position Reclassifications - The Council approved reclassification of three positions.

7e. Budget Amendment - The Council adopted an amendment to the FY 2017-18 budget to transfer funds for the Mills at Avent Ferry IRA.

7f. Budget Amendment- The Council adopted an amendment to the FY 2017-18 budget to transfer funds for the Town Hall Commons project.

7g. S. Main Street / Piney Grove-Wilbon Rd. Project – The Council approved a change order in the amount of \$95,446. to Fred Smith Company for installation of a signal at S. Main Street and Piney Grove- Wilbon Road.

7h. Needham Norris House Project – The Council approved to enter into an amended agreement with the developer of the Mills at Avent Ferry for the purchase of the Needham Norris House.

**8a. Wastewater Treatment Plant Odor Project** – Mr. Byrd said since development of Morgan Park occurred in the area nearest Utley Creek Water Reclamation Facility, some residents have complained of odor from the wastewater treatment plant. Water Quality department has tried to solve this problem by having our odor control contractors increase chemical injection of biocide into sewer pump stations. Also, a biofilter was installed at the treatment plant to reduce hydrogen sulfide. These measures were combined and calibrated to efficiency but the results have been mixed. Hydrogen sulfide was greatly reduced but there were a few occasional spikes due to mechanical failures upstream and furthermore these methods did not reduce odor complaints because of typical organics that are released to the atmosphere at the headworks.

This proposal by Hazen and Sawyer is comprised of sampling and evaluation that would clearly define the next steps in infrastructure changes that need to be made to further reduce odors emanating from the headworks of the wastewater treatment plant. Sampling and analysis would take place in April 2018 to get the best baseline results. Afterward, they will deliver a technical memorandum with recommendations. This proposal is not to exceed \$38,645.

**Action:** The Council approved a motion to approve a proposal from Hazen and Sawyer in the amount of \$38,645, to reduce odors from wastewater treatment plant.

**Motion by:** Villadsen

**Second by:** O'Brien

**Vote:** Unanimous

**8b. Honeycutt Farm Pump Station IRA** - Ms. Parrish said the Honeycutt Farm project is agreeing to install additional sewer infrastructure requested by the Town, oversizing a sewer pump station and gravity lines to serve the ultimate buildout of the Buckhorn Basin. This would allow Buckhorn Creek Elementary School's temporary pump station to be taken offline. The Honeycutt Farm pump station would be oversized to serve the entire basin which would be an additional 232 acres it would serve beyond the 235 acres of M I Homes own site.

M I Homes would be upsizing the gravity lines that would serve these additional 232 acres of properties through their site. Also they would be installing approx. 2,425 linear feet of 12-inch parallel force main with this project as requested by the Town to serve the required future expansion of Basil Creek pump station which is going to be upgraded in the near future.

The oversizing and additional sewer infrastructure requested would be at a cost of up to \$1,649,175 and would be reimbursed out of sewer capacity fees, which the Honeycutt Farm project alone will pay in approximately \$4,009,950 of sewer capacity fees.

**Action:** The Council approved a motion to enter into an infrastructure reimbursement agreement for up to \$1,649,175 of sewer capacity fees for the oversizing of sewer infrastructure to serve the Buckhorn Basin and additional forcemain to serve the Basil Creek pump station.

**Motion by:** Berry

**Second by:** Lee

**Vote:** Unanimous

**8c. Crosswalk Safety Improvement** - Mr. Siebenbrodt said the Town has received the necessary NCDOT permit to install 8 crosswalk safety light systems (RRFB's) as part of the Crosswalk Safety Improvements Project, which was designed by Engineering Department staff. The project consists of the installation of 2 rectangular rapid flashing beacons (RRFB) and 2 advanced warning signs each in 8 locations along Main Street and Holly Springs Road. Other safety improvements are restriping and installation of crosswalks, installation of detectable warning domes in existing ramps and the installation of yield lines.

The town reached out to contractors in the region and beyond to receive bids for this project, but none were received. Therefore, the Engineering Department staff has decided to use U.S. Communities, a government purchasing cooperative, of which the Town is a member. Through this cooperative, the Engineering Department has requested and received a contract from TAPCO, Inc. to provide and install all items necessary to complete this project. Subcontractors are Illuminate Electrical Services for the installation of the RRFB units and signs as well as LMJ Pavement Markings for striping and application of ADA pads. Furthermore, the Engineering Department would like to use the same contractors to install the striping for the Parklet Sidewalk Project (TOHS #17-021). Therefore, the amount of \$1,500 was added to the budget.

**Action:** The Council approved a motion to award contract to TAPCO, Inc. in the amount of \$200,451.16 and approve funding to include contingency for the Crosswalk Safety Improvement Project.

**Motion by:** Villadsen

**Second by:** Berry

**Vote:** Unanimous

**9. Other Business:** None that resulted in Council action.

**10. Manager's Report:** None that resulted in Council action.

**11. Closed Session:** none.

**12. Adjournment:** There being no further business for the evening, the Dec. 19, 2017 meeting of the Holly Springs Town Council was adjourned.

Respectfully Submitted on Tuesday, Jan. 2, 2018.



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