



Feb. 5, 2019

MINUTES

The Holly Springs Town Council met in regular session on Tuesday, February 5, 2019 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 five council members were present as the meeting opened.

Council Members Present: Mayor Sears, Councilmen Dan Berry, Tom O'Brien and Peter Villadsen and Councilwomen Cheri Lee and Christine Kelly.

Council Members Absent: None.

Staff Members Present: Randy Harrington, town manager; Daniel Weeks, assistant town manager; Scott Chase, assistant town manager; John Schifano, town attorney; Linda McKinney, town clerk (recording the minutes); Gina Clapp, director of planning and zoning; Kendra Parrish, director of engineering; Leroy Smith, fire chief; John Herring, chief of police; Adam Huffman, assistant parks and recreation director; Mark Andrews, public information officer; Irena Krstanovic, economic development director; and Jeff Wilson, director of information technology.

2 and 3. The Pledge of Allegiance was recited, and the meeting opened with an invocation by Pastor Jamal H. Brown of the Holly Springs United Church of Christ.

4. Agenda Adjustment: The Feb. 5, 2019 meeting agenda was adopted with changes, if any, as listed: Item 8g of the Consent Agenda was delayed until a future meeting

Motion by: O'Brian

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:

Ms. Debbie Shelin's class from Holly Grove Middle School presented their invention of an app to make school buses safer. They showed a video from the news announcing that their app won the Samsung Solve for Tomorrow Contest at the state level, and the students have gone on to the next level of competition, competing to be one of ten national finalists. Boston Harol explained that the students needed to make a video for the next step in the competition. Kaley Davis spoke about how the students wanted to increase bus safety more than win the prize. Mayor Sears said he had visited Ms. Shelin's classroom to see their work. Councilwoman Kelly asked what the public could do to help them achieve their goals.

6a. Welcome and Expression of Thanks to Tamara Barringer and John Adcock – Mayor
Sears introduced Tamara Barringer and John Adcock and said that in the fall of 2018 Ms. Barringer presented the Town with \$50,000.00 for youth programs in Holly Springs, including anti-bullying. She and Mr. Adcock most recently secured state funding of \$380,000.00 for an Intelligent Traffic System in Holly Springs, to better manage traffic flow and congestion through the use of fiber optic networks to enhance timing and coordination of the NCDOT traffic signals in Holly Springs. He presented them with Proclamations of thanks. Ms. Barringer expressed her gratitude to the town council and staff for their assistance over the years of her service. Mr.

Adcock said that he was a native of the area, that his family has been here since the 1890's and that he was grateful for the service of the Council to the Town.

Action: None.

6b. Holly Springs Run Club Donation to Town – The Holly Springs Run Club recognized the Holly Springs' Town Council, Police, and Parks and Recreation Departments for sponsoring and facilitating the third annual Holly Springs Half Marathon in November, 2018. Ryan Montelione, Holly Springs Half Marathon Director, presented a check for \$15,000 to the Holly Springs Parks & Recreation Department for Town greenway improvements. They showed a short video clip about the Holly Springs Half Marathon which was voted the number one half marathon in Eastern NC. He said that this year they added a kids' run and over 175 kids ran around the field at Ting Park the day before the Half Marathon. He thanked their partners at Parks & Recreation and said that proceeds from last year \$1500 went to the Holly Springs Kiwanis Club; \$1500 went through the Rotary Club to the food cupboard; \$6000 went to scholarships, and they purchased a race chariot for a disabled runner.

Councilwoman Lee said that she had never heard any complaints regarding the half marathon, which is a tribute to how well it is run.

6a. Holly Springs High School Athletic Teams Recognitions. Girls' golf coach Brandon Britt spoke about the successes of the team, with girls going to regionals and conference, and said how much they supported each other as a team. He named several key players, but emphasized how much the team spirit meant to him and the team.

Boy's soccer – Mayor Sears said that 2018-19 will go down as best in school history for boys' soccer. The team had set school records for number of wins, number of conference games played, won the first conference championship in school history and hosted a playoff game for the first time in history. Coach Joey Will had each of the players present introduce himself.

Football – Coach Robert Furth said that they thank Mr. Pittman and Coach Whitesell for their support. He then thanked the parents, staff, and community for their support. Most of the players who attended are returning next year, and they are looking forward to an even better season then. Mayor Sears congratulated them and said that they were the 2018 Conference champions; the first team in school history to go 5-0; the first to play in the second round of the playoffs and the first to host a playoff game;

7a. LaunchHOLLYSPRINGS Update: Mr. Bob Shimmel provided the Council with an update on the LaunchHOLLYSPRINGS program. He said that Holly Springs is an entrepreneurial town; and explained how the entrepreneurs benefit Holly Springs. He thanked the Town for all that they have done in the past and reported on the results of last year's class of entrepreneurs. He also asked to be considered for a nonprofit grant this year.

Councilwoman Lee thanked him for the great feedback and said that she has noticed businesses becoming more confident and vibrant after attending the program.

Mayor Sears asked Mr. Shimmel to keep the Town posted, especially as to graduation dates.

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 O'Brien, a second by Councilman Berry / Villadsen and a unanimous vote. The following actions were affected:

8a. Minutes – The Council approved minutes of the Board's meetings held Jan. 15, 2019 and Jan. 30, 2019.

8b. Hydrant Water Meter Rental Policy. – The Council adopted Policy P-046 regarding portable water meter rentals for bulk water purchase. *A copy of the policy is attached to these minutes.*

8c. Budget Amendment, \$41,193 – The Council adopted an amendment to FY 2018-19 budget to move \$41,193 from Insurance proceeds Account 10 340.07 (transfer out) to Finance Contract Services Account 10 413 12.05 (transfer in) for Internal Controls and Cost Allocation Studies. *A copy of budget amendment is attached to these minutes.*

8d. Surplus of Duty Weapon for Retiring LEO Sergeant Alan Ray Tyndall – The Council adopted Resolution 19-05 declaring a Glock 17, 9mm, Serial Number ZTZ762 to be surplus. *A copy of Resolution 19-05 is attached to these minutes.*

8e. Resolution 19-06 – The Council adopted Resolution #19-06 directing the Town Clerk to investigate the sufficiency of annexation petition 19-01 and set public hearing for Tuesday, February 19, 2019 *A copy of Resolution 19-06 and map are attached to these minutes.*

8f. Amendment to 2018 Market Infrastructure Reimbursement Agreement – The Council approved an amendment to previously approved Infrastructure Construction and Reimbursement Agreement for 2018 Market.

8g. Fiber Surplus, Fiber Donation and Licensing, and Colocation Agreements - The Council approved the Fiber Surplus, Fiber Donation and License, and Colocation Agreements with Ting Internet.

8h. Renewal of Landscaping Contract – The Council approved a contract with Greenscapes for the annual maintenance of pump stations' landscaping.

8i. Adopt Water Shortage Response Plan – The Council adopted Resolution 19-07, a Resolution to Approve Water Shortage Response Plan. *A copy of Resolution 19-07 is attached to these minutes.*

8j. Main Street Extension (08-035) CEI Contract Amendment for Village Walk Signal – The Council approved a contract amendment to recapture \$33,532.61 in unused funds previously approved for NC 55 Bypass/Avent Ferry Road (13-027) project on original contract and approve \$30,131.61 in additional funding for the construction administration of the Main Street Extension (08-035) Village Walk Signal.

9a. Norris-Holland-Hare House

Planning Director Gina Clapp said that this was the oldest house in Holly Springs, dating from 1805. It has documented use during the Civil War and has seen other historical events. The Town wants to get the house back to its former glory by selling it to someone who will renovate it to be a single family home and look as it did when built.

Councilwoman Kelly asked Ms. Clapp to explain the background of the Town's interest in the house. Ms. Clapp said that descendants of the Norris' Holland's and Hares still live in the area. They shared stories and memories with the town staff. Some of the great-grandchildren of the original owners lived in the house in 2004. The bricks on the fire places were made from clay found on the property. Some of the woodwork was made from trees that grew on the property. The heirs remember shelling pecans on the front porch, and a closet on the first floor where home-preserved meat was stored. Family members are happy that the house will be preserved as a single family home.

Councilwoman Lee commented that she had noticed the historic sign by the house, talking about Mr. Norris. There is also a historic marker that will be going on the property soon.

Town attorney John Schifano explained that the Town will advertise for bids for 30 days; once a bid is received the amount will be advertised and an upset that bid can be placed within ten days. This process continues until a 10 day period passes with no further upset bids.

Action: The Council approved a motion to authorize Town staff to advertise the Norris-Holland-Hare House and property as available for bid, and set a minimum bid price of \$60k

Motion by: O'Brien
Second by: Lee
Vote: Unanimous

9b. Traffic Signal Design for Green Oaks Parkway and New Hill Road – Ms. Parrish explained that the Town has been in conversation with the NCDOT regarding a traffic signal at Green Oaks Parkway and New Hill Road, and that the traffic volumes are getting close to meeting the warrants. The agreed upon plan with NCDOT is for the Town to move forward with the signal and by the time the signal is designed and permitted the volumes will be confirmed and the Town hopes the signal will be approved for construction. If the volumes do not meet the threshold then the Town will hold the plans and continue to check until the volumes do meet the warrants.

Fifty-four percent of the funding comes from developers in the area. The design and DOT approval take from 90 to 120 days. At that time they check signal warrants to see if the volumes have been met.

Councilwoman Kelly asked how contractors are chosen. Ms. Parrish explained that certain jobs must be qualification based. She stated that the town has a consultant selection policy which follows the state law known as the "Mini Brooks Act" which prohibits the town from soliciting work from engineers, architects, and surveyors based on price. According to the policy, Ms. Parrish stated, the town lists projects to qualified firms on a periodic basis and maintains an approved list of engineers to choose from who express an interest and competency in the particular field. Consultants are chosen based on their prior experience with the town generally and experience as a whole. Staff does try to go through the list and get diversity for projects, but particularly when they need something quickly they go to someone who has done it before with a design professional that the town has had positive experience with. In this particular case, the selected vendor had done extensive work in the area prior and in lieu of trying to get another vendor up to speed, staff is recommending Kimey Horne for the work.

Action: The Council approved a motion award a contract to Kimley Horn and Associates in the amount of \$16,500 for the design of a signal at the intersection of Green Oaks Parkway and New Hill Road.

Motion by: Villadsen
Second by: Lee
Vote: Unanimous

10. Other Business: None that resulted in Council action.

11. Manager's Report: The Town Manager invited the Mayor and Town Council members to the 2019 Town and State Dinner in Raleigh on February 20, 2019 between 2:00 and 5:00 pm.

He reported that during the month of February for black history month, there will be historical information highlighting prominent African American residents in Holly Springs history.

He introduced Scott Chase as a new Assistant Town Manager. He announced that the Town Council annual retreat would be on Friday and Saturday in Durham and gave a brief outline of the agenda. Finally he announced that he would be attending the NC City-County Managers Association conference in Winston-Salem on Wednesday and Thursday but will be reachable by phone.

12. Adjournment: There being no further business for the evening, Council O'Brien made a motion to adjourn the February 5, 2019 meeting of the Holly Springs Town Council, seconded by Council Berry; Council members voted to adjourn with a unanimous vote at 8:11 pm

Respectfully Submitted on Tuesday, Feb. 19, 2019.

Linda McKinney, Town Clerk

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