



August 27, 2019

MINUTES

The Holly Springs Town Council met in special session on Tuesday, August 27, 2019 in the Council Chambers of Holly Springs Town Hall, 128 S. Main Street. Mayor Sears presided, calling the meeting to order at 5:45 p.m. A quorum was initially established as the mayor and four council members were present as the meeting opened. Councilman Tom O'Brien arrived at 6:00 p.m.

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

Staff Members Present: Randy Harrington, *Town Manager*; Scott Chase, *Assistant Town Manager*; John Schifano, *Town Attorney*; Latisha Butler, *Deputy Town Clerk* (recording the minutes); Gina Clapp, *Director of Planning and Zoning*; Sean Ryan, *Planning and Zoning*; Cassie Hack, *Director of Communications and Marketing*; Mark Andrews, *Communications and Marketing*.

1. Unfinished Business:

Norris-Holland-Hare House Bid

Town Attorney John Schifano said that a bid was received for the purchase of the Norris-Holland-Hare House from Corey and Nicole Reed, local residents who wish to use it as a family home. The bid was for \$25,000.

Corey Reed stated that he and his wife have spoken extensively with Capital Area Preservation.

Councilman Berry asked Mr. Reed if he still feels confident in the restoration plan and costs after speaking to Capital Area Preservation. Mr. Reed stated that he feels more at ease about going forward with the process.

Councilman Villadsen asked Mr. Reed how long the renovation process would take. Mr. Reed stated that Capital Area Preservation will provide them with a two-year timeframe to complete the process.

Councilwoman Kelly stated that she feels better since the Reeds have spoken with Capital Area Preservation and they understand the process.

Town Attorney John Schifano said that a second bid was received yesterday from Matthew Champagne. The bid was for \$26,000.

Matthew Champagne stated that he is a Public Historian by trade and he has been for eight years. He stated that he intends to make the property his primary residence; however, he would make it accessible to those who would be interested in touring it.

Town Attorney gave an overview of the timeline of the bid process and the steps that have been taken up to the present time. He advised Council that they could accept either of the bids or reject both.

Councilman O'Brien asked Mr. Champagne if he has ever done any type of remodeling, and Mr. Champagne said no, but he has overseen several projects.

Action: Mayor Sears called for a vote, and the vote was unanimous to accept the Reed's Bid.

Town Attorney John Schifano stated that it will be advertised that the Town has received this bid and anybody can submit an upset bid within ten days.

Councilwoman Kelly addressed Mr. Champagne and stated that she voted in favor of the Reeds because they were at the Town Council meeting last week and they fulfilled the Council's request of doing their research and additionally, they submitted the initial bid.

Councilwoman Lee concurred.

Mayor Sears recessed the meeting at 6:08 p.m.

Joint Meeting with Town Council and Community Advisory Committee
Tuesday, August 27, 2019 – 6:30 p.m.

Agenda Item #1, 2 & 3:

The Planning Board of the Town of Holly Springs met for their regularly monthly meeting on August 27, 2019 at the Cultural Center, Rooms Holly A & B, 300 W. Ballentine St. At 6:30 after determining a quorum was present, Chairman McGrath called the meeting to order.

Staff Members Present: Randy Harrington, Town Manager; Scott Chase, Assistant Town Manager; John Schifano, Town Attorney; Gina Clap, Director of Planning & Zoning; Melissa Sigmund, Principal Planner; Sean Ryan, Planner II; Matt Beard, Planner I; Caleb Allred, Associate Planner; Rachel Jones, Development Review Engineer; Bronwyn Bishop, Development Plan Reviewer; Kathy Carlisle, Planning Board Clerk; LeeAnn Plumer, Director of Parks & Recreation.

The Board completed roll call.

Members Present: Shaun McGrath, Chairperson; Dana Rybak, Vice Chairperson; Mark Brady; Ernie Carpico; Van Crandall; Chris Deshazor; Rick Madoni; Courtney Patterson.

Planning Board Members absent: Michael Andreas.

Town Council Members Present: Dick Sears, Mayor; Dan Berry; Christine Kelly; Cheri Lee; Tom O'Brien; Peter Villadsen.

Community Advisory Committee Members Present: Daniel Beavers; Rev. LaVerne Cofield; Dawn Joseph; Devon Kearney; Robert King; Gerald Martinez De Andino; Sean Mayefskie; Jeremy Medlin; John Nelms; Jeff Staub.

Community Advisory Committee Members absent: Baxter Walker.

The Board recited the pledge of Allegiance and the meeting opened with an invocation by Mr. Carpico.

Agenda Item #4: Agenda Adjustment

There was no agenda adjustment.

Agenda Item #5: Planning Board Minutes

a. July 23, 2019 Minutes

Motion:

Motion to approve the July 23, 2019 Minutes.

Motion by: Mr. Madoni

Second by: Mr. Carpico

Action: The Planning Board voted in favor of the Motion. (8-0-1)

Agenda Item #6: Public Comment Period

No speakers signed up to approach the Board.

Agenda Item #7: Special Presentation/Round table discussion

a. 19-CPA-01 Vision Holly Springs: Section 1: Land Use & Character Plan

Ms. Sigmund reviewed the staff report with the Board. Matt Noonkester, consultant from City Explained, presented the latest updates of the draft for the Future Land Use and Character Plan.

The purpose of this discussion is for the consultant to provide a recap of the project's process and key concepts as well present information regarding the public comments and changes that have been made to the document most recently. This will precede a roundtable discussion by the Planning Board, Town Council, and Community Advisory Committee where members can ask questions and feedback regarding the draft plan.

Members of the Planning Board, Town Council, and Community Advisory Committee held round table discussions.

Chairman McGrath and Mr. Carpico suggested a statement to be included in the beginning of the plan that clearly says "*this is a living document, it is meant to be deliberative in nature and not directive*".

Motion:

Motion to recommend the Town Council approval Comprehensive Plan Amendment 19-CPA-01 to replace the existing Section 1: *Future Land Use & Community Character* of Vision Holly Springs with Section 1: Land Use & Character as proposed by the re:Vision Holly Springs project (draft plan dated August 27, 2019).

Motion by: Ms. Rybak

Second by: Mr. Deshazor

Action: The Planning Board voted in favor of the Motion. (8-0-1)

Motion:

Motion to adjourn.

Motion by: Ms. Rybak

Second by: Mr. Carpico

Action: The Planning Board voted in favor of the Motion. (8-0-1)

Time: 8:40 pm

Council took no action at this joint meeting.

The Planning Board and the public were excused and Council went into closed session at 8:45 pursuant to N.C.G.S. 143-318.11(a)(6).

Council discussed the performance evaluation of the Town Manager, and voted to give him a 1.6% COLA adjustment, and a 3% merit raise. His new salary, effective August 27, 2019 is \$185,207.

Respectfully Submitted on Tuesday, September 3, 2019.

Latisha D. Butler
Latisha D. Butler, Deputy Town Clerk

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