

MINUTES OF  
CITY OF CREEDMOOR – BOARD OF COMMISSIONERS  
REGULAR MEETING  
OCTOBER 28, 2008  
7:00 P.M.

**PRESENT:**

Mayor Darryl D. Moss, Mayor Pro-tem Tim Karan, Commissioner Jimmy Minor, Commissioner Otha Piper, Jr., Commissioner Larry Robinson and Commissioner Herman Wilkerson. Also present was Mr. Tom Mercer, City Manager, Sandra Harper, City Clerk and Attorney Tom Currin.

Mayor Moss called the meeting to order at 7:00 p.m. at the Thompson Memorial Building.

Mayor Moss expressed that he appreciated everyone working with the Board as they had to move the location for this meeting this evening due to the One-Stop-Voting at City Hall.

**INVOCATION:**

Mayor Moss

**PLEDGE OF ALLEGIANCE:**

Commissioner Wilkerson

Mayor Moss made a modification to the agenda by placing the two proclamations and resolution following the Pledge of Allegiance.

**Proclamation - Non Profit Awareness Month:**

Mayor Moss read the proclamation establishing November, 2008 as Non-Profit Awareness Month.

Moved by Commissioner Piper and seconded by Commissioner Wilkerson to adopt the Non-Profit Awareness Proclamation. The motion received a unanimous vote.

Mr. Mark Prokop, Executive Director of Habitat for Humanity was present and expressed that they have been in business in the southern end of Granville County for sixteen years. He advised that they are non-profit and have built eight homes in Southern Granville County. Mr. Prokop reminded everyone that no matter what career someone has chosen we are here to serve, honor and help each other. Mr. Prokop received a round of applause.

**Proclamation – Substance Abuse Awareness Month and Domestic Awareness Month:**

Mayor Moss read the proclamation establishing October, 2008 as Substance Abuse Awareness Month and Domestic Awareness Month.

Moved by Commissioner Wilkerson and seconded by Commissioner Karan to adopt the Substance Abuse Awareness Month and Domestic Awareness Month Proclamation. The motion received a unanimous vote.

**Resolution – Supporting The Bond Issue For Granville County Libraries:**

Commissioner Karan read the Resolution Supporting The Bond Issue For Granville County Libraries.

Moved by Commissioner Piper and seconded by Commissioner Wilkerson to adopt the Resolution Supporting The Bond Issue For Granville County Libraries. The motion received a unanimous vote.

**PUBLIC HEARING:**

**Voluntary Annexation – Hwy. 56 – Lake Glad Road Commercial, LLC:**

Attorney Currin expressed that this petition for voluntary annexation would close the area between Creedmoor and Butner on the south side of Hwy. 56. He gave an overview of the two tracts in question. The property is also contiguous to another area recently annexed into the City. At the October meeting the Clerk certified the sufficiency and the public hearing was scheduled for this evening.

Mayor Moss opened the Public Hearing.

Mr. Joe Lyle was sworn in by Mayor Moss.

Mr. Joe Lyle of Millridge Company, Wake Forest addressed the Board and reiterated that this property is adjacent to the tract that was annexed into the City approximately one year ago. He expressed that this would fill the gap from where their property currently ends to the new corporate limits of Butner. Mr. Lyle said that he would be glad to answer any questions the Board might have and that he would appreciate the Board's support in this matter.

No one else wished to speak so Mayor Moss closed the Public Hearing.

**REQUESTS TO ADDRESS THE BOARD:**

Mr. Timothy Baynes, Kerr-Tar Regional Council of Government addressed the Board and presented a copy of the Annual Report for Fiscal Year 2007/2008. He also and gave an overview of what they have done with the funds that were received from State, Federal and local funds. Mr. Baynes presented a handout of the North Carolina Regional Councils Building Regional Solutions for Local Governments. Mr. Baynes expressed that they are available to help meet the needs of citizens and local governments and hoped that the City would consider them as a resource. He announced that this year they added an on line grant research tool that should be beneficial to members with a population of 20,000 or less.

Mayor Moss asked if there were plans to address the issue of regional water/sewer.

Mr. Timothy Baynes said that they would be glad to help with this issue. He said they sent out a recent state wide survey and 80-85% that responded said that water/sewer is the greatest need to address. Mr. Baynes said that they need to come together as a region to look at options.

**MINUTES:**

Moved by Commissioner Karan and seconded by Commissioner Robinson to approve the minutes of September 23, 2008 and October 8, 2008. The motion received a unanimous vote.

**APPROVAL/ADDITIONS TO AGENDA:**

Moved by Commissioner Karan and seconded by Commissioner Wilkerson to approve the agenda with the additions of 11-b.1 Voluntary Annexation – Lake Glad Road Commercial, LLC. The motion received a unanimous vote.

**PUBLIC COMMENTS:**

Ms. Deborah Brogden, 1254 Dove Road addressed the Board to say that she was still searching for a place to have the Creedmoor Farmers Market and asked if the Board had found a location. She expressed interest in the Red Front property. Ms. Brogden inquired about the possibility of a permanent space at the proposed recreation area located on Brassfield Road.

Mayor Moss said that was a good thought to be considered.

Ms. Kim Holmes, 902 Woodland Drive addressed the Board and said that she has so many questions after each meeting and asked if the Board could hold a meeting for citizens that are not familiar with government.

Mayor Moss said that the Board holds quarterly Town Hall Meetings and the next meeting was scheduled for Thursday, November 20, 2008.

**MANAGER'S REPORT:**

Mr. Tom Mercer, City Manager gave an overview of the report that was sent with the Board's packet in reference to water, sewer, refuse collection, roads and miscellaneous. Mr. Mercer also gave an update of the Lake Rogers Dredging Project.

Mr. Tom Mercer advised that the 2007-2008 bank reconciliation was under his supervision with a completion date of November 14, 2008. The fiscal 2008-2009 bank reconciliation would be given to the Finance Director for completion by December 31, 2008. Beginning January, 2009 and each successive month thereafter, the bank reconciliation would be tied to the trial balance along with the P&L statements and related financials and are to be sent to auditor Jim Winston for verification before each Regular Board meeting. Mr. Mercer also

advised that a letter was received from the LGC regarding audit findings and the City must respond by November 13, 2008.

**OLD BUSINESS:**

**Tax Audit Update:**

Mayor Moss reiterated what the City Manager reported in reference to the receipt of a letter from the LGC on October 13, 2008. Mayor Moss said that he would like to hand deliver the City's letter of response, which has a due date of November 13, 2008. He advised that the Finance Director communicated to him about the Appeals process and the 941 form tax penalties are being handled out of Hartford, Connecticut in the amount of approximately \$41,000. The civil penalties have been forwarded to managers out of three divisions to decide who would handle this portion.

**Department Head Reports:**

Mayor Moss said that at the last meeting there was a request to revisit the Dull property rezoning request. Mr. Dave Roesler, Planning Director was absent this evening; however within the Board packet was a recommendation to forward this request to the Planning Board to look at the area as a comprehensive approach.

Moved by Commissioner Minor and seconded by Commissioner Piper that the Planning Board study the surrounding area as a comprehensive approach to determine zoning for properties located on the west side of NC Highway 56 from the Lake Glad commercial property to Ledge Creek. The motion received a unanimous vote.

Chief Benware gave a handout to the Board of the results of the traffic/speed counter report for Mayview Drive, Whitehall Subdivision. Chief Benware was asked to get a southbound count for Whitehall to gather data and meet with Commissioner Wilkerson in reference to making a recommendation at the next meeting.

The City of Creedmoor Finance Department recommends that the Creedmoor Volunteer Fire Department's contract amount be increased by an amount to be determined for each identified retired Firemen. There are contingency funds that could be transferred to address the increase. The increase should not exceed \$800.00, which is based upon an estimated eight individuals. The Board of Commissioners should state for the record that the increase is one-time only and is to be reviewed for approval each budget year. It should also be stated that the funds must be distributed as a plaque or gift certificate or card. The CVFD should provide written confirmation that funds are distributed as required by the Board of Commissioners on or before June 30, 2009. Ms. Lenessa Hawkins, Finance Director said that this contribution was included in the Budget Amendment forthcoming this evening.

**NEW BUSINESS:**

**Zoning for Gerald Whitfield Property – Walters Road:**

Moved by Commissioner Piper and seconded by Commissioner Wilkerson to schedule the Public Hearing for the zoning of the Gerald Whitfield Property located on Walters Road for November 25, 2008. The motion received a unanimous vote.

**Voluntary Annexation – Hwy. 56 - Lake Glad Road Commercial, LLC:**

Moved by Commissioner Minor and seconded by Commissioner Wilkerson to adopt the Voluntary Annexation Ordinance for the Lake Glad Road Commercial, LLC property located on Hwy. 56 with an effective date of January 1, 2009. The motion received a unanimous vote.

**Zoning for the Lake Glad Road Commercial, LLC – Hwy. 56:**

Attorney Currin advised that there are two areas to be rezoned, one which is a rezone that was already within the City's ETJ and the other was previously in the County, which will be a first time City zoning.

Moved by Commissioner Karan and seconded by Commissioner Minor to schedule the Public Hearing for November 25, 2008 for the zoning of the Lake Glad Road Commercial, LLC property located on Hwy. 56. The motion received a unanimous vote.

**Budget Amendments – 1<sup>st</sup> Quarter 2008-2009:**

Mr. Tom Mercer, City Manager gave an overview of the Budget Amendment #1 for 2008-2009.

Moved by Commissioner Wilkerson and seconded by Commissioner Robinson approval of the Budget Amendment #1 for 2008-2009. The motion received a unanimous vote.

**MAYOR'S REPORT:**

Mayor Moss advised that he recently attended the NCLM Conference in Charlotte. He noted that they published a NCLM 100<sup>th</sup> Year Anniversary Book and Creedmoor was well represented in this book. Mayor Moss made reference to page 73, which shows a picture of the Creedmoor Supply Company from years past. He advised that the League publishes an annual calendar and suggested that the City submit pictures for next year. Mayor Moss said that he attended two sessions 1) Why Cities/Towns Still Matter and 2) Economic Development Infrastructure.

Mayor Moss announced that Thursday, October 23, 2008 he met with Mr. Richard Rogers, Executive Director of Clean Water Management Trust Fund and made a visit to the proposed park site on Brassfield Road. State Representative Crawford, Granville County Commissioners, Granville County School Board and citizens also participated. Mayor Moss said that he should be receiving notification on November 7, 2008 as to whether the grant would be approved.

Mayor Moss expressed that the initial kick-off meeting for The Creedmoor Collaborative Meeting was held Thursday, October 23, 2008. He said that Hallmark Realty gave a presentation of a market survey study that focused on Granville County. The next TCC meeting was scheduled for November 20, 2008 at 4:30 p.m.

Mayor Moss advised that Ms. Eleanor Fowler would attend next month's meeting to give an update on the Tourism Development Committee.

Mayor Moss announced that Downtown Creedmoor was having Trick-Or-Treat Friday, October 31, 2008 from 5:50 until 8:00 p.m.

## **COMMISSIONER REPORTS:**

### **Community & Economic Development:**

Commissioner Piper said that he would like to see a link established on the City of Creedmoor website for the Kerr-Tar Regional Council of Government for citizens to access.

### **Finance, Administration & Intergovernmental:**

Commissioner Robinson advised that the Finance Committee would be meeting with the City Manager and Finance Director before each Regular Board meeting.

### **Energy, Environment & Natural Resources:**

Commissioner Karan announced that Granville County Medical was sponsoring a free education program on Chronic Obstructive Pulmonary Disease by Dr. Fruth. This presentation explains COPD, who is at risk and breathing better with COPD. The event has been scheduled for November 3, 2008 from 6:00 p.m. until 7:00 p.m. at no cost. Dinner will be provided and anyone interested can rsvp by calling 690-3447.

Commissioner Karan advised that the GT JAMS play equipment had arrived and he scheduled a community build for Saturday, November 22, 2008 rain or shine at Lake Rogers beginning at 11:00 a.m. He said that there will be free hotdogs and free t-shirts for the first twenty-five participants.

Commissioner Karan announced that he would be representing the City at the National League of Cities Conference November 10<sup>th</sup> through 15<sup>th</sup>, 2008 in Orlando, Florida. He is on the National League of Cities Steering Committee. Commissioner Karan said that he would also be attending a KABOOM build at this conference. He announced that the City of Creedmoor was still in first place to win a free play system from KABOOM.

### **Transportation Infrastructure:**

Commissioner Wilkerson gave an overview of the Greenway meeting he attended last month. He advised that the two grants that the City previously applied for were denied; however, the City could reapply for the CMAC grants available in the amount of \$100,000 to \$300,000.

Commissioner Minor inquired about the proposed walking trails between Creedmoor Elementary and SGHS.

Commissioner Wilkerson expressed that Ms. Scotty Wilkins; Granville County Planning said that the School Board had turned down the project; however it was still under review.

Commissioner Minor said that he would like for the Chief to schedule a date and time that they could meet to discuss the parking issues.

Commissioner Karan said that he brought before the Board last month grant opportunities for consideration to purchase playground equipment. Commissioner Karan expressed that he had found climbing equipment for \$18,000 plus shipping and handling for an estimated cost of \$20,000.

Moved by Commissioner Minor and seconded by Commissioner Wilkerson approval to apply for the grant opportunities and that the City's cost not to exceed \$10,000. The motion received a unanimous vote.

**Public Safety:**

There was nothing further to report.

Mayor Moss encouraged everyone that had not voted to please do so and announced that One-Stop Voting was available at City Hall through Friday from 8:00 a.m. until 6:00 p.m. and Saturday, November 1, 2008 from 8:00 a.m. until 5:00 p.m.

Moved by Commissioner Karan and seconded by Commissioner Piper to go into Closed Session on the Matter of Personnel in accordance with GS 143-318.11. The motion received a unanimous vote.

Upon return to regular session, moved by Commissioner Piper and seconded by Commissioner Wilkerson to adjourn

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Mayor

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City Clerk