



MINUTES OF
CITY OF CREEDMOOR
BOARD OF COMMISSIONERS MEETING
MAY 7, 2019
6 P.M.

PRESENT

Mayor Bobby Wheeler, Mayor Pro Tem Ernie Anderson, Commissioner Del Mims, Commissioner Herman Wilkerson, Commissioner Neena Nowell, Commissioner Archer Wilkins. Also present were City Manager Korena Weichel, Community Development Director Mike Frangos, Administrative Services Director Nancy Riegel, Finance Director Reuben Carden, Chief Keith King, and Attorney T.C. Morphis, Jr.

ABSENT

None.

CALL TO ORDER

Mayor Bobby Wheeler called the meeting to order at 6:00 p.m. and Commissioner Nowell offered the invocation. Commissioner Wilkerson led the Pledge of Allegiance.

ROLL CALL

Roll call by the Interim City Clerk determined a quorum was present.

APPROVAL OF AGENDA

Moved by Mayor Pro Tem Anderson to approve the agenda; seconded by Commissioner Wilkins. The motion received a 5-0 vote.

CONSENT AGENDA

Consent agenda items: Approval of Minutes from the April 8, 2019 Board of Commissioner Meeting, Revision to FY19 Pay & Class Schedule, and FY19 Budget Amendment #5.

Moved by Mayor Pro Tem Anderson to approve the consent agenda; seconded by Commissioner Nowell. The motion received a 5-0 vote.

EMPLOYEE RECOGNITION

Mayor Wheeler presented a Certificate of Commendation to Officer Nathaniel T. Davis, IV for responding to a call for service. Davis was met with a life threatening emergency at the scene, performing CPR until the Granville County EMS arrived. EMS stated that Officer Davis' actions were crucial in saving the individual's life.

PRESENTATION OF MARCH MAYHEM PROCEEDS CHECK

Mayor Wheeler and Chief King presented a \$1200 check for funds raised by the "March Mayhem" police and students' basketball tournament sponsored by the City of Creedmoor Police Department in March. The check was given to Lt. Bill Davis of the North Carolina State University Police and DK Jones, retired Guilford County Sheriff's Office. Lt. Davis and Mr. Jones accepted the check on behalf of the Special Olympics of North Carolina.

PROCLAMATIONS

Mayor Wheeler read proclamations recognizing National Police Week (May 12-18) and National Public Works Week (May 19-25).

REQUEST TO ADDRESS THE BOARD

Creedmoor Volunteer Fire Department

Chief Fisher was present to request the city's financial assistance for the purchase a new ladder truck. Fisher noted that the sale of an existing truck would occur once a new truck was purchased and that a ladder truck would help the

CVFD reach higher buildings. The department's current ISO rating is a "4", and if they do not continue to grow with the town, they could lose that rating which could result in higher homeowner's insurance rates.

Fisher informed the board that the truck budget was for \$1,000,000, and the department was asking the City of Creedmoor to pay for half the cost at \$50,000 per year over the next ten years. Based on previous discussions he and the assistant chief had with the city manager and mayor, they had agreed to look for used trucks but have not been able to find one. He said they were concerned with purchasing a used truck due to high miles and age, and in addition, most used trucks on the market are 105-110 feet long with a double-axle. He stated that size truck would not fit into the current fire station; instead they need a single-axle 75-foot truck. He further stated that a used truck would cost approximately \$400,000 plus and could have problems with hydraulics, boom, or ladder in the future. For those reasons, he said the department prefers to buy a brand new truck with a warranty. Fisher declared that a brand new ladder truck could realistically be bought for \$800,000 for a total cost of \$925,000 once equipped. Once CVFD obtains a proposal for the new truck, they will have 60-90 days to make a decision on whether to buy or not.

The Board posed several questions to Chief Fisher, following is a summary of those questions.

Commissioner Nowell asked if they had requested any additional money from the county for the truck, and Fisher responded that they had not specifically asked for money for the truck because its primary use would be for the City of Creedmoor. Nowell asked city manager Weichel if the CVFD were asking for \$50,000 per year for 10 years, how would the city proceed to commit to that for future years. Weichel responded that the board would need to take formal action to enter into an agreement for the funding.

Mayor Pro Tem Anderson inquired as to which truck they would be selling and the value of the truck they would sell. Fisher answered that they planned to sell one of the two engine trucks currently owned. He estimated that they may be able to get up to "a couple hundred thousand dollars". Anderson also asked what the CVFD intends to do with the property they own on US-15 and the existing house on that site. Fisher relayed that the property was originally purchased to build a new fire station and that the house is currently being rented out to a tenant.

Commissioner Wilkerson asked what the height or tallest reach they would need from a ladder truck, and Fisher responded that 75 feet was the height needed. Wilkerson followed up by asking what height he felt was safe to fight a fire without a ladder truck, to which Fisher responded that 35 feet was safe, depending on the structure. Wilkerson then asked Fisher if the fire department has applied for any grant funding, and Fisher replied that they had not tried for grant money for a truck and added that so many other departments apply for grants and they do not meet the criteria necessary.

Mayor Wheeler then asked if there were any grants available for a truck for which they could apply, and Fisher answered that they had not seen any.

Commissioner Wilkins commented that he is prayerful that the Board has heard the importance of the purchase of a ladder truck as his concern is with the health, welfare, and safety of the community.

Commissioner Mims asked about the existing mutual aid agreements with Butner, Oxford, and Durham and when was the last time Creedmoor had to rely upon these departments for mutual aid for a ladder truck (how many times had a ladder truck been requested). Fisher noted that there were no requests of which he was aware over the past 14 months since he had become chief, and Mims asked if he could gather information for the board related to the period prior to his becoming chief. Upon reminder from Assistant Chief Foley, Fisher restated that they may have requested one for the Timber Lake house fire. He elaborated that the need for a ladder truck is dependent on the structure, and that they can request the ladder truck anytime. He also stated that Butner responds by patrol car first before bringing any apparatus which could result in lost time. Mims continued by asking if there were any records that would show how many times a ladder truck was required for response. Fisher replied that he could go back and pull reports on structure fires to show what types of structures where one was needed because not every structure fire would need a ladder truck. She also asked Fisher if the CVFD had an audit performed to document the financial condition of the department, and he answered that they do not currently have an audit performed but would be willing to look into it for future budget requests.

Mayor Wheeler concluded the discussion by asking Fisher to estimate how many times they would have needed to pull out a ladder truck over the last few years, and Fisher responded that there had been several fires at Golden Pond where a ladder truck would have saved some property.

PUBLIC COMMENT

Ed Gleason, 1973 Bowles Ave, Creedmoor

Mr. Gleason announced that today is International Teacher's Day and May 4 is International Firefighter's Day. He continued to state that he was present at the FAIR Committee Meeting (Finance, Administration, and Intergovernmental Relations) and, as a citizen, wants to make sure the Board understands that Creedmoor is growing and needs to be able to finance that growth on into the future. Gleason declared that the Board should be able to balance the budget without an increase in taxes, and referenced the fire department's request which could increase the budget. He stated that no matter what is decided, the cost is going to be more, and while it is very easy to cut taxes, it's not so easy to raise taxes.

Thomas C. Jackson, 302A Park Avenue, Creedmoor

Mr. Jackson said he agreed with Ed Gleason's statement; therefore, he has chosen not to pass out and read his own prepared statement, adding that the Board would not have to raise taxes if taxes hadn't already been lowered. Mr. Jackson reminded the Board of the upcoming election cycle and that they need to be statisticians, not politicians.

FY20 BUDGET PRESENTATION

City Manager, Korena Weichel introduced the Fiscal Year 2020 (FY20) Budget with a PowerPoint presentation including the budget strategy, revenues and expenditures by fund, and current/future projects and initiatives. She noted that the proposed budget was based on maintaining the current property tax rate of \$0.615 with a FY20 fund balance appropriation of \$145,876. Ms. Weichel emphasized that, if the Board chose to maintain the current tax rate for FY20, the FY21 budget would require a minimum increase of \$0.04 - \$0.06 based on presently known expenditures. Furthermore, she stated that, if the Board were to commit to the request from CVFD for the purchase of a new ladder truck, an additional \$.015 increase would be required resulting in a total minimum tax rate increase of \$0.055-\$0.075 in the FY21 budget. Based on these factors, she stated it may be better for the Board to consider an incremental approach to cover these increases, by raising the tax rate a certain amount this year and following through next year with the remaining increase required.

Weichel relayed the highlights of the FY20 budget including a decrease of \$35,000 in property tax revenues based on actual collections for the year, although overall General Fund revenues are projected to increase approximately 1% primarily due to strong sales tax and investment interest earnings. On the expenditure side, she stated that the budget includes an approximate \$20,000 state-mandated increase in employer retirement system contributions, 1.5% COLA for employees, and an average 2.25% merit increase. Also included as Phase II of the law enforcement recruitment and retention strategy is movement of patrol officers from pay grade 18 to pay grade 19 with a 5% internal adjustment for current patrol officers and all new hires after July 1. Total restricted and unrestricted FY20 General Fund expenditures amount to \$4,197,558, which reflects a slight increase of \$20,209 over FY19 budgeted expenditures. She concluded by presenting information to the Board on FY19 fund balance estimates for June 30, 2019 and FY20 proposed expenditures for Capital Reserve, Stormwater, Powell Bill, and Recreation Funds.

As Chair of the FAIR Committee, Mayor Pro Tem Anderson thanked Weichel for her presentation and the way it was put together. A public hearing is scheduled for the June 4, 2019 Board Meeting.

Commissioner Nowell remarked that everyone would have an opportunity to review the Manager's presentation, comments from the fire department, and any other unknowns before the public hearing date in order to think about and consider raising taxes for FY20.

Commissioner Mims asked for clarification regarding the line for special projects for \$134,360 of which \$20,000 represents the city's land stewardship responsibilities for its conservation partnership with Tar River Land Conservancy. Weichel stated that this amount should cover most of our obligation and failures noted in the recent monitoring report. She informed the Board that the city would need to contract with a surveyor for the property at Ledge Creek in order to be able to fulfill many of our stewardship responsibilities.

ACTION ITEMS

Planning Board Appointment (Term ending March 2021)

Board members considered applicants for the vacant Planning Board seat and completed ballots which were tallied by the clerk. The vote was unanimous to appoint Ms. Keechia Brustmeyer- Brown. Moved by Commissioner Mims

to appoint Ms. Keechia Brustmeyer-Brown to fill remaining term on Planning Board; seconded by Commissioner Nowell. The motion received a 5-0 vote.

Appoint Voting Delegate for NCLM 2019 City Vision Conference

Commissioner Wilkins moved to nominate Mayor Pro Tem Anderson as delegate for the NCLM 2019 City Vision Conference. Commissioner Wilkerson seconded the motion. Motion received a 5-0 vote.

Commissioner Nowell nominated Commissioner Mims as an alternate delegate. Moved by Mayor Pro Tem Anderson to appoint Commissioner Mims as alternate delegate; seconded by Commissioner Nowell. The motion received a 4-1 vote.

July Meeting Date Change (added to agenda)

Commissioner Wilkins stated that he would be unable to attend the July 2 meeting and requested the Board agree on a date to reschedule the meeting. Upon further discussion, no other date could be coordinated with everyone's schedules. Commissioner Wilkins moved to cancel the July meeting; seconded by Mayor Pro Tem Anderson. The motion received a 4-1 vote.

CITY MANAGER'S REPORT

City Manager Weichel gave an update on the following: Lake Rogers Park improvements has only a few punch list items remaining; a new park sign is on order for installation once the new sign monument is built; the contract with TJ's Marine Construction for the boardwalk construction has been signed and the notice to proceed issued with an expected start date in early July, weather permitting; and still working with that same contractor to obtain a proposal for the walking trails. Weichel also spoke with the contractor on the Creedmoor Community Center project who expects to have the building permit within the next 2-3 days.

Weichel reported that the Cross City Trail contracts had received DOT concurrence for CEI services on 2 of 3 projects, awaiting word on the third, and that staff has followed up several times with DOT to request the new funding agreement which will reflect the additional 80/20 awarded by CAMPO. Staff met with SEPI engineering and SGWASA representatives to discuss utility conflicts and hydrant relocation processes within the project route. Weichel commented that property owners with easements will begin seeing survey stakes in those easements. She is working on the next newsletter which will provide a project update to notify residents that traffic will be impacted for the next year and a half or so due to the CCT project and the NCDOT R-5707 project occurring simultaneously. She repeated the contractor's restrictions on closing lanes during the work week and that there were no restrictions during weekend days.

Weichel also mentioned the Public Works Open House which is scheduled for Wednesday, May 22 from 4:00 -7:00 PM with demonstrations. Ms. Weichel informed the Board that Terry Hobgood has accepted the City Clerk position and will be starting June 5, 2019, and she introduced the new Finance Director, Reuben Carden.

COMMISSIONER REPORTS

Commissioner Nowell reported during April/May, she attended several events. Commissioner Nowell stated that she had previously failed to recognize Community Development Director Michael Frangos for his part in obtaining the additional CAMPO funding and thanked him for his efforts.

Commissioner Wilkerson asserted that Board members need to look at cutting some of the costs associated with attending meetings and conferences as he wasn't sure there was a benefit to Creedmoor. He reported taking the idea of going to Washington to meet with representatives to the SGWASA board, the same as he had mentioned at the last Creedmoor Board Meeting.

Commissioner Wilkins reported that he attended the first annual Eleanor D. Roosevelt Dinner for Families Living Violence Free at the Expo Center on Monday, April 29.

Mayor Pro Tem Anderson reported on his attendance at the ground breaking ceremonies for the Community Center & the ribbon cutting at Lake Rogers Park. He stated that he wants to continue attending various meetings because he feels they are helpful and he gets a lot out of them but that meeting attendance should be coordinated with other members. Anderson also spoke about his unhappiness with the National League of Cities and will be spending most of his time right here within the State.

Commissioner Mims responded in reference to comments about attending the various meetings in that she personally tries to return with reports showing the benefit of attendance. She said the perspective she has gained through WIMG (Women In Municipal Government) is quite impactful and critical for female elected officials. Mims continued to report that she had attended the April Coffee with a Cop, groundbreaking ceremonies at the Community Center, the Fair Committee meeting, Easter Egg Hunt, ribbon cutting at the lake, the church Open House in the newly renovated SunTrust building, and Granville County School District's Evening of Excellence on May 2, 2019. She stated that some of those who attend conferences, including herself, have gone to Congress and spoken with representatives addressing funding and exploring the creative ways of dealing with SGWASA. Finally, Mims reported that she has also been in contact with representatives Woodard and Yarborough's offices on HB645 and 534 regarding locations of billboards and thanked Manager Weichel for her continuing efforts to provide representatives information to communicate their opposition to this bill.

MAYOR'S REPORT

Mayor Wheeler also attended the Eleanor D. Roosevelt Dinner for Families Living Violence Free. He expressed thanks to Recreation & Events Coordinator Angie Perry for the excellent coordination of recent ceremonies. Wheeler reported that he has been contacted by Dave Prince and Gary Roberts in reference to Battle Roberts Field. Both gentleman have contacted the mayor over concern over designation and would like Battle Roberts Field to remain Battle Roberts Field. Wheeler also mentioned that once construction begins on the Community Center, it will be a closed site and Board members should get together as a group by coordinating through the City Manager.

Wheeler then verbalized his concerns regarding the out-of-state meetings board members are attending and that he didn't feel that 2-3 members need to go to the same meeting. Wheeler said members should consider the amount of information and whether it is a benefit to the City; over \$8000 dollars has been spent in the last fiscal year for travel to these meetings.

CLOSED SESSION

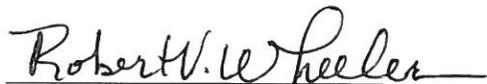
Mayor Pro Tem Anderson, moved to enter closed session pursuant to N.C.G.S. §143-318.11 (a)(3) Attorney-Client Privilege and (a)(5) Acquisition of Real Property; seconded by Commissioner Wilkins. The motion received a 5-0 vote.

Upon returning from closed session, a motion to suspend rules of procedures was made by Commissioner Wilkerson and seconded by Mayor Pro Tem Anderson. The motion received a 5-0 vote.

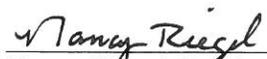
A motion was made by Commissioner Wilkerson and seconded by Mayor Pro Tem Anderson to adopt Resolution 2019-R-03: A Resolution Exempting Surveying Professional Services from the Requirements of G.S. Chapter 143, Article 3D. The motion received a 5-0 vote.

ADJOURN

Upon return from closed session, there being no further business to come before the board, a motion to adjourn was made by Commissioner Wilkins and seconded by Mayor Pro Tem Anderson. The motion received a 5-0 vote and the meeting adjourned at 8:59 p.m.


Robert V. Wheeler, Mayor

ATTEST:


Nancy Riegel, Interim City Clerk