



MINUTES

The Holly Springs Town Council met in regular session on Tuesday, April 5, 2022. Mayor Mayefskie presided, calling the meeting to order at 7 p.m. A quorum was established as the Mayor and three Council members were present in the Chamber as the meeting opened.

Council Members Present: Mayor Mayefskie, Mayor Pro Tem Dan Berry, Council members Aaron Wolff, and Timothy Forrest.

Council Members Absent: Council members Kristi Bennett and Shaun McGrath.

Staff Members Present in Chambers: Randy Harrington, *Town Manager*; Scott Chase, *Assistant Town Manager*; Daniel Weeks, *Assistant Town Manager*; John Schifano, *Town Attorney*; Linda McKinney, *Town Clerk* (recording the minutes); Mathew Mutter, *IT*; Kendra Parrish, *Executive Director of Utilities & Infrastructure*; Tim Athy, *Utilities and Infrastructure*; Kimberly Keyes, *Utilities and Infrastructure*; Daniel Pope, *Development Services*; LeeAnn Plumer, *Director, Parks & Recreation*; Rachel Ingham, *Utilities and Infrastructure*; Aaron Levitt, *Utilities & Infrastructure*; Chris Hills, *Director, Development Services*; Irena Krstanovic, *Director, Economic Development*; Corey Petersohn, *Administration*; Antwan Morrison, *Director, Finance*; Cassie Hack, *Director, Communications*; LeRoy Smith, *Fire Chief*; Kathy White, *Deputy Clerk*.

2. and 3. The Pledge of Allegiance was recited followed by an invocation by the Reverend Dr. Jonathan Blanke of Resurrection Lutheran Church.

4. Agenda Adjustment: The April 5, 2022 meeting agenda was adopted with changes, if any, as listed: none.

Motion: Berry
Second: Forrest
Vote: Unanimous

Public Comment: At this time, an opportunity was provided for members of the audience who had registered to speak to address the Council, and the Clerk was asked for any written comments received prior to the meeting.

The following written comments were received: none

The following comments were received in person: Bob Gill spoke about the noise ordinance and violations of that ordinance, and requested enforcement. Tyler Dublick said he was a first grader at Holly Grove Elementary School and he participates in Kids Duty to clean up the playground at his school. He would like to know if a robot could be built to "eat" trash and spit it out into the trashcan. Brent Dublick said that the kids who participate in Kids Duty are setting a good example to other people. He requested that Council consider passing a bill Kids Duty Act to enable and educate children to clean up their environment. He requested funding for plastic bags and grabby sticks to help the children clean up if building the robot was not feasible.

REQUESTS AND COMMUNICATIONS

5. Holly Springs Road Construction – Public Communication Strategy

Tim Athy, Utilities and Infrastructure, said the purpose of this item was to update Council on the Holly Springs Road Widening (East) public communication strategy. He introduced the team that partnered with the Town from Kimley Horne and Fred Smith. He explained that the phases have been renamed East, Central, and West. He outlined the timeline for construction, beginning with the bridge at Middle Creek starting later this month, with construction on the North side of the road beginning in late 2022. The South side of the road will begin construction in late 2023. The South side is the area that will have the greater impact to the schools. The roundabout will be constructed in late 2024, with the projected completion of the project in mid-2025

Cassie Hack, Director Communications and Marketing, said that this was the largest road project that the Town has ever undertaken. She outlined the communications plan which includes signage along the road to reach drivers, information and an interactive map on the Town website, and Kimley Horn's interactive website, as well as in person meetings, communication to the school and local HOAs, direct mail, and in-person events. She explained how affected residents can get their questions answered. She said that the ground breaking for the project would be April 20th.

Consent Agenda

The Council passed a motion to approve all items on the Consent Agenda. The motion carried following a motion by Mayor Pro Tem Berry, a second by Council member Forrest and a unanimous vote. The following actions were affected:

6. Minutes – Council approved the minutes of the March 8, 2022 workshop meeting and the March 15, 2022 business meeting.

7. Bass Lake Pump Station Phase 2 Upgrade – The Council approved a contract with HIGHFILL in the amount of \$248,100 for the design of upgrades needed at the Bass Lake Pump Station.

8. NC DEQ Division of Water Infrastructure Spring 2022 Grant and Loan Funding Applications. – The Council adopted Resolutions 22-13, 22-14, 22-15, 22-16, and 22-17
Copies of Resolutions 22-13, 22-14, 22-15, 22-16, and 22-17 are attached to these minutes.

9. Recruitment Incentives and Market Retention Salary Adjustments for Codes inspector and Fire Inspector Positions. – The Council authorized the Town Manager to implement hiring incentives, referral incentives, and early implementation of the Pay & Classification Study adjustments for only development related codes and fire inspection positions.

10. 1000 South Main Street Voluntary Annexation A21-05. – The Council adopted Resolution 22-04 directing the Town Clerk to investigate the sufficiency of annexation petition A21-05 and setting the public hearing for April 19, 2022.

A copy of Resolution 22-04 is attached to these minutes.

PUBLIC HEARINGS

11. Gunter Morris Rd. Road Closure

John Schifano, Town Attorney, said that Gunter Morris Road was a family road that cut through properties all owned by the same family in the Town's ETJ. The family would like the road closed, and the NCDOT requires action from the Town Council to abandon a portion of the right of way located on Gunter Morris Rd. The Council passed a resolution of intent to close the road on February 1, 2022. Mr. Schifano said that by operation of law, when the road is abandoned it will

revert to the underlying land owners. He said the Town has never maintained this road or invested any Town funds in its construction or maintenance.

Mayor Mayefskie opened the public hearing.

There being no input, Mayor Mayefskie closed the public hearing.

MPT Berry asked if the family gave a reason for wanting to close the road. Mr. Schifano said people were driving down it and dumping trash and the family wants to be able to put up no trespassing signs.

Action: Motion to adopt Resolution 22-12 to adopt an order to close and abandon Gunter Morris Road Right of Way.

Motion by: Wolff

Second by: Forrest

Vote: unanimous

A copy of Resolution 22-12 is attached to these minutes.

NEW BUSINESS

12. Fire Station Number 3 Design Services Contact & Reimbursement Resolution for Funding

Kimberly Keyes, Utilities and Infrastructure, said the purpose of this item was to award a contract to ADW Architects for design services for Fire Station Number 3. She showed where the proposed site is in relation to development on that side of town, and contrasted the current, temporary station 3 with a concept for the proposed station 3.

LeRoy Smith, Fire Chief, explained the coverage area that the new station would be able to cover and the importance for maintaining the Town's ISO rating. He gave a description of the proposed features of the station. MPT Berry asked how long it took to respond to the full 5 miles. Chief Smith gave the factors that feature into the response time and said it was 9 minutes total time to get to the far edge of the coverage. MPT Berry asked if, with the Town growing, three stations were enough or if more stations would be needed. Chief Smith said that they are constantly evaluating response times and the need for other facilities.

Mayor Mayefskie asked what the blank areas in the map were. Chief Smith said that if there are no roads in an area, they cannot reach the area. The GIS map only shows where there are roads. He said that parts of Station 3 coverage are in Wake County and parts of Apex, which could result in them increasing the Town's cost share. He said that the plan is to put a fire engine and four personnel in this station when it is completed, but as things change in the Town the assignments can change.

Ms. Keyes gave an overview of what the station would contain, and said that the land appraisal has been received and is under review. Next steps include the land purchase, with design and permitting from spring of 2022 to spring of 2023 and construction beginning in the summer of 2023. She said that this project will be funded with an anticipated up to \$11.2 million Limited Obligation Bond.

Action 1: Motion to adopt the Town Building Capital Project Ordinance (Ordinance 22-05) and Business Park Development Capital Project Ordinance (Ordinance 22-06).

Motion by: Berry

Second by: Forrest

Vote: unanimous

Copies of Ordinances 22-05 and 22-06 are attached to these minutes.

Action 2: Motion to approve the Reimbursement Resolution.

Motion by: Wolff

Second by: Forrest

Vote: unanimous

A copy of Resolution 22-19 is attached to these minutes.

Action 3: Motion to award contract to ADW Architects in the amount of \$587,950 for design services and provide project contingency in the amount of \$100,000.

Motion by: Berry

Second by: Wolff

Vote: unanimous

13. Fiscal Year 2022-23 Strategic Plan

Corey Petersohn, Administration, said the purpose of this item was to review updates to the proposed Fiscal Year 2022-23 Strategic Plan, and adopt the plan. He reminded Council of the work that they had done since December on updating the plan, and reviewed for residents the five strategic priority areas. He said the updates included refreshing the Engaged, Health, & Active Community strategic priority area in the wake of the recently completed Parks and Recreation Master Plan. Other updates respond to priorities identified in the community survey with new initiatives focused on infrastructure planning and asset management, a continued emphasis on employee retention recruitment, and professional development. The updates also included small tweaks which added clarity and improved alignment to the Mayor and Council's vision. He said that adopting the Strategic Plan tonight would allow the budget process to align with Council's vision in preparation for adoption in June.

Action: Motion to adopt the Fiscal Year 2022-23 Strategic Plan.

Motion by: Wolff

Second by: Forrest

Vote: unanimous

OTHER BUSINESS

None that required action.

MANAGER'S REPORT

Randy Harrington, Town Manager, said he appreciated the Chamber of Commerce partnership and the effort they put in. He said later in April, on the 25th, is the next North West Gateway Advisory Committee meeting and there will be an open house on April 27th. They are looking for a summer completion of that project.

Related to this, Dennis Jernigan from NCDOT will be coming to the next council meeting. The realignment of Kildaire Farm Road is coming up and you will hear more about it at the next meeting.

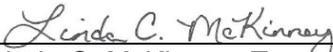
CLOSED SESSION: The Council entered into closed session, pursuant to N.C.G.S. 143-318.11(a)(3) to confer with the Town Attorney on a potential litigation matter.

Motion by: Berry
Second by: Wolff
Vote: Unanimous

Motion to leave closed session was made by MPT Berry, seconded by Council member Forrest and passed with a unanimous vote.

Adjournment: Council member Wolff made a motion to adjourn at 8:33 pm. It was seconded by MPT Berry and passed with a unanimous vote.

Respectfully Submitted on Tuesday, April 19, 2022.



Linda C. McKinney, Town Clerk

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