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## **MINUTES**

The Holly Springs Town Council held a workshop meeting on Tuesday, September 14, 2021 at the Law Enforcement Center and via video conferencing. Mayor Sears presided, calling the meeting to order at 6:00 p.m. A quorum was established as the Mayor and three Council members were present as the meeting opened, and one Council member was present via Zoom.

**Council Members Present in the room:** Mayor Sears, Mayor Pro Tem Dan Berry, and Councilman Aaron Wolff, and Councilwoman Christine Kelly

**Council Members Participating Remotely:** Councilman Shaun McGrath

**Council Members Absent:** Councilman Peter Villadsen.

**Staff Members Present:** Randy Harrington, Town Manager; Linda McKinney, Town Clerk (recording the minutes); Daniel Weeks, Assistant Town Manager; Scott Chase, Assistant Town Manager; Cassie Hack, Director Communications and Marketing; Jeff Wilson, IT Director; John Schifano, Town Attorney; Corey Petersohn, Administration; LeeAnn Plumer, Director Parks and Recreation; Matt Beard, Parks and Recreation; Antwan Morrison, Director Finance; Kendra Parrish, Executive Director of Utilities and Infrastructure; Rachel Ingham, Utilities and Infrastructure; Seann Byrd, Utilities and Infrastructure; Kimberly Keyes, Utilities and Infrastructure; LeRoy Smith, Fire Chief; Chris Hills, Director of Development Services.

**1. Overview:** Randy Harrington, Town Manager, gave an overview of the meeting agenda.

### **2. Water Demand**

Rachel Ingham, Utilities and Infrastructure, said this item was to review the Town's current water supply and demand, discuss additional water supply sources, and receive input and guidance on options for meeting future demand. She reviewed the current supply of 12 Million Gallons Per Day (MGD) of water and where it comes from. The Town has an agreement for a maximum of 10 MGD from Harnett Regional Water, but current infrastructure can only support 5 MGD. She explained the need for increased capacity and the plans for a booster pump station in order to reach the full 10 MGD as outlined in the agreement with Harnett County, and other avenues that have been explored in order to obtain more water.

She said that water demand is projected to reach 16 MGD by 2036, based on projected population increases and recent economic development projects that are coming to town. It takes years to plan, permit and construct infrastructure projects, so now is not too early to start.

Ms. Ingham outlined three possible solutions to increasing out water, and the estimated costs of each option. The estimated cost of partnering with the City of Sanford is \$32.7 million for Holly Springs. Staff recommends this third option, partnering with Sanford for their water treatment plant expansion, and with Fuquay-Varina for the shared conveyance system, but both of these have "exits" that Council can take if this is determined not to be the best route forward. This is not a final commitment.

Ms. Ingham then talked about potential funding sources for the various stages of this process, including ARP Funding, local fees and charges, Federal/state grants, and future debt issuance. If the Town commits to this option, that will open up other options for funding. She then asked for questions.

There was discussion on how far into the future the additional 4MGD would serve, and staff said it would take the Town to full build out, or 150,000 residents. The value of having a coordinated strategy with Sanford, Fuquay-Varina and other partners for getting federal funds for the project was discussed, as well as the timing for working toward such funding. The fact that the Town has good working relationships with Harnett County and Sanford was discussed. Questions were asked about conservation efforts to reduce per capita water use and how the use of reclaimed water where possible, reduces the need for potable water. Questions were also asked about pursuing building a water treatment plant in partnership with Fuquay-Varina. Staff said that state statute requires that water be taken from and released into the same river basin, and that makes a joint plant with Fuquay-Varina impractical. Finally, Council discussed whether the pandemic had increased residential water use, and staff said it had, but that had been offset by a decrease in non-residential water use.

### **3. Greenway Prioritization**

LeeAnn Plumber, Director of Parks and Recreation said that Matt Beard would lead this discussion. Because of the level of detail, they passed out hard copies of the maps from the presentation. She said that the purpose of this item was to review proposed evaluation criteria for establishing priority projects for Town-funded Greenways and Sidepaths.

Matt Beard said that the ultimate buildout would be an additional 42 miles of greenway. With the adoption of the Parks, Recreation, and Greenways Master Plan came the four guiding principles for greenway and sidepath development: accessible, equitable, experiential, and safe. He outlined the hierarchy of trails from Community Connectors, to Destination Connectors to Neighborhood Connectors. He outlined six criteria used for evaluating potential greenways or sidepaths, and explained how they are used in evaluating possible greenway segments.

Mr. Beard said that this prioritization resulted in potential projects being separated into three buckets. From within Bucket A, those with the highest prioritization, six projects were selected to be pursued first. These six were: Holly Springs Rd. to Jones Park; Carl Dean Main Street Extension; Middle Creek to Camp Branch; Garrison to Autumn Park; 12 Oaks to Bennet Knoll; and Oak Hall to Ting Park. This balances geographically with projects being completed by developers in other parts of town to provide equitable coverage. He asked for Council's feedback on the criteria and selection.

Consensus was that the criteria are fine. Questions were asked about next steps and funding. Randy Harrington, Town Manager, said that there are some opportunities to pair with a neighboring municipality to pursue LAPP funding, and there are funds in the Parks and Recreation reserves that can be tapped. With the intent to focus on these six projects, there will probably be more information in the upcoming budget. Mr. Beard said that these criteria will not change, but rankings could change based on development and other jurisdictions' activities, but this plan allows flexibility. There was discussion about the intersection realignment at Old Holly Springs Apex Road and Holly Springs New Hill Road and that partnering with developers needs to be kept in mind in that area.

Council member Kelly raised the issue of greenway easements held by the Town that are no longer on the proposed greenway map. Mr. Beard said that this was the next discussion point that staff wished to raise. He said that when the new maps were adopted, some areas where the Town has easements are no longer on the map as proposed greenways. Does Council wish for those easements to be abandoned, or should those be retained by the Town?

Council discussed advantages and disadvantages of abandoning easements, the cost of abandonment, including staff time, new surveys, and the recording of new plats. The location of sewer easements in the same places as greenway easements was discussed. Consensus was not to abandon these easements.

#### **4. Emergency Declaration Ordinance**

Randy Harrington, Town Manager, said that Council had requested this topic be on the next agenda. He said the Town has an Emergency Declaration Ordinance to allow the Town to act quickly in case of an emergency, when it may be difficult to gather and advertise a meeting. He reviewed the statutory authority to declare emergencies, and the statutory definition of an emergency. He said that the Town ordinance authorizes the Mayor to declare a State of Emergency “after a written recommendation by the Town’s manager upon consultation with the Chief of Police and Fire Chief.” He outlined the powers granted by the ordinance that could be included in such a State of Emergency proclamation. He said that three potential discussion areas would be:

1. What are Council’s delegation expectations of the Mayor for formal engagement with the Council if an emergency declaration is in effect beyond a certain time period?
2. Should the Mayoral emergency declaration continue to require a recommendation from the Town Manager?
3. Other areas identified by Mayor and Council.

Council discussed the need for an Emergency Declaration to receive certain state or federal assistance in some circumstances. There was discussion of the power Council currently has to rescind an Emergency Declaration made by the Mayor, and the need for a single person to be able to act in certain emergencies. The requirement for written recommendation from the Manager was discussed and Council’s consensus was that it was not necessary. A provision to automatically add an emergency declaration discussion to the next business meeting following such a declaration was discussed. Council consensus was to request a rewritten ordinance which would delegate the authority to issue an Emergency Declaration to the Mayor, with the expectation that at the next Council business meeting following the issuance of a declaration, it be put on the agenda for Council to discuss publicly.

#### **5. Fire Station Three Check-In**

Daniel Weeks, Assistant Town Manager, said the purpose of this item was to provide an update on discussions with Shenandoah Homes, as well as a potential new opportunity for locating Fire Station No. 3. He updated Council with the schedule of utilities and infrastructure improvements on the site, and showed where the fire station could be located within Carolina Springs Town Center Site. He outlined some potential concerns with this site, including delays caused by the Developer’s schedule, lack of visibility, access through the Town Center, and limited potential for scope expansion and partnerships.

Mr. Weeks said that staff contacted Duke Energy about potential land options and Duke Energy expressed interest in a co-location concept that would include the fire station and a Duke Energy Operations Center. Benefits of this partnership would include a central location and proximity to Friendship Innovation Park, future schools and residential, less reliance on a developer’s schedule, and increased design flexibility. Duke is a trusted long-term partner and could provide infrastructure improvements, and there would be opportunities for shared space.

Council asked questions about what an Operations Center for Duke Energy would be and whether it would be staffed. Staff said that it would be staffed, but customers would not come there, similar to a public works facility. Mr. Harrington, Town Manager, said that other opportunities for partnering could include parking, stormwater control, as well as training or meeting facilities. Kimberly Keys, Utilities and Infrastructure, said that it might be possible to do the master plan together with Duke Energy. Questions were raised about timing and staff said Duke Energy is actively pursuing this and, although they do not have a timetable, they do not want to delay. Council discussed the agreement with Carolina Springs and what the impact on that would be if the Town doesn't build Fire Station 3 there. John Schifano, Town Attorney, said that the agreement was that Carolina Springs developers would give the Town land in exchange for fee reductions. If the Town does not accept the land offered, they would have to pay the full fees. Fire Chief, LeRoy Smith, said that there might also be opportunities to partner with Wake County Fire and Wake EMS if a station was built at this location and that he would reach out to them to see if there was value to them there, and a desire to work out a cost-share agreement with them.

Mr. Weeks said that next steps would be to keep both concepts on the table for now and continue engagement with Duke Energy on the co-location concept to allow the Utilities and Infrastructure staff to engage with Duke Energy to pursue shared space opportunities.

## **OPEN DISCUSSION**

Town Clerk, Linda McKinney, showed Council photographs of eight possible floats for the Happy Holly Days Parade. Consensus was Council would prefer the Christmas Stocking Float.

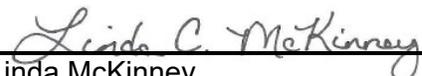
Mayor Sears said that he and Mr. Harrington were at the house at Sugg Farm and were discussing whether it could be sold. He said it is not historic and it is dilapidated. In his opinion it should be torn down. There has been some vandalism, including broken windows on the ground floor. Mr. Harrington said that there are structural issues with the structure, it is out of compliance with code, and Capital Area Preservation has determined that it is not historically significant. The house is not original to the property – it was moved there in the 1980s. It is a structure that the Town cannot use without investing a lot of money into it, and staff recommends disposing of it. Whether that is demolition or selling it and having it removed from the property, is the question for Council. It would be good to do something before the planned paving of the drive occurs, since large trucks would mess that up. He asked if Council wanted this to come back to them at a future meeting. Consensus was to bring it to the next meeting, with photos, for a short discussion.

Council discussed the procedure for naming six “at-large” members to the Northeast Gateway Masterplan Steering Committee. Consensus was for staff to get a summary to Council about what qualities they would want in a committee member, what the time commitment would be, and what the charge of the Committee would be. They would then select the six at-large members.

**Closed Session:** none.

**5. Adjournment:** There being no further business for the evening, Motion to adjourn was made by Council member Wolff second by Council member Berry and passed with a unanimous vote. The September 14, 2021 meeting of the Holly Springs Town Council was adjourned at 8:21 pm.

Respectfully Submitted on Tuesday, October 5, 2021.

  
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Linda McKinney  
Town Clerk