



April 17, 2012

MINUTES

The Holly Springs Town Council met in regular session on Tuesday, April 17, 2012 in the Council Chambers of Holly Springs Town Hall, 128 S. Main Street. Mayor Sears presided, calling the meeting to order at 7 p.m. A quorum was established as the mayor and four council members were present as the meeting opened.

Council Members Present: Mayor Sears and Councilmen Chet VanFossen, Jimmy Cobb and Tim Sack and Councilwoman Linda Hunt Williams.

Council Members Absent: Councilwoman Cheri Lee.

Staff Members Present: Carl Dean, town manager; Chuck Simmons, assistant town manager; John Schifano, town attorney; Linda Harper, deputy town clerk, (recording the minutes); Gina Clapp, director of planning and zoning; Jeff Jones, senior planner; Stephanie Sudano, director of engineering; Jeff Wilson, information technology director; Mark Andrews, public information officer; and Drew Holland, finance director.

2 and 3. The Pledge of Allegiance was recited, and the meeting opened with an invocation by Rev. Thomas Newman of Holly Springs Sunrise Methodist Church.

4. Agenda Adjustment: The April 17, 2012 meeting agenda was adopted with changes, if any, as listed below.

Motion By: Sack

Second By: Cobb

Vote: Unanimous

Items added to Agenda: None.

Items removed from Consent Agenda: None.

Items removed from the agenda: Remove agenda item 9c. Consider bids for Grigsby Avenue sidewalk project.

Other changes: None.

5. Public Comment: At this time, an opportunity was provided for members of the audience who had registered to speak to address the Council on any variety of topics not listed on the night's agenda. The following input was recorded:

Dean Ness, 137 Morena Drive, said that he was pleased with the Town's accomplishments and progress of the development of the town's parks and facilities and he supports development of the park master plan.

Kevin Adams, 6228 Oliver Creek Parkway, Vice Chairman of the Parks and Recreation Advisory Board said the advisory board met on Thursday, April 19 and discussed four proposed parks and recreation bond options and took the following votes:

Options:

- | | |
|---------------------------|-----------------------------|
| 1) No tax increase; | 1 in favor - 5 against; |
| 2) 1 cent tax increase; | 2 in favor - 4 against; |
| 3) 2 cent tax increase; | 5 in favor - 1 against; and |
| 4) 3 ½ cent tax increase; | 5 in favor - 1 against. |

Vote:

Mr. Adams said now is the time to develop the parks, and not to delay. He thanked the Council for allowing the advisory board to participate in the parks and recreation bond development process.

6a. National Day of Prayer- Mayor Sears declared that Thursday, May 3, 2012 is the National Day of Prayer locally in Holly Springs. The day will be an opportunity for residents of all faiths to join in prayer together. Mayor Sears presented Rev. Thomas Newman of Holly Springs Sunrise Methodist Church with a proclamation declaring Thursday, May 3, 2012 as the National Day of Prayer.

Action: None.

7a. American Cancer Society 2012 Relay for Life – Ms. Christy Enhart of the American Cancer Society provided a brief presentation about the 2012 Relay for Life of South Wake event, which will be held May 19-20, 2012 at Holly Grove Middle School. Ms. Enhart invited the Council Members to join the walk starting at noon on May 19, and ending May 20 at 5:00 p.m.

Mayor Sears presented Ms. Enhart with a proclamation designating May 19-20, 2012 as Relay for Life Day in Holly Springs.

Action: None.

7b. Holly Springs Farmers Market - Mr. Jones said as the 2012 season of the Farmers Market approaches with the opening date of May 5, 2012, Department of Planning and Zoning staff would like to update the Town Council on the upcoming season and share all the events planned for the season.

The Farmers Market started in 2007 as a way to promote the Village District and to promote locally- grown produce and products. The Farmers Market limits sellers participating in the Market to only products that are grown or produced in North Carolina. This way, we are assured that the produce and products are locally-grown and not brought in from elsewhere in the country. Last season from May to October, staff estimates approximately 10,000 visitors came to the market.

He said the Farmers Market is being funded almost exclusively by sponsorship dollars from the community. This year we have returning sponsors, such as Farm-To-Table Chef Series presented by Rex Healthcare. Other sponsors on board as of this writing are The Go! Team (Blue Ribbon Sponsor), Woodcreek, Trellis Pointe Apartments, Main Street Square, Tri City Urgent Care, Village Family Practice of Holly Springs, Hampton Inn & Suites and new sponsors such as The Meat House in Cary, Crate Escape, Novartis, Carolina Soccer Club, Kimley-Horn and Associates, and Colliers International

The Farmers Market is bigger and fresher than ever with more produce vendors, four meat vendors, and many more artisanal food vendors. Each Saturday will be filled with fun activities for the entire family. This season will again include weekly music and Little Sprouts Activity Center that provides fun activities for children by local child care providers. The Farm-To-Table Chef Series will be back cooking up products from the Market. Also returning is The Taste of Holly Springs, Back-to-School Beach Party, and the Chili Cook-Off.

He said the goal of the Market this year is to promote and obtain more produce and food-related vendors for the 2012 season. It is our thought that this market can become a great place for the residents of Holly Springs to come and buy locally-grown farm products and to truly make the Market a focal point of the community.

Mr. Jones invited the Council members to join staff at 8:30 a.m. Saturday, May 5 for the grand opening of the Sixth Season of The Farmers Market in the Holly Springs Village District.

Action: None.

8. Consent Agenda: The Council approved a motion to approve all items on the Consent Agenda. The motion carried following a motion by Councilman Sack, a second by Councilman VanFossen and a unanimous vote. The following actions were affected:

7a. Minutes - The Council approved minutes of the Council's regular meeting held April 3, 2012 and seal minutes of the closed session.

7b. Budget Amendment Report- The Council received a monthly report of amendments to the FY 2011-12 budget approved by the town manager. *A copy of the budget amendments report is attached to these minutes.*

7c. Quarterly Financial Report– The Council received a quarterly financial report. *A copy of the quarterly financial report is attached to these minutes.*

9a. Ballenridge Outfall Rehabilitation Project Change Order #1 – Ms. Sudano said Atlantic Coast Contractors has been given a notice to proceed, and work should begin soon on the Ballenridge outfall rehabilitation project.

She said change order #1 in the contract includes adding Part A of the original project back to its scope and removing the odor control vents from the project.

She said originally, only Part B (manhole rehabilitation) was awarded to Atlantic Coast Contractors. This is because the bid for Part A (videoing and cleaning of the pipe line) came in significantly higher than expected. Since then, staff has worked with the contractor to reduce costs by modifying and clarifying the details of the work specified in Part B.

The cost has been reduced to about \$54,000, including off-site waste removal. With the credit received by removal of odor control vents from the project (Public Works will be installing them,) the net change order cost is \$36,075.

The odor control vents will be removed from the contractor's work load, but this work will be handled by the Public Works Department, which will provide the Town a significant cost savings.

Action: The Council approved a motion to approve Change Order No. 1 in the amount of \$36,075 to the Atlantic Coast Contractors contract for the Ballenridge outfall rehabilitation project and to adopt a budget amendment to cover the change order.

Motion By: Sack

Second By: Cobb

Vote: Unanimous

A copy of the budget amendment is attached to these minutes.

9b. Grigsby Avenue Sidewalk Project Bids – This item was removed from the agenda during agenda adjustment.

9c. Set Special Workshop Meeting Date – Mr. Dean said in February, staff began formulating FY 2012-13 budget requests. In April, the town manager will meet with department heads to trim the amount of requests to balance with projected revenues. Before the town manager can finalize a proposed budget for the Council, some direction on parks and recreation spending is needed.

Mr. Dean requests that the Council schedule a special workshop meeting for noon Wednesday, May 2, 2012 to finalize parks and recreation project priorities and funding sources so that the budget can be completed. The town manager provided the Council with an executive summary of how the budget would be structured with a zero-cent tax rate increase as well scenarios with incremental tax rate increases dedicated to the parks and recreation bond.

He asked the Council to provide direction, and then he will finalize his proposed budget for formal presentation to the Town Council on May 15. Following the May 15 presentation, the Council will likely want to schedule another budget workshop on the proposed budget itself before eventual adoption in June.

The budget / parks and recreation workshop may last all afternoon, depending on discussions.

After much discussion it was determined to meet on Monday, April 30th at 5:30 p.m. at the Town Hall in the Holleman room.

All Council Members were in consensus to set a special meeting at 5:30 p.m. Monday, April 30, 2012 at Holly Springs Town Hall in the Holleman Room for holding a workshop to discuss parks and recreation projects to be funded by bonds or installment financing.

10. Other Business: Councilman Sack asked the town attorney to research the conditions of Don Davis Auto special exception use permit. He said the business was in violation of the number of vehicles parked in front of the building, as well as the landscaping requirements of the permit. Councilman VanFossen suggested issuing citations to enforce the special exception use permit. Mr. Schifano said that Davis Auto was in violation and he would follow-up with the permit.

Mayor Sears invited all to join a 5-K run at 12 Oaks subdivision on Saturday, April 21, to help raise funds for juvenile diabetes prevention.

11. Manager's Report: Mr. Dean invited all the Council Members to the State of the Town, on April 24, at Devil Ridge Golf club, beginning at 8:30 a.m.; and also the Partners Event, on April 25, at 12 Oaks Subdivision. He said the Wastewater Treatment Plant ribbon cutting is scheduled for May 16, and May 3, is reserved for the National Day of Prayer.

Mr. Dean informed the Council that the town has hired Leroy Smith, former deputy fire and rescue chief of Baltimore-Washington International Airport. He will be starting as the new fire chief on June 4, 2012.

Mr. Dean announced the Town has received the 6 million gallon per day (mgd) permit from Department Environmental National Resources (DENR) last week.

12. Closed Session: None.

13. Adjournment: There being no further business for the evening, the April 17, 2012 meeting of the Holly Springs Town Council was adjourned following a motion by Councilman Sack, a second by Councilman Cobb and a unanimous vote.

Respectfully submitted on Tuesday, May 1, 2012.



Linda R. Harper, MMC, Deputy Town Clerk

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

