



## Holly Springs Town Council Regular Meeting

**Dec. 4, 2012**

### MINUTES

The Holly Springs Town Council met in regular session on Tuesday, Dec. 4 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 James Cobb, Chet VanFossen and Tim Sack and Councilwoman Cheri Lee.

**Council Members Absent:** Councilwoman Linda Hunt Williams.

**Staff Members Present:** Carl Dean, town manager; Chuck Simmons, assistant town manager; John Schifano, town attorney; Joni Powell, town clerk (recording the minutes;) Linda Harper, deputy town clerk; Gina Clapp, director of planning and zoning; Eric Tayler, information technology director; Daniel Colavito, environmental technician; Heather Keefer, environmental specialist; Drew Holland, budget manager; Len Bradley, parks and recreation director; Leroy Smith, fire chief; Mark Andrews, public information officer; Elizabeth Goodson, development review engineer; Stephanie Sudano, director of engineering; Erika Phillips, human resources director; Jenny Mizelle, director of economic development; and David Mallard, parks and recreation program manager.

**2 and 3.** The Pledge of Allegiance was recited, and the meeting opened with an invocation by Bishop Mark Sivoldi of the Church of Jesus Christ of Latter Day Saints.

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

**Motion By:** Sack

**Second By:** Cobb

**Vote:** Unanimous

**Items added to Agenda as New Business:** None.

**Items removed from Agenda:** None.

**Items removed from the agenda:** None.

**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: None.

At this time, a presentation to Meg's Smile Foundation was postponed until the family arrived.

**7a. 2012 Stormwater Survey Report** - Daniel Colavito presented the results of the 2012 Stormwater Survey that recently was distributed throughout Town. The purpose of this citizen survey is to gauge citizen awareness about stormwater and environmental issues and to further assist staff in planning for future education and outreach. Without an understanding of the level of awareness and education of citizens, staff time may be wasted, and important opportunities may be missed.

He said with the citizen input received from this survey, staff may begin to focus more on certain issues in order to maximize staff time, Town funds and surface water quality protection. In addition, this survey counts as a measurable goal for the public involvement requirement of the Town's NPDES Phase II stormwater permit.

This is the second survey administered by staff. The first was administered in 2010.

**Action:** No Action.

**7b. Civic Organization Sign Report** - Ms. Clapp said the Town Council has tasked the Department of Planning & Zoning with the construction of a civic organization sign to recognize the various national civic groups in Town.

A request for proposals was sent in October to various contractors, signage companies, landscape contractors, and others to construct a sign at the intersection of G.B. Alford Hwy. and S. Main Street; however, no proposals were submitted.

She said staff also is in conversation with the developers of Pecan Grove Apartments to determine if the required "primary gateway sign" that they have designed for their project could be modified to accommodate the inclusion of the civic organization logos.

**Council Direction:** The Council is still interested in a civic organization sign, and it directed staff to pursue other ideas.

At this time, the Council returned to the Meg's Smile agenda item.

**6a. Meg's Smile Foundation** - Mr. Mallard and fitness consultant Jackie Miller said the Holly Springs 4 at 4 race was successful in raising funds for the Meg's Smile Foundation. Race organizers, along with the Holly Springs cross-country club, presented a check for \$6,000 to the Meg's Smile Foundation. This foundation is a charitable organization that provides gifts to children affected by serious illness. The mission is to bring smiles to the faces of these children and their families while they are going through what can be a very long and emotional journey.

They said this year's 4 at 4 race brought in more than 300 runners from across the state, and organizers hope to grow the race in the future, raising more money for this foundation.

Jim and Terry Wasley, parents and founders of Meg's Smile Foundation, spoke to express appreciation. Mr. Wasley explained that he and his wife created the foundation in memory of his daughter Meg, who died last year of a brain tumor.

**Action:** No Action.

**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 Cobb and a unanimous vote. The following actions were affected:

**8a. Minutes** - The Council approved minutes of the Council's regular meetings held in November, 2012.

**8b. 2013 Council Meetings Calendar** - The Council adopted a calendar of regular Council meetings for 2013, and it is on file in the Clerk's office.

**8c. SCIMMP report** - The Council received a 2012 biennial Secondary and Cumulative Impacts Master Mitigation Plan (SCIMMP) report.

**8d. Hampton Inn and Suites Trade Agreement** - The Council approved to enter a trade agreement with Hampton Inn and Suites.

**8e. Resolution 12-32** - The Council adopted Resolution 12-32 adopting and enacting amendments to the Development Procedures Manual. *A copy of Resolution 12-32 is attached to these minutes.*

**8f. Bass Lake Park** - The Council accepted amended easement language to provide for a third pedestrian crossing at Bass Lake Park.

**8g. Avent Ferry Road Widening Agreement** - The Council approved a supplemental municipal agreement with NCDOT for widening of Avent Ferry Road.

8h. eAppraisal System Contract - The Council approved to enter into a contract with Halogen for an eAppraisal system in the amount of \$16,188.23.

8i. Job Reclassifications - The Council reclassified two vacant positions to assist in the reorganization of duties within the Engineering and Planning departments.

8j. Budget Amendment, \$1,035,000 - The Council adopted an amendment to the FY 2012-13 budget in the amount of \$1,035,000 to facilitate purchase of the Jefferson L. Sugg farm property. *A copy of the budget amendment is attached to these minutes.*

**9a. Board of Adjustment and Planning Board Appointments** - Ms. Clapp said that on Dec. 31 of each year, the terms of several members of the Board of Adjustment and Planning Board expire. The Town Council is responsible for the appointment of “in-town” members to the Holly Springs Board of Adjustment and Planning Board.

She said the Council is being asked to appoint new members to the respective boards or re-appoint interested members. The terms will be for three years from Jan. 1, 2013 to Dec. 31, 2015.

This year’s vacancies are as follows:

**Board of Adjustment** - 2 in-town members and 1 in-town alternate member  
**Planning Board** - 2 in-town members

**Action:** The Council approved a motion to appoint Shea Maliszewski and Troy Menges as in-town regular members of the Board of Adjustment with terms of Jan. 1, 2013 to Dec. 31, 2015.

**Motion By:** Cobb

**Second By:** Sack

**Vote:** Unanimous

**Action:** The Council approved a motion to reappoint Burton Bailey as an in-town alternate member of the Board of Adjustment with a term of Jan. 1, 2013 to Dec. 31, 2015.

**Motion By:** Sack

**Second By:** Cobb

**Vote:** Unanimous

**Action:** The Council approved a motion to reappoint Pete Utley and appoint Ernie Carpico as in-town members of the Planning Board with terms of Jan. 1, 2013 to Dec. 31, 2015.

**Motion By:** Sack

**Second By:** Cobb

**Vote:** Unanimous

**9b. Park Land Acquisition** - Mr. Schifano said the town has been approached by the trustees of the Jefferson Sugg Trust, who own an approximate 117-acre farm at the end of Grigsby Avenue. The farm once was a working farm and contains several structures (two houses, large sheds and barns.) At the direction of Council, staff has been in negotiations with the trustees, and the holder of a conservation easement (the Triangle Land Conservancy,) regarding the sales price, and what use could be made of the property for town purposes.

He said the conservation easement, according to the TLC, would prohibit use for any “intensive recreation” such as team sports or athletic fields; however, the town could utilize the farm as a park to expand Bass Lake Park as it is directly adjacent. Acquiring this farm, which as a sales condition would need to be dedicated as the “Jefferson L. Sugg Park,” would increase the Bass Lake Park amenity to more than 200 acres of protected parkland.

Town staff has negotiated a sales price of \$1,000,000. The current year tax value on the property is \$6,769,478; however, the tax value is not a true reflection of fair market value because of the lessened value of the property due to the conservation easement.

The property cannot be subdivided or developed for another use and any grading or changes to the land must meet conditions placed on it by the TLC. As such, the Town is a good

partner to work with the TLC to preserve this property and the water quality of Bass Lake and downstream tributaries. Town staff has negotiated a Memorandum of Understanding with the TLC, and it was presented for Council approval. It is anticipated that a master planning process for use of the Jefferson L. Sugg Park would take place after acquisition in a manner similar to that of the Mims Park.

**Action:** The Council approved a motion to enter a memorandum of understanding with the Triangle Land Conservancy.

**Motion By:** VanFossen

**Second By:** Sack

**Vote:** Unanimous

*A copy of the memorandum of understanding is attached to these minutes.*

**Action:** The Council approved a motion to enter a sales contract with the Jefferson L. Sugg Trust for the purchase of the Sugg farm for \$1,000,000.

**Motion By:** VanFossen

**Second By:** Cobb

**Vote:** Unanimous

*A copy of sales contract is attached to these minutes.*

**10. Other Business:** Councilman Sack noted that residents need to be patient during the heavy leaf collection season. He said he was looking forward to Main Street Christmas and the Christmas parade.

**11. Manager's Report:** He reported on the Main Street Christmas event on Friday, Happy Holly Days on Saturday, an upcoming Chamber of Commerce event and the Mayor's Association Christmas dinner.

Mr. Bradley reported on the upcoming dedication of the W.E. Hunt Recreation Center on Dec. 12.

**12. Closed Session:** The Council approved a motion to enter Closed Session, pursuant to North Carolina General Statute 143-318.11(a)(4) to discuss matters of economic development and pursuant to N.C.G.S. 143-318.11(a)(5) to discuss matters of real property acquisition.

**Motion By:** Sack

**Second By:** Cobb

**Vote:** Unanimous

General Account of Closed Session - **Dec. 12, 2012**

In general, the economic development director reported on one significant potential business expansion and some potential businesses new to the town.

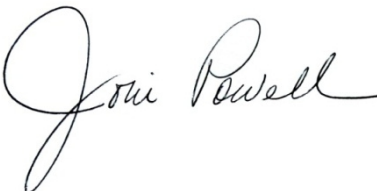
The Council provided the town manager and town attorney with directions on how to proceed in negotiations with a separate issue of park land acquisition. No action was made in closed session.

The Council approved a motion to return to open session. The motion was made by Councilman Sack and seconded by Councilman VanFossen, and the vote was unanimous.

**-- End of General Account**

**13. Adjournment:** There being no further business for the evening, the Dec. 4, 2012 meeting of the Holly Springs Town Council was adjourned following a motion by Councilman VanFossen, a second by Councilman Sack and a unanimous vote.

Respectfully Submitted on Tuesday, Dec. 18, 2012.

**C**  
**P**  **eting**

---

Joni Powell, MMC, NCCMC  
Town Clerk

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

