



August 16, 2016

## MINUTES

The Holly Springs Town Council met in regular session on Tuesday, Aug. 16, 2016 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, Councilmen James Cobb, Tom O'Brien and Hank Dickson and Councilwoman Linda Hunt-Williams.

**Council Members Absent:** Councilwoman Cheri Lee.

**Staff Members Present:** Charles Simmons, town manager; John Schifano, town attorney; Daniel Weeks, assistant town manager; Joni Powell, town clerk, (recording the minutes); Jeff Wilson, information technology director; Mary Hogan, finance director; Len Bradley, parks and recreation director; Adam Huffman, assistant parks and recreation director; Carolyn Couch, Bass Lake Park manager; Irena Krstanovic, economic development director; Justin Steinmann, senior planner; Aaron Levitt, senior engineer; Leroy Smith, fire chief; Tamara Ward, communications specialist, and Mark Andrews, public information officer.

**2 and 3.** The Pledge of Allegiance was recited, and the meeting opened with an invocation by Rev. Doug Parlin, pastor of South Wake Baptist Church.

**4. Agenda Adjustment:** The Aug. 16, 2016 meeting agenda was adopted with changes, if any, as listed below.

**Changes:** An engineering department update was added as Item 6b.

**Motion by:** Cobb

**Second by:** Dickson

**Vote:** Unanimous

**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 comments were recorded:

Christine Kelly, Grigsby Ave. -- Ms. Kelly addressed the Council to report on the recent Relay for Life event at North Main Athletic Complex. She said the event was a success and that the South Wake Relay for Life organization is glad it has selected NMAC to be home for the annual event.

**6a. Town's Fiber Optic Network Update –** Mr. Wilson gave an update on what has been done and what is still planned in relation to the Town's fiber network. The presentation provided Council insight on projects that the fiber and/or wireless technologies are being used for, and how they are benefiting residents, visitors, businesses, and town operations.

**Action:** None.

**6b. Engineering Department Update –** Mr. Levitt introduced summer intern Kenan Adams who provided an update on what he has been doing this summer with the Department of Engineering.

**Action:** None.

**7. Consent Agenda:** The Council approved a motion to approve all items on the Consent Agenda. The motion carried following a motion by Councilman Cobb, a second by Councilman Dickson and a unanimous vote. The following actions were affected:

7a. Minutes – The Council approved the minutes of the Council’s regular meeting held Aug. 2, 2016.

7b. Budget Amendment Report– The Council received a report of budget amendments approved by the town manager. *A copy of the budget amendment report is attached to these minutes.*

7c. Resolution 16-26 - The Council adopted Resolution 16-26 declaring certain property to be surplus to the needs of the Town. *A copy of Resolution 16-26 is attached to these minutes.*

7d. Resolution 16-27 - The Council adopted Resolution 16-27 directing staff to name the greenway segment through Sugg Farm at Bass Lake after former Town Manager Carl Dean. *A copy of Resolution 16-27 is attached to these minutes.*

7e. City of Wilson Phase 1 Fiber Conduit Proposal – The Council approved to enter into a professional services proposal with the City of Wilson for Phase 1 fiber conduit construction along Avent Ferry Road.

7f. Budget Amendment, \$43,258 – The Council adopted an amendment to the FY 2016-17 budget in the amount of \$43,258 to cover costs of reallocating contract agreements to Central Services budget. *A copy of the budget amendment is attached to these minutes.*

**8a. Bass Lake Park Pier Memorandum of Understanding** – Ms. Couch said the Town has been presented the opportunity to partner with the North Carolina Wildlife Resources Commission (NCWRC) to construct a universally accessible fishing pier.

She said Bass Lake Park partners with the NCWRC Community Fishing Program to improve fishing opportunities with the use of two solar-powered fish feeders, monthly stocking of catfish (April-September) and the tackle loaner program. The addition of the fishing pier would be another aspect of this program and would be completely funded from funds generated from taxes on fishing tackle and other fishing-related expenditures from the Sport Fish Restoration Program.

The floating, T-shaped pier would feature an 8-foot-wide walkway and would extend 65 feet into the water ending with an 11’x48’ platform. The pier would also feature three benches, bait shelves, and incorporate high and low alternating handrail sections to make it easier for children and anglers in wheelchairs to cast their lines.

The new pier would also give better access to deeper parts of the lake and would create shade and cover that attract fish.

**Action:** The Council approved to make a motion to enter a Memorandum of Understanding with the North Carolina Wildlife Resources Commission to install a pier at Bass Lake Park.

**Motion by:** Williams

**Second by:** O’Brien

**Vote:** Unanimous

**9. Other Business:** None that resulted in Council action.

**10. Manager’s Report:** None that resulted in Council action.

**11. Closed Session:** The Council approved a motion to enter into Closed Session, pursuant to North Carolina General Statue 143-318.11(a)(6) to conduct an annual performance review of the town manager, and pursuant to North Carolina General Statue 143-318.11(a)(4) to discuss the acquisition of real property

**General Account – Closed Session Aug. 16, 2016**

In Closed Session, the Town Council evaluated the town manager's performance and offered directions to the town attorney to share with the Department of Human Resources regarding any salary adjustments.

The Council approved a motion to reenter open session.

***~ End of General Account***

**12. Adjournment:** There being no further business for the evening, the August 16, 2016 meeting of the Holly Springs Town Council was adjourned.

Respectfully Submitted on Tuesday, Sept.6, 2016.



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Joni Powell, MMC, NCCMC  
Town Clerk

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

