



January 17, 2012

## MINUTES

The Holly Springs Town Council met in regular session on Tuesday, Jan. 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 all four council members were present as the meeting opened.

**Council Members Present:** Mayor Sears and Councilmen Jimmy 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; Linda Harper, deputy town clerk (recording the minutes); Len Bradley, director of parks and recreation; Sabrina Thompson, bass lake park manager; Landon Carroll, program manager; Stephanie Sudano, director of engineering; Elizabeth Goodson, development review engineer; Kendra Parrish, senior engineer; Gina Clapp, director of planning and zoning; Jeff Wilson, information technology director; Niki Litts, communications specialist; 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, pastor of Sunrise Methodist Church.

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

**Motion By:** Sack

**Second By:** VanFossen

**Vote:** Unanimous

**Items added to Agenda:** None.

**Items removed from Consent 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.

**6a. Recognize 9-10 Boys and 9-10 Girls All-Star Teams** – Mr. Bradley recognized the 9-10-year-old boys and 9-10 year old girls all-star teams for winning the Statewide Athletics Committee (SWAC) state soccer championships. The 9-10 boys and 9-10 girls' teams both competed in the annual SWAC state soccer tournament held in Southern Pines, NC. Mr. Landon Carroll, program manager, presented each girl and boy with a certificate of recognition.

**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 Sack, a second by Councilman Cobb and a unanimous vote. The following actions were affected:

7a. Minutes - The Council approved minutes of the Council's regular meeting held Dec. 20, 2011.

7b. Monthly Budget 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 amendment report is attached to these minutes.*

7c. Quarterly Financial Report - The Council received a report of quarterly financial information as of Dec. 31, 2011. *A copy of the quarterly report is attached to these minutes.*

7d. Cornell Estate House Demolition - The Council authorized demolition of the Cornell Estate house at Bass Lake Park.

7e. Inter-local Agreement, Towns of Holly Springs, Garner and Knightdale - The Council approved to enter an inter-local agreement among Holly Springs, Garner and Knightdale to share a crime analyst.

7f. Resolutions 12-01 - The Council adopted Resolution 12-01 declaring certain personal property to be surplus to the needs of the Town and authorizing the disposal of said property. *A copy of Resolution 12-1 is attached to these minutes.*

**8a. Ballenridge Outfall Rehabilitation** - Ms. Parrish said the Ballenridge outfall is one of the most significant sewer lines in the Town's collection system. It carries wastewater to the Utey Creek water reclamation facility. The 18-inch gravity sewer serves the eastern half of Holly Springs and accepts flow from both the Sunset Ridge and Bass Lake pump stations.

She said the line was inspected in 2010. The manholes are in great need of rehabilitation due to hydrogen sulfide corrosion. During inspection, further line cleaning and remote video inspection was suggested. Diehl and Philips Engineering provided inspection, a report of conditions and recommendations for repair, and the construction plans for repair. The plans were informally bid and utility contractors were targeted due to their past experience with this type of specialized work.

Only one contractor, Atlantic Coast Contractors, submitted a bid.

Ms. Parrish explained that the bid for Part A, cleaning and television inspection, was more than twice the estimated cost by Diehl and Phillips and it was recommended that the Town negotiate down closer to the estimate or re-bid this part at a later time. Staff recommends holding off on this portion of the work.

The bid for Part B, manhole rehabilitation, came in close to the estimated cost. Staff recommends moving forward with this portion of the project.

Councilman Sack asked if the town has any back up sewer system problems in the outfall area. Ms. Parrish said the only sewer problem is an order and this contract will address that problem as well.

**Action:** The Council approved a motion to award a contract in the amount of \$108,032.50 to Atlantic Coast Contractors for manhole rehabilitation in the Ballenridge outfall and to adopt a budget amendment for \$118,835, which includes a 10% contingency.

**Motion By:** Cobb

**Second By:** VanFossen

**Vote:** Unanimous

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

**8b. Hydraulic Model** - Ms. Sudano said the Town is a member of the Jordan Lake Partnership, which is comprised of a group of governmental agencies that have water allocations in Jordan Lake for existing or future water supply. The membership is in the final

**January 17, 2012 | Town Council Meeting**

**Page 2 of 4**

stages of completing two studies - one that estimates the region's water needs through the next 30 years, and one that documents existing interconnections between the various systems and water supplies. Discussion of future work between the partners is on-going, and in those discussions it became apparent that an updated hydraulic model of the Town's water system would be very helpful.

The same hydraulic model was approved in this year's budget, recommended for several reasons:

- Ability to more accurately and cost effectively model new developments during plan review to determine if additional infrastructure is needed to serve same; this will be especially useful for non-residential projects such as New Hill Place and Rex Hospital;
- Ability to model and plan for back-up water supply to meet the community's needs in the event of a water related emergency;
- Plan CIP projects/needed interconnections, etc;
- Evaluate pressure anomalies and demands;
- Evaluate need for additional pressure zones.

She said Hazen and Sawyer (H&S) is the consultant who performed the related work for the Jordan Partnership, and the proposal is for H&S to perform these engineering services under the umbrella "Memorandum of Understanding" which permits partners to undertake individually-funded studies as well.

**Action:** The Council approved a motion to retain Hazen Sawyer for development of a hydraulic model of the Town in the amount of \$39,400 and approve funding for \$45,000, inclusive of contingency.

**Motion By:** VanFossen

**Second By:** Sack

**Vote:** Unanimous

**8c. Bass Lake Park Pavilion Road Improvements** – Ms. Parrish said the Bass Lake pavilion project construction is ongoing.

She said Bridgewater road repair contractor Gelder and Associates was asked to provide pricing for the Bass Lake pavilion road improvements to be approved as a change order to the Bridgewater project. The Town has worked with Gelder before and was satisfied with the work.

Ms. Parrish said if approved, it would be executed as a change order to the previously-approved (and almost completed) Bridgewater road repair project.

Councilman Sack asked if the paving will be the entire area from the street and up to the pavilion. Ms. Parrish said this change order covers the paving of the street portion. The paving of the portion that leads up to the pavilion will be another project.

**Action:** The Council approved a motion to approve a contract change order in the Bridgewater road repair project to provide Bass Lake Park pavilion road improvements in the amount of \$101,000, including contingency.

**Motion By:** Sack

**Second By:** VanFossen

**Vote:** Unanimous

**8d. New Hill Place Schematic Master TIP Amendment** – Ms. Goodson said that on Nov. 18, 2008, the Town Council voted to approve a Transportation Improvement Plan (TIP) for the New Hill Place project. This is a portion of the New Hill Place Master Plan (08-MAS-01.) The TIP shows all required transportation improvements for the project.

She said subsequent to approval, the applicant petitioned and received approval from NCDOT to convert the interchange to a superstreet. In addition, the developer received approval of the terms of an Infrastructure Reimbursement Agreement that modified the required transportation improvements. Following are the major changes from the previous approved plan:

Phasing of the Thoroughfare A. The Thoroughfare is now being phased in to parts - Part 1 is from NC 55 to the Collector Street A as shown on the attached plan and Part 2 is from the Collector to Old Holly Springs/Apex Road. Part 1 will be completed as a part of Phase 1 site construction. Part 2 will be constructed with the next phase of site construction that is built.

**Action:** The Council approved a motion to approve the amended Transportation Improvement Plan (that is a portion of the Preliminary Plan #08-MAS-01-A05) for New Hill Place Schematic Master Plan as submitted by Stantec Consulting Services, Inc. on January 3, 2012 with the following conditions:

1. All previously approved conditions for this plan will also apply to this amendment.
2. As shown on the plan, the cross-section of the portion of Old Holly Springs/Apex Road from the intersection with 'Thoroughfare A' northwest is half of a 74' back to back on 100' right-of-way. A detail will be required on the construction drawings for this portion of the road.

**Motion By:** VanFossen

**Second By:** Sack

**Vote:** Unanimous

**9. Other Business:** None.

**10. Manager's Report:** The town manager reminded the Council the Town Winter Retreat is schedule for March 2<sup>nd</sup> and 3<sup>rd</sup> and asked for retreat topics. He also reminded them of the upcoming Chamber Banquet, is Friday, January 27<sup>th</sup> and also, invited the Council Members to the developer's luncheon at the Cultural Center, on Thursday, January 19<sup>th</sup> at 11:30 a.m.

**11. Closed Session:** None.

**12. Adjournment:** There being no further business for the evening, the Jan. 17, 2012 meeting of the Holly Springs Town Council was adjourned following a motion by Councilman VanFossen, a second by Councilman Lee and a unanimous vote.

Respectfully Submitted on Tuesday, Feb. 21, 2012.



Linda R. Harper, MMC, Deputy Town Clerk

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

