

**Zebulon Board of Commissioners**  
**Work Session**  
**Minutes**  
**April 20, 2016**

Present: Robert S. Matheny-Mayor, Curtis Strickland, Beverly Clark, Dale Beck, Don Bumgarner, Glenn York, Joe Moore-Town Manager, Lisa Markland-Town Clerk, Chris Ray-Public Works, Mark Hetrick-Planning, Tim Hayworth-Police, Chris Perry-Fire, Greg Johnson-Parks & Recreation, Bobby Fitts-Finance, Eric Vernon-Attorney

Mayor Matheny called the meeting to order at 7:00pm.

**APPROVAL OF AGENDA**

Commissioner Strickland made a motion, second by Commissioner Clark to approve the agenda as presented. There was no discussion and the motion passed unanimously.

**NEW BUSINESS**

A. General

*NCLM Presentation Coming Legislation*

Rose Vaughn-Williams gave a presentation on some of the coming legislation before the legislators for the short session. She also shared some of the programs the League offered such as debt collection, lobbying, training for municipal leaders, tracking court cases, make comments on various topics on the federal level, convening stakeholders for discussion of issues and updates on what was going on each week.

*Water/sewer Allocation Request*

Julie Spriggs presented that the Woda Group was asking for 12,500gpd for their project located at 626 Shepard School Road to accommodate a 50 unit age restricted complex.

The cost associated with the development from all of the town services was presented.

Commissioner Strickland stated that he thought that type of use should be with a special use permit and not as a general use and the fact that it was not concerned him. Julie Spriggs explained that if the Board wanted to make a change they could do that for future cases.

Commissioner Bumgarner made a motion, second by Commissioner Beck to approve the water/sewer allocation of 12,500gpd to the Woda group for the project at 626 Shepard School Road. There was no discussion and the motion passed unanimously.

B. Public Works

*N. Wakefield Street Presentation by the Wooten Group*

Chris Ray introduced Fred Rash with the Wooten Group to present the N. Wakefield Street preliminary engineering report.

Fred Rash presented the Wooten Group analysis of the roads, storm drainage and sidewalks for the area and the cost to do the work. The overlay for the street was \$254,000; the roadway and drainage was \$606,000 and with the sidewalk the total cost would be \$711,000.

There was discussion about what the Board wanted to see in that area and how to get to what they wanted. Mayor Matheny asked how the project could be pared down so that it was feasible as it related to the costs. There was discussion about doing the worst blocks as it related to drainage and Fred Rash explained that it could be done but was not recommended since there was a good chance that it would create problems down the street that did not have a problem previously.

There was discussion about the sidewalk and Fred Rash stated that there would need to be good drainage if sidewalks were being added. What made up the cost of the project was discussed and Chris Ray said that it included removal of trees, addition of culverts, relocation of water/sewer and so on.

Joe Moore said they needed direction on a few items. He explained that the pavement of Wakefield Street would be presented in the budget. Joe asked for guidance on paving of Franklin Street and whether they wanted to see it included in the budget and explained that they were not approving it as part of the budget but that if the Board was interested in seeing it included to see how it impacted the budget. Mayor Matheny said that he needed to know what the cost was and couldn't make that decision without that information. Chris Ray said that was included in the total resurfacing cost and thought it was minor but did not have an exact figure. Joe Moore explained that what he needed to know was if it should be presented or not understanding that they did not know the cost but thought it was important enough to be included. The Board said that they did want to see it included in the budget.

The next topic was the drainage question and Joe Moore asked if they wanted to see that included in the budget and if they needed additional information what would the Board like to see. Mayor Matheny said that he wanted to see a budget that was practical and was the intent of what the Town planned to do. There was extensive discussion and the Board decided that they wanted to see all of the pavement and the two blocks of drainage from Franklin Street to Glenn Street included in the budget.

Joe Moore confirmed that the sidewalk was not to be included and the Board stated that was correct.

**MANAGERS REPORT**

Joe Moore stated that there would be a pre-budget meeting on April 27 and would include tax rates, general fund fund balance and the revenue neutral tax rate.

Commissioner Strickland made a motion, second by Commissioner York to adjourn. There was no discussion and the motion passed unanimously.

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Date

SEAL

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Robert S. Matheny—Mayor

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Lisa M. Markland, CMC—Town Clerk