

Zebulon Board of Commissioners
Work Session
Minutes
July 20, 2011

Present: Robert S. Matheny-Mayor, Curtis Strickland, Beverly Clark, Roy Collins, Dale Beck, Rick Hardin-Town Manager, Lisa Markland-Town Clerk, Mark Hetrick-Planning, Emily Lucas-Finance, Chris Ray-Public Works, Eric Vernon-Attorney
Absent: Don Bumgarner

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

APPROVAL OF AGENDA

Mayor Matheny stated that the first item of business was to approve the agenda.

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

OLD BUSINESS

Planning

Ordinance 2012-05—Stormwater Nitrogen Reduction Amendment

Mark Hetrick gave a brief update about the changes and why they were recommending the amendment. He explained that the nitrogen requirement portion of the ordinance stated that the requirement was 3.6 pounds per acre per year and that was not required legally to meet the standard. Staff was recommending that requirement be removed and state that the developers needed to use best management practices(BMP) to reduce the nitrogen as well as be on site.

It would also include language that stated that all development or redevelopment projects shall provide permanent onsite BMP to lower the nitrogen export amounts as part of the stormwater management plan.

Commissioner Beck asked if there were other parts of that ordinance that the Town was not legally required to do. Mark Hetrick stated that the program was drafted to put the Town into compliance with the permit requirements. Therefore, he thought the majority of the ordinance did not require anything over and above what was required.

Mayor Matheny stated that they came across this due to the nitrogen buy down plan that the Board had discussed but there could be other things in the ordinance that were not legally required.

The Planning Board recommended approval of the amendments.

Commissioner Clark made a motion, second by Commissioner Collins to adopt ordinance 2012-05. There was no discussion and the motion passed unanimously.

Ordinance 2012-06—Sign Ordinance Amendments.

Bo Dobrzanski gave an update on the ordinance.

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The Planning Board recommended approval of the ordinance with one change. That change was to keep the signage in the central business district at 75 square feet. Staff recommended that TR and CB be 60 square feet for ease.

Mayor Matheny asked if there were any signs downtown that were close to 60 square feet. Bo stated there were not.

Commissioner Beck asked why the Planning Board did not want to change the size of the signs. Bo explained that they thought it should be left alone until the Downtown Overlay Study Committee had the opportunity to give their recommendations.

Mayor Matheny said that in the overlay district it could easily be part of that plan to make it larger. Bo stated that was correct.

Commissioner Beck made a motion, second by Commissioner Strickland to adopt ordinance 2012-06 as presented by staff. There was no discussion and the motion passed unanimously.

Public Works

Boys and Girls Club NC DOT Contract

Chris Ray presented the information and stated that the first item was the NC DOT Contract that would allow the Town to accept a \$150,000 grant toward the road improvements on Shepard School and Old Bunn Road. It basically stated that it had to be done according to DOT standards.

Commissioner Strickland made a motion, second by Commissioner Collins to approve the NC DOT Contract. There was no discussion and the motion passed unanimously.

Boys and Girls Club Development Contract

Chris stated that the agreement was between the Town and the Boys and Girls Club drawn up by Eric Vernon, who donated his time and services to the project. It recognizes that the Town would use their expertise to administer the grant and to be reimbursed for services rendered.

Commissioner Clark made a motion, second by Commissioner Collins to approve the Development Contract between the Town and the Boys and Girls Club. There was no discussion and the motion passed unanimously.

Wooten Contract

Chris Ray stated that the agreement would be for engineering services for the Boys and Girls Project. It also included waterline and surveying work if they should be needed.

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

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Ordinance 2012-07—Budget Amendment for the Project

Chris Ray said that the ordinance would set up the funding for the project by recognizing the NC DOT grant for \$150,000, the revenue from the Boys and Girls Club for \$275,000 for a total of \$425,000.

Commissioner Clark made a motion, second by Commissioner Collins to adopt ordinance 2012-07. There was no discussion and the motion passed unanimously.

NEW BUSINESS

Finance

Resolution 20102-02—Bond Refunding for Water and Sewer

Emily Lucas stated that the RFP's had been received and staff was recommending that Carter Bank & Trust be awarded the bid in the amount of two percent. They were issued in 1997 at 4.9 percent and that was a significant difference. The savings over the remaining life of the debt would be approximately \$47,000.

Staff was recommending adoption of the resolution which would accept the proposal and rate from Carter Bank & Trust, issue a formal application to the Local Government Commission. If approved by the LGC they would close within 30 days and the debt would last through February of 2018.

Commissioner Beck made a motion, second by Commissioner Clark to approve resolution 2012-02. There was no discussion and the motion passed unanimously.

Cemetery Plots

Mayor Matheny stated that Frank Moss called him and said that he had purchased four cemetery plots in 1972 and only one had been used. The other three plots could not be used due to rock and it was suggested that they trade his three spots for three others. The Boards approval would be needed to swap the plots.

Rick Hardin explained that if they wanted to put a mausoleum on those three spots that would be a perfect use.

Commissioner Strickland made a motion, second by Commissioner Beck to approve the swap of the three unusable plots owned by Frank Moss with three that would be usable. There was no discussion and the motion passed unanimously.

MANAGERS REPORT

There was nothing to report at this time.

Commissioner Strickland made a motion, second by Commissioner Clark to go into closed session for the purpose of personnel discussions. There was no discussion and the motion passed unanimously.

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NOTE: In closed session, Commissioner Beck made a motion, second by Commissioner Collins to come out of closed session there was not discussion and the motion passed unanimously.

Commissioner Strickland made a motion, second by Commissioner Collins to approve a 2.5 percent raise for Lisa Markland. There was not discussion and the motion passed unanimously.

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

Date

Robert S. Matheny—Mayor

SEAL

Lisa M. Markland, CMC—Town Clerk