

Zebulon Board of Commissioners
Minutes
September 5, 2017

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

Absent: Robert S. Matheny-Mayor

Mayor Pro Tem Bumgarner called the meeting to order at 7:06pm.

PLEDGE OF ALLEGIANCE

The pledge of allegiance was led by Johanna Faulkner from Zebulon Elementary School.

AGENDA

Mayor Pro Tem Bumgarner asked to amend the agenda with the change in the teacher recognition to be Sarah Street and to remove the closed session.

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

SCHOOL RECOGNITION

Mayor Pro Tem Bumgarner recognized student Johanna Falkner and teacher Sarah Street both from Zebulon Elementary School.

PUBLIC HEARING

A. Amendment to Town Charter

Mayor Pro Tem Bumgarner called the public hearing to order and asked for Joe Moore to present the proposed recommendation to amend the Town Charter.

Joe Moore presented that the request was to amend the charter due to the creation of the new position of HR Director/Town Clerk. This would be needed since department heads were appointed and worked directly for the Town Manager and currently the charter stated that the Town Clerk was appointed by the Board of Commissioners. The proposed change was for the Town Clerk to be appointed and work directly for the Town Manager.

If the Board chose to make the amend the charter it would have to go to the State Legislature for approval.

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Commissioner Strickland asked how long the process would take to make the change. Joe Moore said that it would be introduced in the spring of 2018 and would take about 2-3 months.

Commissioner York asked what other municipalities did in similar situations. Joe Moore explained that there were other municipalities that had made the change that was being requested where the Clerk reported to the Town Manager.

Mayor Pro Tem Bumgarner asked if there was anyone who wished to speak in opposition. There were none.

Mayor Pro Tem Bumgarner asked if there was anyone who wished to speak in favor. There were none.

Mayor Pro Tem Bumgarner declared the public hearing closed.

PROCLAMATIONS

Mayor Pro Tem Bumgarner read two proclamations for Firefighter Appreciation Week and Child Passenger Safety Week.

PUBLIC COMMENT PERIOD

There was no one who wished to speak.

CONSENT

A. Minutes

Commissioner Clark made a motion, second by Commissioner York to approve the minutes of August 7, 2017. There was no discussion and the motion passed unanimously.

Commissioner Clark made a motion, second by Commissioner York to approve the minutes of the August 11, 2017 joint public hearing. There was no discussion and the motion passed unanimously.

Commissioner Clark made a motion, second by Commissioner York to approve the minutes of the August 23, 2017 worksession. There was no discussion and the motion passed unanimously.

B. Finance

Commissioner Clark made a motion, second by Commissioner York to approve the tax report for June 2017. There was no discussion and the motion passed unanimously.

Commissioner Clark made a motion, second by Commissioner York to approve the financial statements. There was no discussion and the motion passed unanimously.

Commissioner Clark made a motion, second by Commissioner York to approve Ordinance 2018-12. There was no discussion and the motion passed unanimously.

C. General

Commissioner Clark made a motion, second by Commissioner York to approve Resolution 2018-04. There was no discussion and the motion passed unanimously.

Commissioner Clark made a motion, second by Commissioner York to approve the quarterly reports. There was no discussion and the motion passed unanimously.

OLD BUSINESS

A. Administration

Amendment to Town Charter

Joe Moore stated that if the Board was interested in amending the Town Charter to show that the Town Clerk would be appointed and managed by the Town Manager they would need to adopt Resolution 2018-05.

Commissioner Beck made a motion, second by Commissioner Strickland to approve Resolution 2018-05. There was no discussion and the motion passed unanimously.

B. Planning

SU 2018-01—Taryn Creek Special Use Permit

Julie Spriggs presented that Taryn Creek was requesting a Special Use Permit. A joint public hearing was held and the Planning Board met to discuss the case.

The options for approving or denying the special use permit were reviewed and Julie stated that staff was recommending approval with their recommended conditions.

The Planning Board was recommending approval with the conditions proposed by them. Julie Spriggs stated that the Planning Board was recommending the same conditions as staff except that condition 48 would include a fence as part of the type “C” buffer, along the western property perimeter. The applicant had agreed to that condition.

Commissioner Beck asked what the reason was for requiring the fence. Julie Spriggs stated that during the public hearing there was a resident that spoke and asked about the fence and thought it was needed for additional screening.

Mayor Pro Tem Bumgarner asked if the developer had agreed to that condition. Julie stated that the developer had agreed.

Commissioner Strickland asked what type of fence it would be. Julie said as part of a type “C” buffer it could be up to eight feet and could not be a chain link fence. There would also be vegetation around the fence to screen the fence as well.

Commissioner Clark made a motion, second by Commissioner York to approve SU 2018-01 with all conditions as recommended by the Planning Board. There was no discussion and the motion passed unanimously.

NEW BUSINESS

A. Public Works

Facility Use Request

Chris Ray presented that East Wake Relay for Life would like to request use of the municipal complex for the May 2018 event. Vicky Curtis stated that they were requesting a change to the end time where it would end at 11pm instead of 10pm. They would still be cleaned up and off the property by midnight.

Commissioner Clark made a motion, second by Commissioner Strickland to approve the facility use request with the change in time requested. There was no discussion and the motion passed unanimously.

Automatic Transfer Switch for Town Hall

Chris Ray presented that staff would like to request approval of a budget amendment in the amount of \$43,490 in FEMA funds and \$8,045 from Capital Reserves for an automatic transfer switch for the Town Hall facility. The switch would provide continuous power to Town Hall vital systems such as phone, data, fire and HVAC systems. There would be no need for manual generator connections if the switch were installed.

Commissioner Beck made a motion, second by Commissioner York to approve Ordinance 2018-13. There was no discussion and the motion passed unanimously.

BOARD COMMENTS

No Board Comments.

MANAGERS REPORT

No Manager Comments.

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

Date

SEAL

Robert S. Matheny—Mayor

Lisa M. Markland, CMC—Town Clerk