

Zebulon Board of Commissioners
Minutes
March 4, 2019

Present: Robert S. Matheny-Mayor, Curtis Strickland, Dale Beck, Don Bumgarner, Beverly Clark, Annie Moore, Joe Moore-Town Manager, Lisa Markland-Town Clerk, Chris Ray-Public Works, Tim Hayworth-Police, Chris Perry-Fire, Sheila Long-Parks & Recreation, Bobby Fitts-Finance, Teresa Piner-Planning

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

PLEDGE OF ALLEGIANCE

The pledge of allegiance was led by Wakelon Elementary School student, Ander Albritton.

APPROVAL OF AGENDA

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

Mayor Matheny asked to amend the agenda to change the school recognition from Zebulon Middle School to Wakelon Elementary School.

SCHOOL RECOGNITION

Mayor Matheny recognized student Ander Albritton and teacher Jennifer Farriss, both from Wakelon Elementary School.

PUBLIC COMMENT PERIOD

Denise Nowell from the Zebulon Chamber of Commerce thanked the Board for allowing the Chamber of Commerce to be a part of the retreat. The Town Planning staff and Chamber staff met last week to discuss what is coming up for businesses and to grow the Town and Chamber relationship. EnoNeo was a new wine business in Town holding a wine tasting March 2 and ribbon cutting March 5 at 11:30am. BDD Brewing Company was looking at Zebulon for a possible growth of their business. Carter's Baking Company was a new bakery coming to Zebulon. All three businesses would be at the Chamber's Annual meeting to showcase their business. The Chamber's Annual Meeting was scheduled for Tuesday, March 12 at the Zebulon Community Center.

Chuck Nwokocha from EnoNeo wine shop stated their grand opening was Saturday, March 2 and thanked the Board and staff for their help in starting a business in the community. The ribbon cutting was March 5 at 11:30am.

PUBLIC HEARING

A. E.C. and Elvah Daniel House Historic Landmark Designation

Joe Moore introduced the historic landmark designation application received for 205 E. Sycamore Street. Jeremy Hastings, the Vice-Chair for Wake County Historic Preservation Commission and Jeremy Bradham from Capital Area Preservation, gave the presentation on the request to designate the property as an historic landmark. Detailed history was given about the property. Wake County

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Historic Preservation Commission recommended the Zebulon Board of Commissioners designate the property as an historic landmark.

Mayor Matheny asked if anyone else wished to speak.

Mary Beth Carpenter from Preservation Zebulon stated she supported the designation of the property as an historic landmark.

No one else wished to speak and the public hearing was closed.

PRESENTATION

A. Finance

1. Non-profit Group Requests

Joe Moore made a brief statement on funding of non-profits and public purpose.

Bobby Fitts gave a timeline on the non-profit process for the FY 2020 budget.

East Wake Education Foundation – Shannon White

The non-profit served families with children from birth to age five to ensure each child was healthy and prepared to attend kindergarten. All services were free and located in Wendell. Last year there were over 3,264 visits to the resource center and 735 were children from Zebulon with 55% of families considered low income. The East Wake Education Foundation received funding from the Town last year and used the money to purchase supplies and help with staffing to continue programming.

Shepards Care – no one was present.

Martin Luther King, Jr. Breakfast Committee – Laura Johnson

Laura Johnson thanked the Board for their support last year and explained the committee had served breakfast to the community free of charge for the last 12 years in honor of Martin Luther King, Jr.

Zebulon Downtown Arts Council – Dallas Pearce

Dallas Pearce told the Board ZDAC meets every month and had an active Board. Two artist receptions took place at Town Hall last year with approximately 65 people at each reception. They were currently looking for sites and receiving proposals for a mural downtown.

Preservation Zebulon – Mary Beth Carpenter

Mary Beth Carpenter thanked the Board for their funding last year which helped Preservation Zebulon to hold two walking tours, a murder mystery fundraiser, annual meeting, and promote the Zebulon memory project.

Hopeline Incorporated – no one was present.

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NC Family and Training Counseling Center – Carnell Taylor

Carnell Taylor, the chair person and sponsor for Camp I Can, spoke about the camp. Camp I Can was an educational summer camp that employed Wake County teachers and kept students on target for when they returned to school after the summer.

Shiloh Temple – no one was present.

Interact – Allison Strickland

Allison Strickland thanked the Board for previous support and explained the non-profit provides help for domestic violence and rape victims. A family Justice Center Model was being established where everything the victim needed would be in one place. Interact's goal was to have an outreach counselor housed at the Zebulon Regional Center at least one day a week.

Miss Zebulon Organization – Lauren Turner

Lauren Turner gave information about the Miss Zebulon pageant and spoke about the scholarships offered.

Woodrow Wilson Disabled American Veterans – Doug Boyd

Doug Boyd explained the non-profit serviced on average 2,000 – 2,500 veterans in Wake County per year.

Bobby Fitts reviewed the non-profit request policy. The budget had \$5,000 of funds allocated per year with no more than \$1,000 to any single group.

Mayor Matheny asked if the Board had any questions. There were none.

CONSENT

A. Minutes

Commissioner Clark made a motion, second by Commissioner Bumgarner to approve the minutes of the February 4, 2019 meeting. There was no discussion and the motion passed unanimously.

B. Finance

Commissioner Clark made a motion, second by Commissioner Bumgarner to approve the tax report for December 2018. There was no discussion and the motion passed unanimously.

Commissioner Clark made a motion, second by Commissioner Bumgarner to approve the financial report as of February 18, 2019. There was no discussion and the motion passed unanimously.

Commissioner Clark made a motion, second by Commissioner Bumgarner to approve Ordinance 2019-19 for the CAD project. There was no discussion and the motion passed unanimously.

Commissioner Clark made a motion, second by Commissioner Bumgarner to approve the quarterly reports for the Police Department and Parks and Recreation.

OLD BUSINESS

A. Planning

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1. E.C. and Elvah Daniel House Historic Landmark Designation – Ordinance 2019-20
Joe Moore explained the Board needed to vote to excuse Commissioner Strickland from voting on this matter due to he and his wife owning and living in the home.

Commissioner Bumgarner made a motion, second by Commissioner Beck to excuse Commissioner Strickland from voting due to having a financial interest in the property. There was no discussion and the motion passed unanimously.

Joe Moore stated staff performed a policy and fiscal analysis and explained how the designation would help meet the Vibrant Downtown and Small Town Life goal of the Strategic Plan 2030.

Commissioner Bumgarner made a motion, second by Commissioner Clark to approve Ordinance 2019-20. There was no discussion and the motion passed unanimously.

NEW BUSINESS

A. Administration

1. Board Appointments

Lisa Markland presented the Parks and Recreation Advisory Board application from Raiford Fulghum.

Commissioner Beck made a motion, second by Commissioner Bumgarner to approve the appointment of Raiford Fulghum to the Parks and Recreation Advisory Board. There was no discussion and the motion passed unanimously.

B. General

1. 2019-2020 United Arts Grant Application

Sheila Long spoke about the United Arts Council grant application and how the program activities fit in with Zebulon's Strategic Plan 2030. This was a matching grant which required an 80% match of \$42,944 from the Town. The Town had received the grant since 2013 and staff recommended submission of the grant for implementation of cultural arts programs and events.

Commissioner Beck made a motion, second by Commissioner Bumgarner to approve the 2019-2020 United Arts Grant Application. There was no discussion and the motion passed unanimously.

BOARD COMMENTS

Commissioner Moore thanked everyone that came to the Board meeting.

Commissioner Strickland asked about the changes in water he saw on TV.

Chris Ray stated the City of Raleigh eliminated ammonia from their water treatment process and nothing different needed to be done.

Commissioner Bumgarner thanked everyone involved in the retreat.

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MANAGER'S REPORT

Family Movie Night was Friday, March 8 showing Small Foot.

Bobby Fitts reported budget transfers to the Board.

Governing Body:
Moved \$800 from Group Insurance to FICA

Finance:
Moved \$500 from Contract Services to Professional Services to cover bank fees

Planning:
Moved \$5,000 from Salaries to Professional Services to cover costs incurred for Interim Director

Streets:
Moved \$4,000 from Salaries to Professional Services; Moved \$2,000 from Salaries to Vehicle Maintenance; Moved \$1,000 from Salaries to Contracted Service

Sanitation:
Moved \$2,000 from Salaries to Vehicle Maintenance; Moved \$145 from Materials & Supplies - \$75 to Printing for Public Works Service Brochures and \$70 to Miscellaneous

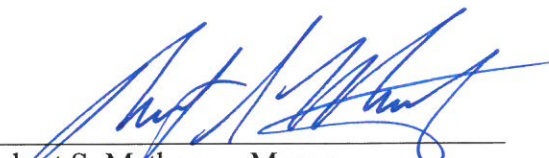
Parks & Recreation:
Moved \$580 from Part-time Salaries to Computers to replace the Director's laptop and purchase of desktop for Farmers Market Manager


Special Appropriations/Community Development:
Moved \$400 from CAMPO - \$80 to Triangle J, \$210 to NCLM and \$110 to School of Government to cover dues over budgeted amounts

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

Adopted this the 1st day of April, 2019.




Robert S. Matheny—Mayor


Lisa M. Markland, CMC—Town Clerk