

Zebulon Board of Commissioners
Minutes
September 6, 2016

Present: Robert S. Matheny-Mayor, 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, Tim Hayworth-Police, Mark Hetrick-Planning Chris Ray-Public Works, Chris Perry-Fire, Eric Vernon-Attorney

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

PLEDGE OF ALLEGIANCE

APPROVAL OF AGENDA

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

PUBLIC COMMENT PERIOD

There was no one present that wished to speak.

CONSENT

A. Minutes

Commissioner Clark made a motion, second by Commissioner York to approve the minutes of August 1, 2016. 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 17, 2016 work session. 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 17, 2016 closed session. 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 2016. 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.

C. General

Commissioner Clark made a motion, second by Commissioner York to adopt Resolution 2017-04 directing the clerk to investigate sufficiency. There was no discussion and the motion passed unanimously.

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

OLD BUSINESS

A. Finance

Non-Profit Funding

Bobby Fitts presented an update to the Board of Commissioners answering their concerns about Shepherd's Care Clinic and whether they accepted Medicaid. He stated that Shepherd's Care Clinic did not, but the group that they partnered with, Corner Stone, which provided the mental health services for their patients did accept Medicaid.

Commissioner Strickland made a motion, second by Commissioner Clark to approve \$1,000 to Shepherd's Care. There was no discussion and the motion passed unanimously.

NEW BUSINESS

A. Fire

Firefighters Week Proclamation

Chris Perry presented that the week of September 11-17 was Firefighters Week and asked that the Board recognize the department for this special time. Chris explained that he had been with the department almost 30 years and the first year he was with the department they ran about 167 calls and in 2016 they ran about 1600 calls. The duties provided had changed from solely putting out fires to now providing advanced EMS services, fire prevention education and child safety seat education.

In 2011 the NC General Assembly adopted a resolution stating the week containing September 11 was to be known as Firefighters Week to honor firefighters.

Mayor Matheny read the proclamation.

Commissioner Bumgarner made a motion, second by Commissioner Clark to proclaim the week of September 11-17, 2016 as Firefighters Week in Zebulon. There was no discussion and the motion passed unanimously.

Extension of Fire Contract with Johnston County

Chris Perry presented in April 2014 the Town of Zebulon entered into a contract with Johnston County to provide services to a small portion of Johnston County off of NC96 around Rice Road area and a subdivision off of Perry Curtis Road. The reason was due to the location of the Zebulon Station and the ability to get to that area quicker. There were 11 incidents in that area in the last year and the revenue received was approximately \$6,500.

The request would be to extend the contract to June 30, 2017 which would put the Town on the same renewal schedule as their other contracts. The last provision was that the Town of Zebulon employees had to be run through e-verify which was something that was already being done.

Commissioner Beck made a motion, second by Commissioner Bumgarner to extend the contract with Johnston County for fire protection. There was no discussion and the motion passed unanimously.

B. Finance

Financial Software Purchase

Bobby Fitts presented that as part of the 2016-2017 budget there was a provision to purchase new finance software. Bobby explained that the Town of Zebulon along with Wendell decided to work together to find better software that would be beneficial. The best fit was Edmunds and Associates and by partnering with Wendell there was a 20 percent discount since it would be installed concurrently.

The total cost would be \$48,000 for the Town's part which included seven years of conversion for all the modules. The maintenance fee would be \$8,700 per year after the first two years.

Commissioner Beck asked why they would be changing. Bobby stated that the current program was not working well and the support and customer service was practically nonexistent.

Commissioner Bumgarner asked how long Edmunds and Associates had been in business. Bobby stated that it was approximately 40 years.

Commissioner Beck made a motion, second by Commissioner Bumgarner to approve the contract for \$48,000 with Edmunds and Associates. There was no discussion and the motion passed unanimously.

C. Police

Industrial Drive Traffic Control

Tim Hayworth presented that there were issues with traffic on Industrial Drive due to the school traffic from East Wake Academy and Nomaco letting out at the same time. Due to the excessive traffic in the afternoon there was a need to have an off-duty officer direct traffic which would cost approximately \$18,000 for the entire year. The school and Nomaco had agreed to each pay a third if the Board agreed to pick up a third. The actual cost to the Town would be roughly \$8,000 since the Town had to pay taxes and retirement.

There was discussion about the fact that Nomaco would be closing their plant in Tarboro which would add about 250 additional trucks to the Zebulon site per day. Commissioner Beck asked how long the officer would be out there. It was explained that it would be for a year in the afternoon since that was when Nomaco's employees were on the road as well as the school traffic.

There was also discussion about the possibility of getting NCDOT to help with the widening of the road or building another road so that there was a second entrance and exit.

Commissioner Beck made a motion, second by Commissioner York to approve Ordinance 2017-06 to pay a third of the costs for an off duty police officer to direct traffic on Industrial Drive. There was no discussion and the motion passed unanimously.

D. Public Works

Weaver's Pond Greenway Development Agreement

Chris Ray presented the Greenway agreement with Weaver's Pond Development group. The SUP required greenways to be built and developed but it did not provide specific direction on where they would be built and the infrastructure necessary.

The Greenway Master Plan was adopted in 2015 which helped provide direction on the placement of the greenways and the future development as well as who would be responsible for what. Some would be dedicated to the Town and some would be the developer's responsibility to maintain.

Chris reviewed the greenway map and agreement showing what would be dedicated to the Town and what would be Weaver's Ponds responsibility. The total that would be dedicated to the Town would be 3,070lf of greenway built by the developer and 8,300lf of easement. The total value would be approximately \$40,000.

Commissioner Beck asked about the 30' easement around the pond and the buffer for the residents. Chris Ray stated that it would be something that would be nice, and would separate the greenway from the resident's property with maybe a split rail fence of some kind. That would be decided when the design phase was done. Chris said that the goal was to talk with the residents and get what their thoughts were so that they had input.

Commissioner Strickland asked if he understood correctly that just because there was an easement, it didn't mean that the Town had to build the greenway. Chris Ray said that the agreement did not tie the hands of the Town forcing something to be built. It allowed for the best efforts to build the greenway and it allowed for the Town to acquire grants and funding to build it. However, if the Town did not build the greenway the Town would be required to refund the money for the amenities that the developer put forward for it in the amount of \$7,800.

Commissioner Bumgarner asked about the cost of the maintenance for the greenways on a yearly basis. Chris Ray stated that he did not know and that would come out during the design phase. If it was asphalt it would be less expensive to maintain than a boardwalk.

Commissioner Beck made a motion, second by Commissioner York to approve the Greenway Development Agreement with Weaver's Pond. There was no discussion and the motion passed unanimously.

BOARD COMMENTS

Commissioner York thanked the Planning Department for addressing the nuisance violations around town.

Commissioner Beck thanked the Fire Department for a job well done for the Town.

MANAGERS REPORT

Joe Moore stated that there would be a movie in the park on Friday when it got dark and it would be the Jungle Book.

The Greenway Agreement took eight months to get worked out and negotiate and staff did an excellent job working on behalf of the Town and with the developer to find a place where all could agree.

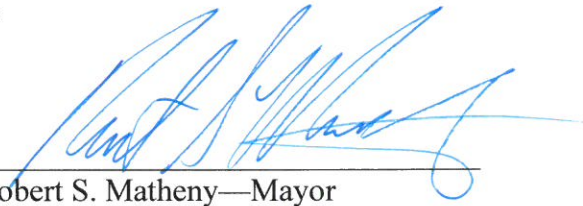
Olde Heritage bond was converted to cash and put into a fund so that it could be used for the N. Arendell Ave. road widening project. The work of staff made that agreement come to fruition.

When weather events occur the National Weather Service sends updates to Fire Chief Chris Perry who then forwards them on so that all are kept abreast of the situations. Social media is also used to keep the citizens updated.

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

10/3/16

Date



Robert S. Matheny—Mayor



Lisa M. Markland, CMC—Town Clerk