



## **MINUTES**

The Holly Springs Town Council met in regular session on Tuesday, October 15, 2024. Mayor Mayefskie presided, calling the meeting to order at 7 p.m. A quorum was established as the Mayor and five Council members were present in the Chamber as the meeting opened.

**Council Members Present:** Mayor Sean Mayefskie, Mayor Pro Tem Dan Berry, Council members Timothy Forrest, Danielle Hewetson, Chris Deshazor, and Annie Drees.

**Council Members absent:** none.

**Staff Members Present in Chambers:** Randy Harrington, *Town Manager*; Scott Chase, *Assistant Town Manager*; Daniel Weeks, *Assistant Town Manager*; John Schifano, *Town Attorney*; Linda McKinney, *Town Clerk* (recording the minutes); Jeff Wilson, *Director, IT*; Kameron Womack, *IT*; Corey Petersohn, *Budget and Sustainability*; Cassie Hack, *Director, Communications and Marketing*; Chris Hills, *Director, Development Services*; Chris Garcia, Brett Gosney, and Catherine Jacobs, *Development Services*; Rachel Ingham, Michael Leonas, Chelsea Davis, and Tim Athy, *Utilities & Infrastructure*; LeeAnn Plumer, *Director, Parks and Recreation*; Matt Beard, *Parks and Recreation*; Irena Krstanovic, *Director, Economic Development*; Tyler Garner, *Economic Development*; Tina Stroupe, *Finance Director*; LeRoy Smith, *Fire Chief*; Kathy White, *Deputy Clerk*.

**2. and 3.** The Pledge of Allegiance was recited followed by an invocation by Pastor Jonathan Sherrod of Kirk of Holly Springs.

**4. Agenda Adjustment:** The October 15, 2024, meeting agenda was adopted with changes, if any, as listed: remove item 17 from the agenda.

**Motion:** Berry

**Second:** Forrest

**Vote:** Unanimous

## **RECOGNITIONS**

### **5. Autism Acceptance Day**

Mayor Mayefskie proclaimed November 9, 2024 as Autism Acceptance Day in Holly Springs and presented the proclamation to John and Kim Powell and their son Matthew. He recognized the efforts of the Holly Springs Police Department in sponsoring the Neurodiversity Resource Fair on that day with food trucks, games, superheroes, and a quiet room. Mr. Powell spoke a few words about living with autism.

### **6. William Ball IV, Powerlifter Champion**

Mayor Mayefskie recognized William Ball, IV a Holly Springs High School graduate who represented the United States at the International Powerlifting Federation World Championships in Malta, winning gold and setting a new world record.

William spoke about his experience in Malta and the competition.

## **7. Recognition of Holly Springs Employees Responding to and Supporting Areas Affected by Hurricane Helene**

Mayor Mayefskie recognized town employees who assisted with rescue, recovery, and other emergency support needs in the wake of Hurricane Helene, those who were deployed, and those who provided support here in town by assisting with loading trucks, back-filling shifts of deployed personnel, collecting donations and other activities. Mr. Harrington, Town Manager, spoke about how town employees felt about our colleagues in Western NC, and he recognized some of those who assisted with the effort.

## **REQUESTS AND COMMUNICATIONS**

### **8. Holly Springs Chamber of Commerce Update**

Tonya Palumbo, Executive Director of the Holly Springs Chamber of Commerce, shared highlights of the Town and Chamber partnership including a review of Governmental Support Program events and updates of enhancements to upcoming events. She said the Chamber supported a Downtown Social District.

## **CONSENT AGENDA**

The Council passed a motion to approve all items on the Consent Agenda. The motion carried following a motion by MPT Berry, a second by Council member Forrest and a unanimous vote. The following actions were affected:

9. Minutes – Council approved the minutes of the September 10, 2024 workshop and September 17, 2024 business meeting.

10. Monthly Budget Amendments – Council received the Town Manager approved budget amendment and approved budget amendments for Replacement Vehicles and Pump Station Repairs.

*Copies of the budget amendments are attached to these minutes.*

11. Voluntary Rescinding LAPP Funds for Avent Ferry Rd. Pedestrian Improvement – Council approved the letter to Capital Area Metropolitan Planning Organization returning Locally Administered Projects Program (LAPP) funds for the Avent Ferry Road Pedestrian Improvement Project.

12. Axon Taser Purchase Contract for Police Department – Council approved the Axon Taser sole source purchasing contract for a total of \$447,025 over five years.

13. Fujifilm Diosynth Biotechnologies Reclaimed Water Service Agreement Major User (MUA) – Council approved the Reclaimed Water Service Agreement Major User (MUA) for Fujifilm Diosynth Biotechnologies.

14. Wastewater Chemical Suppliers and Services Sole Sourcing – Council approved Evoqua Water Technologies LLC as sole source for odor and erosion control chemicals and chemical management; approved Evoqua Water Technologies LLC contract and rate schedule for Comprehensive Odor and Erosion Control Program; and approved Zeta Solutions LLC as a sole source for ZetaFloc polymer.

15. Acceptance of Supplemental Nutritional Assistance Program (SNAP) Grant Funding – Council accepted the award and adopted Grants and Special Revenue Fund Ordinance 24-34 to increase the Farmers Market budget to recognize a \$19,500 grant award to support individuals and families who are food insecure.

*A copy of Ordinance 24-34 is attached to these minutes.*

16. Signal Update Contract Amendments – Various Transportation Projects – Council awarded and authorized the Town Manager to sign and execute the Kimley-Horn design contract amendment #5 in the amount of \$12,000 for the Main St. Right Turn Lane Project; awarded and authorized the Town Manager to sign and execute the Kimley-Horn design contract amendment #1 in the amount of \$30,000 for the Holly Springs Rd. (Central) Project; and awarded and authorized the Town Manager to sign and execute the Summit Design & Engineering Services design contract amendment #6 in the amount of \$7,419 for the NC 55 Right Turn Lane Project.

## **PUBLIC HEARING**

**17. Symphonia Rezoning 22-REZ-10 and Development Agreement – withdrawn by the applicant**

## **NEW BUSINESS**

(item 18 was heard after item 19)

### **19. Main St. and NC 55 Right Turn Lane – Construction Contracts**

Tim Athy, Utilities and Infrastructure, said this item is for approval of two contracts for the Main St. Right Turn Lane and NC 55 Right Turn Lane projects. He said these are separate contracts that were bid together to save the town money. He said the Main St. Right Turn Lane would add a northbound right-turn lane from Earp St. to Holly Springs Road. Benefits include improved northbound traffic flow and improved pedestrian safety and connectivity. He outlined the scope of the project and said it was one of the 2018 Transportation Bond Projects with \$780,000 in Federal LAPP grants. Construction is anticipated to begin by early 2025, finishing by early 2026.

Mr. Athy said that the NC 55 Right Turn Lane project was also a 2018 Transportation Bond project. It would extend the existing southbound right-turn lane from Main St. to Avent Ferry Road. Benefits would include improving southbound traffic flow and reducing the backup turning onto South Main St. This project includes signal improvements and received \$508,000 in LAPP Grant funding. Construction is anticipated to begin by early 2025 and be complete by early 2026.

Mr. Athy said that several strategies were used to reduce construction costs in addition to bidding the projects together. These include relocating the Duke power lines and light poles prior to construction and removing the diseased oak tree prior to construction. Bidding and constructing them together allowed the projects to come in under budget.

Council member Drees asked what impact was expected on through traffic. Mr. Athy said these projects will make through traffic much smoother because the right turners will not delay through traffic. Council member Drees asked if any lanes would be closed during construction. Mr. Athy said there would be times when a lane would have to be closed but there are two other lanes to use.

**Action 1:** Motion to award and authorize the Town Manager to sign and execute the construction contracts for the Main St. and NC 55 Right Turn Lane projects.

**Motion by:** Berry

**Second by:** Forrest

**Vote:** unanimous

**Action 2:** Motion to authorize the Town Manager to negotiate, sign, and execute any other required agreements to include construction engineering & inspections and contract administration, amendments, or change orders necessary to deliver the Main St. and NC 55 Right Turn Lane projects that are consistent with prior Council action, scope, and within the project budget and approved funding sources.

**Motion by:** Berry

**Second by:** Forrest  
**Vote:** unanimous

### **18. Downtown Investment Grant Policy Update**

Tyler Garner, Economic Development, said this item is to consider amendments to the Downtown Investment Grant (DIG) policy. He said the goal of the policy is to bring people downtown making the downtown more viable, lively, and active. The enhancements to the policy simplify the process making it open and easy for everyone who is eligible to apply. He explained the purpose of the DIG Policy and the two proposed Town investment opportunities. The first for new construction or renovation of existing buildings, and the second for a tenant within an existing building for upfit costs. He outlined the eligibility requirements concerning location in the downtown area and targeted business types, and said that applicants must fulfill at least three other criteria from a provided list. He reminded the public of the proposed process for the three possible levels of DIG and reiterated that funds are earmarked after approval, but not paid out until acceptance of public infrastructure or, in the case of a tenant, approval of a certificate of occupancy.

Mayor Mayefskie asked about the makeup of the DIG Committee. Mr. Garner said it would be comprised of directors of different departments in Town with a total of 6 members.

Council member Drees asked when the applications would go live. Mr. Garner said they will go live on November 1<sup>st</sup>.

**Action:** Motion to approve the Downtown Investment Grant Policy P-033.03 effective November 1, 2024.

**Motion by:** Deshazor  
**Second by:** Forrest  
**Vote:** unanimous

### **20. Ting Park to Oak Hall Greenway Professional Services Contract for Design**

Matt Beard, Parks and Recreation, said this item is to award the design contract for the Ting Park to Oak Hall Greenway project. He said this is one of the six priority greenway projects identified by Town Council in 2021. The top priorities included Jones Park, which has been completed, this stretch of greenway, and the Camp Branch greenway, which is a potential 2023 Bond Project. This extension would run from Muses Mill Court to the existing greenway, approximately 1,050 feet. Because of the topography of the land, the exact distance may vary. The proposed contract is for Design and Engineering services, with an option to include construction administration / construction engineering and inspection services during construction.

**Action 1:** Motion to approve and award a contract for Professional Services to Benesch, Inc. in the amount of \$157,751 for the design of the Ting Park to Oak Hall Greenway project.

**Motion by:** Forrest  
**Second by:** Deshazor  
**Vote:** unanimous

**Action 2:** Motion to authorize the Town Manager to execute the contract and any necessary change orders for additional professional services as may be required for the project design phase (unforeseen conditions, etc.) not to exceed 14% of the contract amount (\$22,249) for a total value of \$180,000.

**Motion by:** Forrest  
**Second by:** Hewetson  
**Vote:** unanimous

**Public Comment:** At this time, an opportunity was provided for members of the audience who had registered to speak to address the Council, and the Clerk was asked for any written comments received prior to the meeting.

The following public comments were received in writing: none.

The following public comments were received in person: none.

### **OTHER BUSINESS**

Council member Deshazor spoke about meeting the director of Western Wake Crisis Ministry (WWCM) at Compassion Day. He said 120 Holly Springs families are going to WWCM each month for food. He said it was very well run and if Council was interested in seeing the tour, he can help set it up. He reminded everyone that October was Breast Cancer Awareness Month.

Mayor Mayefskie said Holly Springs Fire Department has their Breast Cancer Awareness t-shirts for sale and the proceeds go to breast cancer research. They can be purchased at Fire Station 1.

Council member Drees said October is Domestic Violence Awareness Month and informed the public about the Interactive Wall and Candelight Vigil at the Law Enforcement Center. She thanked John Schifano for providing data on the Wake County NDO. She asked if there was consensus to have Wake County come to a workshop to give Council an update. Council member Deshazor said he was interested. No other Council members were interested, so there was not a majority.

Council member Hewetson asked if, based on the DIG discussion and the Chamber recommendation, it was worth bringing a Social District discussion to a workshop. Consensus was to bring it to a future workshop.

MPT Berry reminded the public that we provide grant funding to Western Wake and echoed that they do good work. Secondly, we rightfully thanked the first responders who went out west, but he wanted to give a shout out to 1<sup>st</sup> responders who were dealing with flooding here in town. He thanked everyone who was here working during that storm event. MPT Berry then said that he had spoken before about the playing field scheduling issues, where fields weren't exited on time and some coaches got aggressive. He said that the policy is if you rent a field, you are supposed to get it at the time reserved. He witnessed some difficulties in teams releasing the field when their time was up. He spoke to the leadership at Wake FC and they were receptive to the issue and acted quickly to provide buffer time and our staff also took action and for the last two weeks things have moved much more smoothly. He said we want to make sure that smaller groups aren't squeezed out by people who have been here longer. As we think about our usage agreements, let's keep that in mind. He thanked staff for addressing the concerns and the folks at Wake FC for being responsive to the issue.

Council member Forrest reiterated the thank you to the first responders who went to western NC. He said that HollyFest, his favorite festival, is coming up on October 26<sup>th</sup>. He encouraged everyone to be there. Lastly, he said the Farmers Market is year-round and he suggested that people stop by and enjoy the market.

### **MANAGER'S REPORT**

Randy Harrington, Town Manager, said one thing he omitted to mention when we recognized our 1<sup>st</sup> responders was to recognize the two Chiefs who have both been heavily involved in the efforts to coordinate the assistance. On November 2<sup>nd</sup> the Battle of the Badges will be at the Farmers Market. Come out and taste the chili! He said that Patty Dressen is retiring after 22 years, and her celebration is on Oct. 30<sup>th</sup> at Ting Park.

Linda McKinney, Town Clerk, informed Council that there were openings on Tree Advisory Committee and Parks and Recreation Advisory Committee and requested direction on the timing of filling those openings. Council agreed to wait to advertise them until the Planning Board and Board of Adjustment openings were filled.

**CLOSED SESSION:** The Council entered into closed session, pursuant to N.C.G.S. 143-318.11(a)(9) to discuss cybersecurity and public safety issues, and N.C.G.S. 143-318.11(a)(5) to discuss possible negotiations regarding the acquisition of real property.

**Motion by:** Berry

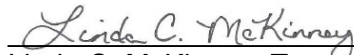
**Second by:** Forrest

**Vote:** Unanimous

Motion to leave closed session was made by Council member Forrest seconded by Council member Deshazor and passed with a unanimous vote.

**Adjournment:** Council member Forrest made a motion to adjourn at 9:10 pm. It was seconded by Council member Deshazor and passed with a unanimous vote.

Respectfully Submitted on Tuesday, November 19, 2024.



\_\_\_\_\_  
Linda C. McKinney, Town Clerk

**Addenda pages as referenced in these minutes follow and are a part of the official record.**