



MINUTES

The Holly Springs Town Council met in regular session on Tuesday, November 19, 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*; John Schifano, *Town Attorney*; Linda McKinney, *Town Clerk* (recording the minutes); Kameron Womack, *IT*; Corey Petersohn, *Budget and Sustainability*; Cassie Hack, *Director, Communications and Marketing*; Elizabeth Goodson, Chris Garcia, and Sarah Sularz, *Development Services*; Kendra Parrish, Executive Director of Utilities & Infrastructure; Sarah Emig, and Daniel Colavito, Utilities & Infrastructure; LeeAnn Plumer, *Director, Parks and Recreation*; Matt Beard, *Parks and Recreation*; Irena Krstanovic, *Director, Economic Development*; Anna Murphy and Tyler Garner, *Economic Development*; Tina Stroupe, *Finance Director*; Paige Scott, Director of Public Works; Jay Osborne, *Assistant Town Attorney*; LeRoy Smith, *Fire Chief*; Kathy White, *Deputy Clerk*.

2. and 3. The Pledge of Allegiance was recited followed by an invocation by Pastor Sandy Byrne of Oasis Church.

4. Agenda Adjustment: The November 19, 2024, meeting agenda was adopted with changes, if any, as listed: none.

Motion: Berry

Second: Forrest

Vote: Unanimous

RECOGNITIONS

5. NC Chapter of the American Planning Association Marvin Collins Award

Elizabeth Goodson, Development Services, said that the Town was recognized by the NC Chapter of the American Planning Association with the Marvin Collins Award for the Downtown Area Plan and the 2024 Great Places – Great Healthy Place for Eagles Landing Park. Ms. Goodson said that the Downtown Area Plan won in the “Small Area Plan” category that recognizes projects that show high quality, originality, and innovation and advance the science of planning.

Matt Beard, Parks and Recreation explained that Eagles Landing Park won the 2024 Great Places Award in the Great Healthy Places category. This category celebrates community amenities that encourage activity and exploration such as bicycle or greenway networks, concerted efforts for social interaction and/or aging in place, access to locally sourced foods, a commitment to sustainable ecosystems and the environment, or the active involvement of children in the community.

Ms. Goodson said that the award was presented at the NC APA Awards presentation on October 16th in Greenville, NC. She thanked the PRAC, Council, and the residents who contributed to the plans.

REQUESTS AND COMMUNICATIONS

6. CSL Seqirus Update

Anna Murphy, Economic Development, welcomed Jon Kegerise and Jen Bailey of CSL Seqirus. Mr. Kegerise gave an overview of CSL Seqirus, and gave an update on the Holly Springs site evolution, Seqirus' Pandemic Ready designation, and their activities as a community partner.

Mayor Mayefskie thanked Mr. Kegerise for their employees' engagement with the town, and volunteer activities.

7. South Wake Landfill Update

Paige Scott, Director of Public Works, introduced John Roberson and Kate Maroney of the Wake County South Wake Landfill and Matt Wooster of GFL. Mr. Wooster spoke about Phase 2C, which is expected to be open in early spring of next year. Mr. Roberson gave an update on improvements and investments made in the landfill, odor reporting trends, and Holly Springs' metrics. Ms. Maroney spoke about community outreach efforts.

Council member Deshazor said he took the tour and was surprised at how much technology was involved in trash. He suggested anyone who is interested to take the tour.

Council member Drees asked about the landfill gas expansion project in March and what adjustments they will make. Mr. Roberson said that predominant wind direction from Aug – Nov is to the south (the landfill is to the north) and by doing the project in the Jan – July timeframe, the predominant wind direction is blowing away from Holly Springs, making it a good time to do projects.

8. CAMPO – Blueprint for Safety Update

Chris Garcia, Development Services, introduced Kenneth Withrow from the project team with CAMPO working on a regional multi-modal safety action plan known as the Blueprint for Safety.

Mr. Withrow outlined why CAMPO wants to plan for safety in the transportation system, and why now was the right time to do so. He explained that CAMPO is cooperating with other organizations to draft this plan. He outlined the community engagement to date, including at the Holly Springs Farmers Market. He outlined the results they are looking to achieve, and what next steps in the process would look like. He said the plan is expected to be complete in the spring of 2025. He then gave contact information for those who wanted to stay connected to the process.

Council member Drees asked if there was a way for citizens to communicate concerns. Mr. Withrow said there was a survey as part of Phase 1 and would be another survey as part of Phase 2, but they can also provide feedback through the website www.campo-nc-us.

9. Downtown Alive Update

Tyler Garner, Economic Development, said that having an organization of downtown businesses has been on Councils Strategic Plan for three or four years, and has come to fruition as Downtown Alive. He introduced Chris Harol, Downtown Alive board member, and Jessika Schweinsberg to give Council an update.

Mr. Harol stated the purpose, vision, and mission of Downtown Alive.

Ms. Schweinsberg gave an overview of events between August and October and outreach efforts. She then informed Council of some upcoming events on the third Saturday of each month through spring of 2025.

Council member Deshazor asked what the top thing was that people requested at the August 17th event. Mr. Harol said it was an art festival and live music.

Mayor Mayefskie asked what feedback they had received from downtown businesses about increased foot traffic. Mr. Harol said they had not received a lot of feedback, but his restaurant had seen increased traffic on those days.

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:

10. Minutes – Council approved the minutes of the October 8, 2024 workshop, the October 15, 2024 business meeting and the October 29, 2024 joint meeting with the Planning Board.

11. Monthly Budget Amendments – Council approved budget amendments for Human Resources Contract Services, Human resources Information System, and FY25 Fund Balance and adopted Ordinances and Resolution: 24-35 PAYGO Capital Project Ordinance; 24-36 Utility PAYGO Capital Project Ordinance; 24-37 Town Building Fund Capital Project Ordinance; and 24-30 Fire Station 4 Reimbursement Resolution

Copies of the budget amendments, ordinances, and resolution are attached to these minutes.

12. Stormwater Grant Application Resolution – Council adopted Resolution 24-31 authorizing the Town manager to sign and submit an application for a Water Resources Development Grant for construction of the Womble Park Stormwater Retrofits project which, if awarded, requires a 50% non-federal match of up to \$200,000.

A copy of Resolution 24-31 is attached to these minutes.

13. Engineering Design & Construction Standards Supplement #11 – Council approved Supplement #11 to the Engineering Design and Construction Standards.

14. FY25 Vehicle and equipment installment Finance Agreement – Council approved the Installment Purchase Agreement (IPA) with Cogent leasing and Finance, Inc. and adopted Resolution 24-29 for financing terms and documents and to authorize the Town manager to sign and execute agreements for the FY25 installment purchase financing of vehicles and equipment with Cogent Leasing and Finance in the amount of \$1,810,312.

A copy of Resolution 24-29 is attached to these minutes.

PUBLIC HEARING

15. Multi-jurisdictional Hazard Mitigation Plan

Chief of Police, Paul Liquorie, said this item was to sign on to the update of the Multi-jurisdictional Hazard Mitigation Plan, which gets updated every five years. He said that it was required in order for the Town to be eligible for federal mitigation grant funds or disaster relief reimbursements. He outlined some of the efforts Holly Springs has made toward hazard mitigation. He said that this was across departments, not just a public safety issue. He gave updates on actions taken since the 2019 plan, and some factors that affect the plan like increased population and decreased flood plain.

Council member Drees asked if there were lessons learned from Hurricane Helene. Chief Liquorie said that we have brought back lessons from sending our people out to help our neighbors in the west. Jennifer Mathis was hired to help us learn how to access the resources available at the county, state, and federal level. Understanding how the system works so you can get ahead of it, allows you to prepare preemptively. Chief Smith, Fire Chief, said they communicated a lot during Helene and the storm before it, and Utilities & Infrastructure helped us mitigate some things. We are asking IT to put cameras at frequent flooding areas to keep track of water levels. And we are working with Parks & Recreation staff to monitor other areas.

Council member Deshazor asked if this plan covers cyber-attacks also. Ms. Mathis said there is a “man-made” component to the plan also. It is up to the many municipalities what is included, and that was a key update in this plan over the 2019 plan. Chief Smith said that Jeff

Wilson, Director of Information Technology, is on the state Cyber Strike Team and he was involved in the Helene recovery and the Apex cyber-attack and has brought back many lessons learned.

Mayor Mayefskie opened the public hearing and the following input was received: none
There being no input, Mayor Mayefskie closed the public hearing.

Action: Motion to adopt Resolution 24-28 adopting the newly updated Wake County Multi-jurisdictional Hazard Mitigation Plan.

Motion by: Hewetson

Second by: Deshazor

Vote: unanimous

NEW BUSINESS

16. Theater Platform and Seat Replacement Contract – 2023 Parks Bond Project

LeeAnn Plumer, Director of Parks and Recreation, said this item was to approve the purchase of a new platform and seating system for the Cultural Center theater, which was part of the 2023 Parks Bond. She explained that the most frequent comment about the theater was complaints that the seats are wobbly, and the platform is loud. It is safe, but a little uncomfortable. Learning Environments, Inc. was the most responsive responsible bidder. They have experience with similar projects in Buncombe County Schools and The Milton Rhodes Center for the Arts in Winston-Salem. Staff toured the two theaters at the Milton Rhodes Center to make sure the right system was selected. She said the work is expected to be completed in 2025.

Action 1: Motion to authorize the Town Manager to award and execute an agreement with Learning Environments, Inc. in the amount of \$263,700 and up to a 4% contingency for the replacement of the seating platform and 178 chairs at The Holly Springs Cultural Center Theater.

Motion by: Forrest

Second by: Hewetson

Vote: unanimous

Action 2: Motion to adopt the Parks and Recreation Capital Project Ordinance (24-38) and approve the updated project budget for an increase of \$25,000 for a total amount of \$275,000 for the contract to include 4% contingency.

A copy of Ordinance 24-38 is attached to these minutes.

Motion by: Forrest

Second by: Hewetson

Vote: unanimous

Action 3: Motion to authorize the Town manager to approve any necessary change orders, contracts, or agreements to deliver the project that are within the project scope, project budget (including contingency) and consistent with this Council action.

Motion by: Forrest

Second by: Hewetson

Vote: unanimous

17. Comprehensive Plan Update for Sections 4, 5, and 6

Elizabeth Goodson, Development Services, said this item was to consider a contract for a consultant to update Sections 4, 5, and 6 of the Comprehensive Plan. She explained what the

Comprehensive Plan Covers, and said that Section 1 was updated in 2019, Section 2 in 2022, and Section 3 in 2021. Best practice is to update plans every five years, but Sections 4, 5, and 6 have not been updated since 2009. The sections to be updated include Community Facilities, Natural Resources, and Infrastructure & Utilities, and outlined what these sections cover. There was an opportunity to add a Hydraulic Modeling component. She explained the benefits of hydraulic modeling and why Holly Springs would benefit from it.

Ms. Goodson explained the process of selecting a consultant and why staff recommends Kimley-Horn and Hazen & Sawyer for a collaborative approach with local utility experience, technical expertise, and experienced and knowledgeable teams. She said the project kickoff is contemplated for Winter 2024/2025. It will be a twelve-month process with adoption of the new sections in the fall or winter of 2025.

Council member Hewetson asked if they would see updates over the 12 months of the project. Ms. Goodson said that public engagement and updates to council were part of the expected process.

Action: Motion to authorize the Town Manager to negotiate and execute the contract for Vision Holly Springs with consultant firm Kimley-Horn & Associates, Inc. for a total not to exceed \$1,199,909.00.

Motion by: Hewetson

Second by: Deshazor

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: one anonymous comment about speeding in Trinity Creek and 12Oaks.

The following public comments were received in person: none

OTHER BUSINESS

Mayor Mayefskie said he received an update from Sarah Gaskill on what happened at Fuji yesterday, giving accolades to the Holly Springs Fire Department for their response. She asked him to thank everyone. He also congratulated Matt Beard, Parks and Recreation, for his new position and said he would be missed.

Council member Deshazor wished everyone Happy Thanksgiving and said there are several turkey giveaways this weekend at Holly Springs United Church of Christ and other places around town.

Council member Drees said Friday afternoon in Zone C, there were two leaf trucks making their way through the zone and they were back on Saturday to finish the job and the zone appreciates it. She thanked Paige Scott and her team at Public Works. She reminded people that the race is this Saturday so be careful. Western Wake Crisis has a fundraiser golf tournament on November 25th. She asked people who were interested in Planning Board and Board of Adjustment to apply by the December 2nd deadline. And she announced the Santa Tracker that is bringing Santa to Holly Springs neighborhoods.

Council member Forrest thanked Chiefs Liquorie and Smith and Jennifer Mathis for participating in the Hazard Mitigation program. He asked Mr. Harrington for an update on the annex building. Mr. Harrington said we do not have one yet but would get one to Council very soon. Council member Forrest said that all the updates received tonight reflect that Holly Springs is a great place to live, work, and play.

MANAGER'S REPORT

Randy Harrington, Town Manager, said there was one more piece staff is waiting for on the situation with the annex, and they would follow up with that. He wished Mayor and Council Happy Thanksgiving day and reminded people that town offices were closed on Thursday and Friday and for residents to check the website and social media for altered trash and recycling pickup schedules.

CLOSED SESSION: The Council entered into closed session, pursuant to N.C.G.S. 143-318.11(a)(4) to discuss two economic development incentives, and N.C.G.S. 143-318.11(a)(9) to discuss security plans and public safety issues.

Motion by: Berry

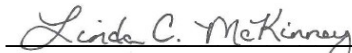
Second by: Forrest

Vote: Unanimous

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

Adjournment: Council member Deshazor made a motion to adjourn at 9:00 pm. It was seconded by MPT Berry and passed with a unanimous vote.

Respectfully Submitted on Tuesday, December 17, 2024.



Linda C. McKinney, Town Clerk

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