



Holly Springs Town Council
7:00 PM **Tuesday, March 4, 2025**

Regular Meeting
Holly Springs Town Hall Council Chambers
128 S. Main Street, 2nd Floor

MINUTES

The Holly Springs Town Council met in regular session on Tuesday, March 4, 2025. 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, Annie Drees, and Chris Deshazor.

Council Members absent: none.

Staff Members Present in Chambers: Randy Harrington, *Town Manager*; Scott Chase and Daniel Weeks, *Assistant Town Managers*; John Schifano, *Town Attorney*; Linda McKinney, *Town Clerk* (recording the minutes); Kameron Womack and Jesse Dixon, *IT*; Corey Petersohn, *Budget and Sustainability*; Cassie Hack, *Director, Communications and Marketing*; Chris Hills, *Director, Development Services*; Sean Ryan, *Development Services*; LeeAnn Plumer, *Director, Parks and Recreation*; Tina Stroupe, *Finance Director*; 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 Byne of Oasis Church.

4. Agenda Adjustment: The March 4, 2025 meeting agenda was adopted with changes, if any, as listed: remove item 8 from Consent Agenda for discussion.

Motion: Berry

Second: Forrest

Vote: Unanimous

RECOGNITIONS

5. Oath of Office – Planning Board

Mayor Mayefskie recognized the new Board of Adjustment members, who were sworn in previously. Linda McKinney, Town Clerk, administered the Oath of Office to the new Planning Board members, Thomas Urquhart, Josh Prizer, and Craig Kessler.

6. Learn About Butterflies Day Proclamation

Mayor Mayefskie shared some fun facts about butterflies and proclaimed March 14th as Learn About Butterflies Day in Holly Springs.

CONSENT AGENDA

The Council passed a motion to approve all items on the Consent Agenda with the exception of item 8. The motion carried following a motion by MPT Berry, a second by Council member Forrest and a unanimous vote. The following actions were affected:

7. Certification of Updated Zoning Map – Council adopted Resolution 25-07 approving certification of the Zoning Map.

A copy of Resolution 25-07 is attached to these minutes.

9. 12 Oaks Pump Station Emergency Repair – Council approved a contract with ABE Utilities for emergency repair of the 12 Oaks Pump Station with a base amount of \$160,825 and the potential for additional contract allowances up to \$108,200, for a total project cost not to exceed \$269,015.

8. Code of Ethics Policy Updates, Cost Principles Policy, Eligible Use Policy, and Property Management Policy – this item was pulled from Consent to be discussed.

Council member Deshazor said he wanted the Town Manager to change the verbiage of the Ethics Policy to define campaign activity and to define who Town Officials and Policy Makers are.

John Schifano said we need to look at what problem we are trying to solve by defining campaigning. It was meant to indicate that if you are running for office you do not use Town facilities for campaigning. We can define campaign activity as from when you file to run until you are elected, if you want to limit it to that time period. We can define it that way. Leaving it broad means you shouldn't use meetings to say "vote for me" and Candidates for office shouldn't use Public Comment period to ask for votes. It depends on what problem you are trying to solve. Council member Drees asked if referring to the Political Activity on Town Property policy solve the problem. Mr. Schifano said we could marry those two in the ethics policy if you like. Council member Drees said she thinks clarity would be a good idea. The other thing she would like to have looked at is the definition of a Policy Maker.

Mayor Mayefskie said he wanted to tackle the campaign issue first. He doesn't understand what we are trying to further define. MPT Berry quoted part of Section 4 of the proposed ethics policy and said the easy remedy would be to leverage the Policy on Political Activity definition and copy that over into this policy.

Council member Forrest asked if the Town logo was in the public domain. Mr. Schifano said it is in that we can't charge someone for using it, but if someone appropriates it, like putting it on a business card when you have nothing to do with the town, we would take issue with it. We have asked businesses in the past who have used our logo because it looks like they are holding themselves out to represent the town. It's the same with campaigns. We don't want to blur the lines between campaign signs and town signs. We want to keep that separate. But it is your policy if you want to change it.

Council member Deshazor said the other thing he would like to have addressed is changing the word "Council" to "Governing Body" to make it consistent.

Council member Drees asked if they should be disclosing property ownership. Mr. Schifano said they should. It is not something he has reminded them about, but we have developed a form and will be keeping those records going forward.

MPT Berry asked that the policy be edited and brought back for a vote.

Action: Motion to direct staff to edit the Code of Ethics Policy, changing "council" to "governing body" and referencing the Political Activities on Town Property, and bringing it back to the next meeting for a vote.

Motion: Deshazor

Second: Hewetson

Vote: unanimous

Action: Motion to adopt Cost Principles Policy, Eligible Use Policy, and Property Management Policy.

Motion: Berry

Second: Forrest

Vote: unanimous

Copies of these policies are attached to these minutes.

Public Comment: At this time, an opportunity was provided for members of the audience who had registered to speak to address the Council.

The following public comments were received in writing: a complaint by Sloan Rachmuth and an anonymous complaint about Holly Springs Police Dept.

The following public comments were received in person: none.

OTHER BUSINESS

None.

MANAGER'S REPORT

Randy Harrington, Town Manager, announced the Everclear concert coming up on May 10th, with tickets on sale now. Second, he said we sold the debt for Eagles Landing and Transportation bonds and earned a 3.44% interest rate, the lowest our financial advisor has seen this year. This speaks to the fact that we were upgraded to AAA rating, and that we're a great community. More details will be shared over the next few months. Finally, Fire Station 3's grand opening will be on Friday. For the community, from 10-2 on Saturday, people can get tours, meet fire fighters, etc. The address is 114 Cinder Station Rd. in the northwest area of town.

Chris Hills, Director of Development Services, said he was here to give an update on the Development Services department. He outlined the organization and client service principles as well as the five-year plan to revamp the department which began with the reorganization in 2020. He gave an overview of recent accomplishments, and key metrics by which the department measures success. He outlined residential and non-residential construction over the past five years. He said that in an average year there are about 100 project ideas brought to staff, 25 projects are submitted, and 20 approved.

Mr. Hills gave the outlook for residential and non-residential development. He detailed some existing challenges with development, and gave goals for the department looking ahead, specifically focusing on streamlined service delivery, which could include delegation of more approvals to staff, which is allowed by General Statute, is common in the Wake County market, and is already granted for non-residential projects under 40,000 square feet. He said staff could discuss this at a workshop if Council so desired. Mr. Hills mentioned upcoming events – TCC Coffee Chat, Developers Breakfast, and potential workshop discussions with Council on the UDO and the approval process.

Council member Deshazor raised the issue of how many people attend a Planning Board public hearing as opposed to a Town Council public hearing, and asked how that would change if this proposal for streamlining were adopted. Mr. Hills said that not as many people come to Planning Board hearings, but our increased efforts at transparency have helped with that as more neighborhood meetings are held and notice is provided to a wider area.

Sean Ryan, Development Services, discussed the following new applications for rezoning:

- 4016 Berman Edge Rd.
- Overlook on Main (1220 N. Main)
- Powell Place (7051 Rouse Rd.)

Mr. Ryan then gave updates on the following projects:

- Graham Wood Property – coming to Council March 18th
- Evans Property – coming to Council March 18th

And those still in the revision process:

- Sunset Lake Commons Apartments
- 1100 Piney Grove Wilbon Rd.
- 4500 Old Holly Springs Apex Rd.
- 600 Grigsby Ave.
- Chase Bank (Sunset Lake Rd.)
- 3020 Avent Ferry Rd. (Mira Ridge)

Mr. Ryan said that the Wake Transit Plan Update extends the Wake Transit Planning horizon out through FY2030. There is a stakeholder meeting on March 5th. He said that Land Use Plan updates and Microtransit updates are scheduled for Council's March workshop.

CLOSED SESSION: Council went into closed session pursuant to N.C.G.S. 143-318.11(a)(4) to discuss an Economic Development incentive, pursuant to N.C.G.S. 143-318.11(a)(3); to consult with the Town Attorney on two potential litigation matters; and pursuant to N.C.G.S. 143-318.11(a)(6) to perform the annual review of the Town Clerk and Town Attorney, with a motion by MPT Berry, a second by Council member Forrest and a unanimous vote.

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

Adjournment: Council member Deshazor made a motion to adjourn at 9:27 pm. It was seconded by MPT Berry and passed with a unanimous vote.

Respectfully submitted on Tuesday, April 15, 2025.



Linda C. McKinney, Town Clerk

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