

Zebulon Board of Commissioners
Minutes
October 1, 2018

Present: Robert S. Matheny-Mayor, Curtis Strickland, Dale Beck, Don Bumgarner, Beverly Clark, Annie Moore, Joe Moore-Town Manager, Lisa Markland-Town Clerk, Stacie Paratore-Deputy Town Clerk, Chris Ray-Public Works, Ashley Dixon-Police, Wayne Dupree-Fire, Greg Johnson-Parks & Recreation, Bobby Fitts-Finance, Mark Hetrick-Planning, Eric Vernon-Attorney

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

PLEDGE OF ALLEGIANCE

The pledge of allegiance was led by Andrew Vinson.

APPROVAL OF AGENDA

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

SCHOOL RECOGNITION

Mayor Matheny recognized student Andrew Vinson and teacher Barnanne Creech, both from Zebulon Middle School.

PUBLIC COMMENT PERIOD

Denise Nowell, from the Zebulon Chamber of Commerce, informed the Board the Zebulon Next Conference was scheduled for Thursday, October 4th at 8:30am. The conference provided state-wide, regional, and local development impacting growth for Zebulon.

Denise Nowell also explained the second downtown business group meeting took place at Second Wind Computers and four attendees expressed interest in creating a committee to grow Zebulon. It was also stated that three potential and/or current business owners were viewing the downtown area for possible new business space.

CONSENT

A. Minutes

Commissioner Clark made a motion, second by Commissioner Moore to approve the minutes of the September 10, 2018 meeting. There was no discussion and the motion passed unanimously.

B. Finance

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

Commissioner Clark made a motion, second by Commissioner Moore to approve the financial report as of September 17, 2018. There was no discussion and the motion passed unanimously.

Commissioner Clark made a motion, second by Commissioner Moore to approve Ordinance 2019-15. There was no discussion and the motion passed unanimously.

NEW BUSINESS

A. Planning

1. Easement Request – The Creative Cup, LLC

Mark Hetrick presented a PowerPoint presentation to the Board and explained The Creative Cup, LLC was a new coffee shop with a proposed location at 116 W. Vance Street. The property adjoined 110 W. Vance Street, which was a parking lot owned by the Town of Zebulon. In order for the coffee shop permits to be approved, the State building code required a second access point. The second access point would be located on the east side of the building facing the parking lot where an easement would be required. Mark Hetrick explained the coffee shop would occupy the front of the building. Next, the Board saw a map, street view, aerial view, floor plan of the property, ground level view of the building, and the area where a 135'x7' easement was proposed.

Commissioner Beck inquired about the existing sidewalk and shrubs on the side of the building. Mark Hetrick explained five feet would be for the sidewalk and there would be approximately two feet for low-growth landscaping.

There was discussion about the location of the second access point, which would be the emergency exit for the coffee shop. The second access point could be on the side of the building as long as it worked with the parking lot and easement requirements. It was further explained that the easement would run the full extent of the building and would belong to the Town of Zebulon.

Staff recommended approval of the easement request.

Commissioner Beck made a motion, second by Commissioner Clark to approve The Creative Cup, LLC easement request. There was no discussion and the motion passed unanimously.

B. Public Works

1. Resolution 2019-10 – Beaverdam Creek Greenway – Phase I

Chris Ray asked the Board to consider applying for the Capital Area Metropolitan Planning Organization (CAMPO) for Locally Administered Projects Program (LAPP) grant funds in the amount of \$866,265.00. The grant funds would be used to construct the Beaverdam Creek Greenway – Phase I.

It was explained Zebulon received a second grant on September 12, 2018 in the amount of \$90,230.00 from the North Carolina Parks and Recreation Trust Fund (PARTF) to be used for the Beaverdam Creek Greenway, but more funds were required to complete the project.

Training and pre-submittal deadline have been completed, and the final deadline for the grant application would be October 31. A 57% match was required from the Town to be qualified for

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the grant. Chris Ray stated the project was “shovel ready” meaning the project was fully designed, all permits, and easements were secured.

The grant funds would pay to connect the sidewalks between Weavers Pond and Taryn Lakes which was a major requirement for the grant. Chris Ray stated the plan was consistent with Zebulon’s Comprehensive Plan, Greenway Master Plan, and Zebulon 2030 Strategic Plan and felt Zebulon had a strong application.

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

Commissioner Bumgarner made a motion, second by Commissioner Clark to approve Resolution 2019-10. There was no discussion and the motion passed unanimously

BOARD COMMENTS

There were no comments from the Board.

MANAGERS REPORT

Joe Moore stated Saturday, October 6th was closing day at the Farm Fresh Market and the theme was BBQ, Boos and Brews with a pig picking and beer garden.

Zebulon Night Out was Tuesday, October 9th from 6:00pm to 9:00pm on the front lawn of Zebulon Town Hall.

Family move night was Friday, October 12th at 7:00pm at the Zebulon Community Center and showed the movie “Wonder.”

Trunk or Treat was Friday, October 26th from 5:00pm to 7:00pm at the Zebulon Community Center.

CLOSED SESSION

Mayor Matheny explained the Board needed a motion to go into closed session as permitted by NCGS §143-318.11(a)(4).

Commissioner Strickland made a motion, second by Commissioner Clark to go into closed session as allowed by NCGS §143-318.11(a)(4) for the purpose of discussing economic development. There was no discussion and the motion passed unanimously.

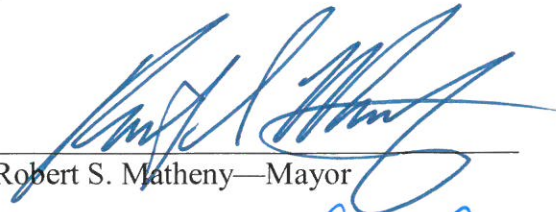
NOTE: In closed session Commissioner Beck made a motion, second by Commissioner Clark to come out of closed session. There was no discussion and the motion passed unanimously.

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

Adopted this the 5th day of November, 2018.




Robert S. Matheny—Mayor


Lisa M. Markland, CMC—Town Clerk