

**Zebulon Board of Commissioners**  
**Minutes**  
**February 4, 2019**

Present: Robert S. Matheny-Mayor, Curtis Strickland, Dale Beck, Don Bumgarner, Beverly Clark, Annie Moore, Joe Moore-Town Manager, Lisa Markland-Town Clerk, Chris Ray-Public Works, Tim Hayworth-Police, Chris Perry-Fire, Sheila Long-Parks & Recreation, Bobby Fitts-Finance, Teresa Piner-Planning

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

**PLEDGE OF ALLEGIANCE**

The pledge of allegiance was led by Zebulon Middle School student, Madison Jones.

**APPROVAL OF AGENDA**

Mayor Matheny asked to amend the agenda to recognize the boy scouts from troop #524 in attendance. Commissioner Bumgarner made a motion, second by Commissioner Clark to approve the agenda as amended. There was no discussion and the motion passed unanimously.

**SCHOOL RECOGNITION**

Mayor Matheny recognized student Madison Jones and teacher Melissa McDonald, both from Zebulon Middle School.

Mayor Matheny recognized the boy scouts from troop #524 who were working on their citizenship badge.

**PUBLIC COMMENT PERIOD**

No one signed up to speak.

**PRESENTATION**

*A. Legislative Update – Rose Williams, NCLM*

Eric Vernon introduced Rose Williams, who serves as the Executive Director of Government and Public Affairs for the NC League of Municipalities.

Rose Williams gave a presentation on details about the services offered from NCLM. Next, Rose gave updates about actions in the general assembly and how it would impact cities and towns.

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

**CONSENT**

*A. Minutes*

Commissioner Clark made a motion, second by Commissioner Moore to approve the minutes of the January 7, 2019 meeting. There was no discussion and the motion passed unanimously.

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Commissioner Clark made a motion, second by Commissioner Moore to approve the minutes of the January 23, 2019 work session. 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 November 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 January 21, 2019. There was no discussion and the motion passed unanimously.

Commissioner Clark made a motion, second by Commissioner Moore to approve the quarterly reports for Public Works, Planning, and Fire Departments. There was no discussion and the motion passed unanimously.

Commissioner Clark made a motion, second by Commissioner Moore to approve Resolution 2019-16. There was no discussion and the motion passed unanimously.

**OLD BUSINESS**

*A. Fire*

1. Amendment to Fire Contract with Wake County – Mobile Data Terminals

Chris Perry explained Wake County and the City of Raleigh implemented a new computer aided dispatch system that was paid for by the County. The Town was responsible for their share of the cost when the equipment needed to be replaced.

Mayor Matheny inquired about the future costs of the replacement equipment. It was explained Wake County purchased approximately \$50,000 in equipment and the Town of Zebulon's share would be about \$28,000.

Commissioner Bumgarner made a motion, second by Commissioner Beck to approve the Amendment to Fire Contract with Wake County – Mobile Data Terminals. There was no discussion and the motion passed unanimously.

2. Amendment to Fire Contract with Wake County – Medical Exams

Chris Perry explained in FY 2016-17 the Town of Zebulon offered "fit for duty" medical exams for firefighters paid for through the cost share arrangement with Wake County. The contract amendment would continue through FY 2019-2020 and was necessary to enable the County to reimburse the Town for their portion of the costs.

Commissioner Bumgarner made a motion, second by Commissioner Strickland to approve the Amendment to Fire Contract with Wake County – Medical Exams. There was no discussion and the motion passed unanimously.

*B. General*

1. Utility Merger Negotiations – Resolution 2019-17

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Joe Moore stated the Town of Zebulon and City of Raleigh merged water and wastewater systems through a Utility Merger Agreement in 2006 costs increased due to the recession in 2009, more efficient customer use, and legislation not allowing the Town to collect utility impact fees. It was explained to the Board negotiations with the City of Raleigh could accelerate the merger debt payoff by various options including: selling back water capacity and selling potential stream restoration and wetland credits from a Little River Stream Restoration project.

Mayor Matheny stated he would like to see options from the City of Raleigh.

Commissioner Bumgarner wanted more detail about selling potential stream restoration and wetland credits from a Little River Stream Restoration project. Joe Moore explained if stream restoration was performed at Little River and the Town received wetland restoration credits from the federal government, the City of Raleigh may have interest in the credits which could aid in buying down the debt. The Town would still own the dam.

Joe Moore explained there would be more detailed conversation about the debt payoff options if the Board wanted to proceed with open negotiations by adopting the resolution.

Commissioner Clark made a motion, second by Commissioner Strickland to approve Resolution 2019-17. There was no discussion and the motion passed unanimously

## **NEW BUSINESS**

### *A. Administration*

#### 1. American Tower – Cell Tower Lease – Resolution 2019-18

Joe Moore explained the Town of Zebulon leased property at 529 E. Horton Street to American Tower on June 3, 1995. The lease offered an initial term of five years with options to extend four additional five year terms. The current extension would expire February 29, 2020. The upset bid process was explained. The resolution will begin the upset bid process.

Charles Archie, from Wyrick Robbins Yates and Ponton LLP, gave a revision to the exhibit in the Board's agenda packet. American Tower had a recent survey on the land with a more accurate description of the property and the updated document was handed out to the Board.

Commissioner Bumgarner made a motion, second by Commissioner Clark to approve Resolution 2019-18. There was no discussion and the motion passed unanimously.

### *B. Planning*

#### 1. E.C. Daniel Local Historic Landmark

##### a. Resolution 2019-21

Teresa Piner presented a request to designate a home located at 205 E. Sycamore Street as an historic landmark. On March 6, 2017 the Town of Zebulon rejoined the local Wake County Historic Preservation Program by adopting an interlocal agreement. MdM Consultants submitted an application for the property's consideration as an historic landmark. Wake County Historic Preservation Commission (WCHPC) unanimously recommended designating the home as an historic landmark. The North Carolina Department of Cultural Resources determined the

property was eligible for the historic landmark designation. It was explained that the designation would follow with the goal for Vibrant Downtown and Small Town Life in Zebulon's 2030 Strategic Plan. If the Board wanted to move forward with the request, a Public Hearing would be needed and adoption of Resolution 2019-21.

Commissioner Beck made a motion, second by Commissioner Moore to approve Resolution 2019-21. There was no discussion and the motion passed unanimously.

*C. Public Works*

1. Equipment Shed – Bids

Chris Ray asked the Board to consider bids to construct the Public Works equipment shed. The three bids ranged from \$220,566 to \$315,870. The bids came in over budget by \$130,000. Additional funds required for the project could come from the Town Hall Main Breaker project, the Capital Reserve, the Police station masonry improvements, and the General Fund Balance.

Commissioner Beck inquired about the difference from the \$140,000 the Board appropriated in June, 2018 to the current proposed bids. Chris Ray explained the bids were higher because of the tight construction market, tariff issues, labor shortage, and significant increases in copper, concrete, and metal. Chris Ray also stated the design of the building had changed.

Chris Ray explained the purpose of the building was to reduce the current cramped space. The shelter would provide better protection from cold temperatures and would allow more capacity for storage and flexibility.

Commissioner Beck made a motion, second by Commissioner Clark to approve Resolution 2019-19, rejecting the bids. There was no discussion and the motion passed unanimously.

*D. General*

1. UDO Committee - Resolution 2019-20

Joe Moore asked the Board to consider creating a sub-committee to review the draft of the Unified Development Ordinance. The sub-committee would expedite the review process.

Commissioner Beck made a motion, second by Commissioner Bumgarner to approve Resolution 2019-20. There was no discussion and the motion passed unanimously.

2. Vision Statement for Little River Corridor

Mayor Matheny presented a Vision Statement for the Little River Corridor, Wake County, North Carolina. Joe Moore stated there was no update from FEMA regarding funds.

Commissioner Bumgarner made a motion, second by Commissioner Moore to approve the Vision Statement for Little River Corridor, Wake County, North Carolina. There was no discussion and the motion passed unanimously.

**BOARD COMMENTS**

No comments from the Board.

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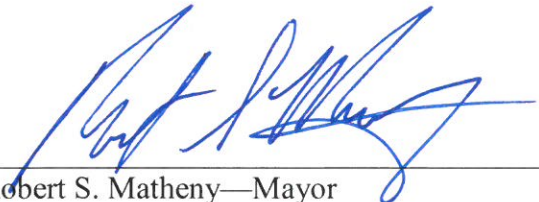
**MANAGER'S REPORT**

Family Movie Night was Friday, February 8.

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

Adopted this the 4<sup>th</sup> day of March, 2019.



  
Robert S. Matheny—Mayor

  
Lisa M. Markland, CMC—Town Clerk