

Zebulon Board of Commissioners
Work Session
Minutes
May 15, 2018

Present: Robert S. Matheny, Dale Beck, Curtis Strickland, Beverly Clark, Annie Moore, Joe Moore-Town Manager, Lisa Markland-Town Clerk, Stacie Paratore-Deputy Town Clerk, Chris Perry-Fire, Chris Ray-Public Works, Bobby Fitts-Finance, Greg Johnson-Parks and Recreation, Mark Hetrick-Planning, Tim Hayworth-Police, Toby Hampson-Attorney

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

APPROVAL OF AGENDA

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

OLD BUSINESS

A. General-Budget Process

Joe Moore gave brief highlights of the upcoming presentations. There would be a period for public input and wanted to remind everyone that the budget was on the Town's website and at Town Hall for anyone who would like to view it. The next work session would be May 23rd on property management and information technology and the final work session would be May 31st on community and economic development. The budget could be adopted on June 4th or deferred to the meeting on June 13th or another time as long as it was adopted by July 1st.

Fleet and Equipment

Chris Ray gave the PowerPoint presentation on fleet management explaining the importance of the knuckleboom and all of its necessary uses. The truck was showing significant signs of wear. When the truck needed repair, which had become more frequent, it was typically down for 10 to 14 days. Staff was requesting the replacement of the 2001 truck which would cost approximately \$148,500. If approved it would take nine months before the truck would be in service.

Mayor Matheny asked if the knuckleboom truck would be sold or the chassis. Chris Ray explained the entire truck would be sold.

Commissioner Bumgarner asked what would be done with the old truck. Chris Ray said it would be sold on Govdeals and estimated it would sell for \$15,000.

Commissioner Strickland asked if there were other machines that could be used in place of the knuckleboom. It was explained that they had a mini excavator, but it didn't have as much power as the knuckleboom.

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Commissioner Strickland stated since the Town was growing so fast that eventually two trucks would be needed and the backup would become a truck that was used daily. Chris Ray agreed the back-up truck would be utilized more.

Commissioner Strickland asked if a mechanic would eventually be hired. Chris Ray stated the machines were becoming more technical and eventually a certified mechanic would be needed to work on equipment.

Mayor Matheny inquired what the annual payments would be for the vehicle, Chris Ray stated the truck would be purchased with cash.

Commissioner Strickland asked why it would take so long to receive the new truck. It was explained that the chassis would have to be ordered, custom made, then installed in the truck.

Mayor Matheny asked how much it would cost to refurbish the truck. Chris Ray explained it would cost \$50,000 to \$60,000. A new truck would last approximately 18 to 20 years and refurbishing would prolong the life of the vehicle approximately five years.

Commissioner Strickland asked about the auction process and if a reserve could be set on the truck. Chris Ray stated that typically the larger trucks do have a reserve.

Mayor Matheny suggested looking for a used truck.

Joe Moore reminded the Board that a decision did not need to be made; it was just a time for the Board to ask questions.

Chris Perry gave a PowerPoint presentation about the 1987 ladder fire truck and explained that a ladder truck was needed for exposure protection due to homes being built closer together which helped to reduce insurance costs. Chris Perry continued by giving some history on the truck stating it was refurbished in 2010. In 2017, the truck was out for service for 81 days and a fire truck had to be borrowed from the Town of Wendell to cover service.

Bobby Fitts spoke about the fleet capital budget and explained a new fire truck would cost \$1,100,000. There was some discussion on the county contributing funds through cooperative agreements and rescue truck allotments, and on payments for the truck.

It was explained the truck would give more versatility that could be used for other purposes. Mayor Matheny stated the new truck would be essential if a school fire occurred.

Chris Perry believed the ladder could possibly sell for \$50,000. More discussion was had about the details of purchasing the truck, future engines, and financing details.

Mayor Matheny asked if there were any questions from the Board or anyone in the audience. There were none.

Greenways, Bicycles, and Pedestrians

Greg Johnson gave a PowerPoint presentation on Greenways, Bicycles, and Pedestrians explaining the future sidewalk projects and projects that could be done with potential CDBG funds.

There was discussion about specific sidewalks and state maintained roads located within the Town. Greg Johnson explained the goal was to increase walkability by connecting one side of town to the other.

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

Chris Ray gave a PowerPoint presentation on Zebulon Greenways. He began by reviewing the greenway design map and stated approximately 2,000 homes were in close proximity to the greenway with an estimated future population of over 5,000 people.

Chris Ray informed the Board a PARTF application had been submitted requesting \$500,000 to use toward the greenways project. The greenway plan featured a bicycle repair station, respite area, exercise station, signage, safety fencing, bicycle racks, benches, trash receptacles and pet waste stations.

Commission Strickland asked who owned the property around the pond at Weavers Pond subdivision. Chris Ray explained an easement was granted by Weavers Pond developers and the Town would be responsible for maintaining the easement.

Commissioner Strickland asked if vehicles were able to drive on the greenways for emergency situations. It was explained that emergency vehicles and utility vehicles would have no issues driving on the greenways because the trails were 10 feet wide and asphalt.

Chris Ray described the amenities in detail then reviewed the PARTF grant requirements. The full build-out of the greenway was dependent on the Town receiving the PARTF grant funds, which would be made around August 1st.

The total proposed amount of \$618,352 was to increase the Town's walkability. The timeline, if awarded the PARTF grant, was reviewed. The proposed for completion of the greenway was by October 2019.

Commissioner Strickland asked what would be required from developers regarding the greenways. Chris Ray stated that potential developers would be required to make connections to the existing greenway under the Greenways Master Plan.

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

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Mayor Matheny asked if there were any questions or comments from the audience. There were none.

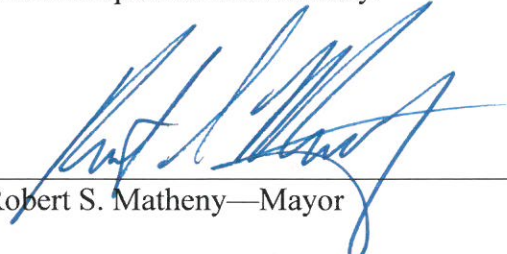
MANAGER'S REPORT

Denise Nowell, with the Chamber of Commerce, shared the Greater Raleigh Convention of Visitors Bureau's publication of an article about the Town of Zebulon.

Commissioner Don Bumgarner made a motion, second by Commissioner Beverly Clark to adjourn the meeting. There was no discussion and the motion passed unanimously.

6/4/18

Date


Robert S. Matheny—Mayor




Lisa M. Markland, CMC—Town Clerk