

Zebulon Board of Commissioners
Minutes
June 4, 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, Mark Hetrick-Planning, Tim Hayworth-Police, Chris Perry-Fire, Greg Johnson-Parks & Recreation, Bobby Fitts-Finance, Julie Spriggs-Planning, Mackenzie Day-Planning, Eric Vernon-Attorney

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

PLEDGE OF ALLEGIANCE

The pledge of allegiance was led by A'aliyah Alston from Zebulon Elementary School.

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 A'aliyah Alston and teacher Rebecca Strickland, both from Zebulon Elementary School.

PROCLAMATIONS

Mayor Matheny read the proclamation recognizing July as National Parks and Recreation Month. Commissioner Bumgarner made a motion, second by Commissioner Moore to adopt the Proclamation for National Parks and Recreation Month. There was no discussion and the motion passed unanimously.

PRESENTATIONS

Denise Nowell from the Zebulon Chamber of Commerce presented an update relating to their partnership with the Town of Zebulon. Denise explained how the Town and the Chamber were working together to serve the businesses and citizens of Zebulon.

Mayor Matheny asked if there were any questions. There were none.

PUBLIC HEARING

Annexation Request 2340 Zebulon Road

Mackenzie Day gave a PowerPoint presentation on the 2340 Zebulon Road annexation request. Mackenzie showed the location on a map explaining that the land was currently zoned as R-40. A review of the fiscal analysis of the potential annexation was given along with a review of the different plans for the Town of Zebulon.

Mayor Matheny asked if anyone had questions. There were none.

Mayor Matheny asked if there was anyone who wished to speak.

Franklin Finch owned seven acres of adjoining land classified as class-2 farm use value. Mr. Finch asked for an explanation of the annexation. Mayor Matheny explained that the land was not within the Town's jurisdiction because it was zoned by Wake County. The Town could not force annex property, and the property owner had requested his property to be annexed.

Gail Finch of 2512 Zebulon Road stated a traffic light needed to be installed and the speed limit reduced in that area. It was requested that Ms. Finch contact the Planning Department and they would give her the State DOT contact information.

Tommy Pate of 2333 Zebulon Road stated he felt there were enough new homes and that he had 100 acres that he might like to have annexed in the future.

Mayor Matheny asked if anyone else wished to speak. There was no one that wished to speak and the public hearing was closed.

Budget FY 2018-2019

Joe Moore presented the budget explaining the work that was put into the budget process and the Board of Commissioners' work sessions.

Mayor Matheny asked if there was anyone who wished to speak.

Donald Horton of 618 Stratford Drive thanked the Board for their time and work on the budget as well as Joe Moore and staff. Mr. Horton explained, upon his review of the budget and attendance at three work sessions, that he felt the budget should be adopted as presented.

Tommy Massey stated the budget included \$45,700 for Little River drainage and would like to see the Town apply for more grants and FEMA funding to repair the dam.

Mayor Matheny asked if anyone else wished to speak. There was no one that wished to speak and the public hearing was closed.

PUBLIC COMMENT PERIOD

There was no one that wished to speak.

CONSENT

A. Minutes

Commissioner Strickland made a motion, second by Commissioner Clark to approve the minutes of May 7, 2018. There was no discussion and the motion passed unanimously.

Commissioner Strickland made a motion, second by Commissioner Clark to approve the minutes of the May 14, 2018 joint public hearing. There was no discussion and the motion passed unanimously.

Commissioner Strickland made a motion, second by Commissioner Clark to approve the minutes of the May 15, 2018 work session. There was no discussion and the motion passed unanimously.

Commissioner Strickland made a motion, second by Commissioner Clark to approve the minutes of the May 23, 2018 work session. There was no discussion and the motion passed unanimously.

B. Finance

Commissioner Strickland made a motion, second by Commissioner Clark to approve Ordinance 2018-30. There was no discussion and the motion passed unanimously.

Commissioner Strickland made a motion, second by Commissioner Clark to approve Ordinance 2018-31. There was no discussion and the motion passed unanimously.

Commissioner Strickland made a motion, second by Commissioner Clark to approve Ordinance 2018-33. There was no discussion and the motion passed unanimously.

Commissioner Strickland made a motion, second by Commissioner Clark to approve Ordinance 2018-34. There was no discussion and the motion passed unanimously.

Commissioner Strickland made a motion, second by Commissioner Clark to approve Ordinance 2018-35. There was no discussion and the motion passed unanimously.

Commissioner Strickland made a motion, second by Commissioner Clark to approve Ordinance 2018-36. There was no discussion and the motion passed unanimously.

Commissioner Strickland made a motion, second by Commissioner Clark to approve Financial Report as of June 2018. There was no discussion and the motion passed unanimously.

Commissioner Strickland made a motion, second by Commissioner Clark to approve Resolution 2018-18. There was no discussion and the motion passed unanimously.

Commissioner Strickland made a motion, second by Commissioner Clark to approve Resolution 2018-17. There was no discussion and the motion passed unanimously.

Commissioner Strickland made a motion, second by Commissioner Clark to approve the CDBG Agreement. There was no discussion and the motion passed unanimously.

Commissioner Strickland made a motion, second by Commissioner Clark to approve the TJCOG Charter Amendments. There was no discussion and the motion passed unanimously.

Commissioner Strickland made a motion, second by Commissioner Clark to approve the Quarterly Reports for Police and Parks and Recreation. There was no discussion and the motion passed unanimously.

OLD BUSINESS

A. Planning

1. Annexation

The Board discussed briefly the annexation request. Commissioner Beck made a motion, second by Commissioner Bumgarner to approve Ordinance 2018-37. There was no discussion and the motion passed unanimously.

2. Rezoning Request Timothy Peele – RZ 2018-02

Mackenzie Day gave a report to the Board about the rezoning request explaining the position of the property located at 110 W. McIver Street and zoning of the surrounding properties. Staff and Planning Board recommended denial.

Commissioner Bumgarner made a motion, second by Commissioner Moore to deny RZ 2018-02 according to the Planning Board's recommendation. There was no discussion and the motion passed unanimously.

B. Strategic Plan – Zebulon 2030

Joe Moore introduced Warren Miller with Fountainworks. Warren Miller gave a PowerPoint presentation on the proposed Strategic Plan. Sharing the plan's highlights by explaining how input was gathered and read the mission and vision statements. Next, the focus areas of Vibrant Downtown, Small Town Life and Grow Smart were explained in greater detail.

Mayor Matheny asked if there were any questions. There were none.

Commissioner Clark made a motion, second by Commissioner Beck to approve the Strategic Plan Zebulon 2030. There was no discussion and the motion passed unanimously.

NEW BUSINESS

A. Administration

Lisa Markland gave an update to the Board regarding applications received and current vacancies for the Planning Board.

Commissioner Beck made a motion, second by Commissioner Moore to request Wake County to appoint Stephanie Jenkins and re-appoint Laura Johnson as ETJ members of the Planning Board; and to re-appoint Gene Blount as an in town member to the Planning Board. There was no discussion and the motion passed unanimously.

Lisa Markland gave an update to the Board regarding applications received and current vacancies for the Parks and Recreation Board.

Commissioner Bumgarner made a motion, second by Commissioner Clark to appoint Allen Boyette to the Parks and Recreation Board. There was no discussion and the motion passed unanimously.

Lisa Markland gave an update to the Board regarding applications received and current vacancies for the Board of Adjustment.

Commissioner Clark made a motion, second by Commissioner Moore to re-appoint Jay Estes to the Board of Adjustment. There was no discussion and the motion passed unanimously.

B. Police

Tim Hayworth spoke about the requested retirement and transfer of ownership of K-9 Rocco. Rocco's handler, Jesse Brown, changed to part-time status and due to Rocco's age it would take at least a year to train Rocco with a new handler and that would put the K-9 at retirement age.

The Board inquired about Rocco's accomplishments. Tim Hayworth explained that Rocco had a great history in finding drugs, has tracked down suspects as well as a lost child.

Commissioner Beck made a motion, second by Commissioner Bumgarner to approve retirement and transition of ownership of K-9 Rocco. There was no discussion and the motion passed unanimously.

C. Planning

Chris Ray explained there had been a savings on two capital projects and he requested that it be transferred to the planning suite renovation. Staff requested approval of Ordinance 2018-32.

Commissioner Beck made a motion, second by Commissioner Bumgarner to approve Ordinance 2018-32. There was no discussion and the motion passed unanimously.

BUDGET

A. Administration

Commissioner Beck made a motion, second by Commissioner Moore to approve the Budget Ordinance 2018-38. There was no discussion and the motion passed unanimously.

B. Finance

Bobby Fitts reviewed the non-profit funding distribution policy. The Town received eight applications for non-profit funding. The Board reviewed the applications, discussed each group, and decided to allocate funds to the following non-profits:

- Interact - \$1,000
- Zebulon Downtown Arts Council - \$1,000
- East Wake Education Foundation - \$1,000
- Preservation Zebulon, Inc. - \$500
- Martin Luther King, Jr. Breakfast Committee - \$500
- Shepard's Care Medical Clinic - \$1,000

Commissioner Beck made a motion, second by Commissioner Bumgarner to approve the non-profit funding distributions as discussed. There was no discussion and the motion passed unanimously.

BOARD COMMENTS

There were no comments from the Board.

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MANAGERS REPORT

Joe Moore stated Friday, June 8 was Family Movie Night at the Community Center at 7:00pm showing The Wild Life.

Relay for Life was Friday, June 8 at 5:00pm on the front lawn of Town Hall.

The Farm Fresh Market on Saturday, June 9 would be Family Health and Fitness Day and biometric screenings would be offered onsite.

The Farm Fresh Market on Saturday, June 16 would be a bar-b-que cook-off to sample pork and place a vote for the winner.

Joe Moore reminded everyone that the Farm Fresh Market was every Saturday on the front lawn of Town Hall from 9:00am to 1:00pm.

Bobby Fitts reported the following budget transfers:

Finance:

Moved \$500 from Contract Services - \$400 to Contracted Services (Taxes) and \$100 to Insurance & Bonds

Administration:

Moved \$4,700 from Part-time salaries - \$700 to Travel & Training, \$500 to Materials & Supplies - I.T. and \$3,500 to Contracted Services - I.T.

Planning:

Moved \$1,200 to Postage from Advertising; moved \$1,500 to Materials & Supplies - \$750 from Travel & Training and \$750 from Equipment Maintenance; moved \$2,000 to Inspections - \$800 from Fuel Expense, \$500 from Vehicle Maintenance, \$500 from Uniforms and \$200 from Advertising; moved \$200 to Insurance & Bonds - \$100 from Computers \$100 from Advertising

Buildings & Grounds:

Moved \$500 from Professional Services - \$300 to Janitorial Materials & Supplies and \$200 to Cell Phones; moved \$550 from Insurance & Bonds - \$450 to Highway 64 Beautification and \$100 to Miscellaneous

Police:

Moved \$5,000 from Insurance & Bonds - \$700 to Part-time Salaries, \$1,500 to Travel & Training, \$1,000 to Vehicle Maintenance, \$1,500 to Contract Services-Other and \$300 to Canine Unit

Fire:

Moved \$5,000 from Insurance & Bonds - \$2,000 to Uniforms, \$500 to Travel & Training, \$550 to Wake County Dispatch (due to increased costs associated with 911 dispatch services) and \$1,950 to Electricity/Water.

Streets:

Moved \$2,500 from Professional Services to Materials & Supplies;

Parks & Recreation:

Moved \$1,200 from Vehicle Maintenance - \$700 to Equipment Maintenance and \$500 to Electricity/Water; moved \$2,000 from Part-time Salaries (Farmers Market) to Farmers Market; moved \$5,000 from Part-time Salaries to Electricity/Water; moved \$700 from Fuel Expense to Electricity/Water; moved \$300 from Contract Services to Electricity/Water; moved \$125 from Travel & Training to Computers; moved \$200 from Part-time Salaries to Printing/Copying

CLOSED SESSION

Commissioner Bumgarner made a motion, second by Commissioner Clark to go into closed session as allowed by NCGS 143-318.11(a)(3) for the purpose of discussing litigation dealing with C. Thomas Hendrickson and Jill D. Hendrickson v. Town of Zebulon.

NOTE: In closed session, Commissioner Clark made a motion, second by Commissioner Strickland to come out of closed session.

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


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

7/11/18

Date


Robert S. Matheny—Mayor




Lisa M. Markland, CMC—Town Clerk