

Zebulon Board of Commissioners
Minutes
August 6, 2018

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, Greg Johnson-Parks & Recreation, Bobby Fitts-Finance, Julie Spriggs-Planning, Eric Vernon-Attorney

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

PLEDGE OF ALLEGIANCE

The pledge of allegiance was led by Commissioner Moore.

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.

PUBLIC COMMENT PERIOD

Scott Carpenter, from Preservation Zebulon, spoke about the walking tours in Town on August 10th and the Murder Mystery Dinner at the Woman's Club on October 20, 2018.

PROCLAMATION

Mayor Matheny read the Proclamation of Appreciation for K-9 Rocco and his handler Officer Jesse Brown.

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

Police Chief Tim Hayworth presented a plaque of appreciation from Zebulon Police Department to Jesse Brown and K-9 Rocco.

CONSENT

A. Minutes

Commissioner Clark made a motion, second by Commissioner Moore to approve the minutes of the July 14, 2014 joint public hearing. There was no discussion and the motion passed unanimously.

Commissioner Clark made a motion, second by Commissioner Moore to approve the minutes of the June 4, 2018 closed session. There was no discussion and the motion passed unanimously.

Commissioner Clark made a motion, second by Commissioner Moore to approve the minutes of July 11, 2018. There was no discussion and the motion passed unanimously.

Board of Commissioners

Minutes

August 6, 2018

B. Finance

Commissioner Clark made a motion, second by Commissioner Moore to approve Ordinance 2019-02. There was no discussion and the motion passed unanimously.

Commissioner Clark made a motion, second by Commissioner Moore to approve Ordinance 2019-03. There was no discussion and the motion passed unanimously.

Commissioner Clark made a motion, second by Commissioner Moore to approve Ordinance 2019-04. There was no discussion and the motion passed unanimously.

Commissioner Clark made a motion, second by Commissioner Moore to approve Ordinance 2019-05. There was no discussion and the motion passed unanimously.

Commissioner Clark made a motion, second by Commissioner Moore to approve Ordinance 2019-06. There was no discussion and the motion passed unanimously.

Commissioner Clark made a motion, second by Commissioner Moore to approve Ordinance 2019-07. There was no discussion and the motion passed unanimously.

Commissioner Clark made a motion, second by Commissioner Moore to approve Ordinance 2019-08. There was no discussion and the motion passed unanimously.

Commissioner Clark made a motion, second by Commissioner Moore to approve Ordinance 2019-09. There was no discussion and the motion passed unanimously.

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

Commissioner Clark made a motion, second by Commissioner Moore to approve Ordinance 2019-11. There was no discussion and the motion passed unanimously.

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

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

Commissioner Clark made a motion, second by Commissioner Moore to approve the quarterly reports.

NEW BUSINESS

A. Administration

1. Community and Economic Development Partnership with Chamber of Commerce
Joe Moore spoke briefly to the Board about building upon the foundations in the Strategic Plan 2030 and vision statement and continuing partnership with the Zebulon Chamber of Commerce.

Board of Commissioners
Minutes
August 6, 2018

Commissioner Clark made a motion, second by Commissioner Beck to adopt the Chamber of Commerce Community and Economic Development Agreement – FY 2019. There was no discussion and the motion passed unanimously.

2. Board Appointments

Lisa Markland presented the appointed board applications to the Board.

Commissioner Bumgarner made a motion, second by Commissioner Clark to appoint Stan Nowell, as an in town member, to the Planning Board. There was no discussion and the motion passed unanimously.

Commissioner Clark made a motion, second by Commissioner Beck to appoint Debbie Wheless and Faith Allen to the Parks and Recreation Board. There was no discussion and the motion passed unanimously.

Commissioner Beck made a motion, second by Commissioner Moore to appoint Gilbert Todd, Jr. as a regular in town member to the Board of Adjustment and Cathy Meeler as an alternate in town member to the Board of Adjustment. There was no discussion and the motion passed unanimously.

B. Finance

1. Fire Lease Purchase Agreements

Bobby Fitts explained the ladder truck price was \$1,358,740.10 with a 15 year term. The Town received three bids, which included Local Government Federal Credit Union at 3.45%, BB&T at 3.55% and Regions Equipment Finance Corporation, being the lowest, at 3.2% for a 15 year term with no fees.

Staff recommended adoption of Resolution 2019-04 with Regions Equipment Finance Corporation as the lender for the ladder truck at 3.2%.

Commissioner Bumgarner made a motion, second by Commissioner Clark to adopt Resolution 2019-04. There was no discussion and the motion passed unanimously.

Bobby Fitts explained the pumper truck price was \$668,149.84 for an 8 year term and the Town had received four bids: SunTrust at 3.175%, BB&T at 3.25%, PNC at 3.75%, and United Community Bank at 3.90%. SunTrust Equipment Finance and Leasing Corporation was the lowest bidder at 3.175%, with \$500 in escrow and filing fees.

Staff recommended adoption of Resolution 2019-05 with SunTrust as the lender for the pumper truck at 3.175%.

Commissioner Bumgarner made a motion, second by Commissioner Moore to adopt Resolution 2019-05. There was no discussion and the motion passed unanimously.

Board of Commissioners

Minutes

August 6, 2018

2. NCLM Insurance Risk Pools

Bobby Fitts explained The Town of Zebulon changed Insurance companies to the North Carolina League of Municipalities for workers compensation insurance and property and liability insurance. With membership in these pools, there would be access to grants and other training programs and the annual premiums for both pools were comparable to past carriers. Staff recommended adoption of Resolution 2019-01 and 2019-02 to enter into these agreements.

Commissioner Bumgarner made a motion, second by Commissioner Clark to adopt Resolution 2019-01 and 2019-02. There was no discussion and the motion passed unanimously.

C. Fire

1. Vehicle Purchase

Chris Perry requested approval of the purchase of a ladder truck and a pumper truck and gave the details of the trucks to the Board. Mayor Matheny inquired how much the Town would receive for the existing trucks. Chris Perry explained that the trucks were older, but would market them to find the best price possible.

Commissioner Strickland made a motion, second by Commissioner Clark to approve purchase of the ladder truck and pumper truck. There was no discussion and the motion passed unanimously.

2. Interlocal Agreement

a. Hazardous Materials Response Team Services

(1) Fee Schedule Amendment

Chris Perry detailed the service level agreement with the City of Raleigh to provide hazardous materials response team services. Under the Hazmat Agreement, the City of Raleigh would cover any charges that occurred for a hazmat event that was less than eight hours in length. Chris Perry stated if the Town of Zebulon received a hazmat bill, the Fire Department would be covered by the fee schedule charges. It was further explained how a hazardous team request was made and how the charges were incurred and paid according to the fee schedule.

Commissioner Clark made a motion, second by Commissioner Moore to approve service level agreement with the City of Raleigh Hazardous Materials Response Team and Fee Schedule Amendment. There was no discussion and the motion passed unanimously.

b. Public Safety Communication Services (911)

Chris Perry presented the updated agreement with the City of Raleigh to the Board.

Commissioner Bumgarner made a motion, second by Commissioner Clark to approve service level agreement with the City of Raleigh for the delivery of Public Safety Communications Services. There was no discussion and the motion passed unanimously.

D. Planning

1. Resolution 2019-03—114 E. Lee Street-Minimum Housing

David Moore spoke to the Board regarding Resolution 2019-03 which called for the Town Attorney to petition the Superior Court to compel the property owner to comply with an Order of Judgment.

Staff recommended approval of Resolution 2019-03.

Davida Moore explained the Planning Department had given the homeowner ample opportunity and time to bring the home to habitable standards. Commissioner Strickland asked for a timeline of events with the home. Ms. Moore explained the Planning Department received a complaint on the home in August, 2017. A notice of violation was sent to the homeowner and a preliminary hearing was held, followed by a minimum housing hearing. The Code Enforcement Officer's Order was to demolish the home. Another minimum housing hearing was held in December, 2017 for all interested parties and the homeowner appealed the Code Enforcement Officer's decision. In January, 2018 a property inspection was done in preparation for the upcoming Board of Adjustment hearing and it was concluded the home was still uninhabitable. At the January, 2018 Board of Adjustment hearing, the homeowner was given until July 15, 2018 to bring the home to habitable standards. An inspection was completed on July 17, 2018 that concluded the home had deteriorated further and was not habitable.

At the January 11, 2018 inspection, it was noted the homeowner had cleared some of the items and painted the kitchen, but that was not enough to bring the home to habitable standards. On July 15, 2018 Davida Moore inspected the property and it was at the same uninhabitable standard minus the pests.

Mayor Matheny inquired what would be done if this matter was sent to the courts. David Moore explained the courts would have the authority to grant the homeowner more time to make repairs on the home or to comply with the original order from the Board of Adjustment to demolish the property.

Commissioner Bumgarner made a motion, second by Commissioner Clark to adopt Resolution 2019-03. There was no discussion and the motion passed unanimously.

E. Public Works

1. Resolution 2019-06—BB&T Fuel Farm Right-of-Way Dedication

Chris Ray stated that staff was asking for approval of the right-of-way dedication from BB&T that was consistent with the Technical Review Committee approval in February, 2018. The access road would run behind Eddins Oil and Parrish Realty and provide access to both properties.

Commissioner Clark made a motion, second by Commissioner Moore to adopt Resolution 2019-06. There was no discussion and the motion passed unanimously.

Board of Commissioners
Minutes
August 6, 2018

BOARD COMMENTS

There were no comments from the Board.

MANAGERS REPORT

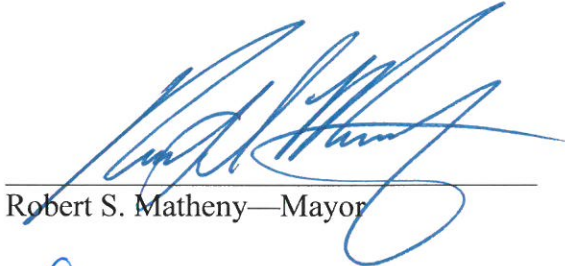
Joe Moore stated Friday, August 10 was Family Movie Night at the Community Center at 7:00pm showing Moana.

The Farm Fresh Market on Saturday, August 11 gave away watermelons to the first 200 customers.

Police Chief Tim Hayworth introduced new Police Officer Jordan Perry. He was a Zebulon native who began working for the Zebulon Public Works department and completed his BLET at Wake Tech.

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

Adopted this the 10th day of September 2018



Robert S. Matheny—Mayor



Lisa M. Markland, CMC—Town Clerk