

Zebulon Board of Commissioners
Work Session
Meeting Minutes
January 16, 2025

Present: Mayor Glenn York, Jessica Harrison, Beverly Clark, Shannon Baxter, Amber Davis, Quentin Miles, Gilbert Todd, Jr. - Manager, Kellianne Williams - Asst. Town Manager, Lisa Markland - Town Clerk, Bobby Fitts - Finance, Kaleb Harmon - Communications, Bob Grossman - Police, Tonya Easterwood – IT, Eric Vernon – Attorney

Mayor York called the meeting to order.

Approval Of Agenda

Commissioner Baxter made a motion, seconded by Commissioner Harrison, to approve the agenda. There was no discussion, and the motion passed unanimously.

Old Business

Administration

Budget Amendments Administration

Lisa Markland, the Town Clerk, stated that at the last meeting, two budget amendments for administration were tabled.

Professional Services - Ordinance 2025-18

Lisa Markland explained that the professional services ordinance was associated with the hiring of recruiting firms to search for a Planning Director and Town Manager. It also included funds for Developmental Associates to conduct the Police Chief search. The total cost for these services was \$52,000.

Commissioner Baxter made a motion, second by Commissioner Clark to approve Ordinance 2025-18. There was no discussion, and the motion passed unanimously.

Advertising – Ordinance 2025-19

Lisa Markland stated that the second budget amendment was for the advertising budget for vacant positions, amounting to \$26,000.

Commissioner Baxter made a motion, second by Commissioner Harrison to approve Ordinance 2025-19. There was no discussion, and the motion passed unanimously.

Information Technology

Budget Amendments IT

Technology Projects - Ordinance 2025-20

Tonya Easterwood, the IT Director, explained that Ordinance 2025-20 was needed to allocate funding for upgrades at the fire station and to install fiber at the Public Works facility to address connectivity issues at that location.

Adjourn

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

Adopted this the 7th day of July, 2025


Glenn L. York – Town Mayor

SEAL




Ana Gomez Rindahl – Town Clerk