

**BOARD OF COMMISSIONERS  
MEETING MINUTES  
JULY 7, 2025**

Present: Glenn York, Jessica Harrison, Shannon Baxter, Amber Davis, Quentin Miles, Taiwo Jaiyeoba-Interim Town Manager, Ana Gomez Rindahl-Town Clerk, Chris Perry-Fire, Matt Lower-Planning, Bobby Fitts-Finance, Edwin Killelte-Police, Eric Vernon-Town Attorney

Mayor York Called the meeting to order.

**Pledge of Allegiance**

Mayor York invited Tanner, Christian, and Noah to lead the Pledge of Allegiance.

**Approval of Agenda**

Commissioner Baxter requested to table the board appointments to the next regularly scheduled board meeting on August 4th.

Commissioner Baxter made a motion, second by Commissioner Miles to approve the agenda as amended. There was no discussion, and the motion passed unanimously.

**Public Comment**

Tamesha Thomas introduced herself as a resident of Zebulon living at 556 Carissa Lane. She reminded the Board of her resume as they prepared to vote for the sustainability committee and her eagerness to serve the Zebulon Community.

Jennifer Acevedo-Holmes, founder, president, and CEO of Community Culture Celebrations (C3), wanted to thank the Interim Town Manager for recent updates to the Town website now being translatable into five languages. She also updated the information for the date of the Latino festival to be July 2026 and wanted to work closely with the Town on the event.

Trenton Schmit introduced himself and expressed his interest in contributing to Zebulon's future and announced that he has filed to run for Zebulon Town Commissioner.

MaryBeth Carpenter, executive director of Preservation Zebulon, requested that the Town consider saving the historic portion of the Bennett Bunn property, including the homeplace, and turning it into a park.

Dr. Crohan expressed his appreciation for the Board's and presented suggestions to the Board to allow for the public to have better understanding of what is occurring at a meeting and interaction with the Board. He also wanted a process where the public had a role in holding the Town Manager accountable.

## **Consent Agenda**

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

## **Public Hearing**

### ***Financing of Fire/EMS Facility***

Bobby Fitts, Finance Director, presented information on the financing of the Fire/EMS facility. He outlined the statutory requirements, funding proposals received, and the recommended lender.

Key points included:

- The loan amount was \$5,700,000, though it's likely to be closer to \$4,600,000.
- Three proposals were received from First National Bank, KS Bank, and Webster Bank.
- Webster Bank was the recommended lender, offering a locked rate for the entire term of the loan.
- The Board was presented with options for 15-year and 20-year terms.

Commissioner Baxter inquired about early repayment options. It was clarified that prepayment would be possible starting August 1, 2030, with certain penalties in the years prior to August 2023.

Mayor York opened the public hearing.

Mayor York asked if there was anyone who wished to speak in favor. There were none.

Mayor York asked if there was anyone who wished to speak in opposition. There were none.

Mayor York asked if there was anyone who wished to speak neither for nor against but had a comment. Dr. Crohan suggested considering reaching out to Wells Fargo for a competitive bid.

## **New Business**

### ***Fire***

#### **Financing of the Fire/EMS Facility**

Commissioner Baxter made a motion, second by Commissioner Miles to approve Resolution 2026-01, the preliminary findings resolution for the financing of the Fire/EMS facility. There was no discussion, and the motion passed unanimously.

Commissioner Miles made a motion, second by Commissioner Baxter to approve Resolution 2026-02, selecting Webster Bank with a 20-year term for the financing of the Fire/EMS facility. There was no discussion, and the motion passed unanimously.

## Interlocal Agreement with Wake County for Fire/EMS Station Construction

Fire Chief Chris Perry provided an update on the upcoming interlocal agreement (ILA) with Wake County for the Fire/EMS station construction. He outlined the key elements of the agreement, including:

- Restatement of ownership of the project site
- Project funding methodology
- Special funding arrangements for specific components
- Building ownership and control upon completion

Chief Perry presented a project schedule, highlighting key dates:

- August 4, 2025: Approval of ILA and final finance resolution
- August 5, 2025: Local Government Commission approval
- August 18, 2025: Wake County Board of Commissioners to consider ILA
- September 8, 2025: Guaranteed Maximum Price (GMP) amendment approval
- Early 2027: Projected occupancy of the facility

## **Administration**

### ***Amendment to Interim Town Manager's Contract***

Town Attorney Eric Vernon presented an amendment to the Interim Town Manager's contract. The key changes included:

- Extending the contract to the earlier of the date a permanent town manager was hired or November 7, 2025
- Changing the time commitment from a maximum of 24 hours to a minimum of 24 hours
- Increasing the hourly rate from \$115 to \$120

Commissioners discussed the importance of moving forward with the permanent town manager search while approving this extension.

Commissioner Harrison made a motion, second by Commissioner Baxter to approve the amendment to the Interim Town Manager's contract. There was no discussion, and the motion passed unanimously.

## **Manager's Report**

Interim Town Manager Tai Jaiyeoba provided an update on the Town Manager search process:

- The Town is conducting an in-house recruitment rather than using an external recruiter.
- Surveys have been sent to the board, residents, and employees.
- A summary of survey responses will be presented on August 4.
- The position is expected to be posted in about 4 weeks.

- Interviews are likely to begin in late August or early September.
- A decision on hiring could be made in the September-October timeframe.

## Board Comments

Commissioner Baxter thanked the Juneteenth Committee and Town employees for two successful celebrations last month. She also mentioned upcoming events including bingo at the community center on July 9 and an open table dinner at Zebulon United Methodist Church on July 24. Commissioner Baxter reminded interested individuals to apply for the vacant board seat.

Mayor York announced that the Town of Zebulon would be receiving a Main Street award the following day at Town Hall around 2:30 PM. He also thanked the three young men who participated in the Pledge of Allegiance at the beginning of the meeting.

## Closed Session

Commissioner Miles made a motion, second by Commissioner Baxter to go into closed session as allowed per N.C. General Statute § 143-318.11 for the purpose of consulting with the Town's Attorney and discussing litigation (Deacon Development, LLC v. The Town of Zebulon). There was no discussion, and the motion passed unanimously.

The Board took a 5-minute recess before entering closed session.

NOTE: In closed session Commissioner Harrison made a motion, second by Commissioner Baxter to come out of closed session. There was no discussion, and the motion passed unanimously.

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

Adopted this the 4<sup>th</sup> day of August 2025

SEAL



A handwritten signature in purple ink, appearing to read "Glenn L. York", written over a horizontal line.

Glenn L. York – Mayor

A handwritten signature in blue ink, appearing to read "Ana Gomez Rindahl", written over a horizontal line.

Ana Gomez Rindahl – Town Clerk