A Butner Town Council Meeting was convened in the Council Meeting Room at Butner Town Hall, located at 415 Central Avenue, Butner, NC 27509 on Thursday, November 7, 2013, beginning at 7:00 PM.

Present and Presiding:
Mayor: Thomas Lane
Council Members: Michel Branch
Vicky Cates
Christene Emory
Linda Jordon
Bill McKellar
Terry Turner
Town Manager: Thomas Marrow
Town Attorney: James Wrenn, Jr.
Town Clerk: Dianne White

1. **WELCOME AND CALL TO ORDER** … by Mayor Lane

   Mayor Lane welcomed all in attendance. In addition, he thanked citizens for voting Tuesday. However, he noted a low turn-out (10%). Three (3) classes of third graders visited Town Hall yesterday … Lane pointed out to the kids the ratio using the 68 students – only seven (7) voted/made the decision who will be sitting at Mayor/Council seats. The kids participated in a mock Council Meeting during their visit. Explaining the ratio was done in an effort that they understand the importance of taking part in elections. Lane said “It is important to take part and represent themselves in what goes on in their community.” The Mayor enjoyed interacting with the kids and said he feels it was a good learning experience for them.

2. **ROLL CALL** … by Clerk

3. **INVOCATION AND PLEDGE OF ALLEGIANCE**

   Invocation was given by Ms. Emory and Pledge was led by Mr. McKellar.

4. **APPROVAL OF OCTOBER 3, 2013 MEETING MINUTES** (See Attached)

   **The minutes were approved on motion by Ms. Jordon, seconded by Mr. Branch; all voted in favor.**

5. **ADJUSTMENTS TO AND/OR APPROVAL OF NOVEMBER 7, 2013 MEETING AGENDA**

   Council Member Cates requested to add:
   - Council Consideration – Budget Amendment

   Mayor placed it as item 10A.
6. **PUBLIC COMMENT PERIOD**

Mike McFadden of 606 19th Street (on behalf of BCPA) invited all to Christmas in the Park on 12/6/13 at 6:00 pm.

7. **PUBLIC HEARING – INDUSTRIAL INCENTIVE** *(See Attached)*

The purpose of the public hearing is to hear the views of the public on aiding and encouraging the location or expansion of an industrial facility in the Town of Butner, specifically as follows: the renovation and possible expansion of an existing industrial facility located in the Town of Butner to accommodate a power and data connectivity parts supplier. The company will invest approximately $3,500,000 and employ 53 full-time employees, with benefits, by the end of 2018. The maximum cost of the Town-funded capital improvements will be $44,223. The capital improvements will make the existing structure and the real estate in and upon which the project will be located suitable for use by a power and data connectivity parts supplier. This project will be funded with general Town operating funds. The cost to the Town of the Town-funded capital improvements will be offset by new tax revenues generated by the company’s capital investment in the project over a period not to exceed five years.

Bill Edwards w/Granville County Economic Development addressed the Council and citizens. He gave a recap of information above and offered to answer any questions. Mayor Lane said recently this same process was accomplished with favorable results … the company (AW North Carolina, Inc.) did make the decision to locate in Butner. Lane said he feels it was a good investment with additional jobs; therefore, he stated this investment should be beneficial to Butner as well.

*There were no additional speakers. Council Member Turner motioned to provide the capital, seconded by Mayor Pro Tem Emory. All voted in favor.*

Mr. Edwards mentioned looking at numbers. He said business location to Butner over the last 16 months has been impressive … Allpack, AMT Group, AWNC and hoping for tonight’s new business too. He spoke of Council support and excellent staff in place. Lane, in turn, thanked Edwards, along with the County’s help, for new industrial growth. He said commercial and industrial growth brings tax base – a more financial advantage to the community (versus real estate, etc.). It is necessary for communities to survive. Mayor Lane said our incentives are reasonable, we’ve taken a sound approach and he thanked everyone for working with Butner.

8. **PUBLIC HEARING – TEXT AMENDMENTS TO THE BUTNER LAND DEVELOPMENT ORDINANCE** *(See Attached)*

A.13.01 **Quasi-Judicial Proceedings Revisions** *(See Attached)*

This year the North Carolina General Assembly approved SL 2013-126 which changed the state statutes regulating quasi-judicial proceedings in local government. As a result, Butner must update the Land Development Ordinance to be in compliance with the state statutes. The most notable changes were the notification requirements and the voting requirements. There were also many changes to the regulations for appeals.
Planner Jessica Gladwin presented this item to Council. Gladwin spoke of changes needed to Butner’s LDO that were effective 10/1/13 due to legislation (see attached info). The Ordinance Administrator, along with the Planning Board, recommended approval.

Mayor Lane held the public hearing (no speakers); therefore, the public hearing was closed. Mr. McKellar complimented Gladwin and Hodges for getting this new information into form for approval. Hodges included the Town Attorney in the kudos as well.  Upon motion by Council Member McKellar, seconded by Council Member Jordon it was moved to adopt new text amendment(s) to Butner’s LDO. All voted in favor.

The Attorney said new legislation is trying to make it clear that not just anybody can come in off the street and speak about an appeal, a quasi-judicial matter --- it has to be someone with standing in the matter.

In addition, the Consistency Statement was read and approved on motion by Council Member Branch, seconded by Council Member Turner ... all voted in favor. (See Attachments)

A.13.02 Foundation Plantings  (See Attached)
The Town of Butner currently requires foundation plantings as part of the landscaping standards in Section 9.8 of the Land Development Ordinance. According to the Ordinance, foundation plantings are to be installed along all portions of buildings which are adjacent to motor vehicle areas or internal driveways. Planting areas are to be located between the building’s façade and the parking or drive aisle curb. This section has additional minimum requirements. Staff recommends removing this section of the landscaping requirements to afford the property owner and/or developer more flexibility in their ability to meet the landscaping standards that the Town requires.

Planning Director Hodges presented this item ... basically; the recommendation is to remove Section 9.8 of the LDO. Hodges used an example – Subway on Central Avenue – previously, foundation plantings were required between the walkway and the building. This can cause issues with irrigation (a separate zone is required). It is problematic, in particular, on a small site. Another example, she noted the new medical office on E. Lyon Station Road. We still have a 10 ft landscape strip along roadways, buffers if adjacent zoning or adjacent land uses are not compatible and we still require screening of dumpsters as well as requiring every parking space be within 60 ft. of a tree, etc., etc. Hodges said she has been told our landscape requirements are pretty robust.

Mayor Lane held the public hearing (no speakers); therefore, the public hearing was closed.

A motion was made by Ms. Jordon, seconded by Ms. Cates to adopt text amendment A.13.02/Foundation Plantings (deleting Foundation Plantings). Approval of Consistency Statement was included in the motion. All voted in favor. (See Attachments).
Finance Director Hiscocks had a PowerPoint presentation …
1. Property Tax Collections following same trends as previous years.
2. Sales Tax Proceeds are all over the place (it varied with what we were doing … work on BAP started, transferring money for Town Hall, etc.
3. Total Revenues by Month showed year to date revenues compared to actual. We are at 25% of the way through the year and ahead of schedule on revenues.
4. Expenses are right on schedule (currently, revenues for the year are ahead of expenditures). First part of year (July-August) we make our two (2) debt payments putting expenses ahead of revenues. After first quarter, we return back to normal (revenues ahead of expenses).

Hiscocks addressed a question from Council Member Jordon … a $50,000 figure under BAP… Hiscocks said this is a final payment on the PARTF Grant.

Mr. Turner motioned to accept the September monthly report, seconded by Ms. Emory. All voted in favor.

10. REQUEST FOR APPROVAL TO PROCEED WITH PURCHASE OF NEW TURN-OUT GEAR FOR BUTNER PUBLIC SAFETY

Per our Procurement Policy, all purchases for supplies and materials greater than $10,000 but less than $90,000 must be approved by the Town Council after at least 3 informal bids have been obtained.

It was approved in the budget for the current fiscal year to purchase 15 sets of new turn-out gear, 10 turn-out gear bags and 2 new helmets for Butner Public Safety. As required by G.S. §143-131, Captain Champion has received informal bids on the items. The bid totals are as follows:

<table>
<thead>
<tr>
<th>Company</th>
<th>Total</th>
</tr>
</thead>
<tbody>
<tr>
<td>C. W. Williams</td>
<td>$25,325.12</td>
</tr>
<tr>
<td>Grainger</td>
<td>$31,886.80</td>
</tr>
<tr>
<td>Chief Supply</td>
<td>$32,607.58</td>
</tr>
</tbody>
</table>

Your approval is requested to allow the Purchasing Administrator to proceed with purchasing these items from C. W. Williams.

Chief Roberts said the good news – it is already budgeted (in security & safety items). They received a better bulk price versus individual. Ms. Emory questioned the $6500 difference in top two (2) quotes above – is it same quality product she asked. Roberts said it is the same brand and all three (3) companies are NC companies.

Ms. Jordon made a motion to allow the purchase with the low bidder, C. W. Williams, in the amount of $25,325.12. This motion was seconded by Ms. Cates and all voted in favor.
10A. COUNCIL CONSIDERATION – BUDGET AMENDMENT

Ms. Cates said BCPA received an invoice for trophies in connection with the annual Chicken Picking held in June. It was a line item in the budget for last fiscal year. $1531 Invoice was late being turned in. She requested Council consider honoring the invoice. BCPA is coming up on their 20th year and she spoke of the Chicken Picking event growing every year. The Finance Director said we can’t make a budget amendment after June 30th; expenses should be paid within 45 days of year end. Cates said this event’s proceeds pretty much go to the community building fund – something for the entire community and the town.

The BCPA nets about $2500 for the annual Chicken Pickin Festival event and 80% goes to the Community Building Fund. After 19 years, the BCPA raised $38,000 for Community Building Fund.

Ms. Cates motioned to pay the $1531 invoice, seconded by Mr. Branch. All voted in favor. The expense will come from Fund Balance.

The Mayor said this will increase the town’s contribution relative to this event to $3500 versus $2000. The Town is paying for event insurance also.

11. REPORTS

- Town Manager
  - noted Closed Session matters
- Attorney
  - A matter for Closed Session – Attorney Client privilege {NCG§143-318.11(a)(3)}
- Planner
  - Held 4th Community Camp Fire on 11/2 --- attendance is dwindling, possibly a banner to better advertise these events
  - Senior Christmas Social coming up 12/12, 8-8:30 a.m. and Milk & Cookies with Santa, Town Hall, 9:30 – 11 a.m.
  - PARTF Grant has been completed closed out
  - Greenway – We were audited, Federal funding has cracked down … greenway is treated as a roadway … funding remained however.
  - It appears Hwy 56 Corridor Project will be funded (Granville County, Creedmoor and Butner). Hodges said we did have to cut back on the scope; we felt we didn’t need the land use component. $16,667 is approx. one-third of $50,000 from 3 entities. Instead of original $250,000 project, we are estimating roughly a $150,000-$200,000 project. Ms. Jordon suggested survey info go on our website to get feedback. Hodges said SGAA is seeing a lot of benefit from a Facebook page. They will advertise our events. We were hoping to wait a year or so of opening Butner Athletic Park to perform a new recreation needs survey.
- Butner Public Safety Director
  - Roberts said ‘thank you’ to Public Works Dept for work done at BPS (sidewalk repairs).
  - Monies received from the recent auction on govdeals.com came to $22,000.
12. OTHER MATTERS

13. COUNCIL COMMENTS

Turner invited all to the Vets Day Ceremony to include reading of winning essays from 7th and 8th grade students. He said citizens are indicating it would be nice to have benches on the new sidewalks by the schools. Turner noted citizen requests/items to check out: tree on 12th Street, sink holes on 26th Street and debris on F and 28th Streets (heavy rains come up in yards).

Ms. Emory reiterated citizen requests noted by Turner. She indicated we need to get answers and information to the citizens.

Ms. Cates wished all a Happy Thanksgiving and noted Christmas in the Park on 12/6 and Christmas Parade on 12/7.

Ms. Jordon thanked citizens for voting ... a right that could be taken away she said. She asked about any update on the topic of dogs. Jordon said we do have an abundance of pit bulls – not saying they are bad. The Manager said there are three (3) locations we are watching. The Mayor said he and the Manager have looked at ordinances from all around … question is – do we want to add staff to handle or add money to the County in order staff to handle. It is a difficult matter to deal with. Lane encouraged citizens to call in to Butner Public Safety (BPS) when they see dogs running loose. Without a holding place for dogs, it will be difficult but an officer might could follow the dog and find out its home and/or owner. Jordon said she fears citizens will begin taking matters in their own hands.

A gentleman in the audience (Dan Young, 310 27th Street, Butner) said they have called and can’t get Animal Control time after time. Police responds but he has no luck with Animal Control – can’t get them when you really need them. Marrow said one possible solution to barking dogs is put a limit on the number of dogs allowed. Marrow told Young to let us know of dog problems, we’ll try to track the owners down/talk with them and get Animal Control involved.

Mr. Branch thanked citizens for support (voting). He spoke of a complaint he received about mechanic work being done in a residential area (608 13th Street) … constant traffic, etc. Also, Branch announced BCPA will be holding November meeting on 11/21 at 7 pm – Town Hall. Branch said he met with BPS Director Roberts and discussed readiness/preparedness in emergency situations … body armor and guns.

Mr. McKellar noted a Community Building Meeting 11/19, 7 pm – Town Hall. Upper Neuse River Basin Association meets at Town Hall on 11/20, 9:30 am. Next Council Meeting agenda to include essay winners ‘reading of their reports’ relative to Veterans Day.

14. ADJOURNMENT

Mayor Lane thanked all for coming out tonight.
There were closed session matters—Attorney Client Privilege (NCGS§143-318.11(a)(3)); therefore, on motion by Ms. Cates, seconded by Ms. Jordon, it was moved to go in closed session at approximately 8:13 pm. All voted in favor. No announcements followed.

Being no further business, the meeting was adjourned (9:12 pm) on motion by Mr. Turner, seconded by Ms. Emory. All voted in favor.

Respectfully submitted,

Dianne E. White, CMC
Butner Town Clerk

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Thomas W. Lane, Mayor