

THURSDAY, MARCH 5, 2020 – 7:00 P.M.
REGULAR MEETING OF THE BUTNER TOWN COUNCIL
COUNCIL MEETING ROOM – TOWN HALL

The Butner Town Council met at the above-mentioned time and place. All members of the Council and local news media were notified of the same as well as the purpose of the meeting. Present were Mayor Terry Turner, Mayor Pro Temp Bill McKellar, Council Members, Michel Branch, Jimmy Gooch, Linda Jordon, Tom Lane, and Vickie Smoak. Also present was Town Attorney Jim Wrenn, Town Manager Tommy Marrow and Town Clerk Barbara Rote.

CALL TO ORDER

Mayor Turner called the meeting to order. Clerk Rote called the roll for Council attendance. MPT McKellar gave the prayer followed by the Pledge to the American Flag.

AGENDA APPROVAL & ADDITIONS

COUNCIL MEMBER LANE MADE A MOTION, SECONDED BY COUNCIL MEMBER BRANCH, TO APPROVE THE AGENDA AS PRESENTED. ALL VOTES WERE IN THE AFFIRMATIVE. **THE MOTION CARRIED.**

FEBRUARY 6, 2020 MINUTES APPROVED

MEETING MINUTES WERE APPROVED ON MOTION BY MPT MCKELLAR, SECONDED BY COUNCIL MEMBER JORDON. ALL VOTES WERE IN THE AFFIRMATIVE. **THE MOTION CARRIED.**

KATIE RHYNE – NEW PLANNER INTRODUCED

Planning Director Ciriello introduced the new Planner, Katie Rhyne. Ms. Rhyne was a Planning Technician for Franklin County before beginning employment with Butner on March 2.

CECIL HUDGINS – BCA UPDATE

Cecil Hudgins, newly elected BCA Chairman read a letter and spoke about their main objective of providing events and creating activities that bring the community together. He reviewed their events and the BCA's importance in providing these services as the Town grows. He noted that many towns have event coordinators and that the BCA provides this service to Butner, which fills a gap. Members of the BCA care about the community and want to volunteer and to make a difference. However, they do not want to put any of the members individually or collectively in jeopardy. He pointed out that Butner is not interested in hosting or co-hosting their events, which places more responsibility on BCA financially as well as time commitments. In the past the Easter Egg Hunt and Community Camp Fire were hosted by the Town; however in a recent meeting with Town Staff, he was informed that the BCA hosts those two events, with which the BCA disagrees. The BCA would like clarification and to reach agreement on their relationship with the Town for community events. BCA was informed that they need to secure their own liability insurance because the Town does not cover them. The BCA would like access to legal counsel from the Town Attorney on liability coverage so their members, volunteers, and event attendees are adequately covered. They feel that they are acting as an arm of the Town Parks

and Recreation and therefore request that the Town cover their insurance costs. A recent conversation with a local insurance provider revealed that they would not insure Beautify Butner Day or the Community Campfire due to elevated risks of the event. He hoped the Town would continue to support the BCA in their goal to sponsor events that make Butner a more attractive place to live. With better support from Council and the Town, they can accomplish even more.

DEED RESTRICTIONS AND CONSTRUCTION ON ADJACENT PROPERTY
PUBLIC COMMENT

Betty Aiken, 613 21st St - Spoke about a letter she wrote to the Mayor, Council and Town Manager about subdivided lots and homes being built close to her property on 613 21st Street. The property began as one parcel that was subdivided into three lots, two facing 20th Street (612 & 614) and one facing F Street (404). She was particularly concerned about the home being built at 404 East F Street (behind her property) and our zoning requirements. She brought to Council's attention the deed restrictions on lots that are being subdivided in her part of the Town including the three in question. She gave the history of how the lot was divided. Ms. Aiken grew up in Butner, gave the history of where she has lived in Butner and how it related to Butner zoning over the years. She was also told that the current ordinance would be updated but this was not helping her situation. She requested that the lot at 404 East F Street remain as part of the acreage of the other two homes facing 20th Street.

BILL COOPER – FOLLOW UP FROM REQUEST TO CONTACT INDUSTRY
PUBLIC COMMENT

Bill Cooper, 102 Oak Rd. – Asked Council about progress made on his request last year to contact manufacturing companies and establish a good relationship that would help bring additional jobs and other companies to Butner. He felt little progress has been made. He read five questions that he would like them to respond to in writing. He included those questions along with a “bonus” question and some other information in an envelope that was later distributed to Council. He told Council to stay positive.

5 Questions:

1. Firstmark Aerospace has announced they are expanding in Butner. Have you visited and offered your support?
2. Has the Richie Bros., property been certified by the state? If not, what are you doing about it?
3. Have you talked about creating an industrial committee to report to the Town Council at their monthly meeting?
4. What are you doing to promote positive relations with the Town and industries?
5. Do we need business input on any new rules we make?

During Council comments, Council Member Lane noted that the Town has recently been in touch and offered assistance to Firstmark Aerospace, PRM and Triangle Stainless. Due to the secrecy and confidentiality of the industry or business, communities do not always know until the last minute if there is interest. Municipalities no longer have the authority to issue Business Licenses, which was a way to keep track of new and existing businesses.

DIANE BUCHANAN RECOGNIZED

Council Member Smoak, on behalf of the Mayor and Council, recognized Diane Buchanan for more than 20 years of public service decorating and beautifying Gazebo Park, especially for the Christmas Holiday. Mrs. Buchanan has served on the Town of Butner Beautification and Landscape Committee since its inception in 2008. Prior to the Town’s incorporation, she was a part of a group that helped establish and decorate Gazebo Park. Her husband passed away in 1989, prior to the Park’s completion. A plaque was placed on the completed Gazebo in his memory. Mrs. Buchanan decorates the park annually as a Christmas gift to her late husband. She takes 8 days of vacation to decorate the park with the help of other volunteers and Town staff. Ms. Buchanan received a statue with the inscription:

With grateful appreciation to Diane Buchanan, for your passion and steadfast commitment for more than 20 years in promoting the beautification of the Gazebo Park and for making it a favorite destination.

Mrs. Buchanan thanked the Town. When her husband passed away, people thought she would move. She told them “Butner is my home and that’s where I plan to stay!”

JANUARY 2020 FINANCE REPORT

Town Manager Marrow presented the January 2020 Financial Report as summarized below. The new vehicle registration tax will provide about \$14,000 of new revenue. This is lower than anticipated. However, because FY 2019-20 was the first year of collection, projections will be going forward.

COUNCIL MEMBER LANE MADE A MOTION, SECONDED BY COUNCIL MEMBER GOOCH, TO ACCEPT THE JANUARY 2020 FINANCIAL REPORT AS PRESENTED. ALL VOTES WERE IN THE AFFIRMATIVE. **THE MOTION CARRIED.**

<u>JANUARY 2020 Financial Report</u>	<u>General Fund</u>	<u>Stormwater Fund</u>
<i>58% of FY Complete</i>		
REVENUES		
YTD	\$ 4,089,635	\$ 319,669
YTD Percent of Budget	60.06%%	65.39%
EXPENSES		
YTD	\$ 3,548,582	\$ 137,123
Budget	\$ 6,809,243	\$ 488,891
YTD Percent of Budget	52.11%	28.05%
JANUARY 2020 Total Cash & Investments Town-Wide – All Funds		
General Fund \$8,582,334	Other Funds \$1,077,202	Total \$9,659,536

TOWN MANAGER REPORT

In addition to his report, Council was reminded to review the information sent by Liz Davis about developing Town Mission, & Vision statements. A draft Board Retreat agenda was also distributed.

- Participated in the Planner Interview. Katie Rhyne, who currently works for Franklin County Planning Department, has been selected and will begin work on March 2, 2020.
- Participated in conference call with Warren Miller, who will be our Facilitator for the Council retreat. Based on this conversation, an agenda is nearly complete.
- Attended the UNRBA meeting at Falls Lake State Recreation Area Community Building. This was a very informative meeting, especially for elected officials. The discussion centered on helping our member units of government to comply with the Stage 1 Nutrient Management Strategy while developing a more feasible and cost effective strategy for Stage II.
- Met with Cecil Hudgins, newly appointed chair of BCA, to discuss upcoming events for FY 20-21. This was a very informative meeting and we look forward to working closely with BCA and all their excellent activities they sponsor throughout the year.
- Attended Manager's meeting at Oxford City Hall. Upcoming budgets was the main topics of discussion.
- Tried to attend the reception for the guest speaker for "13 Ways to Kill a Community" held at McGregor Hall, in Henderson. Unfortunately, as I arrived, the reception was cancelled due to the heavy snow that was falling at the time of the reception.
- Met with Betty Jo Shephard, Field Representative for Senator Richard Burr, Mayor Turner and Scott Schroyer to discuss possible funding sources for SGWASA. This was a very good meeting. Ms. Shepard took many notes and will share them with Congressman Burr. Mayor Turner also discussed the Creedmoor addresses in Butner corporate limits.
- Attended bi-monthly for the VLC project. They are still aiming for a May 1, 2020 completion date.
- The Town has recently leased a new Ricoh Copier for Town Hall. This new copier will have additional features that we think Council will like.
- Duke Energy is back working on the Hwy 56 lighting Plan. I hope to have a master plan soon to share with Council.
- We are still waiting to settle with Endeavor, the contractor for the renovation of the BPS Training Center to see if we have enough funds left in our budget for a new sign with lighting. In addition, we would like to make improvements to the existing parking lot to gain more parking spaces for BPS and the Training center. Our Architect is working with Endeavor to submit all invoices promptly.
- We will be resurfacing 18th Street and 27th Street in a month or so once the weather warms.

PLANNING, PARKS AND RECREATION REPORT

In addition to his report, PD Ciriello stated that there was an urgency to update the LDO. State mandated changes are due by December 31 and the language needs to be updated to conform to our 2040 plan. At a recent Kerr-Tar RPO meeting, PD Ciriello was able to include three transportation projects that were initially omitted. Construction started on the Food Lion Distribution expansion and an Altec expansion is in review. He met with the Durham Planning Department to discuss development of North Durham and the impact of Durham's growth on Butner.

PLANNING REPORT FEBRUARY 2020

- New Planner hired. Katie Rhyne comes to us from Franklin County where she worked as a planning technician for about 5 years. Katie is a native of Lexington, NC. Her experience also includes leading the High County Senior Games and other recreation programs for Watauga County Parks and Recreation. She is a graduate of Appalachian State University.
- Staff attended the Kerr-Tar RPO SPOT Subcommittee and RPO TAC/TCC meetings.
- Staff attended statewide Stormwater Association quarterly planning meeting.
- Staff presented the 2040 Suitability Analysis to the Butner Community Association (BCA)

ACTIVE SITE PLANS	February	<i>Change from Previous Month</i>
Site Plans	4	0
Subdivisions - Residential	0	0
Subdivisions - Other	0	0
Rezoning	0	0
PERMITS		
Residential	3	-7
Commercial	0	0
Accessory	5	3
Other	0	0
EST. CONSTRUCTION VALUE	\$402,000	-\$1,268,888
CODE ENFORCEMENT		
New	2	2
Total Open	4	0
Extension Given	0	0
Non-responsive	0	0
Gained Compliance	2	2

PUBLIC SAFETY REPORT

In addition to his report, Chief Champion stated that they would install the smoke detectors they receive from a grant and provide instructions in both English and Spanish.

FIRE SERVICES

Notable Fire Calls and Services since last meeting

Fire Incidents February 2020

Fire Alarm Activations	10
Motor Vehicle Collisions	8
Cancelled/False Call	3
Assist EMS	2
Electrical Equipment/Down Power lines	2
Cooking Fire	1
Vehicle Fire	1

Trash/Dumpster Fire	1
Total Number of Incidents	28

Notable Fire Incidents

- One public education event at Presleybrook Academy
- Approved for the 2020 Smoke Alarm Grant.
 - Covers the cost for the smoke detector which will be installed by BPS personnel

POLICE SERVICES

911 Hang Up Calls -	22
Animal Complaints -	3
Arrest -	30
B & E Structures -	2
B & E Motor Vehicles -	2
Communicating Threats -	2
Disturbances -	16
DWI -	3
EMS Calls -	11
Juvenile Complaints -	2
Larcenies -	8
Larceny of Motor Vehicles	0
Traffic Stops -	261
Citations issued -	118
Traffic Check Points-	7
Vehicle Crashes"10-50's" -	13
Ride Along -	0
Robbery -	0
Property Checks-	746
Operations Reports Code#5-	262
Calls Resolved without Reports-	1179

Notable Police Incidents

Chief's Notes

Both Telecommunicator positions have been filled. Patrice Brame from Vance County started on February 17th and Blake Whitt from Person County has accepted a conditional offer and will begin working on March 16th. Both have previous experience as 911 Telecommunicators.

Officer Patrick Bailey retired on February 29, 2020. A retirement ceremony was held on March 2nd at the Butner Public Safety Training Center.

There are still 2 positions open for Public Safety Officers.

Community Watch Meeting: The February Community Watch meeting will be March 12th at 6:00 pm in the Camp Butner Room at Town Hall.

MAYOR'S REPORT

In addition to his report, Mayor Turner reported that the Memorial Day speaker is Tyrone Edgerton.

- Our Military Holiday Committee continues to work on our Memorial Day ceremony.
- I attended the Upper Neuse River Basin Association (UNRBA) form at Rolling View Community Building on Falls Lake. It was very informative as to the strategy of the Falls Lake rules management.
- I attended the required Ethics Training (by webinar), which is a statutory requirement for all newly elected or reelected officials. It focuses on what is ethical and legal in the decision making process for those elected to local and state government.
- I thoroughly enjoyed the Kerr-Tar Council of Governments' (COG) economic development summit at McGregor Hall in Henderson. All the speakers were exceptional, especially, Doug Griffiths insights on *13 Ways to Kill Your Community*.
- I had the pleasure to meet with Senator Burr's field representative Betty Jo Shephard. The Town Manager and the Executive Director of SGWASA joined us. We had meaningful discussions on funding for SGWASA and postal realignment.
- I attended our Chamber of Commerce's sunrise form at Product Recovery Management Inc. (PRM) and its affiliate Triangle Stainless Inc. Interestingly, they produce equipment to mitigate hazardous sites and they are located on a brownfield redevelopment site.

COUNCIL COMMENTS

Council appreciated the involvement and concern expressed by the public comment speakers. They thanked Diane Buchanan for all her work and reflected on her involvement with the Park.

In addition, they had the following comments:

Council Member Branch announced that BCA always needs volunteers. Visit BCAServes.org for volunteer opportunities and details of upcoming events.

Council Member Gooch reported that SGWASA Board Member, and past Butner Council Member Birdsong will provide a written monthly summary of SGWASA business. The report will be included with the agenda package.

Council Member Jordon noted that she would work to see concerns are addressed in a timely manner.

Council Member Lane addressed some of Bill Cooper's concerns (Comments written with Mr. Cooper's public comment). He also recognized the three transportation projects added by the Kerr-Tar RPO mentioned earlier by PD Ciriello. He asked the public, to remind people East of I-85 that they are Butner residents, even though they have Creedmoor addresses. He asked the Town Manager to ask Duke Progress if banners could be placed on the light poles being discusses with the HWY 56 lighting plan.

MPT McKellar extended the invitation to attend the Military Holiday Committee meeting on March 9.

Council Member Smoak reported that the TDA would be advertising the Chickin Pickin in Our State Magazine.

CLOSED SESSION

FOLLOWING A BRIEF RECESS, AT APPROXIMATELY 8:25 PM, MPT MCKELLAR MADE A MOTION, SECONDED BY COUNCIL MEMBER LANE, TO GO INTO CLOSED SESSION ACCORDING TO N.C.G.S. 143-318.11(A)(6) TO DISCUSS A PERSONNEL MATTER, AND 143-318.11(A)(3) TO CONSULT WITH THE ATTORNEY TO PROTECT THE ATTORNEY-CLIENT PRIVILEGE. ALL VOTES WERE IN THE AFFIRMATIVE. **THE MOTION CARRIED.**

RETURN TO OPEN SESSION

AT APPROXIMATELY 9:05 PM, MPT MCKELLAR MADE A MOTION, SECONDED BY COUNCIL MEMBER LANE, TO RETURN TO OPEN SESSION. ALL VOTES WERE IN THE AFFIRMATIVE. **THE MOTION CARRIED.**

PAY INCREASE APPROVED FOR TOWN MANAGER

MPT MCKELLAR MADE A MOTION, SECONDED BY COUNCIL MEMBER JORDON, TO GIVE TOWN MANAGER MARROW A 2.25% SALARY INCREASE, RETROACTIVE TO FEBRUARY 17, 2020, WHICH IS THE FIRST PAY PERIOD FOLLOWING HIS ANNIVERSARY DATE. ALL VOTES WERE IN THE AFFIRMATIVE. **THE MOTION CARRIED.**

ADJOURNMENT

WITH THERE BEING NO FURTHER BUSINESS, AT APPROXIMATELY 9:07 PM., COUNCIL MEMBER LANE MADE A MOTION, SECONDED BY COUNCIL MEMBER SMOAK, TO ADJOURN. ALL VOTES WERE IN THE AFFIRMATIVE. **THE MOTION CARRIED.**

Minutes prepared by
Barbara J. Rote, CMC, NCCMC Town Clerk

ATTEST:

Terry Turner, Mayor