



Butner Town Council Meeting Agenda

6:30 PM Thursday, February 1, 2024
Council Meeting Room – Butner Town Hall
415 Central Avenue
Butner, NC 27509

Hearing impaired devices are available upon request – Please see Town Clerk

1. Welcome, Remarks and Call to Order - Mayor Jordon
2. Roll Call – Deputy Clerk Thomasson
3. Invocation and Pledge of Allegiance – Mayor Pro Tem Branch
4. Adjustments to and/or Approval of the Meeting Agenda
5. Acceptance of January 4 & January 16, 2024 Meeting Minutes
(Attachment 5)
6. Recognition of Board of Adjustment Members
Recognizing the Board of Adjustment members for their service and dedication to the town and community.
7. Public Comment Period
Citizens wishing to address the Board must sign in on the form located on the podium prior to the beginning of the meeting.
8. Butner Public Safety 2023 Year in Review Presentation
BPS Director Champion and Records & Technology Specialist Smith will be conducting a brief overview of Butner Public Safety's 2023 Total Calls for Service, including Police and Fire calls with training hours. **(Attachment 8)**
9. Receive & Accept December 2023 Financial Report – Finance Director Ung
(Attachment 9)
10. Review of Performance Stage Landscaping Plan and Approval of Tree Removal
The town's architect is finalizing design for the new performance stage with intentions of bidding the project this spring to begin after the Butner Summer Festival. The enclosed landscaping plans indicate a need for replacing vegetation that has reached end of life, removal of a large tree due to its deteriorating condition and pruning as necessary. Staff intends to review the landscaping plan with Council and seek approval for tree removal and pruning. **(Attachment 10)**

Recommended action: Staff recommends approving removal of tree at the rear of the flower shop lot, pruning of the tree in front, and replacement of vegetation as presented.

11. Consider approval of agreement with DOT for Veazey Road Roundabout Project

The Town has been awarded a federal Carbon Reduction Program Grant (CRP) in the amount of \$2,034,744 through the North Carolina Department of Transportation to install a roundabout at the intersection of Veazey Road, Central Avenue, and Westbrook Drive. The total project funding is \$2,543,430 which includes a required 20% match totaling \$508,686. NCDOT has indicated they will contribute \$401,760 towards the match with the Town's portion being \$106,926 from local Powell Bill funds. The Town would be responsible for all aspects of the project as well as any cost overruns or costs associated with right of way acquisition or utility relocations. The grant is provided on a reimbursement basis and includes stringent federal requirements (i.e. Uniform Guidance, Buy America, Davis-Bacon Wage Rates, and many others). There may be a need to employ outside grant administration assistance at a future time. The project is intended to provide congestion relief, traffic flow improvements and safety improvements for the intersection and the local agreement provides five years to complete the project. The locally administered contract between NCDOT and the Town outlines available grant funding and conditions for the Town to accomplish the project.

Recommended Action: Staff recommends authorizing the Town Attorney and Manager to finalize a locally administered federal project contract with the NC Department of Transportation and accept \$2,034,744 in Carbon Reduction funds for engineering and construction of the Veazy Road Roundabout.

12. Consider appointing Jacob Schaper and Theresa Hopson to Parks & Recreation Advisory Committee to fill terms expiring 12/2024

All applicants are interested in actively serving on this advisory committee.

(Attachment 12)

Recommended Action: Staff recommend appointing Jacob Schaper and Theresa Hopson to the Parks & Recreation Advisory Committee.

13. Reports (Attachment 13)

- Manager
- Planning Director
- Public Safety Director

14. Attorney Report

15. Mayor and Council Comments

16. Closed Session if needed.

17. Adjournment

REMINDERS:

If you need additional information about the following items, please visit **Butnernc.org** for updates and additions.

- February 12 Finance Committee Meeting - 3:30 PM Town Hall
- February 12 Military Holiday Committee - 7:00 PM, Town Hall
- February 14 Love Your Heart, Senior Health Awareness Social - 8 AM, SMSA
- February 19 Granville County Budget Retreat, Time TBA, Gran. Co. Expo Center
- February 29 Red Cross Blood Drive -12:00 PM, Town Hall