

TOWN OF SILER CITY

The Siler City Board of Commissioners met in Regular Session on **Monday, December 2, 2024**, at 6:30pm in the City Hall Courtroom with Mayor Matthews presiding. Commissioner Boone gave the invocation with the recitation of the Pledge of Allegiance following. Commissioner Patterson recited the Mission Statement and Commissioner Brown recited the Vision Statement.

**ELECTED TOWN OFFICIALS PRESENT:** Albert Alston, Norma Boone, Donald Matthews, Lewis Fadely, Curtis Brown, Alec Hauser, and Travis Patterson.

**ABSENT TOWN OFFICIALS:** Cindy Bray.

**TOWN STAFF PRESENT:** Town Manager Jack Meadows, Finance Director John O’Keefe, Public Works Superintendent Dillon Dispennette, Parks & Recreation Director Tylr Stinson, Chief of Police Brian Regan, Planning & Community Development Director Timothy Mack, Communications Specialist Ryan Brown, Public Utilities Director Chris McCorquodale, Assistant Town Manager & Town Clerk Kimberly Pickard, Town Attorney William Morgan, and Deputy Town Clerk Briana Avalos.

**AGENDA ADJUSTMENTS / APPROVAL OF AGENDA**

Town Manager, Jack Meadows requested to add 3.3 American Rescue Plan Act Grant Project Ordinance and 8.4 Solid Waste & Recycling Bids to the Agenda.

*A motion to approve the adjustments to the agenda was made by Mayor Pro Tem Fadely, seconded by Commissioner Brown and unanimously approved.*

*A motion to approve the agenda was made by Commissioner Brown, seconded by Mayor Pro Tem Fadely and unanimously approved.*

*A motion to approve the Consent Agenda which includes the November 18, 2024 Minutes (incorporation by reference as if fully set forth herein as Schedule A), PFOS Compliance Study RFQ (incorporation as if fully set forth herein as Schedule K) American Rescue Plan Act Grant Project Ordinance as if fully set forth herein as Schedule L )was made by Mayor Pro Tem Fadely, seconded by Commissioner Patterson and unanimously approved.*

**PUBLIC COMMENT**

Mike Bullis: Resident of the Town of Siler City: discussed with the Board of Commissioners the lack of police presence in neighborhoods. Bullis requested for more patrolling in neighborhoods.

Josh Harris: Non-resident of the Town of Siler City and representative of the Siler City Area Chamber of Commerce: thanked the Town of Siler City and staff in participating in the Siler City’s First Annual Christmas Market and Christmas Tree Lighting on December 1<sup>st</sup>, 2024.

*A motion to close the Public Comment was made by Mayor Pro Tem Fadely, seconded by Commissioner Boone and unanimously approved.*

## PRESENTATIONS

Stormwater Utility Program: Trey Shanks from Freese and Nichols presented to the Board of Commissioners the Siler City Stormwater Management Program and Utility Fee Evaluation Project Update. Shanks provided the current, infrastructure issues, activities, utility fees and costs to the Board. Shanks also explained the importance of program and how it could help improve the issues the Town is having.

*The Board of Commissioners gave Freese and Nichols a consensus to hold a stormwater utility public engagement open house.*

## ORGANIZATIONAL ITEMS

2025 Calendar- Board of Commissioners Meeting Calendar, Town Holiday Schedule and Planning Board Calendar: Town Manager, Jack Meadows requested approval of the 2025 Holiday Calendar, Board of Commissioners Regular Meeting Schedule and Planning Board & Board of Adjustment Meeting Schedule to be approved.

*A motion to approve the 2025 Holiday Calendar, Board of Commissioners Regular Meeting Schedule and Planning Board & Board of Adjustment Meeting Schedule was made by Commissioner Boone, seconded by Commissioner Hauser and unanimously approved.*

Board Appointments: Assistant Town Manager & Town Clerk, Kimberly Pickard explained to the Board of Commissioners the member appointment needed to be made for the Chatham Chamber of Commerce, Central Pines Rural Planning Organization- Transportation Advisory Committee (TAC), Siler City Development Organization (SCDO) and Central Pines Regional Council of Governments (CPRCOG).

*A motion to reappoint Commissioner Travis Patterson as the member of the Chatham Chamber of Commerce was made by Mayor Pro Tem Fadely, seconded by Commissioner Hauser and unanimously approved.*

*A motion to reappoint Commissioner Brown as the Member of Central Pines Rural Planning Organization - Transportation Advisory Committee was made by Mayor Pro Tem Fadely, seconded by Commissioner Boone and unanimously approved.*

*A motion to reappoint Commissioner Brown as Member of the Siler City Development Organization was made by Mayor Pro Tem Fadely, seconded by Commissioner Hauser and unanimously approved.*

*A motion to reappoint Mayor Pro Tem Fadely as Delegate and Commissioner Patterson as Alternate Delegate for Central Pines Regional Council of Governments was made by Commissioner Boone, seconded by Commissioner Hauser and unanimously approved.*

Fire Department Officers: Town Manager, Jack Meadows requested for the Board of Commissioners to approve the line officers of the Siler City Fire Department for the year 2025 per Fire Chief, Scott Murphy.

*A motion to approve the Fire Department Officers as presumed was made by Mayor Pro Tem Fadely, seconded by Commissioner Boone and unanimously approved.*

#### OLD BUSINESS

Unified Development Ordinance- Budget Amendment: Town Manager, Jack Meadows requested the Board of Commissioners to authorize town staff to enter into a professional services contract with Municipal Services Inc. and approve the Unified Development Ordinance (UDO)- Professional Services Contract/Budget Amendment.

*A motion to authorize the Town Manager to enter in a professional services contract with Municipal Services Inc. was made by Mayor Pro Tem Fadely, seconded by Commissioner Brown and unanimously approved.*

*A motion to approve the UDO RFP Budget Amendment 2025.25 was made by Mayor Pro Tem Fadely, seconded by Commissioner Brown and unanimously approved.*

Paul Braxton Gym Demolition Bid Award: Town Manager, Jack Meadows requested for the Board of Commissioners to consider selecting a contractor for the demolition of Paul Braxton Gym, consider the Budget Amendment for the Paul Braxton Gym and provide guidance on next steps for the proposed new gym. Meadows reassured the Board of Commissioners that pictures would be taken from inside and outside of the Gym, so they could be framed in memorial.

*A motion to approve the demolition of the Paul Braxton Gym and select KBS Earthworks Inc as the contractor was made by Mayor Pro Tem Fadely, seconded by Commissioner Brown and unanimously approved.*

*A motion to approve the Budget Ordinance 2025.24 Braxton Gym Demolition was made by Commissioner Brown, seconded by Commissioner Hauser and unanimously approved.*

*The Board of Commissioners provided a consensus for staff to prepare a proposal for a new gym to replace Braxton Gym.*

#### NEW BUSINESS

Town Staff Additional Holiday: Town Manager, Jack Meadows discussed with the Board of Commissioners the request Commissioner Bray had mentioned during November 18, 2024 meeting, for town staff to receive Friday December 27, 2024 as an additional holiday.

*A motion to approve the additional day of December 27, 2024 as a paid Holiday for only the year of 2024 was made by Mayor Pro Tem Fadely, seconded by Commissioner Boone., with voting Yay Commissioner Alston, Commissioner Patterson, Commissioner Hauser, Mayor Pro Tem Fadely, and Commissioner Boone, Voting Nay Commissioner Brown. The Motion passed 5-1.*

Part-Time Town Staff Holiday Pay: Town Manager, Jack Meadows discussed with the Board of Commissioners regarding the Part-time Employees to receive holiday pay for December 27, 2024.

*A motion to approve the Part-time Employees to receive holiday pay for workday December 27, 2024, not to exceed the 16 hours a week for the year 2024 only was made by Mayor Pro Tem Fadely, seconded by Commissioner Hauser and unanimously approved.*

200 North Chatham Ave-Welcome Center: Finance Director, John O'Keefe requested for the Board of Commissioners to approve the cleaning work that was done for 200 North Chatham Ave- Welcome Center and have the services contract paid.

*A motion to approve the 200 North Chatham Ave- Welcome Center cleaning work services paid was made by Mayor Pro Tem Fadely, seconded by Commissioner Boone., with voting Yay Commissioner Patterson, Commissioner Boone, Commissioner Alston, and Mayor Pro Tem Fadely, Voting Nay Commissioner Hauser and Commissioner Brown. The Motion Passed 4-2.*

Solid Waste & Recycling Bids: Finance Director, John O'Keefe presented to the Board of Commissioners the Solid Waste & Recycling Bids from Republic, GFL Environmental and Meridian Waste. O'Keefe requested for the Board of Commissioners to give town staff authority to begin negotiations with one of the vendors provided. Jennifer with GFL Environmental reassured the Board of Commissioners that the concerns regarding trash and recycling being dropped into the same truck would be resolved.

*A motion to authorize town staff to begin r into negotiations with Meridian Waste & Recycling for Residential Services was made by Mayor Pro Tem Fadely, seconded by Commissioner Brown and unanimously approved.*

#### MANAGERS REPORT

Town Manager, Jack Meadows discussed with the Board of Commissioners the Budget Retreat Date & Location. The Board of Commissioners decided for the first Budget Retreat Date to be January 27, 2025 from 6pm-9pm and location at Siler City Courtroom.

Jack Meadows shared the Water and Wastewater Rate Study and upcoming calendar to the Board of Commissioners.

Kimberly Pickard, Assistant Town Manager & Town Clerk, provided an update on town signage. Town staff are working the electrical contractor and getting all permits in place and hopes to have it installed by the end of the month. Pickard also informed the Board of Commissioners an update on the website and product implantation to be in January 2025 where they will show a preview of new website. Pickard informs that the new website could possibly go live mid-February 2025.

TOWN ATTORNEY INFORMATION

None.

GOVERNING BODY COMMENTS

The Board of Commissioners made sure the arrangements for the Christmas Parade were in place with Tylr, Parks and Recreation Director.

CLOSED SESSION

*A motion to go into Closed Session 9.1. § 143-318.11(a)(6) at 8:07pm to consider the qualifications, competence, performance, character, fitness, conditions of appointment, or conditions of an individual public officer or employee or prospective public officer or employee; or to hear or investigate a complaint charge, or grievance by or against an individual public officer or employee. General personnel policy issues may not be considered in a closed session. A public body may not consider the qualifications competence, performance, character, fitness, appointment, or removal of a member of the public body or another body and may not consider or fill a vacancy among its own membership except in an open meeting. Final action making an appointment or discharge or removal by a public body having final authority for the appointment or discharge, or removal shall be taken in an open meeting. Final action making an appointment or discharge or removal by a public body having final authority for the appointment or discharge, or removal shall be taken in an open meeting was made by Mayor Pro Tem Fadely seconded by Commissioner Hauser and unanimously approved.*

*A motion to go out of closed session was made by Mayor Pro Tem Fadely seconded by Commissioner Brown an unanimously approved at 8:30pm.*

ADJOURNMENT

With no further business, the Board of Commissioners adjourned at 8:30pm.

Donald Matthews, Mayor

ATTEST:

Briana Avalos, Deputy Town Clerk

