

## TOWN OF SILER CITY

The Siler City Board of Commissioners met in Regular Session on **Monday, September 16, 2024**, at 6:30pm in the City Hall Courtroom with Mayor Matthews presiding Mayor Matthews gave the invocation with the recitation of the Pledge of Allegiance following. Commissioner Bray recited the Mission Statement and Commissioner Boone recited the Vision Statement.

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

**ELECTED TOWN OFFICIALS ABSENT:** Travis Patterson

**TOWN STAFF PRESENT:** Interim Town Manager Jack Meadows, Finance Director John O'Keefe, Planning & Community Development Director Timothy Mack, Parks & Recreation Director Tylr Stinson, Community Planner Sara Martin, Deputy Clerk Briana Avalos, Assistant Town Manager & Town Clerk Kimberly Pickard, Police Chief Brian Regan, and Town Attorney William Morgan.

### AGENDA ADJUSTMENTS / APPROVAL OF AGENDA

Interim Town Manager Jack Meadows requested to amend August 19, 2024 Minutes with new minutes placed at the table.

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

*A motion to approve the consent agenda which includes August 19, 2024 minutes (incorporation by reference as if fully set forth herein as Schedule A) September 3, 2024 minutes (incorporation by reference as if fully set forth herein as Schedule B) Project Ordinance 2025.09 Streamflow Assistance Rehab Program (incorporation by reference as if fully set forth herein as Schedule C) Siler City Fire Department 2025.10 Rope Rescue Wolfsped Grant (incorporation by reference as if fully set forth herein as Schedule D) was made by Mayor Pro Tem Fadely seconded by Commissioner Boone and unanimously approved.*

### PRESENTATIONS

Hispanic Heritage Month Proclamation: Mayor Pro Tem Fadely along with Deputy Clerk Briana Avalos read aloud both the English and Spanish version of the Hispanic Heritage Month Proclamation. The proclamation honored Hispanic Heritage month and the Siler City Board of Commissioners proclaiming September 15, 2024, through October 15, 2024, as Hispanic Heritage Month in the Town of Siler City. Representatives from the Immigrant Community Advisory Committee spoke and reminded the Board of Commissioners along with members of the audience of the upcoming Hispanic Heritage Fiesta that will be held Saturday, September 21, 2024, at Shakori Hills Art Center.

**PUBLIC HEARING*****Mayor Pro Tem Fadely Opened the Public Hearing at 6:47pm***

Community Development Block Grant: Community Planner Sara Martin discussed the Community Development Block Grant with the Siler City Board of Commissioners the CDGB block grant can provide funding to address a wide range of community development needs. Governed by the Department of Housing and Urban Development, the CDBF program gives annual grants that communities can use to address critical and unmet needs, including those for housing rehabilitation, public facilities, infrastructure, job creation, and public services. Siler City Board of Commissioners must hold two separate public hearings, the first Public Hearing to consider the filing of a new CDBG application and explain the specifics to the Board of Commissioners. The Board of Commissioners will then hold a second public hearing providing the application along with the contents. Citizen participation is a critical element of the CDBG program. The required public hearings allow citizens the opportunity to attend, review the proposed application and or activities and provide input.

***Mayor Pro Tem Fadely Closed the Public Hearing at 6:53pm*****OLD BUSINESS**

Boling Lane Park Riparian Buffer: Interim Town Manager Jack Meadows discussed with the Board of Commissioners the Boling Lane Riparian Buffer. The Town of Siler City entered into a contract with Chatham Soil and Water Conservation (CSWC) for the subject riparian buffer in 2018. The Town received an out of compliance letter from CSWC on August 15, 2024. Town Staff and Town Consultant met with CSWC staff and indentified resolutions to repair the buffer and meet compliance standards. Meadows provided the Board of Commissioners with a design plan that has been developed and approved by the CSWC.

***A motion to repair the riparian buffer as designed and constructed was made by Commissioner Boone seconded by Commissioner and unanimously approved.***

**NEW BUSINESS**

Parks and Recreation Athletic / Recreation Fee Schedule: Parks and Recreation Director Tylr Stinson addressed the Siler City Board of Commissioners with a revised "Athletic Recreation Program Fee Schedule" the revised schedule would lower the cost of Recreation programs including, Flag Football, Youth Basketball, Youth Softball, Youth Baseball, Youth T-Ball, Mini Masters Art Camp and Youth Volleyball the current fee schedule is a \$40.00 charge per participant. Town Staff requested a change to \$25.00. Commissioner Bray requested that the amount be lowered to \$20.00 per participant. Mayor Pro Tem Fadely wanted to confirm that the charge of \$65.00 for swimming lessons included three lessons. Stinson confirmed that the \$65.00 did include three lessons at thirty minutes per lesson. Fadely requested the time be extended to one hour.

*A motion to revise the fee schedule to \$20.00 per participant for Youth Flag football, youth basketball, youth softball, youth baseball, youth t-ball, mini masters art camp and youth volleyball was made by Mayor Pro Tem Fadely seconded by Commissioner Brown and unanimously approved.*

*A motion to approve partial refunds for currently open athletic programs was made by Commissioner Brown seconded by Commissioner Boone and unanimously approved.*

Ruth E Fore Recreation Endowment Fund: Finance Director John O'Keefe gave a background of the Ruth E Fore Recreation endowment fund. O'Keefe recommended that the approximate \$30,000.00 Fund be used for current recreation needs and a plaque be placed where the funds are used to honor Ruth Fore. Assistant Town Manager and Town Clerk Kimberly Pickard provided the Board of Commissioners with a couple of different needs especially those of the Ramsey Gym that the funds could be used for mainly repairing the entrance, bathroom and locker room floors with epoxy slip resistance covering. O'Keefe and Pickard will bring back more details to the Board of Commissioners once the funds have been secured and seek Board approval for the use.

## MANAGERS REPORT

Interim Town Manager, Jack Meadows Provided the Board of Commissioners with important information regarding the \$500,000.00 STRAP Grant and \$500,000.00 PART-F Grant. Meadows also shared information regarding the Economic Fiscal Impact Analysis and the following important dates:

- September 21 (Saturday) Hispanic Heritage Fiesta
- September 30 (Monday) Joint Meeting with the Chatham County Board of Commissioners at the Siler City Center for Active Living
- October 1 (Tuesday) National Night Out - Several Locations
- October 7 (Monday) Siler City Board of Commissioners Regular Meeting which will include the Utility Merger Agreement Adoption
- October 15 (Tuesday) State of Chatham Event Chatham County Agricultural and Conference Center


Assistant Town Manager and Town Clerk Kimberly Pickard- updated the Board of Commissioners on the implementation of a work-order system for Buildings and Grounds that provides live work order status along with Building Inspections. Pickard, also asked the Board of Commissioners for help with planters that would be installed at Town Hall, and the Town Parks as a beautician effort and a firm date would be provided and a volunteer sign up sheet would be sent out.

## GOVERNING BODY COMMENTS

None

ADJOURNMENT

With no further business, the Board of Commissioners adjourned at 7:57pm.

  
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Donald Matthews, Mayor

ATTEST:  
  
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Kimberly D. Pickard, Town Clerk

