

**MINUTES OF THE TOWN OF FRANKLIN TOWN COUNCIL  
REGULAR MEETING  
JULY 1, 2024**

**THE FRANKLIN TOWN COUNCIL** held a regular meeting on Monday, July 1, 2024, at 6:00 p.m. in the Town Hall Board Room located at 95 East Main Street Franklin, NC.

**1. CALL TO ORDER**

**Mayor Jack Horton called the meeting to order at 6:00 p.m. with the following members present:** Vice Mayor Stacy Guffey, Council Members: Joe Collins, David Culpepper, Mike Lewis, Rita Salain, and Robbie Tompa.

**2. PLEDGE OF ALLEGIANCE**

The Pledge of Allegiance was led by Vice Mayor Stacy Guffey.

**3. ADOPTION OF THE JULY 1, 2024 TOWN COUNCIL AGENDA**

*Council Member Mike Lewis made a motion, seconded by Council Member Robbie Tompa to adopt the Town Council Agenda for July 1, 2024 as presented. The motion carried unanimously. Vote: 6 – 0.*

**4. APPROVAL OF THE CONSENT AGENDA FOR JULY 1, 2024**

- A.) Approval of the June 3, 2024 Regular Town Council Meeting and June 19, 2024 Special Called Meeting Minutes
- B.) Budget Amendments

*Council Member Mike Lewis made a motion, seconded by Council Member Rita Salain to approve the consent agenda for July 1, 2024 as presented. The motion carried unanimously. Vote: 6 – 0.*

**5. INTRODUCTIONS/RECOGNITIONS/PROCLAMATION**

- A.) Norma Stemple, Custodian -Introduction by Nicole Bradley, HR Director
- B.) Public Works Recognitions - Bill Deal, Public Works Director
  - 1. Korah Shepherd, Water Treatment Operator -B Certification
  - 2. Rusty Cortopassi, Equipment Operator -Collections 2 Certification
  - 3. Jon Sanders, Equipment Operator-Collections 1 Certification

**6. PUBLIC SESSION**

No one signed up to speak.

**7. NEW BUSINESS**

- A.) Request re-appointment of Sabrina Scruggs as Tax Collector - Mayor Jack Horton

*Council Member Rita Salain made a motion, seconded by Council Member David Culpepper to re-appoint Sabrina Scruggs as Tax Collector. The motion carried unanimously. Vote: 6 – 0.*

B.) Request approval of street closures - Town Manager Amie Owens

1. Thursday July 4, 2024 for Independence Day activities -Main Street, Iotla Street and Phillips Street beginning at 10:30 a.m. until 3:00 p.m. for parade, costume contest, food trucks and water misting from fire truck.
2. Friday, July 5, 2024 Iotla Street beginning at 4:00 p.m. for music and food trucks before fireworks and closure of Main Street beginning at 8:00 p.m.
3. Friday, August 2, 2024 for 80's Flashback Weekend activities and food trucks -left lane closure Main Street beginning at 4:00 p.m. to allow for staging of food trucks-close at 5:00 p.m. until 9:45 p.m.; Iotla Street closure beginning at 10:00 a.m. for stage set up (stage will remain until after Saturday evening's show).
4. Saturday, August 3, 2024 for 80's Flashback Weekend parade and activities -Main Street to close at 4:00 p.m. until 10:45 p.m.

***Council Member David Culpepper made a motion, seconded by Council Member Robbie Tompa to approve all four (4) street closure requests as presented. The motion carried unanimously. Vote: 6-0.***

C.) Request approval to use the skatepark for non-profit Boards for Bros event, Saturday, August 24 from 10:00 a.m. to 2:00 p.m. – Town Manager Amie Owens

T.J. Smith, Board for Bros volunteer, said that Board for Bros is a National non-profit organization. They collect used skateboard decks, hold fundraisers for the purchase of the new hardware and then distribute the skateboards for free. They also hold skateboarding clinics.

Councilman Salain asked about advertising and Mr. Smith said it would be advertised on social media and flyers would also be distributed.

***Council Member David Culpepper made a motion, seconded by Council Member Rita Salain to approve the use of the skate park for the non-profit Boards for Bros event as presented. The motion carried unanimously. Vote: 6-0.***

D.) Request approval of bid award to Bryson Enterprises for the Wilkie Street Sanitary Sewer Rehabilitation Project in the amount of \$696,718.75 and authorize Town Manager to sign Notice of Award-Town Manager Amie Owens

The RFP for the project was issued on March 29, 2024 and was opened on April 30, 2024. Town Manager Owens noted that this project has been on the Capital Improvement Project (CIP) list for eight (8) years. There were four (4) bids received and Bryson Enterprises, LTD was the lowest responsible, responsive bidder with a bid of \$696,718.75.

Councilman Culpepper asked if the funds were available. Town Manager Owens said the funds were included in the 2024/2025 FY budget and APRA funds are also available.

***Council Member Joe Collins made a motion, seconded by Council Member Mike Lewis to award the bid of the Wilkie Street Sanitary Sewer Rehabilitation Project to Bryson Enterprises, LTD as presented. The motion carried unanimously. Vote: 6-0.***

E.) New Street Acceptance Request Form - Amie Owens, Town Manager

Jeff and Michelle Runken submitted a new street acceptance request for Holly Springs Park Drive. Town Manager Owens and Public Works Director Bill Deal reviewed the map and determined that the street could not be accepted by the Town due to minimum requirements not being met. Town Manager Owens spoke with Mr. Runken and he inquired about having the street lights fixed. Town Manager Owens will contact Duke Energy about the street lights.

***Council Member Joe Collins made a motion, seconded by Council Member Robbie Tompa to deny the street acceptance request. The motion carried unanimously. Vote: 6-0.***

F.) Request approval of three- year contract with Daston Corporation for Google Workspace – Town Manager Amie Owens

The Town has recently had some issues with email/servers and in part of the budget process a quote with Datson Corporation for Google Workspace was received. The cost of the three-year contract is \$20,250. The amount is within the Town Manager’s signature threshold, but she cannot sign a multi-year agreement. Town Council will need to approve the three-year contract with Datson Corporation for Google Workspace.

***Council Member Mike Lewis made a motion, seconded by Council Member Rita Salain to approve the three-year contract with Daston Corporation for Google Workspace as presented. The motion carried unanimously. Vote: 6-0.***

G.) Request approval of five- year contract with Pitney Bowes for postage meter – Town Manager Amie Owens

The Town has a new five-year contract with Pitney Bowes for our postage services. The amount of the contract (\$87.08 per month) is within the Town Manager’s signature threshold, however since it is a multi-year contract it will need to be approved by Town Council.

***Council Member Mike Lewis made a motion, seconded by Council Member David Culpepper to approve the five-year contract with Pitney Bowes for a postage meter as presented. The motion carried unanimously. Vote: 6-0.***

H.) Request approval of change order #3 for Clyde Street Waterline Improvement Project – Town Manager Amie Owens

The change order is for the Clyde Street Waterline Improvement Project for the addition of paving Watauga Street. This change order allows for a reduction in the overall cost of the project by \$28,181.99.

***Council Member Mike Lewis made a motion, seconded by Council Member David Culpepper to approve change order #3 for the Clyde Street Waterline Improvement Project as presented. The motion carried unanimously. Vote: 6-0.***

## 8. DEPARTMENTAL UPDATES

- A.) Finance -Sarah Bishop, Finance Director gave an update on FY 2023/2024-year end process, new accounting technician position posted, and GASB 87 & 96.
- B.) Police Department - Chief Devin Holland gave an update on call volume, July 4<sup>th</sup> festivities, recent pill drop off, homeless campsites, PD & ALE sting, and drone FAA licenses/trainings.

## 9. ITEMS FROM COUNCIL

- A.) Schedule a special called meeting to discuss Mission, Vision and Incentives - Vice Mayor Stacy Guffey

Vice Mayor Guffey has requested a special called meeting so that the Town Council can move forward with economic development initiatives and the hiring of a Main Street Coordinator. He would like to get it scheduled in the next couple of months.

Mayor Horton encouraged Council to go back and look over the Comprehensive Land Use Plan. He read a paragraph from the Comprehensive Land Use Plan about the Vision for Franklin. Mayor Horton suggested looking at dates in August or September.

Town Manager Owens asked Council Members to let her know what dates would not work for a meeting.

- B.) ARPA Funding- allocate for infrastructure needs- Vice Mayor Stacy Guffey

Vice Mayor Guffey would like to see the remaining ARPA funds used on infrastructure, Wilkie Street Sewer project.

Mayor Horton said investing APRA funds in infrastructure would benefit a lot of people.

Councilman Collins asked if the Wilkie Street project was in the new budget. Town Manager Owens said it was in the budget, but there are also smaller projects that need to be completed and it would free up some funding for those projects without pulling money from retained earnings. Councilman Collins commented that he isn't sure he's ready to lock in on using APRA funds for the Wilkie Street project.

Councilman Culpepper concern is on pots of money; Wilkie Street and the Clearwell project come from the Enterprise Fund which is a larger pool of folks paying for water/sewer service. He would also like to put the APRA funds toward infrastructure, but on sidewalks and the Whitmire Property.

Councilwoman Salain would also like to focus on sidewalks.

Mayor Horton asked Town Manager Owens for a list of infrastructure projects equal to the amount of remaining ARPA funds. Town Manager Owens pointed out that there is also approximately 1.8 million in Fund Balance that needs to be spent in the next thirty-six (36) months because of the new Fund Balance Policy and would be where recreation and sidewalk projects could be funded.

C.) Main Street Beautification -Councilwoman Rita Salain

Councilwoman Salain thanked the Franklin Garden Club for the flower boxes on Main Street. She inquired about repairing/replacing the newspaper shed on the building beside the Gazebo. There was also discussion on signage being placed on the fences on Town Square.

**10. ANNOUNCEMENTS**

- A.) Next Regular Town Council Meeting is Monday, August 5, 2024
- B.) Town Offices closed Thursday, July 4, 2024
- C.) Town of Franklin July 4th Celebration downtown 10:30 a.m. to 3:00 p.m. -parade begins at 11 :00 a.m.
- D.) Fireworks Over Franklin -Friday, July 5th -test shot at 9:15 p.m. with show at approximately 9:45 p.m.
- E.) Pickin' on the Square - July 13 and July 27, 2024

**11. ADJOURNMENT**

***Council Member Joe Culpepper made a motion, seconded by Council Member David Culpepper to adjourn the meeting at 7:07 p.m. The motion carried unanimously. Vote: 6- 0.***

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C. Jack Horton, Mayor

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Nicole Bradley, Town Clerk