

**MINUTES OF THE TOWN OF FRANKLIN TOWN COUNCIL
REGULAR MEETING
November 7, 2022**

THE FRANKLIN TOWN COUNCIL held a regular meeting on Monday, November 7, 2022, 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 Joe Collins, Council Members David Culpepper, Stacy Guffey- via Zoom, Mike Lewis, Adam Kimsey and Rita Salain.

*Council Member Guffey had to abstain from voting since the North Carolina COVID State of Emergency allowing for remote attendance was lifted on August 15, 2022 and attending via Zoom does not meet the definition of present for open meeting purposes.

2. PLEDGE OF ALLEGIANCE

The Pledge of Allegiance was led by Vice Mayor Joe Collins.

3. INTRODUCTIONS/RECOGNITIONS

- A.) Introduction of Fire Fighters Joe Templeton and Mark Stanfield – Fire Chief Ben Ormond
- B.) Introduction of Police Officer Cody Tiger – Captain Devin Holland
- C.) Introduction of Water Treatment Operator Travis Waldroop – Bill Deal, Public Works Director
- D.) Introduction of Meter Reader Tony Nichols – Bill Deal, Public Works Director
- E.) Introduction of Facilities & Grounds Maintenance Technician Gio Hernandez – Justin Setser, Town Planner
- F.) Service Awards – Town Manager Amie Owens and Human Resources Director Nicole Bradley
 - 10 Years – Detective Justin Norman
 - 15 Years – Eddie Sheffield; Jackie Downs
 - 20 Years – Captain Tim Chavis, Sergeant Christy Evans, Mark McConnell
 - 25 Years – Will Clark, Captain Devin Holland, Scotty Keener
 - Long Leaf Pine Award – Retired Captain Steve Apel- Retired Major Andy Shields
 - Retirement/Long Leaf Pine Award – Police Chief Bill Harrell- Senator Kevin Corbin & Mayor Jack Horton

4. PRESENTATION

Kelly Gooderham, Martin Starnes, LLC presented the Annual Audit Report to Town Council. There were no findings in the report and the Town has a healthy fund balance primarily due to sales tax revenues and property tax collections. She thanked the Finance Department, Sarah Bishop and Alison Stamey, for all their work on the audit and complimented them on having the information readily available and for the working relationship they have built over the last few years.

Mayor Horton thanked Ms. Gooderham for the presentation and praised the staff for another great year.

5. ADOPTION OF THE NOVEMBER 7, 2022 TOWN COUNCIL AGENDA

Council Member Mike Lewis made a motion, seconded by Council Member Adam Kimsey to adopt the Town Council Agenda for November 7, 2022, with the exception of Consent Agenda items G (a) and H. These items will be added to the December 5 Agenda for discussion. The motion carried unanimously. Vote: 5 – 0.

6. APPROVAL OF THE CONSENT AGENDA FOR NOVEMBER 7, 2022

- A.) Approval of October 3, 2022 Town Council regular meeting minutes
- B.) Budget Amendments – ARPA Funding and General Fund
- C.) Tax Release(s)
- D.) Appointment of Kevin Covell to Tourism Development Authority
- E.) Annual Christmas Parade Street Closure – Franklin Chamber of Commerce – Sunday, November 27, 2022
- F.) Street Closure request Streets of Franklin Heritage Association – A Classic Christmas on Main – Saturday, December 17, 2022
- G.) Items to refer to Planning Board
 - ~~A. Text Amendment – Sign Ordinance~~
 - B. Rezoning request – 120 Riverview Street
 - C. Rezoning request – 7 Plantation Drive
- ~~H.) Ordinance Amendment – Chapter 72~~
- I.) Ordinance Amendment – Chapter 75 – Parking Schedules
- J.) Ordinance Amendment – Chapter 130 – Offenses Against Town Ordinances
- K.) Street Closure request – Veterans Day Parade and Ceremony – Friday, November 11, 2022*
 - A. Revision to Purchasing Policy- Off Road Diesel Fuel
 - B. Memorandum of Understanding with Macon County Board of Commissioners for the extension of Little Tennessee Greenway
 - C. Request for Qualification- Recreation Plan for Whitmire Property

Vice Mayor Joe Collins made a motion, seconded by Council Member Rita Salain to approve the consent agenda removing items G (a) & H. The motion carried unanimously. Vote 5 – 0.

7. PUBLIC SESSION

No one signed up to speak at Public Session and no one addressed the Town Council.

8. NEW BUSINESS

- A.) Request approval of licensing agreement between Town of Franklin and First United Methodist Church for the skatepark facility

Town Manager Amie Owens and Town Attorney John Henning, Jr., presented information on the proposed license agreement with First United Methodist Church. The agreement would allow the Town to take control of the Walk Skatepark. Attorney Henning explained that the agreement would include information on how to manage insurance and risk, but that there were still some finite details about the type of coverage necessary.

Council Member Mike Lewis asked for the agreement with FUMC to be tabled until the December 5th meeting. Manager Owens felt it would be amenable with the church to wait on a decision to ensure that all parties were protected and due to the fact that the ordinance related to skate boarding had to be in place prior to any such agreement.

Council Member Mike Lewis made a motion, seconded by Council Member David Culpepper to table this discussion until the December 5, 2022 meeting. The motion carried unanimously. Vote: 5 - 0.

B.) Request approval of proposal from SFCS Architects for feasibility study

Town Manager Amie Owens presented information on the Professional Services Proposal for the feasibility study to determine the suitability of converting the old Angel Hospital property into affordable senior housing.

Givens Estates has recommended SFCS Architects as the firm to complete the feasibility study for affordable senior housing. The proposed amount for the feasibility study is \$155,000. The grant received by the Town for the study was \$267,500. Therefore, no taxpayer funds will need to be used for this study.

Town Attorney John Henning, Jr. will draft a contract and Town Manager Amie Owens may sign the contract.

Vice Mayor Joe Collins made a motion, seconded by Council Member Adam Kimsey to approve the proposal from SFCS Architects, allow the Town Manager to execute a contract and move forward with the feasibility study. The motion carried unanimously. Vote 5 – 0.

C.) Request approval of vendor for the Compensation and Classification Study and to enter into contract

Town Manager Amie Owens presented information received from the three requests for proposals for the Compensation and Classification Study. All three proposals were reviewed by the Town Manager, Human Resources Director and Finance Director.

The Archer Company from Rock Hill, SC was the lowest, responsible responsive bidder. The cost for this Compensation and Classification Study is \$17,360 (includes a \$4000 add-on for their performance appraisal package). Manager Owens has spoken with other municipalities about using this company and received positive feedback.

Council Member Mike Lewis made a motion, seconded by Council Member David Culpepper to approve Town Manager Owens to enter into a contract with the Archer Company for the Compensation and Classification Study. The motion carried unanimously. Vote 5 – 0.

Council Member Mike Lewis thanked the employees for their understanding and patience.

9. OLD BUSINESS

There was no old business to discuss.

10. ITEMS FROM COUNCIL

Council Member Salain thanked everyone for progress on the site for the statue – *Sowing the Seeds of the Future*.

Mayor Horton announced that Council Member Culpepper was added to the Nikwasi Initiative Board. He thanked him for willingness to serve as the Town Council representative.

Council Member Guffey thanked everyone for allowing him to participate via Zoom and for moving several items to the December 5, 2022 meeting so that there could be additional discussion.

12. CLOSED SESSION

Council Member David Culpepper made a motion, seconded by Council Member Mike Lewis to enter into Closed Session under NC General Statute § 143-318.11(a)(6) to discuss Personnel. The motion carried unanimously. Vote: 5-0.

The Town Council entered Closed Session at 7:08 p.m.

The Town Council returned from Closed Session at 7:49 p.m.

13. ANNOUNCEMENTS

- A.) Next Town Council Meeting is Monday, December 5, 2022
- B.) Election Day, Tuesday, November 8, 2022
- C.) Town Offices Closed for observance of Veteran’s Day – Friday, November 11, 2022 per NC State Holiday Schedule
- D.) Veteran’s Day Parade and Ceremony line up at 10:00 a.m., parade at 10:30 a.m.
- E.) Town Offices Closed for observance of Thanksgiving, Thursday and Friday, November 24 and 25, 2022 per NC State Holiday Schedule

14. ADJOURNMENT

Vice Mayor Joe Collins made a motion, seconded by Council Member Mike Lewis to adjourn the meeting at 7:50 p.m. The motion carried unanimously. Vote: 5 to 0.

C. Jack Horton, Mayor

Reviewed by: Amanda W. Owens, Town Manager
Acting Town Clerk

Prepared by: Nicole Bradley
Human Resources Director