



# Town of Franklinton

Board of Commissioners  
Town Hall 101 N. Main St.  
February 20, 2024, 7:00 PM

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## MINUTE

Those in Attendance: Mayor Art Wright, Commissioners John Allers, Judy McArn, Alvin Holden, Tasha Hatten, and LaTasha Wilder, Town Manager Zach Steffey, Town Attorney Gabriel Sablon, and Town Clerk Lauren Chandler

Others in Attendance: Town Planner Chris George, Chief of Police James Davis, Jr., Public Works Director Brad Kearney, and citizens.

Mayor Wright called the Board of Commissioners meeting to order. Commissioner Holden led the Pledge of Allegiance.

### Approval of Agenda

Commissioner Wilder made a motion to approve the agenda. Commissioner McArn seconded the motion. The motion was approved by a vote of 5-0.

### Approval of Minutes

Commissioner Allers made a motion to approve the following minutes: January 16, 2024 Regular Meeting, January 16, 2024 Adjustment Meeting, and January 16, 2024 Closed Session. Commissioner McArn seconded the motion. The motion was approved by a vote of 5-0.

### Consent Agenda

#### a. Franchise Agreement

Commissioner McArn made a motion to approve the Consent Agenda. Commissioner Holden seconded the motion. The motion was approved by a vote of 5-0.

### Public Comments (Three-minute time limit)

There were no public comments.

### Agenda Items

#### a. Voluntary Annexation Petition for 425 Gordon Moore Rd (Parcel ID 010296)

##### i. Staff Presentation

Zachary Steffey

The Board of Commissioners have received a voluntary annexation petition for 425 Gordon Moore Road (Parcel ID 010296). The subject property is non-contiguous to the contiguous corporate limits of the Town of Franklinton. The subject property will be zoned PD Planned Development. The subject property will be 3 acres on the northwestern corner of the existing parcel. The Town Clerk has reviewed the Annexation Petition and certified that the petition is complete. The Board of Commissioners are asked to set a public hearing for the proposed voluntary annexation for March 19, 2024 or as soon thereafter.

##### ii. Vote to set a Public Hearing for March

Board of Commissioners

Commissioner Allers made a motion to set a public hearing March 19, 2024 or as soon thereafter for the Voluntary Annexation Petition for 425 Gordon Moore Rd (Parcel ID 010296). Commissioner McArn seconded the motion. The motion was approved by a vote of 5-0.

b. Voluntary Annexation Petition for 818, 820, and 838 South Main Street (Parcel IDs 007531 and 007532).

i. Staff Presentation

Zachary Steffey

The Board of Commissioners have received a voluntary annexation petition for 818, 820, and 838 South Main Street (Parcel IDs 007531 and 007532). The subject properties are contiguous to the corporate limits of the Town of Franklinton. The subject properties are being combined and rezoned to PD Planned Development and will be an addition to the previously approved Essex Master Development Plan. The combined subject properties are 1.55 acres according to the Franklin County GIS records. The Town Clerk has reviewed the Annexation Petition and certified that the petition is complete. The petitioner seeks to enter into an annexation agreement with the Town of Franklinton. The annexation agreement will allow the annexation to be completed once water has been allocated to the townhome units that will be located on this lot. Completion of this annexation may be initiated sooner if requested by the property owner. The Board of Commissioners are asked to set a Public Hearing on the proposed annexation for the March 19, 2024 Board of Commissioners meeting.

ii. Vote to set a Public Hearing for March

Board of Commissioners

Commissioner McArn made a motion to set a public hearing March 19, 2024 or as soon thereafter for the Voluntary Annexation Petition for 818, 820, and 838 South Main Street (Parcel IDs 007531 and 007532). Commissioner Wilder seconded the motion. The motion was approved by a vote of 5-0.

c. A Rezoning Petition to rezone the property located at 818, 820, 838 South Main Street (Parcel IDs 007531 and 007532) to the Planned Development Zoning District (PD) from the Highway Commercial Zoning District (C3H).

i. Staff Presentation

Zachary Steffey

The Town of Franklinton has received a rezoning request for 818, 820, and 838 South Main Street (Parcel IDs 007531 and 007532). The rezoning request is to change the zoning of the property from C3H Highway Commercial to PD Planned Development. The property is bordered to the north, west, and south by property zoned PD Planned Development and to the east by property zoned LI Light Industrial. The combined acreage of the subject properties is 1.55 acres according to Franklin County GIS records. The property will be added into the Essex property which will then make the property compliant with the minimum lot size and dimensional requirements for the PD Planned Development Zoning District. This rezoning is an amendment to the approved Master Development Plan for Essex.

The Planning Board of the Town of Franklinton met at 6:00 PM on Monday, February 12, 2024 and voted 4-0 to forward a favorable recommendation of the proposed rezoning to the Board of Commissioners. The Planning Board also found the proposed rezoning to be reasonable and consistent with the adopted Comprehensive Plan of the Town of Franklinton.

The Board of Commissioners are asked to consider whether to approve or deny the rezoning request and master development plan amendment for 818, 820, and 838 South Main Street along with the proposed Statement of Reasonableness and Consistency.

ii. Vote to Open Public Hearing

Board of Commissioners

Commissioner Holden made a motion to open the public hearing. Commissioner McArn seconded the motion. The motion was approved by a vote of 5-0.

iii. Vote to Close Public Hearing

Board of Commissioners

Commissioner Allers made a motion to close the public hearing. Commissioner McArn seconded the motion. The motion was approved by a vote of 5-0.

iv. Vote on Rezoning

Board of Commissioners

Commissioner McArn made a motion to approve the Rezoning Petition to rezone the property located at 818, 820, 838 South Main Street (Parcel IDs 007531 and 007532) to the Planned Development Zoning District (PD) from the Highway Commercial Zoning District (C3H) and Master Plan Amendment and find that the proposed rezoning is consistent with the adopted Comprehensive Land Use Plan of the Town of Franklinton, that the proposed rezoning is reasonable, and that the proposed rezoning is in the best interest of the public. Commissioner Holden seconded the motion. The motion was approved by a vote of 5-0.

- d. A Rezoning Petition to rezone the property located at 210 East College Street (Parcel ID 008403) to the Residential Single-Family High Zoning District (RSH) from the Residential Single-Family Medium Zoning District (RSM).

i. Staff Presentation

Zachary Steffey

The Town of Franklinton has received a rezoning request for 210 East College Street (Parcel ID 008403). The rezoning request is to change the zoning of the property from RSM Residential to RSH Residential. The property is bordered to the north, west, and east by property zoned RSM Residential and to the south by property zoned PD Planned Development. The acreage of the subject property is 1.1849 acres according to Franklin County GIS records. The subject property currently appears to meet the minimum lot size and dimensional requirements of the RSH Residential zoning district. The developer intends to subdivide the property into six residential units with a private street. The minimum lot size in the RSH Residential zoning district is 8,000 sq ft for single family lots. Based on the acreage of the lot, it is possible for the developer to meet the minimum lot dimensional requirements for each of the single-family lots.

The Planning Board of the Town of Franklinton met at 6:00 PM on Monday, February 12, 2024 and voted 4-0 to forward a favorable recommendation of the proposed rezoning to the Board of Commissioners. The Planning Board also found the proposed rezoning to be reasonable and consistent with the adopted Comprehensive Plan of the Town of Franklinton.

The Board of Commissioners are asked to consider whether to approve or deny the rezoning request for 210 East College Street along with the proposed Statement of Reasonableness and Consistency.

ii. Vote to Open Public Hearing

Board of Commissioners

Commissioner Hatten made a motion to open the public hearing. Commissioner McArn seconded the motion. The motion was approved by a vote of 5-0.

iii. Vote to Close Public Hearing

Board of Commissioners

Commissioner Holden made a motion to close the public hearing. Commissioner Allers seconded the motion. The motion was approved by a vote of 5-0.

iv. Vote on Rezoning

Board of Commissioners

Commissioner Allers made a motion to approve the Rezoning Petition to rezone the property located at 210 East College Street (Parcel ID 008403) to the Residential Single-Family High Zoning District (RSH) from the Residential Single-Family Medium Zoning District (RSM) and find that the proposed rezoning is consistent with the adopted Comprehensive Land Use Plan of the Town of Franklinton, that the proposed rezoning is reasonable, and that the proposed rezoning is in the best interest of the public. Commissioner McArn seconded the motion. The motion was approved by a vote of 5-0.

- e. Text Amendment to Article 156.3 Districts Section 3.3 Planned Development District and Article 156.2 Procedures Section 2.4.11 Planned Development.

i. Staff Presentation

Zachary Steffey

In an effort to continue to improve the efficiency and effectiveness of our development approval processes Town Staff have developed a proposed text amendment to modify portions of the Planned Development ordinances. The proposed text amendment provides additional clarity on requirements for planned development rezonings and plans, further clarity

on processes and procedures, and additional flexibility to the Board of Commissioners in approving Planned Development Rezoning and Master Development Plans.

The Planning Board of the Town of Franklinton met at 6:00 PM on Monday, February 12, 2024 and voted 4-0 to forward a favorable recommendation of the proposed Text Amendment to the Board of Commissioners. The Planning Board also found the proposed Text Amendment to be reasonable and consistent with the adopted Comprehensive Plan of the Town of Franklinton.

The Board of Commissioners are asked to consider approving the proposed text amendment along with the proposed Statement of Reasonableness and Consistency.

ii. Vote to Open Public Hearing

Board of Commissioners

Commissioner Allers made a motion to open the public hearing. Commissioner McArn seconded the motion. The motion was approved by a vote of 5-0.

iii. Vote to Close Public Hearing

Board of Commissioners

Commissioner Holden made a motion to close the public hearing. Commissioner McArn seconded the motion. The motion was approved by a vote of 5-0.

iv. Vote on Text Amendment

Board of Commissioners

Commissioner Wilder made a motion to approve the Text Amendment to Article 156.3 Districts Section 3.3 Planned Development District and Article 156.2 Procedures Section 2.4.11 Planned Development and find that the proposed text amendment is consistent with the adopted Comprehensive Land Use Plan of the Town of Franklinton, that the proposed text amendment is reasonable, and that the proposed text amendment is in the best interest of the public. Commissioner McArn seconded the motion. The motion was approved by a vote of 5-0.

## Reports

a. Town Manager Report, Staff Reports (included in packet)

- i. Mr. Steffey showed a slide of the Franklinton Police Department stats for the past 3 months of tickets, citations, and arrests. There has been an increase in stops over the month, and we hope this will help with addressing the speeding throughout town. The stats are something that the Town will continue to provide.
- ii. Public Works has been working on some patching work on potholes throughout town. This will be an ongoing effort throughout the year.
- iii. The Dr. Martin Luther King Jr. march that took place January 20<sup>th</sup> went well. The Town thanks the Police Department for helping with this event.
- iv. On January 20<sup>th</sup> the Town also had a snow day on the front lawn of Town Hall. The Town thanks Brad Kearney, Lance Alley, Chris George, and Captain Hastings for helping with the snow machine throughout the night and day. This will probably be an annual event.
- v. The Town did a lot of decorating for Valentines Day, and this ended up being the Town's most successful post. People seem to really enjoy the light tunnel. The Town will switch the lights over to a winter themed color and then will be decorating for St. Patrick's Day and Easter. The plan is to have the tunnel taken down after Easter.
- vi. The Town has been a Tree City USA community for 37 years and is now back in good standing with our Tree City USA status. We have updated the stickers on two of our signs.
- vii. The Police Department has some new patrol vehicles. The Town has 3 delivered and 2 more on the way. The Town is very proud of their new patrol vehicles.

- viii. The Town wants to recognize Corporal Hinton for SRO appreciation day. Corporal Hinton does a great job keeping students and teachers safe and for enforcing the stop sign laws within our Town.
  - ix. The Town has their ongoing Basketball program taking place. Coach Hartsfield sent over pictures from this past weekend and seems to be going well with our youth.
  - x. The Town has put out the 2024 Events calendar. This has all our known events for the year. The Town will laminate these and give to businesses downtown to help get the word out. The Town averages about 2 events per month.
  - xi. Franklinton to Novozymes Rail Trail engagement session with this Thursday, February 22nd from 6:00 PM – 8:00 PM at Town Hall. This will be a good opportunity to ask questions and get information on this project. This a significant project with the Town and Franklin County and a great opportunity to be connected to Novozymes.
  - xii. The Town's St Patrick's Day Palooza will be March 15th from 5:00 PM – 8:00 PM. Destiny has done a great getting out food trucks filled up for the year. The Town is almost filled up with craft vendors. There are also about 30 bands who have reached out to be a part of our events.
  - xiii. The Easter egg hunt will be March 23<sup>rd</sup>. A specialized egg hunt will be held at 10:00 AM and a traditional egg hunt will be held at 1:00 PM. Both egg hunts are scheduled to be held at Franklinton Park (Franklinton Middle School Gym if it is raining).
- b. Advisory Board Reports (included in packet)

### Upcoming Meetings

- a. March 11, 2024 – Planning Board Meeting at Town Hall at 6:00PM
- b. March 20, 2024 – Board of Commissioners Meeting at Town Hall at 7:00 PM

### Adjournment

Commissioner Allers made a motion to adjourn the Board of Commissioners Meeting. Commissioner Holden seconded the motion. The motion was approved by a vote of 5-0.

X

Arthur Wright  
Mayor

X

Lauren Chandler  
Town Clerk

Special Budget Meeting  
February 29, 2024  
9:00 AM – 4:00 PM

## MINUTES

Those in Attendance: Mayor Arthur Wright, Commissioners John Allers, Alvin Holden, Tasha Hatten, Judy McArn, and LaTasha Wilder, Town Manager Zach Steffey, and Town Clerk Lauren Chandler

Mayor Art called the Special Meeting to order at 9:00 AM.

Mr. Steffey presented the Budget Highlights:

- The Town is budgeting to add 4 new positions: 2 Police Officers, 1 Public Works Technician, 1 Parks and Recreation Director
  - The Town is looking to hire a full-time Parks and Recreation Director.
    - The Town would like to look at doing camps for youth along with the regular sports opportunities in the future.
- The Town will be absorbing the costs of trash services into the tax rate.
  - Commissioner McArn asked about adding the fee into the taxes. Mr. Steffey explained that the Town has tried to set this process up with Franklin County, but we were unable to get confirmation from the county that this would be an option.
- The Town will reduce the tax rate from 75 cents to 73 cents.
  - Commissioner Allers asked about the cost savings for the average house value: Mr. Steffey answered that the valuation amount is based on the total value of both residential and commercial, but there may be a way to see this broken out.
  - Commissioner Allers wasn't sure it was necessary to lower the tax rate as residents have not voiced any complaints about the current tax rate.
  - A resident with a \$300,000 home would save around \$360 with taxes and trash service adjustments. These savings and other budget highlights can be used by Commissioners as talking points.
  - Mr. Steffey shared that the Town has a good connection with the new Economic Development Director with the County. This will be a great benefit for the Town in development opportunities.
- The Powell Bill funding has increased. The Town was awarded more than expected this year and the funding has increased for next year.
- The Town will be leasing new vehicles through Enterprise Fleet Management: 2 for the Police Department and 1 to be shared between the Planning and Inspections Department and the Administration Department.
  - Mr. Steffey will start driving the older Police Department truck and forgo the monthly gas stipend and should have some cost savings.
  - The Town will also include the Geo Tab in each vehicle to monitor where vehicles are located and how often an area is traveled. This will be great information as Officers and Town Staff help residents who are asking about police presence, route of service pickups, as well as monitoring mileage and gas of each vehicle.
  - Enterprise Fleet Management is the hub where the Town checks maintenance of each vehicle and makes sure all are staying up to date and mileage is being recorded to know when it is the appropriate time to sale. Funds from sales are applied to the next vehicle. Eventually the fleet should closely fund themselves as we regularly sale and update vehicles.

- The Public Works Department will purchase 1 new zero turn mower.
- The Town has increased funding for Special Events.
  - One of the bigger expenses is bands for our events. Quality bands are expensive.
  - Commissioner Wilder asked about Food Lion becoming a sponsor. Mr. Steffey said that the Town has not had sponsorship from Food Lion yet but would reach out to them.
  - Mr. Steffey mentioned that the Franklinton Chamber of Commerce is working on bigger sponsorships for the upcoming year. The Town hopes that this will help offset costs.
  - Some of the Town's sponsors include: Novozymes, Hurt LLC, Gatekeeper, Bishops Painting and Wallpaper, and Creeksea of Main.

Mr. Steffey showed a pie chart that showed the breakout of the budget:

- The ABC board has capped payments to the Town at \$100,000 for the Fiscal Year.
- The Commissioners discussed how they would love to see more involvement with the community with the ABC store (Youngsville's ABC Store has corn hole with new deliveries and lottery for certain limited beverages)

Mr. Steffey showed a Pie Chart of Expenditures with a breakdown of each Department:

- The Auditor fees increased to cover yellow book audits (required with larger grant fundings)
- The Election line increased to cover election costs. The costs were double what was budgeted, and this was unexpected. With the presidential election this year, the Town wants to be prepared for expenses.
  - There was some discussion about removing early voting in Franklinton and letting the County seat take care of it.
- There is an increase for IT services.
  - The goal is to make the Town Hall more secure in the server room and to relocate all video monitoring equipment in that server room.
- Education and certifications
  - This flows throughout all departments and includes the Town's Finance Tech continuing in education toward the Finance Officer position and maintaining all current certifications and associations for all departments.
- Increase in salaries with the Planning and Inspections Department with earning the CZO certification as well as taking responsibility over the Town cemeteries.
  - There was a discussion on purchasing property next to Evergreen Cemetery. Mr. Steffey stated that the Town could investigate this property. The sale price is \$125,000 for 1.2 acres. There was consensus that this was too much for the acreage of land.
  - There was discussion about the conditions of the records for the cemeteries. Survey services were looked into with Wooten and something that can be further looked into. Current records are regularly being updated.
- The Town will update the Land Use Plan. The last official update was about 22 years ago. The Planning Board has started updating the Land Use Plan, but this needs another look to meet where the Town is currently at with growth.
  - The Town is looking to expand the ETJ an additional mile which would be in conjunction with Youngsville also expanding. This expansion is close to the line of agreement with the Town of Youngsville.

- There is an increase in Police Department officers, from 8 to 10 officers. The Police Department has adjusted the hiring range to keep competitive with neighboring towns. Some Towns have opted to pay for someone to go through BLET, but the Town is hoping for lateral transfers from other areas. The Town would like to start recruiting positions as soon as the budget is approved by the Board of Commissioners.
  - Other increases would include new vehicles, equipment and uniforms for new positions, and future radar speed signs.
    - One sign purchase could be like the sign borrowed from Youngsville during the Christmas Parade.
- There is an increase with the Public Works Department for the new Public Works Technician position and to increase the salary of one employee that got their CDL license. There is also budgeted to save to replace the leaf vacuum and bucket truck in the future.
- The Town will increase the service cost of Trash Services. There may be an increase if the Town goes with a different provider. The Town is looking to improve the quality of customer service, but the reviews of trash service are low all around.
- The Town has increases in Public Grounds:
  - The Town will improve worn or damaged street signs throughout Town.
  - The Town has a \$75,000 Rail Trail match.
- Increases with Street Maintenance:
  - The Town will plan to use any extra revenue on paving Town roads.
  - The Town hopes that the Communication Dr. development will include the road being paved with this project.
  - Mr. Steffey explained that part of Mason Street should be paved in preparation for Mason Glenn being developed. This could be a two-part project for during and after construction.
- Parks & Recreation Director
  - The Town will start looking to fill this position as soon as the budget is approved by the Board of Commissioners. Mr. Steffey mentioned looking at local colleges and NC State for possible candidates.
- Mr. Steffey showed the staffing breakdown:
  - Police Department: 2 in 2024-2025; 1 in 2025-2026; 1 in 2026-2027
  - Public Works: 1 in 2024-2025; 1 in 2025-2026
  - Park & Recreation: 2024-2025
  - Finance: Finance Officer - 2025-2026 (transition Finance Tech to Finance officer)
  - General Admin: Assist. FY 2025-2026

Commissioner Allers made a motion to enter into Closed Session for the purpose of personnel discussion. Commissioner McArn seconded the motion. The motion was approved by a vote of 5-0.

The Commissioners came out of Closed Session.

Mr. Steffey presented Future Funding needs:

- Police Department Future Funding needs:
  - Downtown Police Camera System
    - The Town had demonstrations of what can be accomplished with Downtown camera systems.



- The Town is no longer contracted with Flock for LPRs.
- Vehicle license plate readers and dashboard cameras
- Renovating the 2nd floor of the Town Hall and possibly the 1<sup>st</sup> floor to add office spaces, etc.
- Replace mobile camera tower.
- Mobile speed trailer(s)
- Additional traffic control devices
- Mobile event messaging sign
- Public Works Department Future Funding needs:
  - Security system for Public Works facilities
  - Improved perimeter fencing
  - Paving site
  - Remodel office and restrooms
  - Additional storages
  - Replace backhoe
  - Replace leaf vacuum
  - Purchase of a streetsweeper
  - Replace bucket truck
  - Replace knuckle boom
  - Replace chipper
  - Purchase of a 10-12 cubic yard dump truck
  - Replace tractor
  - Ditch Witch jetting machine (the current Ditch Witch is not operational)
  - NCDOT compatible road closure barricades
    - The Town is now contracted to mow the US1 right-of-ways and to plant additional wildflowers in those areas.
    - Commissioner Allers asked if the Town has looked into the flower program for the highway. Mr. Steffey answered that the Town has looked into this program.
- General Administration Future Funding needs:
  - Roof - next 5 years
  - Parking lot – resurfacing, paving, striping new parking lines, and lighting
  - ADA accessibility
  - Upgrade security system
    - There was some discussion on expanding the Town Hall building with growth in the next 5 years
  - Website update
  - Town Hall grounds
  - Payment collection system
  - Digitalization of paper files
  - Minor renovations and repainting
- Planning & Inspections Department Future Funding Needs

- Updated Land Use Plan
- Recodify UDO and Town Ordinances

Mr. Steffey asked the Commissioners for feedback in any of the areas of discussion or on any other items.

#### Commissioners Feedback on Town Departments and Service Delivery:

- Commissioner Hatten mentioned that the conditions and maintenance of the ditches in Town could be improved.
- Commissioners wondered if the notice for bulk pick-up is advertised well. There were items on the side of the 56 Hwy near Lane Store Rd (including a toilet) that have been there for a while.
  - Mr. Steffey communicated this with Mr. Kearney.
- Commissioner Hatten asked if the Town participated in the Tree Replacement Program back in the day to remove Bradford Pear trees and replace them with other trees. Program. Commissioner Hatten also asked about what is done about sidewalks and roads that bulge up due to tree roots.
- Commissioner McArn asked if there could be something done to help with the cigarette litter at Texaco Station Park. Mr. Steffey stated he could research what other towns may be doing. Adding a receptacle could encourage smokers to congregate in a heavily trafficked area.
- Commissioner Wilder asked if anything could be done with the Exxon Stations appearance. Mr. George has written citations for the signage and vegetation, but the staff will follow up on this process.
  - There was some discussion about Brightspeed removing unused lines. There has been an understanding with Brightspeed that they will move lines to Front Street with their installation of fiber.
- Commissioner McArn asked if the fallen lights on Front St could be removed, and then if new ones could be added to help with the aesthetics... Mr. Steffey answered that Mr. Kearney had removed the lights recently and they could look into adding a drop for electricity to add additional lighting.
- Add parking lines
- Commissioner Wilder asked for an update with SMAX. Mr. Steffey answered that the Town has started to send fines with vegetation, standing water, graffiti, an open grease trap, and metal roofing debris.
- The Commissioners would like to see overall improvements to the roads. Mr. Steffey stated that the goal is to get the rest of Bowen Street paved and then Mason Street where Mason Glenn will be developing. With additional reevaluation funds and the increase of Powell Bill funding, the Town will work to pave heavier trafficked areas first and then secondary roads.

#### Events:

- Mr. Steffey presented an event idea for the Town of Franklinton. The Town could hold an event that would be unique to Franklinton, their Signature event. Mr. Steffey's idea was to hold an annual Funky Town Festival event. It would be 70s and 80s inspired with residents encouraged to dress in the decades attire and have all activities and music related to those time frames.
  - The Board of Commissioners approved this new event.
  - Commissioner McArn mentioned needing to promote this festival big!
- There was some discussion about keeping Christmas in July. The owners of Green Hill ran the event last year and now they have sold their business. Mr. Steffey stated that he could check with local businesses at the next Chamber of Commerce meeting. He also believed that vendors and food trucks were already booked for this event. This may be something to consider removing next year so that the events calendar can stay consistent.

Mr. Steffey asked the Board of Commissioners if there were any businesses they would like him to pursue for Downtown.

- Downtown Businesses Interest
  - Bank - maybe looking into 5/3 and Benchmark
  - Seafood restaurant
  - A venue for youth to have activities or programs

Code of Ethics (Ms. Chandler gave out the current Code of Ethics that was adopted in 2010 and a sample from the NC State Treasurer):

- Commissioner Allers would like to add something about social media. Elected Official are held to a different standard, and how we project ourselves is important and represents the Town of Franklinton even if it is a personal page. Commissioner Allers is concerned that the media will use posts to make a story. It is all about public perception.
  - WRAL reached out to McArn through social media
- Mr. Steffey made the following suggestions:
  - Make your profile private and know who you are friends with as a precautionary first step.
  - It may be a good habit to update and reevaluate the Code of Ethics policy with any changes.
  - Send comments and suggestions to Mr. Steffey and then he will distribute these suggestions to the other Board members for review.
    - This can be a Consent Agenda Item for adopting the updated Code of Ethics policy in March's meeting.
- Communication between Board Members
  - There was discussion of how-to best start having better communications without breaking the public meetings law.
  - The Board and Mr. Steffey decided to start meeting two at a time with the Mayor and Commissioners after the agenda was completed and then rotate with who is meeting together.
    - The first scheduled meetings are for: March 14<sup>th</sup> at 2:00 (Mayor Wright, Commissioners McArn and Wilder) and 3:30 (Commissioners Hatten, Holden, and Allers)

Future Projects for Franklinton:

- Community center/ YMCA
  - Commissioner Wilder suggested moving forward with this project. Commissioner Hatten agreed.
  - Mr. Steffey shared that the next step would be to do a roughly \$15,000 feasibility study.
    - The Board of Commissioners was in favor if the money is available (estimated for July 1st with payment but to go ahead and look into firms for the feasibility study)
    - Ms. Tonya with Porte Noire is a good point of contact for this (she is involved with the YMCA in Cary and helped with funding)
- Streetscape
  - Mr. Steffey went through the tentative streetscape plans. There will be a Campo informational meeting to learn exactly what we can do with the sidewalk grant. There was discussion about relocating the signal boxes to the ground. Mr. Steffey shared the idea of painting the traffic signal boxes once relocated to look like a gas pump at Texaco Station Park.
  - Parking spots will not be taken with the proposed street bump outs.

- Including sidewalks up 56 HWY where there is an established footpath up to Hillsborough Street.
- Improving signage
- There was discussion that the land behind the Town owned parking lot was once the Town's property. Mr. Steffey will investigate the potential of acquiring this property again. This location would be a good spot to expand parking lot in the Downtown area.
- Cedar Creek Park
  - This park will take some grant funding (PARTF; applied for the EEG)
- Beech Creek Park
  - Mr. Steffey created a logo for each park to try and market each one a little differently.
  - This park should have minimal costs. There are plans to build maybe 2 bridges. Trails are going to be maintained with Town processed mulch.
- Rail Trail
- Coca-Cola Building
- S-line project
- Paving Projects
- Sidewalks
- Expanding sidewalk network
- Parking deck
- Property acquisition

Mr. Steffey shared information on the different grants available for a variety of projects.

Mr. Steffey suggested sprucing up the Town owned land at Savage and Dunston with flowers, a picnic table and trash can to spruce things up in this area. The Board discussed some concerns of how well items would be taken care of, but they were in favor of starting with these items.

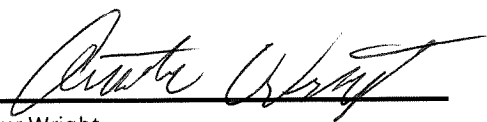
The Board suggested to also focus on:

- Roads and sidewalks
- Partnering with the County on Franklinton Park

Mr. Steffey went over Legislative Policy with the Board of Commissioners:

- The Town has met with representatives from the office of Senator Bud and Senator Tillis and is also working to build a relationship with congressional members. Representative Winslow is also very responsive and engaged in the Town of Franklinton's needs with the S-line.
- NCLM legislative policy committee – Mr. Steffey is currently serving on this committee and recently mentioned the S-line and regional issues like US 1.
- The Town has a good relationship with Commissioner Bragg and needs to build relationships with other County Commissioners.
- The Board of Commissioner expressed their desire to visit with congressional members to be more of a voice for the Town.

X



Arthur Wright  
Mayor

X



Lauren Chandler  
Town Clerk