



Fuquay-Varina Town Board Meeting

January 18, 2022

J. Blake Massengill, Mayor
Larry Smith, Mayor Pro-Tem
William H. Harris, Commissioner
Marilyn B. Gardner, Commissioner
Tracy Watson, Commissioner
Bryan Haynes, Commissioner
Adam G. Mitchell, Town Manager
Mark D. Matthews, Assistant Town Manager
James (Jim) E. Seymour, Assistant Town Manager
Rose H. Rich, Town Clerk
James S. Adcock, III, Town Attorney

The Regular Meeting of the Fuquay-Varina Town Board scheduled for Tuesday, January 18, 2022, at 7:00 p.m. was held at the Fuquay-Varina Town Hall, 134 N Main Street, Fuquay-Varina, NC.

In attendance were Mayor Blake Massengill, Mayor Pro-Tem Larry Smith and Commissioners Marilyn Gardner, William Harris, Tracy Watson, and Bryan Haynes. Also in attendance were Town Manager Adam Mitchell, Assistant Town Manager Mark Matthews, Assistant Town Manager Jim Seymour, Deputy Town Clerk Teresa Wilder, Town Attorney James Adcock (virtually), and IT Director Scott Clark.

CALL TO ORDER

Mayor Massengill called the meeting to order at 7:00 pm.

INVOCATION AND PLEDGE

Mayor Pro-Tem Larry Smith provided the invocation and Retired Police Major Bob Adams led the Pledge of Allegiance.

VIRTUAL MEETING PROTOCOL

Town Manager Adam Mitchell reviewed the meeting protocol noting that the meeting was both in-person, via Zoom, and live streamed.

APPROVAL OF MINUTES

3A The January 3, 2022, minutes of the Town Board of Commissioners regularly scheduled meeting.

MOTION: Mayor Pro-Tem Smith

SECOND: Commissioner Gardner

MOTION RESULTS: Passed Unanimously (5-0)

PRESENTATIONS

4A Recognition - Arts Center - David Wright - Certification and Training Achievement

Purpose - To recognize David Wright, Arts Center Technical Theatre Operations Specialist, for completing Dante 3 Certification (Digital/Audio/Networking) and Completion of Basic Rigging and Inspection training.

Staff Comments - Arts Center Director Maureen Daly entered the agenda abstract and supporting documents for this agenda item into the official record of the Town. She then provided information about the agenda item by making the following remarks.

Dave Wright, Technical Theatre Operations Specialist, has been a member of the Arts Center staff for 3 years—initially in a part time position and as a full-time staff member for just over a year. Dave’s position and skills require him to maintain, manage, operate, and train staff on the lighting, sound, and other specialty equipment in the theatre.

Dave undertook specialty training in the Dante system—a software managed network that simplifies the connection of multiple devices to guarantee excellence in delivery of sound. Dave has received Dante 3, the highest-level certification available.

In addition to increasing his knowledge base with audio/video, Dave has also completed Basic Rigging and Inspection with ITI Genco, knowledge that was put to the test with this year’s Nutcracker production. Dave makes a difference for customers and patrons and continues to be an important member of the Arts Center staff.

Mayor Massengill thanked Mr. Wright for investing his time in getting the certification and being involved behind the scenes at the Arts Center. He also commended Mr. Wright for having skills that brings a high level of quality to performances at the theatre.

4B Recognition - Public Utilities - Certification Achievements

Purpose - To recognize public utilities employees for their recent certification achievements.

Staff Comments - Public Utilities Director Mike Wagner entered the agenda abstract and supporting documents for this agenda item into the official record of the Town. He then provided information about the agenda item by making the following remarks.

Public Works Director Wagner stated that North Carolina requires more than thirty (30) certifications and grade levels to perform various operations and maintenance to water and wastewater systems. Certifications are achieved through experience, schooling, and examination and are maintained annually through continuing education units. A list of Public Utility Department employees that obtained certification achievements in December 2021 are as follows:

Chris Way obtained Wastewater Collection Systems Grade II Certification from NC Water Pollution Control System Operators Certification Commission.

James Patterson obtained Wastewater Collection Systems Grade IV Certification from NC Water Pollution Control System Operators Certification Commission.

Jim Carney (who was unable to attend) obtained Biological Wastewater Grade 4 Certification from NC Water Pollution Control System Operators Certification Commission.

Patrick Walsh obtained Collection Systems Grade I Certification from NC Water Pollution Control System Operators Certification Commission.

These employees and their knowledge related to utility systems adds value and benefits the Town daily.

Mayor Massengill commended the Public Utilities staff members for obtaining their certifications. He stated that people call on staff in different ways and the Public Utilities staff is called on every day for clean water and the removal of dirty water and that they are constantly working to provide citizens with these much-needed services.

4C Recognition - Police Employees - Training and Other Achievements - Police Department

Purpose - To recognize police employees for training and other achievements.

Staff Comments - Police Chief Laura Fahnestock entered the agenda abstract and supporting documents for this agenda item into the official record of the Town. She then provided information about the agenda item by making the following remarks.

Police Chief Fahnestock provided a listing of Police Department employees that obtained training and other achievements from November 2021 through early January 2022.

Training Accomplishments

Officer Sal Fundaro Intermediate Certificate from NC Criminal Justice Education and Training Standards Commission

Corporal Brett Kain Advanced Certificate from NC Criminal Justice Education and Training Standards Commission

Police Employee of the Month

Officer Jay McMahill - Employee of the Month for November 2021 for rendering immediate medical aid to a suicidal subject who was injured as a result of a self-harm incident. Officer McMahill responded quickly to gain access to the individual that had locked himself in a bathroom to harm himself. Officer McMahill worked to enter the bathroom cautiously and immediately provided first aid to stop the bleeding until EMS responded.

2021 Police Employee of the Year

Corporal Dan Look - Recognized as the 2021 Employee of the Year for his efforts related to fundraising for Special Olympics of NC, Community Outreach Initiatives, Crisis Negotiations at Critical Incidents, work ethic, and exemplifying the Police Department's Core Values of Fairness, Vigilance, Professionalism and Dedication.

Chief Fahnestock was excited to report that for the first time in the history, the Town of Fuquay-Varina is number one for fundraising for the Special Olympics in North Carolina. The Police Department raised over \$72,000 through the efforts of community outreach and businesses supporting the Police Department's efforts.

Mayor Massengill commended the Police Officers for their training accomplishments, special recognition of Police Employee of the Month, the Police Employee of the Year, and for their exceptional fundraising efforts for Special Olympics.

4D Resolution - Law Enforcement Service Weapon Retirement Award - Police Chief Laura Lockey Fahnestock

Purpose - To consider adopting a resolution awarding Police Chief Laura Lockey Fahnestock her service weapon upon her retirement from the Town of Fuquay-Varina's Police Department.

Staff Comments - Town Manager Mitchell entered the agenda abstract and supporting documents for this agenda item into the official record of the Town. He then provided information about the agenda item by making the following remarks.

Effective February 1, 2022 Police Chief Laura Lockey Fahnestock will retire from the Fuquay-Varina Police Department with over 30 years of honorable and distinguished public service. Her service included over six years to the Town of Fuquay-Varina and over 24 years of service previously with the City of Rocky Mount.

As authorized by the State of North Carolina and at the discretion of the Local Governing Body, Chief Laura Fahnestock is afforded the opportunity to receive her service weapon upon retiring from local government service. North Carolina General Statute 20-187.2(a) states that the Governing Body of a law enforcement agency may in its discretion, award to a retiring member upon his/her request their service side arm. N.C.G.S. §14-402 and §14-409.10 additionally state that a proper permit must be obtained in order to receive the service side arm. Chief Fahnestock has satisfied all of these requirements and formally requests to be awarded her service weapon upon retirement. The weapon requested is a Glock 17 9 mm handgun with the serial number BMWZ344. A retirement celebration is planned for January 28, 2022. The action requested is to approve the Resolution to Award Police Chief Fahnestock her service weapon upon her retirement from the Town of Fuquay-Varina as recommended. A presentation of the

service weapon along with the resolution will occur at a later date. \$1.00 has been paid to the Town in exchange for Police Chief Laura Fahnestock's service weapon.

Discussion - Mayor Massengill thanked Chief Fahnestock's husband Van for supporting her during her career with the Town of Fuquay-Varina. He expressed his excitement about Chief Fahnestock's next chapter in life. He stated that he is proud of her many accomplishments, especially the recognition last year of the Town of Fuquay-Varina being named the safest small city in North Carolina. Under Chief Fahnestock's leadership she grew the department from 36 officers to 59 officers and has been an advocate for the support and tools they need to do their job. He also stated that she initiated the first K-9 unit in the department and established the first Police Department Honor Guard. Chief Fahnestock also established a social media presence that is second to none, along with several successful community engagement events like "Coffee With A Cop". Mayor Massengill stated that the leadership she has provided to the organization is greatly appreciated and he wished her all the best upon her retirement.

Mayor Pro-Tem Smith stated that he had the honor of taking part in Chief Fahnestock's swearing in ceremony. He stated that when she was taking over the department, he tasked her with one mission, to make the department better and to leave it in better shape than when she found it. He stated that she has done that, as she has not only touched the citizens of Fuquay-Varina and Rocky Mount, but that she has made a mark on North Carolina Law Enforcement and is recognized statewide due to her leadership. He stated that he has worked with a lot of police chiefs over the years, and he can't think of any that he would give higher accolades than to Police Chief Fahnestock. Mayor Pro-Tem Smith wished Chief Fahnestock and her family nothing but the best in the future and he thanked her for her dedicated service.

Commissioner Harris stated that he remembers being very impressed with the initial interview of Chief Fahnestock, and he stated that he still is impressed with her leadership. He commended her for chartering a new method for policing in Fuquay-Varina. He stated that during the George Floyd incident there were some tough times, and she withstood a lot of criticism and kept moving forward, which was a testament to her professionalism and dedication to the entire community. He also stated that with her leadership she has launched training, have kept up the morale in the department and has been innovative in the community with her policing efforts. Chief Fahnestock's community engagement has been great through social media, Coffee With A Cop, and various other events. Commissioner Harris wished Police Fahnestock and her family the best upon her retirement and Godspeed.

Commissioner Gardner echoed the previous well wishes regarding Chief Fahnestock. She thanked Chief Fahnestock for all that she has done for the Town of Fuquay-Varina. She stated that Chief Fahnestock has raised the level of outreach and successfully engaged our citizens through social media and was recognized by the Huffington Post stating that other communities should take note of what the Chief is doing if they want to engage their citizens. She wished Chief Fahnestock the best upon her retirement and stated that she is a true rock star and wonderful example for young women.

Commissioner Haynes also echoed the kind sentiments regarding Chief Fahnestock. He stated that he was always told to leave a place better than you found it and that Chief Fahnestock has definitely done that. He stated that women in law enforcement have a great example to look up to in Chief Fahnestock. He commended her for greeting everyone with a smile and he thanked her for years of dedicated service and congratulated her upon her retirement.

Commissioner Watson also echoed the kind sentiments regarding Police Chief Fahnestock. She stated that 30 years in policing is a great accomplishment and that Chief Fahnestock is an inspiration to our young women here in Fuquay-Varina. Commissioner Watson also thanked Chief Fahnestock for her leadership and for the amazing Police Department that we have.

Town Manager Mitchell thanked Chief Fahnestock's husband Van and daughter Victoria for supporting her during her time with the Town of Fuquay-Varina. He stated that over his 20 plus years in local government Police Chief Fahnestock is one of the greatest hires he has ever made. He stated that he is going to miss all the attributes and great leadership that she has brought to our organization. He stated that she brought personality and a sense of humor to the organization and the Police Department. Town Manager Mitchell commended Chief Fahnestock for the fantastic work that she accomplished for the Town of Fuquay-Varina and for the Fuquay-Varina Police Department.

Police Chief Fahnestock stated that she is very thankful for the opportunity to lead a fantastic Police organization. She thanked Town Manager Mitchell for giving her the opportunity to become Police Chief. She stated that her 30 years in policing has been very rewarding, and she plans to be an active and engaged citizen of Fuquay-Varina. She stated that she is going to continue to be an advocate for the men and women of Fuquay-Varina Police Department, law enforcement officers throughout the State of North Carolina and the country. She thanked her officers, civilian employees, community business owners and neighbors in Fuquay-Varina for

supporting her during the good and bad times to make sure that the Town of Fuquay-Varina continues to move forward to be the best and safest community possible.

Recommendation - Adopt the Resolution authorizing the award of a law enforcement service weapon to Police Chief Laura Lockey Fahnestock in recognition of retirement from the Town of Fuquay-Varina Police Department as presented and recommended.

MOTION: Mayor Pro-Tem Smith

SECOND: Commissioner Watson

MOTION RESULTS: Passed Unanimously (5-0) Resolution No. 22-1739

PUBLIC COMMENTS

5A No one chose to speak in person or virtually during public comments.

ITEMS PREVIOUSLY TABLED

6A There were no items previously tabled for the January 18, 2022, Town Board meeting.

PUBLIC HEARINGS

7A There were no public hearings for the January 18, 2022, Town Board meeting.

CONSENT AGENDA

8A Fiscal Year 2022-2023 Budget Development Schedule

Purpose - To consider approval of a budget development schedule for the Fiscal Year 2022-2023 budget process.

Recommendation - Approve the Fiscal Year 2022-2023 Budget Development Schedule as presented and recommended.

8B Voluntary Annexation Petition - Ronnie E. Dickens - 9032 Purfoy Road - PIN 0665653285- ANX-2022-02

Purpose -To consider the adoption of a resolution instructing the Town Clerk to investigate an annexation petition and to adopt a resolution setting a public hearing for February 7, 2022, following the receipt of the petition for voluntary annexation of property owned by Ronnie E. Dickens containing a total of approximately 0.789 acres.

Recommendation - Adopt the resolution instructing the Town Clerk to investigate the voluntary annexation petition and adopt the resolution setting the public hearing for a voluntary annexation petition on February 7, 2022, for property owned by Ronnie E. Dickens - ANX-2022-02, as presented and recommended.

A motion was made to approve Consent Agenda items 8A-8B.

| | | |
|-----------------|--------------------------|------------------------|
| MOTION | Mayor Pro-Tem Smith | |
| SECOND: | Commissioner Gardner | Resolution No. 22-1740 |
| MOTION RESULTS: | Passed Unanimously (5-0) | Resolution No. 22-1741 |

ITEMS REMOVED FROM CONSENT

9A There were no items removed from the Consent Agenda for separate consideration.

ADMINISTRATIVE REPORTS

10A Contract Award - Town-Wide Pavement Condition Survey - Withers Ravenel - \$79,100.00

Purpose - To consider the selection of engineering consultant Withers and Ravenel, to conduct a Town-Wide Pavement Condition Survey and authorize the Town Manager to execute the contract in the amount of \$79,100.00.

Staff Comments - Engineering Director Matt Poling entered the agenda abstract and supporting documents for this agenda item into the official record of the Town. He then provided information about the agenda item by making the following remarks.

In September 2021, the Engineering Department sought Request For Qualifications (RFQ) to perform a pavement condition survey of the Town's public roadways. The Town received 12 letters of interest. Upon reviewing and evaluating all responses, staff interviewed the top three consultant proposals. The proposal interview team consisted of Town staff from the Engineering and Public Works Departments. The review team selected engineering consulting firm Withers Ravenel as the most qualified to perform the pavement conditions survey.

The pavement condition survey will evaluate the condition of approximately 150 miles of Town-owned public roadway. This survey will aid town staff in providing preliminary recommendations and budgetary cost estimates for the maintenance and rehabilitation needed to optimize pavement life, guide staff on how to select certain roadways for pavement repair, and help identify maintenance activities over the next three to five years. The pavement condition survey is expected to take approximately three months to complete.

The Town's FY 2022 budget identifies \$100,000 in funding for the pavement condition survey. The negotiated fee of \$79,100 for the proposed services is within the approved project budget.

Discussion - Mayor Massengill stated that traffic continues to be a top priority for the Town, and this is going to allow the Engineering department to be proactive on which roads needs to be resurfaced.

Mayor Pro-Tem Smith stated that he is always pleased when Town projects come in under budget. He thanked Engineering Director Matt Poling and staff for their work on the project.

Commissioner Watson asked how often the surveys are done on our roads. Engineering Director Matt Poling stated that this is the first ever pavement condition survey and that it will probably take place every three to five years. This will help us stay updated and make sure that the Town is maintaining and rehabilitating the roads that need to be maintained.

Town Manager Mitchell stated that in the last 10 years the Town has almost doubled the number of maintained roadways and from 2007 which was 61 miles to now 2021 with 150 miles of roadway. This survey is necessary so that the town takes a more pragmatic approach to making good recommendations to the Town Board about how to best invest our resources with resurfacing projects.

Recommendation - Authorize the Town Manager to execute a contract with engineering consulting firm Withers and Ravenel in the amount of \$79,100.00 to perform a Town-Wide Pavement Condition Survey as presented and recommended, subject to approval by the Town Attorney review as to form.

MOTION: Commissioner Gardner
SECOND: Commissioner Haynes
MOTION RESULTS: Passed Unanimously (5-0)

10B Contract Award, Project Ordinance Amendment, and Budget Amendment BA-22-22 - Edifice General Contractors - Community Center North - Parks, Recreation, and Cultural Resources

Purpose - To consider a contract award to Edifice General Contractors for Construction Manager at Risk Services for the Community Center North Project, as well as an associated Budget Amendment and Project Ordinance Amendment.

Staff Comments - Parks and Recreation Director Cox entered the agenda abstract and supporting documents for this agenda item into the official record of the Town. He then provided information about the agenda item by making the following remarks.

Parks and Recreation Direction Cox stated that the Town Board previously approved the selection of Edifice General Contractors to provide Construction Manager At Risk (CMAR) services for the Community Center North Project and instructed staff to negotiate scope and fee for the services. The proposed contract, a copy of which was provided with the agenda abstract for reference, defines a scope of services that includes the following pre-construction components: schematic design, design development, construction documents, pre-qualification of trade contractors, public bid process, and providing the Town with a guaranteed maximum price. The proposed fee for the scope is \$170,120 and includes an allowance of \$15,000 for site testing and investigations during pre-construction services. It is important to note, that once the Community Center North project is bid, the CMAR will establish and present a GMP (Guaranteed Maximum Price). If the Town is accepting to the GMP provided by Edifice General Contractors, the overall fee paid for construction management services will be 4% of the GMP, and a contract amendment will be executed to reflect final project scope and milestone dates. This rate is consistent with industry norms for CMAR services

for public projects of similar scope and will be budgeted from financing proceeds as part of the construction cost for this project.

The proposed budget amendment and project ordinance amendment transfer funding for the Community Center North Project that was programmed in the FY 2022 Parks, Recreation and Cultural Resources operating budget in Miscellaneous Projects (010-6120-6006601). This transfer allocates the funding in the Community Center North Project that was previously established, since design and CMAR services are anticipated to continue beyond the current fiscal year.

Management and staff recommend approval of the negotiated scope and fee agreement subject to the Town Attorney review as to form, and approval of the associated budget amendment and project ordinance amendment.

The proposed budget amendment and project ordinance amendment in the amount of \$493,450 will transfer previously appropriated funds for professional services from the Parks, Recreation and Cultural Resources Operational budget to the Community Center North Project. The action is needed as preconstruction services for the project will extend into the next fiscal year. The \$170,120 in funding for preconstruction services is available within previously programmed funding and will be committed from the project following approval of the proposed actions. The CMAR fee of 4% is proposed to be appropriated with construction funding following the bidding, establishment of a GMP, and financing of construction for the Community Center North Project.

Discussion - Mayor Massengill stated that this project continues to move forward. He stated that he attended the Wake County Board of Commissioners meeting earlier in the day where the Town had applied for a \$250,000 grant partnership and he spoke on behalf of the Town for the requested grant funds. Mayor Massengill advised that he was pleased to report that the grant was approved by the Wake County Board of Commissioners. He thanked Parks & Recreation Director Jonathan Cox for his work on this project and the grant application.

Recommendation - Authorize the Town Manager to execute the Agreement for Construction Manager at Risk Services with Edifice General Contractors as presented and recommended, subject to approval by the Town Attorney as to form and approve Budget Amendment BA-22-22 and the associated Project Ordinance Amendment POA-22-09 as recommended and presented by management and staff.

MOTION: Commissioner Haynes

SECOND: Commissioner Harris

MOTION RESULTS: Passed Unanimously (5-0)

Ordinance No N-22-02

10C Police Compensation and Classification Plan

Purpose – To consider approval of recommended findings of the compensation and classification market study for sworn law enforcement officers.

Staff Comments – Human Resource Director Wendy Moody entered the agenda abstract and supporting documents for this agenda item into the official record of the Town. She then provided information about the agenda item by making the following remarks.

Human Resource Director Moody stated that it is imperative for Fuquay-Varina to be competitive when hiring talent and retaining talent for the organization. Lately, it has been challenging to hire the best talent but more so with the police department because salaries are lagging behind market neighboring communities. Recognizing the recruitment and retention challenges facing the Town, in October 2021 management and HR leadership sought service proposals for a consultant to perform a market study for sworn police positions within the organization. The Town contracted with Piedmont Triad Regional Council (PTRC) Management Services via the Triangle J Regional Council of Governments to perform the market analysis on the Town's behalf.

Findings demonstrate that the Town is on average 10.42% below the market average for sworn positions within the police department. Findings also demonstrate that the Town's current starting salary for police officers are behind those of Morrisville, Cary, Apex, Wake Forest, and Holly Springs. By implementing a new base rate for police officers from \$45,252 (hiring rate)/\$47,515 (minimum) to \$50,200, the Town will be able to better compete with neighboring communities in the marketplace. Increasing starting compensation for level 1 police officers also requires adjustment throughout the ranks to avoid compression and also better align with compensation being offered for those positions in the marketplace.

Matt Reece, with PTRC Management Services, virtually presented the full report findings as well the implementation recommendation.

It is worth noting that the neighboring communities of Apex, Holly Springs, and Cary are also in the middle of performing a compensation and classification study, which will likely require the Town to take another look at law enforcement compensation during the budget development process and while also performing the pay and classification market analysis for the balance of the organization. PTRC Management Services is performing the compensation and classification market analysis for the balance of the organization as well and management, staff, and consultant will be reporting on the findings of that work in the April/May timeframe. It is quite possible that the Town may need to consider additional adjustments to law enforcement compensation and starting wages depending on the results and outcomes of assessments being performed for neighboring communities in the marketplace.

Following Mr. Reece's presentation, management and staff also presented budget forecasting information related to full implementation of the law enforcement market analysis and market assumptions for the remainder of the workforce.

Full implementation (Salary & Benefits) for one year is projected to be \$360,000, however budget impact for current FY 2022 is estimated to be \$145,200 with an effective date of February 27, 2022.

Discussion - Mayor Massengill stated that this is going to change the minimum pay rate to \$50,200 for a Level I Police Officer in Fuquay-Varina, which will allow the Town the ability to retain and recruit our police officers and each position will be adjusted. He stated that he thinks this is great for our Police Department.

Mayor Pro-Tem Smith asked staff to explain the Cadet Classification. Human Resources Director Moody stated that the Cadet Classification allows the Town makes an offer to someone who is currently going through Basic Law Enforcement Training (BLET).

Commissioner Haynes stated that he likes knowing what our neighboring towns will do in the next 6 months so if we need to adjust the salaries we can.

Commissioner Gardner stated that we have been trying to get closer to the number of sworn officers needed as it relates to the size of the community and if we do not do something like this we would be falling behind.

Town Manager Mitchell stated that this goes back to the guidance that we received from the Town Board tasked with advancing the Police Department. He stated that the Town is trying to be creative on bringing talent into the organization by hiring cadets. He stated that during the budget process staff will be discussing classification and pay rates for the entire organization and presenting a plan for implementation. He also stated that with the study there will be adjustments that will need to be made throughout the entire organization so that we can retain and recruit the best qualified people. The cost for implementing for the Police Department will be between \$350,000 - \$365,000. He stated that for the entire organization the Town is looking at 2.5 million to 3.5 million to implement. In addition, he stated that growth may cover the cost of implementation, but this will be discussed further at the budget workshops.

Commissioner Harris asked is there still a way to reward outstanding performance to employees. Human Resources Director Moody stated that the Town just completed its annual evaluation cycle and merit raises were put into place to reward our employees for outstanding performance.

Town Manager Mitchell stated that the pay ranges allow the opportunity for good performances to afford officers the opportunity to move within those ranges. He stated that the Town Board made the decision a couple of years ago to establish a performance merit pay system and this is what allows an officer or an employee to be rewarded for outstanding work and move within their pay ranges. Previously the Town didn't have this tool to offer employees and just simply adjusted an employee salary with a cost-of-living adjustment. Over the last three years the Town has been offering a 2% cost of living adjustment (COLA) adjustment and up to 3% performance merit adjustment. As discussed with our consultant, the Town in such a competitive and volatile market that the Town may not be keeping up with just doing the 2% and 3%. This will need to be studied further and brought back to the Town Board for consideration during budget development.

Mayor Pro-Tem Smith stated that over the last few months we have had several employees obtain certifications and training. By having employees that have certifications and trained in certain areas this is making them very attractive targets. The recommended pay adjustments are costly but necessary if we want to keep those employees. He hopes that this topic is discussed at length at the Town Board Retreat. He stated that he still teaches a BLET class at Wake Technical College, and that his last class only had 10 students and we have more than 10 municipalities just in Wake County. Two of the students wanted to come to Fuquay-Varina but there are other agencies out there that are offering more pay to try and sway them to go

elsewhere in the county. He thinks that it is very critical for the Town not only to recruit but also retain Town employees.

Recommendation - Approve full implementation of the compensation and classification plan recommended findings for sworn law enforcement employees and job positions below Chief level effective February 27, 2022 as presented and recommended and approve budget amendment BA-22-23.

MOTION: Mayor Pro-Tem Smith
SECOND: Commissioner Watson
MOTION RESULTS: Passed Unanimously (5-0)

OTHER BUSINESS

11A Manager's Report

Arts Center - Arts Center has been busy recruiting part time staff for what is shaping up to be a very busy spring theater season.

Parks and Recreation Department - The Parks and Recreation Department recently promoted Tyler Polk to Building Maintenance Specialist and Beth Stevenson to Recreation Superintendent position.

Public Works Department - The Streets Department performed well in brining ahead of the past weekend ice/snowstorm. The forecast for the upcoming weekend is calling for rain, ice, and snow so the Town will not be able to brine ahead due to it being likely washed away.

IT and Finance Department - The IT and Finance Department are assisting other departments with developing their budgets.

Planning Department - The Planning Department announced that three of their planners, Melissa Sigmund, Jessica Crenshaw, and Slater Knox completed the required coursework through the UNC School of Government and passed their exams to become Certified Zoning Officials and Town Manager Mitchell commended them on their accomplishments.

Town Manager reported that he was on a joint managers call earlier in the day regarding the joint regional water project. The discussion was about how municipalities don't have a lot of capacity with staffing, and everyone is operating wide open right now and doing all the things they can to provide good public service in their departments. The discussion led to how the partners could creatively work with other organizations to help achieve some of the goals that are trying to be accomplished.

11B Quarterly Report - 2nd Quarter FY 2022

11C Coffee with a Cop - Marquee Station Apartments - Tuesday, February 1, 2022 - 9:00 - 10:30 am

BOARD MEMBER COMMENTS

Commissioner Gardner stated that she had a real estate closing at 904 Old Wyck Drive and the front yard was covered with water. Town staff discovered that there was a water line leak, and they worked on Thursday past 8:00 pm trying to fix the leak and come back on Saturday to finish it up. She stated that it was such an amazing effort, and she is proud of what our Town did to help resolve the issue.

Commissioner Harris had no comments.

Commissioner Haynes thanked Public Works, Police, Fire Department, and management during the ice storm this past weekend. He stated that on January 28th the Willow Spring High School will be collecting new coats, scarves and gloves at their JV and Varsity games that will be given to citizens in the community. He thanked the community for donating snacks, fruit and so many other things to be able to feed the students on Dr. Martin Luther King Jr.'s Day of Service. He also thanked all the citizens, businesses and civic organizations who donated to this effort. In addition, he thanked Police Chief Fahnestock again for all she has done for the Police Department and Fuquay-Varina. He thanked the Sanitation, Streets and Debris departments for removing fallen limbs after the ice storm.

Commissioner Watson thanked the Public Works and Police Department for their work this past weekend during the inclement weather event and she thanked them in advanced due to the inclement weather we may get this coming weekend. She stated that it was appropriate to consider and approve pay increases for the Police Department while we are also celebrating Police Chief Fahnestock's retirement, as she has been an advocate for higher pay for the Police Department. She also requested prayers for former Mayor Dick Sears of the Town of Holly Springs who is in the hospital.

Mayor Pro-Tem Smith agreed with the comments made by Commissioner Haynes. He thanked staff for all their hard work and that it is just amazing what they do every single day.

Mayor Massengill stated that during the ice event on Sunday, he rode around with the Public Works Department so he could understand their work responsibilities during an inclement weather event. He stated that they do a great job and he commended staff members James Jordan, Martice Baker, Jerry Burch, Kevin Hinson, Ernest Cash and AJ Smith. He also commended the Fire, Police and Water and Sewer Departments who worked during the ice storm. He reported that the Dr. Martin Luther King Jr. Day Celebration was postponed due to inclement weather and will be rescheduled for some time in February. He also stated that he will be attending the CAMPO meeting tomorrow and that Fuquay-Varna is on the agenda to receive a grant for sidewalks.

The following items are Mayor Massengill's past and future events:

Past Events

- 1/10 - Fuquay-Varina Woman's Club - Speaking Engagement
- 1/11 - NCDOT/CAMPO 401 Bypass Public Engagement Meeting
- 1/12 - Fuquay-Varina Chamber of Commerce Meeting
- 1/17 - Dr. Martin Luther King Jr. Community Celebration
- 1/17 - Wake County Mayors Association

Upcoming Events

- 1/19 - Chamber Board Meeting
- 1/19 - NC Transportation Summit Luncheon
- 1/19 - CAMPO Executive Meeting
- 1/24 - Tour of Southern Wake Academy
- 1/26 - FVDA Nominating Committee Meeting

CLOSED SESSION

Pursuant to N.C.G.S. 143-318.11 (a) (3) - Attorney Client Privilege and N.C.G.S. 143-318.11 (a) (4) - Economic Development

A motion was made to conduct a closed session meeting at 8:47 p.m.

MOTION: Mayor Pro-Tem Smith
SECOND: Commissioner Gardner
MOTION RESULT: Passed Unanimously (5-0)

RETURN TO OPEN SESSION

The Town Board returned to open session at 9:19 p.m. with nothing to report out of closed session.

ADJOURNMENT

A motion was made to adjourn the meeting at 9:20 p.m.

MOTION: Mayor Pro-Tem Smith
SECOND: Commissioner Gardner
MOTION RESULT: Passed Unanimously (5-0)

The minutes from the January 18, 2022, Town Board of Commissioners regularly scheduled meeting are adopted this 7th day of February in the year 2022 in Fuquay-Varina, North Carolina.

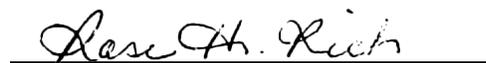
FUQUAY-VARINA, NORTH CAROLINA



J. Blake Massengill, Mayor

ATTEST

(TOWN SEAL)



Rose H. Rich, Town Clerk

