



# Town of Franklinton

Board of Commissioners  
Town Hall 101 N. Main St.  
July 18, 2023, 7:00 PM

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## MINUTES

Those in Attendance: Mayor Art Wright, Commissioners John Allers, Judy McArn, Alvin Holden, Anita Fuller, and Latasha Wilder, Town Manager Zach Steffey, Town Attorney Brian Pridgen, and Town Clerk Lauren Chandler

Others who Attended: Town Planner Chris George, Chief of Police James Davis Jr., and citizens

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

### Approval of Agenda

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

### Approval of Minutes

Commissioner Wilder made a motion to approve the June 20, 2023 Regular Meeting minutes. Commissioner Fuller 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. Presentation of Fiscal Year 2021-2022 Audit by PT CPAs, PLLC

##### i. Presentation of Audit

Joe Turchetti

Mr. Turchetti went through several sections of the audit report with the Commissioners. He commented that this audit went very well and complimented the staff and the Town's independent CPA that worked with him in the completion of this audit. On the Independent Auditor's Report, he presented a clean opinion with no deficiencies, no material weaknesses, and the LGC has approved the audit for FY 2022. On page 18 there is the Statement of Net Position (balance sheet) for fiscal health of the Town on June 30, 2022. Total assets were 3.4 million dollars which comprises of cash, ARAs, monies, and assets. These monies compared to liabilities is a 3 to 1 ratio of assets to liabilities. This is a strong status and a positive mark for the Town's financials. In the Deferred Outflows and Resources section of the report, Mr. Turchetti reported the pension amounts as being low. This amount dropped in half because it is based on the previous year (the LGC is a year behind), but this is in the long-term section and will not affect the overall year-to-year cash flow. These pension numbers are based on how well the market is doing and are expected to increase. These reports come directly from the LGC for both Law Enforcement and General Employees. On page 19 is the income statement for the Town. The net earned went up by \$168,000. This does not include the ARP funds the Town received. On page 18 on the balance sheet, the auditor went through his responsibilities: going through bank reconciliations, tax receivable, receivables from the ABC store, and making sure expenses did show up on statements. Mr. Turchetti explained the control tests administered on the Town's payroll, expenses, and revenues. There were two comments that the auditor wanted to point out: collections on outstanding debt due to personnel changeover and incorporating the review of bank reconciliations by

several members of the finance team. He recommended making sure those 90 days past due amounts are sought after and to monthly review reconciliations. There was nothing that needed to be reported to the LGC. On page 28-30 are templates from the LGC and on page 31 are the fixed assets (land, buildings, repairs to roads, etc.). There is a depreciation expense on these assets. Overall assets increased very little with the depreciation included. On page 40 are the long-term liabilities of the Town. The Town is almost debt free, and the other liabilities are what is set by the LGC and what would be paid out in leave if everyone were to stop working at one time. On pages 43-45 includes the Pension Liability over time. The Town was late in submitting the audit so the Town will get a slap on the wrist for this, but there should be a preliminary trial balance soon to continue with the current audit.

ii. Vote to accept the audit findings

Board of Commissioners

Commissioner Allers made a motion to accept the audit finding presented by PT CPAs, PLLC. Commissioner Holden seconded the motion. The motion was approved by a vote of 5-0.

b. Annexation Petition of 411 South Chavis Street Parcel ID 007687

i. Presentation of Annexation Petition

Zachary Steffey

The Board of Commissioners have received a voluntary annexation petition for 411 South Chavis Street (Parcel ID 007687). The subject property is non-contiguous to the Town's existing corporate limits. The subject property is zoned RSM Residential and is approximately .5038 acres according to Franklin County GIS records. The Town Clerk has reviewed the Annexation Petition and certified that the petition is complete. The next step in the process will be for the Board of Commissioners to schedule a Public Hearing for the next regularly scheduled Board of Commissioners meeting.

The Board of Commissioners are asked to schedule a Public Hearing on the proposed annexation for 411 South Chavis Street (Parcel ID 007687) for 7:00 PM on August 15, 2023 or as soon thereafter.

ii. Vote to set Public Hearing Date

Board of Commissioners

Commissioner Allers made a motion to approve the Annexation Petition of 411 South Chavis Street Parcel ID 007687 and to set a Public Hearing for this annexation on August 15, 2023 at the next scheduled Regular Board of Commissioners Meeting. Commissioner McArn seconded the motion. The motion was approved by a vote of 5-0.

c. Consideration of a Rezoning Petition for 411 South Chavis Street (Parcel ID 007687) from the Residential Single Family Medium Zoning District (RSM) to the Residential Single Family Medium – A Zoning District (RSM-A).

i. Vote to Open Public Hearing

Board of Commissioners

Commissioner Wilder made a motion to open the Public Hearing. Commissioner Holden seconded the motion. The motion was approved by a vote of 5-0.

Carolyn Nord, representing Mr. and Mrs. Crews, owners of 411 S. Chavis Street, spoke on the planned development of this property. Ms. Nord provided the Commissioners with a visual report of what the property looks like now and what it is planned to look like in the future (included in the packet). The Crews family would like to provide additional housing to help fill the need for housing within the Town of Franklinton. They would also like to create an ADA compliant housing option.

ii. Presentation of Rezoning

Zachary Steffey

The Town of Franklinton has received a rezoning request for 411 South Chavis Street (Parcel ID 007687). The rezoning request is to change the zoning of the property from RSM Residential to RSM-A Residential. The property is surrounded by properties that are zoned RSM Residential. According to the survey provided for the property the property size is approximately .50 acres which meets the minimum lot size requirements of the RSM-A Residential Zoning District.

The Planning Board of the Town of Franklinton met at 6:00 PM on Monday, July 10, 2023 and voted 3-0 to forward an unfavorable recommendation of the proposed rezoning to the Board of Commissioners. The Board of Commissioners are

asked to consider approving or disapproving the rezoning request for 411 South Chavis Street (Parcel ID 007687) and to confirm or not confirm 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 asked if there was already an ordinance in place about duplexes. Mr. Steffey answered that duplexes are only allowed in certain zoning districts. The zoning of this property does not allow for a duplex and that is the reason behind the rezoning petition. The idea is that the rezoning process gives property owners the opportunity to apply for rezoning and allows the Board of Commissioners to review each rezoning petition on a case by case basis.

iii. Vote to Close Public Hearing

Board of Commissioners

Commissioner McArn made a motion to close the Public Hearing. Commissioner Wilder seconded the motion. The motion was approved by a vote of 5-0.

iv. Vote on Rezoning

Board of Commissioners

Commissioner Allers wanted to table the rezoning to the next Regular Board of Commissioners Meeting set for August 15, 2023 to gather more information before making a decision.

Commissioner McArn made a motion to table the consideration of a Rezoning Petition for 411 South Chavis Street (Parcel ID 007687) from the Residential Single Family Medium Zoning District (RSM) to the Residential Single Family Medium – A Zoning District (RSM-A) until the August 15, 2023 Regular Board of Commissioners Meeting. Commissioner Allers seconded the motion. The motion was approved by a vote of 5-0.

- d. Consideration of a Rezoning Petition for 598 N Main Street (Parcel ID 009122) from the Highway Commercial Zoning District (C3H) to the Residential Single Family Medium Zoning District (RSM).

i. Vote to Open Public Hearing

Board of Commissioners

Commissioner Holden made a motion to open the Public Hearing. Commissioner Fuller seconded the motion. The motion was approved by a vote of 5-0.

Veronica Murray, representing her sister and herself, are the owners of 598 N Main St. This property has been in her family since 1933 and has never had any business operating on it. No one has any desire to have a business on the property, and have petitioned to rezone it based on taxes. The property taxes have doubled under the commercial zoning for this property, and Ms. Murray would like to change it back to residential to decrease the tax rates.

ii. Presentation of Rezoning

Zachary Steffey

The Town of Franklinton has received a rezoning request for 598 North Main Street (Parcel ID 009122). The rezoning request is to change the zoning of the property from C3H Commercial to RSM Residential. The property is bordered to the north by properties zoned C3H Commercial, to the east by a property zoned C3H Commercial, to the south by property zoned RSH, and to the west across US-1 by properties zoned C3H. According to the Franklin County GIS records the property size is approximately .2479 acres which meets the minimum lot size requirements of the RSM Residential Zoning District.

The Planning Board of the Town of Franklinton met at 6:00 PM on Monday, July 10, 2023 and voted 3-0 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 approving the rezoning request for 598 North Main Street (Parcel ID 009122) and adopting the statement of reasonableness and consistency.

iii. Vote to Close Public Hearing

Board of Commissioners

Commissioner Allers made a motion to close the Public Hearing. Commissioner Holden 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 a Rezoning Petition for 598 N Main Street (Parcel ID 009122) from the Highway Commercial Zoning District (C3H) to the Residential Single Family Medium Zoning District (RSM) along with finding the proposed rezoning to be 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 Wilder seconded the motion. The motion was approved by a vote of 5-0.

- e. Consideration of approving bid for 5 & 7 East Mason Street and authorizing the Town Manager with the Town Attorney to complete the documentation to finalize the sale.

i. Presentation of Bid

Zachary Steffey

Town Staff have completed the upset bid process for 5 and 7 East Mason Street. Jason Panciera (Hidden Field Holdings, LLC) provided the final and highest upset bid in the process in the amount of \$48,050. The Town may now proceed with the sale of the property pursuant to the Economic Development Agreement for the property.

The Board of Commissioners are asked to formally accept the upset bid from Jason Panciera in the amount of \$48,050 and to authorize the Town Manager in consultation with the Town Attorney to enter into an Economic Development Agreement with Jason Panciera for the sale and development of 5 and 7 East Mason Street.

ii. Vote on bid and authorization

Board of Commissioners

Commissioner McArn made a motion to formally accept the upset bid from Jason Panciera in the amount of \$48,050 and to authorize the Town Manager in consultation with the Town Attorney to enter into an Economic Development Agreement with Jason Panciera for the sale and development of 5 and 7 East Mason Street. Commissioner Allers seconded the motion. The motion was approved by a vote of 5-0.

- f. Resolution directing the Franklin County Tax Administrator to collect taxes for Fiscal Year 2023-2024.

i. Presentation of Resolution

Zachary Steffey

Commissioner Allers made a motion to approve the Resolution; 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. The Town participated in the grand opening event for Frankos.
- ii. We participated in the Touch a Truck event with the Franklin County library. Thank you to June with our Public Works crew and Chief Davis for their participation.
- iii. The Town spent a good amount of time preparing for the Independence Day celebration. The Town thanks Joe and Stephanie Farrell for the donation of the 30x50 foot American Flag to display on the field during the celebration.. Thank you to Lee Family singers for singing our National Anthem while the flag was being unfurled. The Town had a great crowd and it was possibly the best attended event that we have had. Thank you to Chief Davis for working on his birthday and for keeping everyone safe.
- iv. Franklinton Middle School was lit up Red, white, and blue for Independence Day, and we were fortunate to have this featured on WRAL several times.
- v. The Town would like to thank Steven Hayes for helping to get the WRAL camera back up and running. It is now located on the Gatekeeper Building Downtown.
- vi. The Town participated in the Tapp that Ash Ribbon Cutting.

- vii. Metrospect had their first performance as a group at our last Fridays in Franklinton event. There were lots of bubbles and chalk activity. It was a great turn out and fun time.
- viii. The Town had a lot of rain (7.12 inches in some areas) recently, this caused some flash flooding on South Main Street from a possible beaver dam or a culvert pipe blockage. The Town thanks our Public works team, Police Department, and other first responders for working to keep citizens safe and informed during this event.
- ix. Christmas in July is coming up and being put on by Green Hill & Co. and the Franklinton Chamber of Commerce on July 22<sup>nd</sup> from 10:00 AM to 2:00 PM. Santa will be there, and there will be snow flurries, karaoke, vendors, and fun games. This would be a great time to start some early shopping for Christmas at our Downtown businesses.
- x. The Town will be showing Top Gun Maverick on our movie night July 22<sup>nd</sup> at 8:30 PM on the Town Hall lawn.
- xi. Our next Fridays in Franklinton will be August 4<sup>th</sup> from 5:00 PM – 9:00 PM
- xii. Our August movie night will be on the 11<sup>th</sup>. There will be a poll sent out to vote on our next movie.
- xiii. August 12<sup>th</sup> from 3:00 PM – 5:00 PM is our Back-to-School Foam Party on the Town Hall lawn. The Town will be collecting school supplies to give to students at the Back-to-School event.

b. Advisory Board Reports (included in packet)

### Upcoming Meetings and Events

- a. July 22, 2023 – Christmas in July Event 10:00 AM-6:00 PM
- b. July 22, 2023 – Movie Night 8:30 PM at Town Hall Park
- c. August 4, 2023 – Fridays in Franklinton
- d. August 7, 2023 – Planning Board Meeting at Town Hall at 6:00 PM
- e. August 11, 2023 – Movie Night 8:30 PM at Town Hall Park
- f. August 12, 2023 – Foam Party and Back to School Supply Give Away
- g. August 15, 2023 – Board of Commissioners Meeting at Town Hall at 7:00 PM

Mr. Steffey brought up one more item of business. The Town would like to list the asphalt paving machine on govdeals.com and hopefully sell this item so that we can invest in something better suited for paving work in the Town. Commissioner McArn made a motion to proceed. Commissioner Wilder seconded the motion. The motion was approved by a vote of 5-0.

### Adjournment

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

X

Arthur Wright  
Mayor

X

Lauren Chandler  
Town Clerk