MINUTES OF THE TOWN OF FRANKLIN TOWN COUNCIL
REGULAR MEETING
November 3, 2025

THE FRANKLIN TOWN COUNCIL held a regular meeting on Monday, November 3, 2025, at 6:00 p.m. in the Town Hall Board Room located at 95 East Main Street Franklin, NC.

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

Mayor Horton acknowledged the presence of a wreath on the front of the dais in recognition of former Councilwoman Joyce Hanley, who passed away. Mayor Horton noted her significant contributions to the Town Council and described her as an "unselfish, giving person." He requested a moment of silence.

Council Member David Culpepper made a motion, seconded by Council Member Rita Salain to excuse Council Member Mike Lewis from the November 3, 2025 meeting. The motion carried unanimously. Vote: 5-0.

2. PLEDGE OF ALLEGIANCE
The Pledge of Allegiance was led by Vice Mayor Stacy Guffey.

3. ADOPTION OF NOVEMBER 3, 2025 TOWN COUNCIL AGENDA

Council Member Rita Salain made a motion, seconded by Council Member Joe Collins to adopt the Town Council Agenda for November 3, 2025 as presented. The motion carried unanimously. Vote: 5 – 0.

4. APPROVAL OF THE CONSENT AGENDA NOVEMBER 3, 2025
A.) Approval of the Town Council Minutes October 6, 2025
B.) Approval of Closed Session Minutes
C.) Budget Amendment

Council Member Robbie Tompa made a motion, seconded by Vice Mayor Stacy Guffey to approve the consent agenda for the November 3, 2025 meeting, as presented. The motion carried unanimously. Vote: 5 – 0.

5. INTRODUCTION/RECOGNITIONS/PROCLAMATION
A.) Sgt. Jesse Henkel – introduction by Chief Devin Holland
B.) Killian Carpenter – certification Driver Operator Pumps – presented by Fire Chief Ben Ormond
C.) Korah Shepherd – certification Water Treatment Facility Operator A Surface – presented by Bill Deal, Public Works Director
D.) Cody Cabe – certification Grade 3 Biological – presented by Bill Deal, Public Works Director
E.) Bill Allen – certification Maintenance 2 – presented by Bill Deal, Public Works Director
F.) Jason Hopkins – certification Bac-T – presented by Bill Deal, Public Works Director
G.) Proclamation Supporting Operation Green Light for Veterans – Mayor Jack Horton

6. PUBLIC SESSION

No one signed up to speak.

7. PUBLIC HEARING

A.) Public Hearing on Monday, November 3, 2025 at 6:05 p.m. or as closely thereafter to gain public input regarding zoning to Commercial C-2 for property located at 3044 Georgia Road PIN# 6583529447 – Town Planner Justin Setser

Town Planner Justin Setser provided an overview of the zoning request for 3044 Georgia Road. He explained that the property was voluntarily annexed into the town limits as a satellite annexation a few months prior but had no zoning assigned as it was outside the Town's ETJ (Extraterritorial Jurisdiction). The Planning Board reviewed the request and unanimously approved the recommendation of C-2 zoning, which aligns with the property owner's intended use. He also noted that the adjoining properties across the highway and beside the subject property are also zoned C-2, and the property has operated as commercial for years.

Mayor Horton opened the Public Hearing at 6:20 p.m.

No one signed up to speak.

Mayor Horton closed the Public Hearing at 6:21 p.m.

Council Member Rita Salain made a motion, seconded by Council Member David Culpepper to approve the C-2 zoning of 3044 Georgia Road, as presented. The motion carried unanimously. Vote: 5 – 0.

8. PRESENTATION

A.) Annual Update – No Wrong Door and Downtown Door – Shelia Jenkins, Executive Director

Sheila Jenkins, Executive Director of No Wrong Door, provided an update on the organization's activities. She distributed data showing that in October, they served 749 people between their two locations. She noted that their warming center had been open for 17 months and was full during cold weather periods, with people sleeping on the floor when necessary. She also reported that they recently opened three apartments behind Discover Church, currently housing nine children who would otherwise be homeless or in foster care. She also reported that their organization has been providing transportation services, accumulating 40,000 miles on their vehicles last year, and continues to feed people daily at both locations through donations and volunteer efforts.

Ms. Jenkins informed the Town Council about plans to install a movable privacy fence at their downtown location to create a more private area for clients and reduce their visibility from surrounding businesses. She mentioned working with Police Chief Holland on this solution.

In response to questions, Ms. Jenkins confirmed they have one social worker graduating in December and another graduating the following semester. She noted that resources for referring clients are diminishing, with previously free services now charging fees.

Mayor Horton acknowledged Ms. Jenkins' previous service as Director of Senior Services and expressed appreciation to her board of directors and volunteers for their important work.

9. NEW BUSINESS

A.) Request Approval of Quarterly Street Closure Requests – Town Manager Amie Owens

1. Franklin Area Chamber of Commerce – 2025 Christmas Parade, Sunday, November 30, 2025– Iotla and Phillips Streets 1:00 p.m. and rolling closure for parade route beginning at 3:00 p.m.
2. National Tartan Day – Saturday, April 4, 2026 – Town Hall Parking Area – 8:00 a.m. to 4 p.m.

Council Member David Culpepper made a motion, seconded by Council Member Robbie Tompa to approve the Street Closure Requests, as presented. The motion carried unanimously. Vote: 5 – 0.

B.) Request approval of contract for Munnerlyn Pyrotechnics for July 4th fireworks show – Town Manager Amie Owens

Town Manager Amie Owens presented a contract with Munnerlyn Pyrotechnics, the vendor for the Town's fireworks for the past three years, for the July 4th, 2026 celebration, which coincides with the United States' 250th anniversary. With the show scheduled on a Saturday, securing a vendor early is crucial. The contract totals $45,500, with a down payment due before December 31, 2025.

Town Manager Owens noted that both the Chamber of Commerce and Macon County have agreed to contribute to the cost. Council members expressed interest in ensuring the Town pays no more than one-third of the total cost, as county residents are also town taxpayers.

Town Attorney John Henning, Jr. mentioned the need to modify a few minor contract provisions, including correcting a reference to South Carolina law.

Council Member David Culpepper made a motion, seconded by Vice Mayor Stacy Guffey to approve the contract with Munnerlyn Pyrotechnics with the understanding that the Town Attorney will address the contract provisions, as presented. The motion carried unanimously. Vote: 5 – 0.

C.) Request approval of provider for Landscape Maintenance Services until June 30, 2026 – Town Manager Amie Owens

Town Manager Amie Owens explained that after receiving no bids in the first round of solicitations, the Town rebid the landscape maintenance services project and received two bids: one for $39,120 and another for $36,004.83. The services would supplement existing staff in maintaining areas including DOT triangles, the Women's History Trail Park, and public parking areas.

Town Manager Owens noted that the Town Council had approved a $30,000 budget for beautification efforts, of which $21,000 had been spent on sidewalk pressure washing, leaving only $9,000 available. She presented three options: approve a vendor and appropriate

additional funds, approve a vendor and negotiate a reduced scope, or reject the proposals and reconsider during the next budget cycle.

Council members discussed the options, with Council Member Joe Collins preferring option three to postpone the decision until the budget process. Several council members noted that winter would require less maintenance, and the funds might be better used to hire additional staff in the next budget year rather than contracting the services.

Council Member Joe Collins made a motion, seconded by Council Member David Culpepper to reject the proposals and reconsider during the budget preparations for next years. The motion carried unanimously. Vote: 5 – 0.

D.) Request approval of bid by Ledford & Parker of $268,050.00 for Siler Road-Berry Blvd. 12" water main loop connection project – Town Manager Amie Owens

Town Manager Amie Owens presented the bid approval for the water main loop project for Siler Road and Berry Boulevard. She explained that the 12" water main loop connection would allow valving off lines during leaks without interrupting service to businesses like Walmart and Chick-fil-A. There were four (4) bids received and the lowest responsible, responsive bid came from Ledford and Parker at $268,050.

Town Manager Owens noted that the Town would provide the necessary pipe at a cost of $31,170. The entire project was budgeted at $525,000, but was coming in at approximately $327,045 before any change orders. The project would be funded from the water enterprise fund, not the general fund.

Council Member Joe Collins made a motion, seconded by Council Member Robbie Tompa to approve the bid by Ledford & Parker of $268,050 for Siler Road – Berry Blvd. 12' water main loop connection project, as presented. The motion carried unanimously. Vote: 5 – 0.

E.) Request approval of bid by Black and Alm Construction for $ 839,472.15 for the restrooms, parking and pathway project at Sunnyside Park - Town Manager Amie Owens

Town Manager Amie Owens presented information on the restrooms, parking, and pathway project at the new Sunnyside Park. The low bid came from Black and Alm Construction at $839,472.15. Town Manager Owens explained that when they first explored options, a prefab restroom alone would have cost half a million dollars.

She noted that the Town expects to receive a $500,000 reimbursement from a park grant and has applied for another $300,000 grant with results expected in December. The project includes two family restrooms and separate male and female facilities with multiple stalls, the existing small parking area with 20 spaces including two handicap-accessible spaces, and connecting sidewalks.

Finance Director Sarah Bishop noted that approving this expenditure from fund balance would bring the town to the threshold established in their fund balance policy, though the $500,000 reimbursement was accounted for in that calculation.

Vice Mayor Stacy Guffey made a motion, seconded by Council Member Robbie Tompa to approve the bid by Black and Alm Construction for $839,472.15 for the restrooms, parking and pathway project at Sunnyside Park, as presented. The motion carried unanimously. Vote: 5 – 0.

10. DEPARTMENTAL REPORTS

A.) Public Works – Bill Deal, Public Works Director gave updates on various department operations.
Wastewater Treatment – exceeded state permit requirements and staff maintenance on grit pump.
Water Treatment- preconstruction meeting for Clearwell project, new roof on lab building and new pump installation.
Public Works – Siler Road water loop project, sewer pump installation at Arthur Drake Pumpstation, 327 water meter installs, new generator installation at Prentiss Bridge Pumpstation and public outreach for leaks/pipes.

B.) Streets – Chris Waldroop, Streets Supervisor gave his quarterly update: Church Street sidewalk replacement, Fall decorations & Pumpkinfest, preparing for Christmas decorations and snowflakes, daytime street sweepings, and leaf pick-up collection.

11. ITEMS FROM COUNCIL

A.) <u>Follow up – Draft Main Street Redesign RFP – Vice Mayor Stacy Guffey</u>
Town Manager Amie Owens reported that no additional feedback had been received on the Main Street Redesign RFP since the last council meeting. She requested permission to finalize the document by inserting dates, proposing to release it mid-month with responses due by the end of the year to accommodate the holiday season.

The Council reached consensus to move forward with the RFP as proposed.

B.) <u>Letter of Support for Franklin Farm Hub – Vice Mayor Stacy Guffey</u>
Stacy Bredendieck, Franklin Farm Hub Representative, presented a request for a letter of support for the Franklin Farm Hub's application for a grant to conduct a feasibility study for a retail marketplace and community food center. She explained that the grant application to the Healthy Food Financing Initiative's technical assistance program would fund planning and feasibility studies for a physical grocery store operating on a "pay what you can" model, along with a commissary kitchen and hot meal takeaway service.

Ms. Bredendieck explained that Franklin Farm Hub is a nonprofit that purchased land on Lakeside Drive for incubator farms, which will provide low-cost leases to farmers to increase local produce production. They are also building a facility to aggregate products from local farms to supply food pantries, hospitals, schools, and other institutions. The feasibility study would help them secure private funding for building these facilities.

Council Member Joe Collins made a motion, seconded by Council Member David Culpepper to authorize Mayor Horton to sign the letter of support for the Franklin Farm Hub, as presented. The motion carried unanimously. Vote: 5 – 0.

12. ANNOUNCEMENTS

A.) Next Town Council Regular Meeting is Monday, December 1, 2025; this will also serve as the Organizational Meeting
B.) Municipal Election Day, Tuesday, November 4, 2025
C.) Town offices will be closed on Tuesday, November 11, 2025 in observance of the Veterans Day holiday in accordance with the NC State Holiday Schedule
D.) Veterans Day Celebration – Tuesday, November 11, 2025 – downtown – parade line up at 10:30 a.m. and program at 11:00 a.m.
E.) Grand Opening of the Franklin Fire and Rescue Substation – Tuesday, November 18, 2025 at 2:00 p.m. – NP&L Loop
F.) Winter Wonderland Night 1 – Saturday, November 29, 2025 beginning at 5:00 p.m. with tree lighting at 7:00 p.m.

Mayor Horton recognized the Great Spaces Award for Public Art certificate displayed on the wall, acknowledging Town Planner Justin Setser for submitting the application to the North Carolina chapter of the American Planning Association that resulted in recognition for the Women's History Park and sculpture.

Mayor Horton thanked the Council for their support and accomplishments during his tenure, expressing hope that future boards would build upon their work to improve the town.

Councilwoman Salain thanked everyone involved in Boo Bash on Halloween.

Councilman Culpepper thanked the candidates. He also inquired about an update on the Greenway connector project on Alman Drive. Town Manager Owens said the design is complete and is awaiting approval. She also noted that the funding was included in the budget and the project bidding should take place in January if approved by the State.

13. ADJOURNMENT

Council Member Joe Collins made a motion, seconded by Council Member David Culpepper to adjourn the meeting at 7:45 p.m. The motion carried unanimously. Vote: 5-0.

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C. Jack Horton, Mayor

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Nicole Bradley, Town Clerk