



AGENDA
LOUISBURG TOWN COUNCIL
KARL T. PERNELL PUBLIC SAFETY COMPLEX
December 18, 2023

- | | | |
|--|--------|-------|
| 1. Roll Call | Perry | |
| 2. Invocation | Mayor | |
| 3. Pledge of Allegiance | Mayor | |
| 4. Adoption of Agenda | Mayor | |
| 5. Approval of Minutes
November 20, 2023 Regular & Closed Meeting | Mayor | P. 01 |
| 6. Public Comment | | |
| 7. Presentation of Award | Mayor | |
| 8. Swearing in of Town Council | Keith | |
| 9. Administrator's Report | Medlin | P. 04 |
| 10. Mayor's Report | Mayor | |
| 11. Police Report | Abbott | P. 05 |
| 12. Fire Report | Lanham | P. 08 |
| 13. Council Comments | Mayor | |
| 14. Adjourn | | |

November 20, 2023

Regular Monthly Minutes

The Louisburg Town Council met on Monday, November 20, 2023, at the Karl T. Pernell Safety Complex at 104 Wade Ave., Louisburg NC 27549.

Mayor Christopher Neal welcomed and thanked everyone for coming to the meeting.

Roll Call

Mayor Christopher Neal, Town Administrator Sean Medlin, Town Clerk Pamela Perry, and Council Members Bobby Dickerson, Tom Clancy, Silke Stein, Betty Wright, and Emma Stewart were all present. Councilman Russell was absent.

Invocation

Councilwoman Wright gave the Invocation.

Pledge of Allegiance

Mayor Christopher Neal asked everyone to remain standing for the Pledge of Allegiance.

Adoption of the Agenda

Mayor Neal asked for a motion to adopt the agenda. Councilwoman Stewart made a motion to adopt the agenda; seconded by Councilman Clancy. The motion passed without objection.

Approval of the Minutes

Mayor Neal called for a motion to approve the minutes from October 16, 2023, Regular Meeting along with the Special Called Meeting that was held on November 9, 2023. Councilman Clancy made the motion to approve the minutes; seconded by Councilman Dickerson. The motion passed without objection.

Public Comment

There were no public comments.

Public Hearing

Amendment to the Zoning Ordinance to Rezone Parcel 036228 on South Bickett Blvd from Heavy Industrial (I-2) to Highway Commercial (B-2)

Councilman Clancy made a motion to go into the Public Hearing; seconded by Councilwoman Stewart. The motion passed without objection.

Keith Callahan, Planning Administrator presented the Board with the backup regarding this request. The applicant, Toney Lumber, seeks to rezone this property to Highway Business (B-2) to address its non-conforming status. By rezoning this parcel to Highway Business; and the parcel to Highway Business; the parcel would conform to the Town of Louisburg's zoning regulations and would make the parcel available for uses permitted in the Highway Business zone. This matter should be resolved in favor of the Applicant as the rezoning would be consistent with the Town's Comprehensive Plan and the proposed zone of Highway Business (B-2) would be appropriate for economic and business use. Heavy Industrial (I-2) is inappropriate and non-conforming for the parcel. Mayor Neal asked if the traffic would be any concern. Mr. Callahan said there had been no complaints regarding the traffic.

There were no public comments.

Councilman Clancy made a motion to come out of the Public Hearing; seconded by Councilwoman Wright. The motion passes without objection.

Regular Meeting

Adoption of the Ordinance to Rezone Parcel 036228 on South Bickett Blvd from Heavy Industrial (I-2) to Highway Commercial (B-2)

Councilman Clancy made a motion to approve the request as presented by the applicant that the parcel identified by Franklin County Tax ID Number 036228 to be approved for rezoning from the Heavy Industrial (I-2) to Highway Business (B-2) given the findings for this request are consistent with the 2030 Louisburg Comprehensive Plan and shown to be in the public interest as the rezoning conforms with the Town's economic needs, and to be found reasonable as this will result in a more logical and orderly development pattern for Bickett Blvd.; seconded by Councilwoman Stewart. The motion passed without objection.

Audit Presentation FY 2021-22

Dale Place with May and Place, PA reviewed the annual financial report with the Council. In their opinion, the Town of Louisburg complied, in all material respects, with the types of compliance requirements. A copy of the financial report is on file at Town Hall. Due to a heavy workload, May and Place, PA unfortunately will no longer be able to continue to do this report for the Town.

Approval of the NCEMPA Full Requirements Power Sales Agreement

Town Administrator Sean Medlin stated that the changes have already been approved by the NCEMPA Board of Commissioners and ElectriCities. The changes are administrative and are to conform to the Tenth Amendment to the Full Requirements Power Purchase Agreement (FRPPA). Councilman Clancy made a motion to approve the NCEMPA full requirements power sale agreement; seconded by Councilwoman Stewart. The motion passed without objection.

Administrator Report

Mr. Medlin reviewed his report with the Council. Architectural contract negotiations with Oakley-Collier regarding Depot Hill have been concluded. Road repair and paving should begin within 30 days in Town, specifically Tanglewood Dr. The Town received 2nd place in the Wake Weekly 2023 Best of the Best Awards for community events. Town Hall will be closed Thursday and Friday in observance of Thanksgiving. The Town will host a fun-filled day on Sunday, December 3rd. with the Christmas Market, Parade, and Lighting of the Christmas Tree. The Town will present The Polar Express movie on December 15th at 7 pm at the Amphitheater Park, along with hot chocolate and Cookies provided by Blue Collie.

Mayor's Report

Mayor Neal met with Michael Mitchell along with his father. They are visiting all the Mayors of North Carolina. The Girl Scouts visited the Town Hall and met the Mayor. He took a tour of Q- Power a new company on Hwy 39 that works with hemp by-products and will produce 30 jobs. He attended a meeting with citizens from Ford Circle/ Foy Drive/ Waddell Street. They called a meeting with Chief Abbott and the Board to discuss how to reduce crime in their area. He also attended the ribbon cutting for Hwy 401. He attended an ad hoc meeting for affordable housing comprised of citizens and himself. They would like to be able to go around Town and report on things that need attention.

Police & Fire Report

This report was in the Council's packets for review.

Council Members Comments

Councilman Dickerson attended the citizens from Ford Circle/Foy Drive/ Waddell Street's meeting and the ribbon cutting for 401 Hwy. He thanked the citizens for allowing him to serve on the Board.

Councilwoman Stewart attended the citizens from Ford Circle/Foy Drive/ Waddell Street's meeting and the ribbon cutting for 401 Hwy. She has served on the Board for 30 years and thanked the citizens for allowing her to represent them. She also attended the tour of the Q Power business. The EOC Department has moved to Louisburg at 105 Bickett Blvd and they have hired a new Director.

Councilwoman Stein wished everyone a Happy Thanksgiving. She also mentioned a program called Wreaths Across America. Wreaths Across America believes the tradition represents a living memorial that honors veterans, active-duty military, and their families. When each wreath is placed the service member's name is said out loud, ensuring their memory lives on. Every year since 2008, Congress proclaims a **Saturday in December** as National Wreaths Across America Day. Oakwood Cemetery in Louisburg is one of the cemeteries that participate in this program. If you know of anyone that is buried and served or if you don't, you can go online and sponsor. The Date is December 16, 2023.

Councilwoman Wright is excited about things being done in Town and hopes everyone has a great Thanksgiving.

Councilman Clancy thanked all Council Members who were leaving, for their service and welcomed the new Council Members.

Councilman Clancy made a motion to go into closed session reference 143-318.11(a)(5)- Real Estate; seconded by Councilwoman Wright. The motion passed without objection.

Councilman Clancy made a motion to come out of closed session; seconded by Councilwoman Stewart. The motion passed without objection.

Councilwoman Stewart made a motion to purchase Parcel 016124, 315 ½ Riddley Street, Louisburg for redevelopment; seconded by Councilman Clancy. The motion passed without objection.

Adjourn.

Councilman Clancy made a motion to adjourn; seconded by Councilwoman Stein. The motion passed without objection.

Submitted;

Pamela Perry NCCMC, CMC
Administrative Assistant/ Town Clerk



MEMORANDUM

To: Mayor Christopher Neal and Town Council
From: Sean Medlin, Town Administrator
Subject: Administrator's Report
Date: December 18, 2023

- I will forward the financials for both the Town of Louisburg and Louisburg ABC Store once completed.
- Staff has met with Oakley-Collier staff for a kickoff meeting with regards to the Depot Hill – Town Hall project. Oakley-Collier is expected to provide concept sketches by mid-February.
- With the assistance of the Police and ALE, 806 South Main Street has sold. It will be converted into a flooring retailer.
- Paving on Tanglewood Dr has been completed.
- Keith Callahan has been promoted to the Public Service Director's position. Keith will begin effective immediately and will continue to handle the Planning at this time.
- Town Hall will be closed Monday, Tuesday and Wednesday, December 25th -27th, in observance of the Christmas Holiday.

LOUISBURG POLICE DEPARTMENT



104 Wade Avenue
Louisburg, NC 27549

Chief Jason Abbott

phone (919)496-4175
fax (919)496-1200
townoflouisburg.org/police

December 2023 Council Report

Presented by Chief Jason Abbott

1. Employee Actions & Recognitions

-None

2. Recruiting & Retention

-None

3. Community Tip

The Louisburg Police Department would like to remind everyone to protect yourself while shopping during the Holidays. We usually see an uptick in property crimes during the shopping season, so please stay alert to your surroundings. Please consider the following tips:

- When in crowded places, be alert for potential thieves.
- Don't overload yourself with packages. Maintain visibility and mobility to avoid potential threats.
- Be wary of strangers approaching you for any reason. The holiday season is notorious for "con-artists" who may attempt to distract you with the intention of taking your belongings.
- When possible, avoid wearing flashy expensive jewelry and carrying large amounts of valuables.
- Never leave personal belongings (purse) unattended. As an added precaution, make sure you have a record of all your credit card numbers in a secure place at home.
- Recognize that there is safety in numbers and arrange to shop with friends and relatives instead of going out alone. Make sure everyone remains vigilant and looks out for each other.
- When shopping with children, keep a close eye on them at all times. Consider coaching them to go to a store clerk or security guard if they become separated and be sure they know their first and last name so they can advise someone who they are. Give children a contact phone number that they can carry on their person in case they do become lost.

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4. Complaints Against Officers and Findings

-None

5. Use-of-Force and Vehicle Pursuits

-None

6. Notable Investigations/Operations

- We continue to work with Maria Parham Franklin to meet our obligations in the process of handling Involuntary Commitment Orders to the Behavioral Unit.
- We continue to provide security for schools/college athletic events, concerts, and other events.
- We prepared and planned for safety and security for the Town's Christmas events: Parade, Market, Tree Lighting, and Movie Night. (Parade)
- "Operation Boost" is still ongoing. 44 incidents / 48 charges / 47 individuals
- 11/28: Break in reported at MGM Sweepstakes on Bickett Blvd. Suspects have been identified and warrants have been obtained for two individuals from the Guilford County area in connection to this incident.

7. Budget Summary

- We are 42% of the way through fiscal year 2023-2024. 50% of the operating budget has been encumbered as of November 30, 2023.
- Grants:
 - We have finalized the 2023 GCC Grant. The final step has been completed and the funds will be reimbursed to the Town soon. In summary, this was an IT Grant that totaled \$24,500 for IT upgrades to the police department: replaced the outdated server in our office, replaced aged computers in the office and in our patrol cars, and video/audio equipment here in the training center.
 - We are in the process of applying for the 2024 GCC Grant.

8. Training Summary

- Taser Instruction
- Death Investigation
- 2023 MIS – Ethics, Mental Health, Juvenile Justice, Enhancing Community Policing

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9. Community Outreach & Special Events

- Officers helped with food drives at St Paul's Presbyterian Church.
- Officers attended a Christmas Breakfast event with the Louisburg Baptist Church.
- Officers attended Open Table event at Louisburg United Methodist Church.

10. Monthly stats are attached

- Citations for November 2023: 180

11. Special requests

- Update on *In & Out* #2 located at 806 S. Main St
- Council Woman Emma Ruth Stewart

Type of Calls	January	February	March	April	May	June	July	Aug	Sept	Oct	Nov	Dec	Total Calls
In Town													
Total Calls	19	25	28	18	15	25	22	27	38	28	17		262
Structure Fires / Cooking Fires	0	1	1	0	0	0	1	0	1	1	1		7
Motor Vehicle Crashes	7	7	7	5	6	8	3	6	7	8	6		70
Fire Alarms	6	6	10	6	5	8	6	12	15	10	6		90
Elec / Smoke Scare	1	2	1	2	1	2	0	2	0	0	1		12
Service / Medical / Good Intent	3	9	6	3	3	3	9	3	8	7	2		56
Cancelled Enroute	0	0	0	0	0	0	0	0	0	0	0		0
Brush Fires	0	0	1	0	0	1	1	0	2	1	0		6
Other Fires (car fire, gas leaks)	2	0	1	0	0	3	1	1	5	1	1		15
Weather Related (downed trees etc)	0	0	1	2	0	0	1	3	0	0	0		7
Outside of Town													
Total Calls	16	20	12	16	20	18	14	20	23	14	21		194
Structure Fires / Cooking Fires	5	1	2	2	1	2	2	3	1	1	2		22
Motor Vehicle Crashes	5	10	5	4	10	5	2	5	10	9	5		75
Fire Alarms	3	0	1	4	2	4	3	4	2	1	7		31
Elec / Smoke Scare	0	0	1	1	2	1	1	1	2	0	0		9
Service / Medical / Good Intent	3	5	2	2	1	2	2	3	5	2	3		30
Cancelled Enroute	0	1	0	0	0	0	0	0	0	0	0		1
Brush Fires	0	3	0	3	0	1	2	4	1	1	4		19
Other Fires (car fire, gas leaks)	0	0	1	0	2	2	0	0	0	0	0		5
Weather Related (downed trees etc)	0	0	0	0	2	1	2	0	2	0	0		7
Total Calls	35	45	40	34	35	43	36	47	61	42	38	0	456
Structure Fires	29												
Motor Vehicle Crashes	145												
Fire Alarms	121												
Elec / Smoke Scare	21												
Service / Medical / Good Intent	86												
Cancelled Enroute	1												
Brush Fires	25												
Other Fires(car fire, gas leaks)	20												
Weather Related Calls	14												
	Jan	Feb	March	April	May	June	July	Aug	Sept	Oct	Nov	Dec	Total
Smoke Alarms Installed	7	3	2	2	4	0	4	4	6	10	2		44
Child Safety Seat Installations	4	2	2	7	2	6	0	7	6	2	2		40
Emergency Call Outs (Elec/Public Works)	1	0	3	2	11	3	2	6	2	5	2		37