

City of Holly Springs
City Council Work Session Meeting Minutes
February 25, 2019

Elected Officials Present: Mayor Steven W. Miller, Mayor Pro Tem Michael Roy Zenchuk II, Councilwoman Karen Barnett, Councilwoman Dee Phillips, Councilman Jeremy Smith, and Councilman Kyle Whitaker.

Staff Present: City Attorney Robert M. Dyer, City Manager Robert H. Logan, City Clerk Karen Norred, Chief Michael Carswell, Community Development Director Nancy Moon, and Information Technology Manager Ron Carter.

Mayor Miller called the Work Session to order.

Public Comments:

No public comments.

Councilmember Zenchuk moved to enter into Executive Session for the purposes of litigation and personnel. Councilmember Phillips seconded the motion. Motion carried 5-0.

Councilmember Phillips moved to return from Executive Session. Councilmember Barnett seconded the motion. Motion carried 5-0.

Councilmember Phillips moved to adjourn. Councilmember Barnett seconded the motion. Motion carried 5-0.

Meeting adjourned.

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Mayor Miller called the City Council meeting to order.

Mayor Miller led the Pledge of Allegiance. Councilmember Smith gave the invocation.

The Tree Commission Board of Directors Chairman Marc Teffeau, Vice Chairman Jennifer Wade, Treasurer Colleen Konwick, Secretary Brandi Hackett, and Chief Michael Carswell presented City Council with a plaque recognizing the City of Holly Springs as a Tree City USA designee.

Consent Agenda:

1. January 7, 2019 Council Meeting Minutes.
2. January 24, 2019 Council Meeting Minutes.
3. Landscape Architecture Design Proposal from Tunnell-Spangler & Associates, Inc., d/b/a TSW for the Holly Springs Intersection Improvement Project, in an amount not to exceed \$27,400.
4. HCM File Client Agreement between MSI Benefits Group, Inc. and the City of Holly Springs, Option 1, Planning, HCM File Platform set-up, eligibility data formatting, HCM File delivery to client an IRS e-File, in an amount not to exceed \$4.00 per 1095-C Form.
5. Lease Agreement No.: 1430429 between Great America Financial Services Corporation, the City of Holly Springs, for term of 36 months, in an amount not to exceed \$176.15 monthly payment amount.
6. Maintenance Plan Sales Order dated January 24, 2019 from Duplicating Products, Inc. for multifunction copier/printer/scanner equipment and accessories.
7. Fax Online Service Agreement between Concord III, LLC (dba Concord Technologies) and the City of Holly Springs.
8. Business Associate Agreement between Concord III, LLC and the City of Holly Springs.

Councilmember Zenchuk moved to approve the Consent Agenda for February 25, 2019.
Councilmember Whitaker seconded the motion. Motion carried 5-0.

New Business:

Councilmember Zenchuk moved to approve the external audit services RFP No. 2018-02 to Mauldin and Jenkins, LLC, for Fiscal Years December 31, 2018 through 2023. Councilmember Phillips seconded the motion. Motion carried 5-0.

Councilmember Barnett moved to approve the amendment to the Official Code of the City of Holly Springs, Article IV. – Departmental Organization, Sec. 2-141. – Administration Service, to create a Court Department. Councilmember Phillips seconded the motion. Motion carried 5-0.

Councilmember Phillips moved to approve the Court Administrator job description. Councilmember Zenchuk seconded the motion. Motion carried 5-0.

Councilmember Barnett moved to approve the Senior Court Clerk job description. Councilmember Zenchuk seconded the motion. Motion carried 5-0.

Councilmember Phillips moved to approve the Court Clerk job description. Councilmember Whitaker seconded the motion. Motion carried 5-0.

Councilmember Zenchuk moved to approve the proposal from Hutcheson Horticultural Company for the installation of pine straw in the median on Sixes Road, in an amount not to exceed \$231. Councilmember Barnett seconded the motion. Motion carried 5-0.

Councilmember Phillips moved to approve a resolution opposing House Bill 302, Preemption of Local Building Design Standards. Councilmember Barnett seconded the motion. Motion carried 5-0.

Reports:

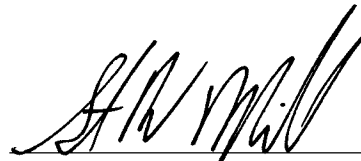
City Manager Robert H. Logan announced the January financial reports are in the packet.

Mayor Miller thanked Tree Commission Board of Director Colleen Konwick, for all her hard work with Holly Springs' first Arbor Day event.

Councilmember Phillips moved to adjourn. Councilmember Zenchuk seconded the motion. Motion carried 5-0.

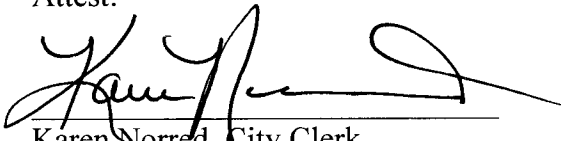
Meeting adjourned.

Respectfully Submitted.



Steven W. Miller, Mayor

Attest:



Karen Norred, City Clerk
(Seal)