

**MINUTES OF THE TOWN OF FRANKLIN TOWN COUNCIL  
REGULAR MEETING  
APRIL 7, 2025**

**THE FRANKLIN TOWN COUNCIL** held a regular meeting on Monday, April 7, 2025, at 6:00 p.m. in the Town Hall Board Room located at 95 East Main Street Franklin, NC.

**1. CALL TO ORDER**

**Vice Mayor Stacy Guffey called the meeting to order at 6:00 p.m. with the following members present:**  
Council Members: Joe Collins, David Culpepper, Mike Lewis, Rita Salain, and Robbie Tompa.

Mayor Jack Horton was absent.

Vice Mayor Stacy Guffey asked those in attendance to please keep Mayor Jack Horton in their thoughts and prayers as he was recovering from a major surgery.

**2. PLEDGE OF ALLEGIANCE**

The Pledge of Allegiance was led by Councilman Robbie Tompa.

**3. ADOPTION OF THE APRIL 7, 2025 TOWN COUNCIL AGENDA**

*Council Member Robbie Tompa made a motion, seconded by Council Member Rita Salain to adopt the Town Council Agenda for April 7, 2025 as presented. The motion carried unanimously. Vote: 6 – 0.*

**4. APPROVAL OF THE CONSENT AGENDA APRIL 7, 2025**

- A.) Approval of the Town Council Meeting Minutes: February 21, 2025 Retreat Minutes, February 22, 2025 Retreat Minutes, March 3, 2025 Regular Meeting Minutes
- B.) Budget Amendment
- C.) Tax Release
- D.) Ordinance Review Committee recommendations
  - 1.) Update of Chapter 52: Water
  - 2.) Revisions to Personnel Policy Manual (Employee Handbook)
- E.) Appointment of Travis Tallent to regular member from alternate status on Planning Board

*Council Member Mike Lewis made a motion, seconded by Council Member Robbie Tompa to approve the consent agenda, for the April 7, 2025 meeting as presented. The motion carried unanimously. Vote: 6 – 0.*

**5. RECOGNITIONS/PROCLAMATION**

- A.) Rusty Cortopassi certification Water Distribution Grade C presented by Bill Deal Public Works Director
- B.) Cody Cabe certification Wastewater Biological Operator 2 presented by Jason Hopkins, Wastewater Treatment Plant Supervisor/ORC
- C.) Proclamation – Line Worker Appreciation – Vice Mayor Stacy Guffey

## 6. PUBLIC SESSION

No one signed up to speak.

## 7. PUBLIC HEARINGS

- A.) Public Hearing on Monday, April 7, 2025 at 6:05 p.m. or as closely thereafter as possible to gain public input related Chapter 74 – traffic Schedules to changing a portion of Stewart Street to be one-way – Town Manager Amie Owens

**Vice Mayor Guffey opened the Public Hearing at 6:08 p.m.**

Town Manager Owens said that at the Town Council Retreat on February 22 there was some discussion about Stewart Street. There will be a food truck and there has been concerns about pedestrian traffic and vehicular traffic on Stewart Street. The request is to make a portion of Stewart Street one-way from Phillips Street to the unnamed driveway that connects E. Palmer Street to Stewart Street. This will also allow the addition three (3) additional parking spaces behind the clock tower. Town Manager Owens noted that she had not received any comments for or against making a portion of Stewart Street one-way.

**The Public Hearing was Closed at 6:10 p.m.**

***Council Member Rita Salain made a motion, seconded by Council Member Joe Collins to approve the amendment to Chapter 74 to establish one-way travel on Stewart Street as presented. The motion carried unanimously. Vote: 6 – 0.***

Town Manager Owens said the parking spaces will be stripped, arrows painted on the street and signs will be displayed as soon as possible.

- B.) Public Hearing on Monday, April 7, 2025 at 6:08 p.m. or as closely thereafter as possible to gain public input related to a text amendment related to generators on mobile food trucks – Town Planner Justin Setser

**Vice Mayor Guffey opened the Public Hearing at 6:12 p.m.**

Town Planner Justin Setser stated that the text amendment change would affect Chapter 152.123 and Chapter 95.09. He stated that this change came from complaints about loud food trucks at some events. The Planning Board reviewed and recommended the text amendment update related to generators on mobile food trucks. Town Planner Justin Setser said he mailed letters to nine (9) vendors on file with the Town and had not received any phone calls.

There was discussion about the size of generators that produce the 60-decibel limit and how to monitor the decibel noise. There was additional discussion on how many food truck vendors this would affect and what the repercussions would be. Town Planner Setser said they would receive a notice of violation and would have to turn off the generator and/or leave the event. The information will be given to all mobile food truck vendors prior to events. Event Coordinator, Sabrina Scruggs, said she spoke to one mobile food truck vendor and they said that the Town of Franklin has fewer rules than other Towns.

**Vice Mayor Guffey Closed the Public Hearing 6:21 p.m.**

***Council Member Joe Collins made a motion, seconded by Council Member Robbie Tompa to approve the text amendment related to generators on mobile food trucks, as presented, with the removal of the double negative language. The motion carried unanimously. Vote: 6 – 0.***

- C.) Public Hearing on Monday, April 7, 2025 at 6:11 p.m. or as closely thereafter as possible to gain public input related to a proposed annexation of 7.2 acres located off Siler Road – Town Planner Justin Setser

**Vice Mayor Guffey opened the Public Hearing at 6:22 p.m.**

Town Planner Justin Setser stated there was a condition of annexation included with the conditional zoning request of the future apartment complex off Siler Road.

**Vice Mayor Guffey Closed the Public Hearing 6:23 p.m.**

***Council Member Rita Salain made a motion, seconded by Council Member Mike Lewis to approve the voluntary annexation of 7.2 acres located on Siler Road into the Town of Franklin Corporate Limits. The motion carried unanimously. Vote 6 – 0.***

Councilman Culpepper asked if there was any talk on adding a bus stop or connecting to the greenway. Town Planner Setser said there had not been any further discussion but he would find out.

Vice Mayor Guffey inquired about the addition of sidewalks and Town Planner Setser said yes, sidewalks were one of the conditions of the conditional zoning request.

## **8. CALLS FOR PUBLIC HEARING**

- A.) Call for Public Hearing on Monday, May 5, 2025 at 6:05 p.m. or as closely thereafter as possible to allow for public input related to a proposed annexation of 8.846 acres PIN 6595638556 off Old Cat Creek Road into the Town of Franklin Corporate Limits - Town Planner Justin Setser  
Town Planner Justin Setser said the annexation petition has been certified by the Town Clerk. He said that water/sewer is available on the site.

***Council Member David Culpepper made a motion, seconded by Council Member Mike Lewis to set the public hearing for Monday, May 5, 2025 at 6:05 p.m. or as closely thereafter as possible to receive public input related to a proposed annexation of 8.846 acres off Old Cat Creek Road into the Town of Franklin Corporate Limits. The motion carried unanimously. Vote 6 – 0.***

- B.) Call for Public Hearing on Monday, May 5, 2025 at 6:08 p.m. or as closely thereafter as possible to allow for public input related to a request for conditional rezoning for C-1 to C-2 CZ for property located at 87 Frogtown Lane PIN 6594191247 - Town Planner Justin Setser  
Braham Edwards submitted an application for Conditional Rezoning. The Planning Board met on March 31, 2025 and recommend the approval for rezoning. Town Planner Justin Setser said the

property is .42 acres on Frogtown Lane. The request for C-2 CZ will allow for a medical clinic. The office will contain 3 exams rooms and there is ample parking.

***Council Member David Culpepper made a motion, seconded by Council Member Rita Salain to set the public hearing for Monday, May 5, 2025 at 6:08 p.m. or as closely thereafter as possible to receive public input related to a request for conditional rezoning from C-1 to C-2 CZ for property located at 87 Frogtown Lane. The motion carried unanimously. Vote 6 – 0.***

## **9. NEW BUSINESS**

### **A.) Request regarding Alpine Cottages Utility Account- James Martin**

James Martin, account holder for Alpine Cottage Water System, reached out to the Town after a water leak resulted in a water bill over \$9,000. Mr. Martin was unable to attend the meeting. Town Manager Owens gave some background information:

- The residents have a master water meter and share the cost of the monthly bill,
- over one million gallons of water leaked;
- after the leak was discovered, it was repaired;
- the leak went undetected because it ran into a pond;
- the late penalty was waived; and
- Town Manager Owens only has authority to grant a 12-month payment plan.

Alpine Cottage resident Ted Pitcher addressed the Town Council. He found the leak and said there was no negligence on the side of the residents or the Town. He is asking for relief on the bill.

Alpine Cottage resident Amy Burton addressed the Town Council. She stated she had received a letter about her water being turned off for nonpayment. Town Attorney John Henning, Jr. said that was a civil matter and nothing to do with the Town.

There was discussion about the Town's inability to detect water loss in real time.

Councilwoman Salain and Councilman Tompa said they were in favor of extending the repayment period to 24-months. Town Attorney Henning noted that since 2006 when he became the Town Attorney, he has not seen Town Council reduce a water bill for a leak. Councilman Collins said since he has been on the Board he has also not seen a water bill reduced. Town Manager Owens noted that by extending the payment plan to 24-months each household bill will increase approximately \$37-\$40/month.

***Council Member Mike Lewis made a motion, seconded by Council Member Robbie Tompa to approve the payment plan extension to 24-months for the Alpine Cottage Utility Account. The motion carried unanimously. Vote: 6 – 0.***

### **B.) Request approval for position, Utility Maintenance Crew Leader, to be added to the pay scale – Town Manager, Amie Owens and Human Resources Director, Nicole Bradley**

Town Manager Amie Owens stated that previously in the pay scale there was a Utility Maintenance Crew Leader position. This position would allow Public Works to have two crews

going in separate directions. It will also help in succession planning of our Public Works department. The position will be filled internally.

***Council Member David Culpepper made a motion, seconded by Council Member Mike Lewis to approve the position of Utility Maintenance Crew Leader, to be added the pay scale as presented. The motion carried unanimously. Vote: 6 – 0.***

C.) Request approval of purchase of Litesizer DLS 700 equipment for use at the Water Treatment Plant- Town Manager, Amie Owens

Town Manager Amie Owens noted that this item was not included in FY 2024/2025 budget and is above her signature threshold. Water Plant Supervisor/ORC, Kyle Pocquette, found a good deal on the equipment and was able to find funding in his budget for the equipment. The Litesizer DLS 700 is a benchtop meter that measures the positive and negative charges in water. Mr. Pocquette noted that the test run on this equipment is 100 % accurate and comes with a great warranty. The cost of the equipment is \$43,973.

***Council Member David Culpepper made a motion, seconded by Council Member Rita Salain to approve the purchase of Litesizer DLS 700 equipment for use at the Water Treatment Plant as presented. The motion carried unanimously. Vote: 6 – 0.***

D.) Request approval of Letter of Support for Macon County for NC Parks and Recreation Trust Fund (PARTF) grant application – Town Manager, Amie Owens

Town Manager Amie Owens noted that when the Town of Franklin applied for the PARTF Grant in 2024, the Macon County Recreation Board submitted a letter of support of the application. Macon County is now applying for the grant and would like a letter of support from the Town.

***Council Member Joe Collins made a motion, seconded by Council Member David Culpepper to approve the Letter of Support for Macon County for NC Parks and Recreation Trust Fund grant application as presented. The motion carried unanimously. Vote: 6 – 0.***

## 10. DEPARTMENTAL UPDATES

- A.) Finance – Sarah Bishop, Finance Director gave an update on sales tax revenue, 2025/2026 budget prep and the upcoming interim audit in May.
- B.) Planning/IT/Facilities – Justin Setser, Town Planner gave an update on the number of permits and violations, the Resilience Grant, Historic District application, sidewalks and the Bike/Ped Plan.
- C.) Police – Chief Devin Holland gave an update on call, operations, weekly crime reports, greenway bike patrol, 1<sup>st</sup> Sgt Norman’s award, business checks, \$1000 grant from Walmart, radar/intox training and he thanked Gio Hernandez for waxing their floors and thanked Angela Green, Code Enforcement Officer, for her help.

## 11. ITEMS FROM COUNCIL

Vice Mayor Guffey said the Town had received a Certificate of Appreciation from the Macon County Farmers Market.

Councilman Lewis attended the North Carolina League of Municipalities (NCLM) finance class in Boiling Springs.

Councilman Tompa discussed the Main Street Coordinator position. The subcommittee (Councilman Tompa and Vice Mayor Guffey) met with Town Manager Owens to discuss the job description and it was determined the position would start out as part-time and would begin to build the program. Town Manager Owens noted it will take 2-years for approval into the program. Town Manager Owens noted there is still a lot of behind the scenes work that has to be done for the program.

Councilwoman Salain said thanks for the hard work on the Main Street Coordinator position, she also thanked Angela Green, Code Enforcement Officer, for getting things cleaned up around Town and is looking forward to festivals/events.

Councilman Culpepper asked the team to not let on trails and Blueway grant opportunities pass the town by for the future of outdoor recreation.

## **12. ANNOUNCEMENTS**

- A.) Next Town Council Regular Meeting is Monday, May 5, 2025
- B.) Town offices will be closed on Friday, April 18 in observance of Good Friday in accordance with the NC State Holiday Schedule
- C.) Special Called Meeting, Monday, April 21 at 6:00 p.m. – Budget Work Session
- D.) CityVision -April 29 -May 1, 2025 in Greenville, NC

## **13. CLOSED SESSION**

- A.) Enter into Closed Session under NC General Statute § 143-318.11(a)(5) to discuss acquisition of real property by purchase, option, exchange, or lease.
- B.) Enter into Closed Session under NC General Statute § 143-318.11(a)(3) Attorney Client Privilege

***Council Member David Culpepper made a motion, seconded by Council Member Joe Collins to enter into Closed Session under NC General Statute § 143-318.11(a)(5) to discuss acquisition of real property by purchase, option, exchange, or lease and NC General Statute § 143-318.11(a)(5) Attorney Client Privilege. The motion carried unanimously. Vote: 6-0.***

**The Town Council entered closed session at 7:29 p.m.**

**The Town Council returned to open session at 8:04 p.m.**

**14. ADJOURNMENT**

***Council Member Joe Collins made a motion, seconded by Council Member David Culpepper to adjourn the meeting at 8:05 p.m. The motion carried unanimously. Vote: 6-0.***

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Stacy J. Guffey, Vice Mayor

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Nicole Bradley, Town Clerk