



December 11, 2023
City Council Meeting

Mayor Bryan Hough
Mayor-Elect David Moore
Mayor Pro-Tem Phyllis Harris
Councilman Ivory Craig
Councilman Jeff Meadows
Councilwoman Christina Pawlish
Councilwoman Lauren Shoemaker
Councilman-Elect Kenneth Reeves
Marie M. Anders, City Attorney
Danny Jackson, Interim City Manager

**CITY OF MOUNT HOLLY
MOUNT HOLLY CITY COUNCIL MEETING AGENDA**



**December 11, 2023
7:00 P.M.**

CALL TO ORDER BY THE MAYOR

INVOCATION

PLEDGE OF ALLEGIANCE

Boy Scout Troop 59

SET THE AGENDA

CONSENT AGENDA

1. Approval of a Resignation Letter from Councilman David Moore
2. Call for a public hearing to consider amending Section 3.10 and Section 3.26 of the Zoning Ordinance concerning retaining walls.
3. Approval of the 2024 Council Meeting Schedule
4. Approval of Parks and Recreation Budget Amendments
5. Approval of Parks and Recreation Commission Re-Appointments
6. Approval of Planning Commission Re-Appointments-Jerry Bishop, Perry Toomey, Alberto Gonzalez to serve an additional three-year term expiring December 2026
7. Approval of Amended Interim City Manager Contract
8. Approval of Minutes from the November 1, 2023 Special Meeting
9. Approval of Minutes from the November 1, 2023 Closed Session
10. Approval of Minutes from the November 2, 2023 Special Meeting
11. Approval of Minutes from the November 2, 2023 Closed Session
12. Approval of Minutes from the November 10, 2023 Special Meeting
13. Approval of Minutes from the November 10, 2023 Closed Session
14. Approval of Minutes from the November 13, 2023 Council Meeting
15. Approval of Minutes from the November 13, 2023 Closed Session

SPECIAL RECOGNITION

Mayor Bryan Hough

SWEARING IN CEREMONY

1. Oath of Office for Mayor David Moore
2. Oath of Office for Councilwoman Phyllis Harris
3. Oath of Office for Councilman Jeff Meadows
4. Oath of Office for Councilman Kenneth Reeves

*Honorable Jesse B. Caldwell, III
Honorable Jesse B. Caldwell, III
Honorable Jesse B. Caldwell, III
Honorable Jesse B. Caldwell, III*

**CITY OF MOUNT HOLLY
MOUNT HOLLY CITY COUNCIL MEETING AGENDA**



**December 11, 2023
7:00 P.M.**

PRESENTATIONS

1. Presentation of Employee Service Awards

Mayor David Moore

PUBLIC HEARING

1. Public hearing to amend Section 7.1-Note 28-C-4-d to permit front roof slope mounted solar panels within 100 feet from the road, case # TA-23-14.

Josh Blackwell

PUBLIC COMMENT – Three (3) Minute Limit

OLD BUSINESS

NEW BUSINESS

1. Discussion of Filling the City Council Vacancy

Marie Anders

CLOSED SESSION

1. Closed Session Pursuant to N.C.G.S 143-318.11 (a) (3 and 5)

ADJOURN

CONSENT AGENDA



City of Mount Holly Action Agenda Item

To: City Council From: Tara Douglas City Clerk	Date: December 7, 2023 Meeting Date: December 11, 2023																																
Agenda Item to be considered: Approval of a Resignation Letter from Councilman Moore.																																	
Will this require a public hearing? ☐ YES ☒ NO																																	
Background/Purpose of Request: Attached is a letter from Mayor-Elect David Moore resigning from his seat on Council. 																																	
Fiscal Impact: <table border="1" style="width: 100%; border-collapse: collapse;"><tr><td>Will Item affect current budget</td><td>☐ YES</td><td>☐ NO</td><td>☐ N/A</td></tr><tr><td>Reviewed by Finance Director</td><td>☐ YES</td><td>☐ NO</td><td>☐ N/A</td></tr><tr><td>Preaudit Certification required</td><td>☐ YES</td><td>☐ NO</td><td>☐ N/A</td></tr><tr><td>Capital Project Ordinance required</td><td>☐ YES</td><td>☐ NO</td><td>☐ N/A</td></tr><tr><td>Budget Transfer required</td><td>☐ YES</td><td>☐ NO</td><td>☐ N/A</td></tr><tr><td>Total City Dollars:</td><td colspan="3">\$</td></tr><tr><td>Budget Code</td><td colspan="3"></td></tr><tr><td>Reviewed by City Attorney</td><td>☐ YES</td><td>☐ NO</td><td>☐ N/A</td></tr></table>		Will Item affect current budget	☐ YES	☐ NO	☐ N/A	Reviewed by Finance Director	☐ YES	☐ NO	☐ N/A	Preaudit Certification required	☐ YES	☐ NO	☐ N/A	Capital Project Ordinance required	☐ YES	☐ NO	☐ N/A	Budget Transfer required	☐ YES	☐ NO	☐ N/A	Total City Dollars:	\$			Budget Code				Reviewed by City Attorney	☐ YES	☐ NO	☐ N/A
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Budget Transfer required	☐ YES	☐ NO	☐ N/A																														
Total City Dollars:	\$																																
Budget Code																																	
Reviewed by City Attorney	☐ YES	☐ NO	☐ N/A																														
Manager/Staff Recommendation: Approval																																	
Result of City Council Decision: 																																	
Attachments: 1. Resignation Letter from Councilman David Moore																																	

December 6, 2023

Dear Mr. Jackson,

Please accept this letter as my official resignation from the Mount Holly City Council, as of December 11, 2023.

This is due to the recent election in which I will be moving in to the role of Mayor.

Best regards,

David Moore



City of Mount Holly Action Agenda Item

To: City Council
From: Josh Blackwell, Planning Tech

Date: 12-1-2023
Meeting Date: 12-11-2023

Agenda Item to be considered: Call for a public hearing for a proposed text amendment to amend Section-3.10 (C) and Section 3.26 of the Zoning Ordinance (Fence and wall maintenance standard requirements) to require retaining walls to be maintained and provide a definition of a retaining wall.

Will this require a public hearing? ☒ YES ☐ NO

Background/Purpose of Request:

This proposed text amendment has been submitted by staff and would update the language in the Zoning Ordinance to require retaining walls to be maintained.

Currently the title of Section 3.10 (C) (1-4) of the Zoning Ordinance refers to both fences and walls but the body of text omits any mention of walls. Staff feels we need greater clarification in this area to help our enforcement efforts and make them more defensible.

Section 3.26 of the Zoning Ordinance does not have a definition of a retaining wall and a definition will be added with this text amendment.

If this call is approved, the Planning Commission will review this matter at their January 2nd meeting, and the City Council will hear this case at their January 8th meeting.

Fiscal Impact:

Will Item affect current budget	☐ YES	☐ NO	☒ N/A
Reviewed by Finance Director	☐ YES	☐ NO	☒ N/A
Preaudit Certification required	☐ YES	☐ NO	☒ N/A
Capital Project Ordinance required	☐ YES	☐ NO	☒ N/A
Budget Transfer required	☐ YES	☐ NO	☒ N/A
Total City Dollars:	\$		
Budget Code			
Reviewed by City Attorney	☒ YES	☐ NO	☐ N/A

Manager/Staff Recommendation:

Staff recommends that the City Council approve the call for public hearing.

Attachments:

1. Text Amendment Application.
2. Proposed Redlines.



APPLICATION FOR TEXT AMENDMENT
CITY OF MOUNT HOLLY, NORTH CAROLINA

Date Filed: **12-1-23**. Application Number: **TA-23-15**

I, the undersigned, do hereby respectfully make a formal application for your review of my request concerning the text amendment described below:

1. The amendment is found in the City of Mount Holly Zoning Ordinance relating to: **amend Section 3.10 (C) and 3.26 of the Zoning Ordinance.**
2. The following statement best describes what you would like the text amendment to reflect: **This proposed text amendment, submitted by staff, would amend Section 3.10 (C) and 3.26 of the Zoning Ordinance to require walls to be maintained and define retaining walls.**
3. Name: **Josh Blackwell, Planning Technician.**
Address: **400 E Central Avenue Mount Holly, NC 28120.**

980-525-9041

Phone Number

Josh Blackwell

Signature of Applicant

INSTRUCTIONS: Applications must be TYPED or LEGIBLE and filed with the City of Mount Holly Planning and Zoning Department, together with the application fee in the amount of **\$250.00** (See Fee Schedule) at least 30 days prior to the Planning Commission meeting for initial consideration.

Proposed Redlines

Section 3.10 (C) FENCES AND WALLS.

(C) Fence and **retaining** wall maintenance standard requirements.

(1) Fences **and retaining walls** shall be maintained in a manner to prevent **collapse**, rust, corrosion and deterioration, not to become a nuisance, and not to be dilapidated, deteriorated or a danger to adjoining property owners or the public.

(2) Every fence **and retaining wall** installed shall be maintained in such a way that it will remain upright and in good repair. This includes the prevention of grass, trees or other vegetation from growing to a length that will affect the structural integrity of the fence **or retaining wall**.

(3) Any deteriorated, damaged or decayed fencing **or retaining wall** shall be repaired or removed within 15 days of a written notice by the city to correct that condition.

(4) All fences and walls constructed prior to the adoption date of this section must follow these new standards. This includes non-conforming provisions of Ch. 11 of this Zoning Code.

Section 3.26

RETAINING WALL. A structure that is built to prevent the soil behind it from sliding or eroding away. It is used to create different levels of elevation in areas where the natural slope of the land is too steep or undesirable



City of Mount Holly Action Agenda Item

To: City Council	Date: December 7, 2023
From: Tara Douglas City Clerk	Meeting Date: December 11, 2023
Agenda Item to be considered: Consent Agenda Item #3. Approval of the 2024 Council Meeting Schedule.	
Will this require a public hearing? ☐ YES ☒ NO	
Background/Purpose of Request: Attached is a copy of the 2024 council meeting Schedule. _____ _____ _____ _____ _____	
Fiscal Impact:	
Will Item affect current budget	☐ YES ☐ NO ☐ N/A
Reviewed by Finance Director	☐ YES ☐ NO ☐ N/A
Preaudit Certification required	☐ YES ☐ NO ☐ N/A
Capital Project Ordinance required	☐ YES ☐ NO ☐ N/A
Budget Transfer required	☐ YES ☐ NO ☐ N/A
Total City Dollars:	\$
Budget Code	
Reviewed by City Attorney	☐ YES ☐ NO ☐ N/A
Manager/Staff Recommendation: Approval	
Result of City Council Decision: 	
Attachments: 1. 2024 City Council Meeting Schedule	



2024 City Council Meeting Schedule

Council Meetings

January 8, 2024

February 12, 2024

March 11, 2024

April 8, 2024

May 13, 2024

June 10, 2024

July 8, 2024

August 12, 2024

September 9, 2024

October 14, 2024

November 11, 2024

December 9, 2023

Work Session Meetings

January 22, 2024

February 26, 2024

March 25, 2024

April 22, 2024

May 27, 2024(budget)

June 24, 2024

July 22, 2024

August 26, 2024

September 23, 2024

October 28, 2024

no work session meeting

no work session meeting

All Council meetings begin at 7:00 p.m. All meetings are held in the Council Chambers at the Municipal Complex located at 400 East Central Avenue, Mount Holly, NC 28120. All Work Session Meetings are held on the 4th Monday of the month at 6:30 p.m. in the Council Chambers unless otherwise noted.



City of Mount Holly Action Agenda Item

To: Mayor and City Council

Date: 12-4-23

From: Mark Jusko

Meeting Date: 12-11-23

Agenda Item to be considered: Approval of Parks & Recreation budget amendments

Will this require a public hearing?

☐ YES

☒ NO

Background/Purpose of Request Parks & Recreation is requesting the following budget amendments:

- Securing area around City House on Drywall Drive- this will include the purchase of a gate, internet, security system, and power. \$13,970
- Parade safety measures- This will include extra lighting, water barricades, message boards, and delivery and setup. \$6,480
- Design and Permitting services for River Street Park kayak launch, and final design on Dutchmans Creek Bridge \$170,000

Total amount requested is \$190,450

Fiscal Impact:

Will Item affect current budget	X YES	NO	☐ N/A
Reviewed by Finance Director	X YES	NO	☐ N/A
Preaudit Certification required	YES	X NO	☐ N/A
Capital Project Ordinance required	YES	X NO	☐ N/A
Budget Transfer required	X YES	NO	☐ N/A
Total City Dollars:	\$		
Budget Code			
Reviewed by City Attorney	☐ YES	X ☐ NO	☐ N/A

Manager/Staff Recommendation: To approve budget amendments

Result of City Council Decision:

Attachments: Budget amendment worksheet



CITY OF MOUNT HOLLY
FY 23-24 Budget Amendment

Account Number	Description	Account Debit	Account Credit
10-00-3991-000	Fund Balance Appropriation		\$190,450.00
10-00-4260-351	MR Buildings and Grounds	\$8,400.00	
10-00-4260-331	Utilities	\$1,050.00	
10-00-4260-199	Contracted Services	\$3,860.00	
10-00-4210-321	Telephone	\$660.00	
10-81-6130-616	Parade	\$6,480.00	
10-81-6130-194	Professional Services	\$170,000.00	
TOTAL		\$190,450.00	\$190,450.00

Date Submitted: 11-Dec-23

Finance Officer: _____

City Manager: _____

Department Comments:

Amendment to appropriate fund balance for Parks and Recreation

Unassigned Fund Balance after Budget Amendment Approval: 10,270,834

% of Budget after Budget Amendment Approval: 38,401353%



City of Mount Holly Action Agenda Item

To: Mayor and City Council

Date: 12/6/23

From: Mark Jusko

Meeting Date: 12/11/23

Agenda Item to be considered:

Approval of Parks & Recreation Commission re-appointments

Will this require a public hearing?

☐ YES

☒ NO

Background/Purpose of Request: The Parks & Recreation Commission members' terms are up and the regular members need to be re-appointed to another four- year term. The current regular members are: Henry Massey, Marshall Huffstetler, Eddie Wilson, LaTarsha Beam, James Harper Johnson, Jeff Kaylor, Doug Bradley. There is currently one open seat as Greg Springs finished out the term of Frances Springs. The open seat will be discussed at the January Parks & Recreation Commission meeting.

Fiscal Impact:

Will Item affect current budget	☐ YES	☒ NO	☐ N/A
Reviewed by Finance Director	☐ YES	☒ NO	☐ N/A
Preaudit Certification required	☐ YES	☒ NO	☐ N/A
Capital Project Ordinance required	☐ YES	☒ NO	☐ N/A
Budget Transfer required	YES	☒ NO	☐ N/A
Total City Dollars:	\$		
Budget Code			
Reviewed by City Attorney	☐ YES	☒ NO	☐ N/A

Manager/Staff Recommendation: Re-appoint regular Commission members.

Result of City Council Decision:

Attachments:



City of Mount Holly Action Agenda Item

To: City Council

Date: 12-4-2023

From: Paul Lowe, Assistant Planning Dir.

Meeting Date: 12-11-2023

Agenda Item to be considered: Reappoint Jerry Bishop, Perry Toomey, & Alberto Gonzalez to serve an additional three-year term on the Planning Commission expiring in December 2026.

Will this require a public hearing? ☐ YES ☒ NO

Background/Purpose of Request: Jerry Bishop, Perry Toomey, & Alberto Gonzalez's terms will expire December 31, 2023. Staff has checked with all three members, and they are willing to serve an additional term. If reappointed, Bishop, Toomey, & Gonzalez's will serve on the Planning Commission until December 2026. Staff recommends the reappointments as all three members add value to the Commission and have good regular attendance.

Fiscal Impact:

Will Item affect current budget	☐ YES	☐ NO	☒ N/A
Reviewed by Finance Director	☐ YES	☐ NO	☒ N/A
Preaudit Certification required	☐ YES	☐ NO	☒ N/A
Capital Project Ordinance required	☐ YES	☐ NO	☒ N/A
Budget Transfer required	☐ YES	☐ NO	☒ N/A
Total City Dollars:	\$		
Budget Code			
Reviewed by City Attorney	☐ YES	☒ NO	☐ N/A

Manager/Staff Recommendation:

Reappoint Jerry Bishop, Perry Toomey, & Alberto Gonzalez for an additional term on the Planning Commission. If reappointed, their updated term will expire December 2026.

Attachments:

1. Current Planning Commission Roster



City of Mount Holly
Planning Commission/Board of Adjustment Roster 2023

Jerry Bishop, Chair (BOA Member) 200 East Catawba Drive Mount Holly, NC 28120 704-460-9414 jerrybishop4160@gmail.com Term Expires: December 2023	Teraseta Ellerbe, Vice-Chair (BOA Member) 212 Augustus Lane Mount Holly, NC 28120 704-860-6630 terasetaellerbe@gmail.com Term Expires: December 2024
Rodney Williams (BOA Member) 315 South Main Street Mount Holly, NC 28120 (C) 704-616-4008 A1949hotrod@outlook.com Term Expires: December 2024	Myles Biggerstaff (BOA Member) 607 Timberlane Drive Mount Holly, NC 28120 704-860-4777 mbiggers@bellsouth.net Term Expires: December 2025
Melanie Nichols (BOA Member) 145 Riverfront Parkway Mount Holly, NC 28120 704-685-4104 Melanie@melaniemwilson.com Term Expires: December 2024	Will Crist (Alt # 1) 207 Old Mine Road Mount Holly, NC 28120 704-451-9118 wferist@bellsouth.net Term Expires: December 2025
Perry Toomey (Alt #2) 203 Dogwood Drive Mount Holly, NC 28120 704-827-0505 perrytoomey@att.net Term Expires: December 2023	Alberto Gonzalez (Alt # 3) 116 Thomas Springs Drive Mount Holly, NC 28120 786-553-7639 Albert.gonzalez631@gmail.com Term Expires: December 2023
Russell Hunt (Alt #4) 5125 Chegall Crossing Way Mount Holly, NC 28120 704-604-6133 rlhunt62@icloud.com Term Expires: May 2026	Staff: Greg Beal-704-951-3012 Paul Lowe-704-951-3014 Brandon Livingston-704-951-3017 Josh Blackwell-980-525-9041 Vacant-GIS Tech-704-951-3026
Mount Holly Planning Department 400 East Central Avenue Mount Holly, NC 28120 704-827-3931 (Main City Phone Number)	



City of Mount Holly Action Agenda Item

To: City Council From: Tara Douglas City Clerk	Date: December 7, 2023 Meeting Date: December 11, 2023																																
Agenda Item to be considered: Consent Item #7. Amended Contract for Interim City Manager Danny Jackson.																																	
Will this require a public hearing? ☐ YES ☒ NO																																	
Background/Purpose of Request: <u>Attached the amended contract for Danny Jackson as a consultant to the Mount Holly City Council.</u> 																																	
Fiscal Impact: <table border="1" style="width: 100%; border-collapse: collapse;"><tr><td style="width: 45%;">Will Item affect current budget</td><td style="width: 15%;">☐ YES</td><td style="width: 15%;">☐ NO</td><td style="width: 25%;">☐ N/A</td></tr><tr><td>Reviewed by Finance Director</td><td>☐ YES</td><td>☐ NO</td><td>☐ N/A</td></tr><tr><td>Preaudit Certification required</td><td>☐ YES</td><td>☐ NO</td><td>☐ N/A</td></tr><tr><td>Capital Project Ordinance required</td><td>☐ YES</td><td>☐ NO</td><td>☐ N/A</td></tr><tr><td>Budget Transfer required</td><td>☐ YES</td><td>☐ NO</td><td>☐ N/A</td></tr><tr><td>Total City Dollars:</td><td colspan="3">\$</td></tr><tr><td>Budget Code</td><td colspan="3"></td></tr><tr><td>Reviewed by City Attorney</td><td>☐ YES</td><td>☐ NO</td><td>☐ N/A</td></tr></table>		Will Item affect current budget	☐ YES	☐ NO	☐ N/A	Reviewed by Finance Director	☐ YES	☐ NO	☐ N/A	Preaudit Certification required	☐ YES	☐ NO	☐ N/A	Capital Project Ordinance required	☐ YES	☐ NO	☐ N/A	Budget Transfer required	☐ YES	☐ NO	☐ N/A	Total City Dollars:	\$			Budget Code				Reviewed by City Attorney	☐ YES	☐ NO	☐ N/A
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Reviewed by City Attorney	☐ YES	☐ NO	☐ N/A																														
Manager/Staff Recommendation: Approval																																	
Result of City Council Decision: 																																	
Attachments: 1. Amended Contract for Danny Jackson, Interim City Manager																																	

NORTH CAROLINA

CONSULTANT AGREEMENT

GASTON COUNTY

THIS CONSULTANT AGREEMENT, made and entered into this the 11th day of December, 2023, by and between the City of Mount Holly, North Carolina, (hereinafter called "the City"); and Danny J. Jackson (hereinafter "Jackson").

WITNESSETH:

WHEREAS, Jackson, having previously served for over 33 years as an employee of City before his retirement on November 1, 2020, recently has been serving as Interim City Manager from May 15, 2023, until the City Council could hire a new City Manager; and,

WHEREAS, the City Council has now offered the position of City Manager of Mount Holly to Jonathan Blanton ("Blanton") effective January 2, 2024, which position Blanton has accepted as set forth in a separate employment agreement; and,

WHEREAS, the City Council has requested Jackson to assist Blanton through the next budget cycle, acting as a consultant in sharing his many years of experience in management for the City and as a liaison between Blanton and the City Council, other government officials, staff, developers, citizens, and local organizations; and,

WHEREAS, this Agreement is for the purpose of establishing the relationship between City and Jackson between January 2, 2024, and July 1, 2024; and,

NOW THEREFORE, the Parties, in consideration of the mutual agreements set forth herein, do hereby agree to the understanding set forth herein as follows:

1. The parties agree that Jackson shall serve the City Council as a Consultant (as an independent contractor but not as an employee) in an advisory position to the City Manager and City Council, effective January 2, 2024, at 12:01 AM and extending until June 30, 2024, at 11:59 PM, unless sooner terminated by either party with or without cause.
2. Jackson, in his role as Consultant, shall monitor Blanton as he manages the City, which includes his various meetings with Council and Boards. Jackson shall report his observations directly to the City Council and receive further direction from the City Council in his role as Consultant to Blanton.
3. During the course of this Consultant Agreement, Jackson will answer only to the City Council.
4. As Consultant, Jackson shall receive compensation which is the equivalent of his base salary as Interim City Manager plus the monetary value of all relevant benefits as of January 1, 2024. Jackson shall be paid in the same installments as he was paid when serving as Interim City Manager as of January 1, 2024, except that included in such installments shall be the cash equivalent of benefits he was receiving as of said date, subject to the following: Benefits that Jackson will continue to receive after his retirement will not be reduced to a cash value and added to his compensation hereunder, but he shall continue to receive such retirement benefits. The terms of Jackson's compensation package for his services hereunder are set forth on Exhibit A attached hereto.
5. Jackson shall not be required to hold specific office hours; and further, shall attend meetings of the City Council, Boards or Committees, Staff Meetings and Departmental Meetings on an as needed and/or requested basis.

IN WITNESS WHEREOF, this Consultant Agreement has been executed by authority duly given, in duplicate originals, the day and year first above written.

THE CITY OF MOUNT HOLLY

By: _____
Mayor

_____(SEAL)
Danny J. Jackson

EXHIBIT A

**DANNY J. JACKSON
CONSULTING SERVICES**

**COMPENSATION PACKAGE
FOR PERIOD – JANUARY 2, 2024 – JUNE 30, 2024**

CLIENT: Mount Holly City Council

SCOPE OF WORK: Outlined in executed Consultant Agreement dated December 11, 2023.

COMPENSATION: Salary: 26 weeks x \$1,693/week rate = \$44,018

OTHER NON-SALARY COMPENSATION:

401-k, cash equivalent total = \$2,201 (payable as a lump sum) (Rate is \$84.65/wk for 26 week work period as noted above). The rate is the City's 5% weekly contribution.

Vehicle Allowance/Mileage, cash equivalent total = \$5,109 (payable as a lump sum) (Rate is \$196.50/wk for 26 week work period as noted above). The weekly rate is calculated based upon the 2023 NC Treasurer's Office of 65.5 cents a mile. 300 miles/wk for 16 weeks.

Total = \$51,328.00

NOTES: Salary is to be paid bi-weekly.
Any days taken off will be treated as vacation or sick, salary will remain the same.
Other non-salary compensation is to be paid in a lump sum = \$7,310.
Lump sum payout is due on January 5, 2024.
Funding for the above compensation is already budgeted this fiscal year.

Thank you for the opportunity to continue serving the Mount Holly City Council and the City of Mount Holly.

Danny J. Jackson
Consultant

(Attach preaudit certificate)

CITY OF MOUNT HOLLY
MOUNT HOLLY CITY COUNCIL SPECIAL MEETING
MONDAY, November 1, 2023
COUNCIL CHAMBERS
5:00 PM

CALL TO ORDER

Mayor Hough called the meeting to order at 5:00 pm. The following were present:

Mayor Bryan Hough	Geraldine Gardner, Executive Director of Centralina Regional Council-Facilitator and Minutes
Mayor Pro Tem Phyllis Harris	Venicia White, HR Manager of Centralina Regional Council
Councilman Ivory Craig	
Councilman Jeff Meadows	
Councilman David Moore	
Councilwoman Christina Pawlish	
Councilwoman Lauren Shoemaker	

The minutes were taken by Geraldine Gardner, Executive Director of Centralina Regional Council.

Mayor Hough opened the meeting

CLOSED SESSION

1. Closed Session Pursuant to N.C.G.S 143-318.11 (a) 6)

Mayor Hough entertained a motion to go out of the regular meeting and enter into closed session pursuant to N.C.G.S 143-318.11 (a) (6). Councilwoman Shoemaker made a motion to go out of the regular meeting and enter into closed session. Councilwoman Pawlish seconded the motion. All Council members present voted in favor. (Motion Carried)

Mayor Hough entertained a motion to come out of closed session and back into the regular meeting. Councilwoman Pawlish made a motion to come out of closed session and back into the regular meeting. Councilman Moore seconded the motion. All Council members present voted in favor. (Motion Carried)

ADJOURN

With no additional items for discussion, Mayor Hough entertained a motion to adjourn. Councilman Meadows made a motion to adjourn the November 1, 2023 Special Meeting. Councilman Craig seconded the motion. All Council Members present voted in favor.

(Motion Carried)

Meeting Adjourned



City of Mount Holly Action Agenda Item

To: City Council

Date: December 7, 2023

From: Tara Douglas City Clerk

Meeting Date: December 11, 2023

Agenda Item to be considered: Approval of the Minutes from the November 1, 2023 Closed Session.

Will this require a public hearing? ☐ YES ☒ NO

Background/Purpose of Request: As per the internal staff policy shared with Council, approval of closed session minutes will be part of the consent agenda. A copy of the minutes will be provided under a separate cover to Council as part of the closed session information packet.

Fiscal Impact:

Will Item affect current budget	☐ YES	☐ NO	☐ N/A
Reviewed by Finance Director	☐ YES	☐ NO	☐ N/A
Preaudit Certification required	☐ YES	☐ NO	☐ N/A
Capital Project Ordinance required	☐ YES	☐ NO	☐ N/A
Budget Transfer required	☐ YES	☐ NO	☐ N/A
Total City Dollars:	\$		
Budget Code			
Reviewed by City Attorney	☐ YES	☐ NO	☐ N/A

Manager/Staff Recommendation:
Approval

Result of City Council Decision:

Attachments:

1. Minutes emailed with the closed session information

CITY OF MOUNT HOLLY
MOUNT HOLLY CITY COUNCIL SPECIAL MEETING
MONDAY, November 2, 2023
COUNCIL CHAMBERS
5:00 PM

CALL TO ORDER

Mayor Hough called the meeting to order at 5:00 pm. The following were present:

Mayor Bryan Hough	Geraldine Gardner, Executive Director of Centralina Regional Council-Facilitator and Minutes
Mayor Pro Tem Phyllis Harris	Venicia White, HR Manager of Centralina Regional Council
Councilman Ivory Craig	
Councilman Jeff Meadows	
Councilman David Moore	
Councilwoman Christina Pawlish	
Councilwoman Lauren Shoemaker	

The minutes were taken by Geraldine Gardner, Executive Director of Centralina Regional Council.

Mayor Hough opened the meeting

CLOSED SESSION

1. Closed Session Pursuant to N.C.G.S 143-318.11 (a) 6)

Mayor Hough entertained a motion to go out of the regular meeting and enter into closed session pursuant to N.C.G.S 143-318.11 (a) (6). Councilman Meadows made a motion to go out of the regular meeting and enter into closed session. Councilwoman Pawlish seconded the motion. All Council members present voted in favor. (Motion Carried)

Mayor Hough entertained a motion to come out of closed session and back into the regular meeting. Councilwoman Pawlish made a motion to come out of closed session and back into the regular meeting. Councilman Moore seconded the motion. All Council members present voted in favor. (Motion Carried)

ADJOURN

With no additional items for discussion, Mayor Hough entertained a motion to adjourn. Councilman Meadows made a motion to adjourn the November 2, 2023 Special Meeting. Councilman Craig seconded the motion. All Council Members present voted in favor.

(Motion Carried)

Meeting Adjourned



City of Mount Holly Action Agenda Item

To: City Council
From: Tara Douglas City Clerk

Date: December 7, 2023
Meeting Date: December 11, 2023

Agenda Item to be considered: Approval of the Minutes from the November 2, 2023 Closed Session.

Will this require a public hearing? ☐ YES ☒ NO

Background/Purpose of Request: As per the internal staff policy shared with Council, approval of closed session minutes will be part of the consent agenda. A copy of the minutes will be provided under a separate cover to Council as part of the closed session information packet.

Fiscal Impact:

Will Item affect current budget	☐ YES	☐ NO	☐ N/A
Reviewed by Finance Director	☐ YES	☐ NO	☐ N/A
Preaudit Certification required	☐ YES	☐ NO	☐ N/A
Capital Project Ordinance required	☐ YES	☐ NO	☐ N/A
Budget Transfer required	☐ YES	☐ NO	☐ N/A
Total City Dollars:	\$		
Budget Code			
Reviewed by City Attorney	☐ YES	☐ NO	☐ N/A

Manager/Staff Recommendation:
Approval

Result of City Council Decision:

Attachments:

1. Minutes emailed with the closed session information

CITY OF MOUNT HOLLY
MOUNT HOLLY CITY COUNCIL SPECIAL MEETING
MONDAY, November 10, 2023
COUNCIL CHAMBERS
9:00 AM

CALL TO ORDER

Mayor Hough called the meeting to order at 5:00 pm. The following were present:

Mayor Bryan Hough-via phone	Geraldine Gardner, Executive Director of Centralina Regional Council-Facilitator and Minutes
Mayor Pro Tem Phyllis Harris-Presiding	Venicia White, HR Manager of Centralina Regional Council
Councilman Ivory Craig-via phone	
Councilman Jeff Meadows	
Councilman David Moore	
Councilwoman Christina Pawlish	
Councilwoman Lauren Shoemaker	

The minutes were taken by Geraldine Gardner, Executive Director of Centralina Regional Council.

Mayor Hough opened the meeting

CLOSED SESSION

1. Closed Session Pursuant to N.C.G.S 143-318.11 (a) 6)

Mayor Hough entertained a motion to go out of the regular meeting and enter into closed session pursuant to N.C.G.S 143-318.11 (a) (6). Councilman Meadows made a motion to go out of the regular meeting and enter into closed session. Councilwoman Pawlish seconded the motion. All Council members present voted in favor. (Motion Carried)

Mayor Hough entertained a motion to come out of closed session and back into the regular meeting. Councilwoman Pawlish made a motion to come out of closed session and back into the regular meeting. Councilman Moore seconded the motion. All Council members present voted in favor. (Motion Carried)

ADJOURN

With no additional items for discussion, Mayor Hough entertained a motion to adjourn. Councilman Meadows made a motion to adjourn the November 10, 2023 Special Meeting. Councilman Craig seconded the motion. All Council Members present voted in favor.

(Motion Carried)

Meeting Adjourned



City of Mount Holly Action Agenda Item

To: City Council

Date: December 7, 2023

From: Tara Douglas City Clerk

Meeting Date: December 11, 2023

Agenda Item to be considered: Approval of the Minutes from the November 10, 2023 Closed Session

Will this require a public hearing? ☐ YES ☒ NO

Background/Purpose of Request: As per the internal staff policy shared with Council, approval of closed session minutes will be part of the consent agenda. A copy of the minutes will be provided under a separate cover to Council as part of the closed session information packet.

Fiscal Impact:

Will Item affect current budget	☐ YES	☐ NO	☐ N/A
Reviewed by Finance Director	☐ YES	☐ NO	☐ N/A
Preaudit Certification required	☐ YES	☐ NO	☐ N/A
Capital Project Ordinance required	☐ YES	☐ NO	☐ N/A
Budget Transfer required	☐ YES	☐ NO	☐ N/A
Total City Dollars:	\$		
Budget Code			
Reviewed by City Attorney	☐ YES	☐ NO	☐ N/A

Manager/Staff Recommendation:
Approval

Result of City Council Decision:

Attachments:

1. Minutes emailed with the closed session information

CITY OF MOUNT HOLLY
MOUNT HOLLY CITY COUNCIL MEETING
MONDAY, November 13, 2023
COUNCIL CHAMBERS
7:00 PM

CALL TO ORDER

Mayor Hough called the meeting to order at 7:00 pm. The following were present:

Mayor Bryan Hough	Danny Jackson, Interim City Manager
Mayor Pro Tem Phyllis Harris	Brian DuPont, Assistant City Manager
Councilman Ivory Craig	Brian Reagan, Police Chief
Councilman Jeff Meadows	Ryan Baker, Fire Chief
Councilman David Moore	Greg Beal, Planning Director
Councilwoman Christina Pawlish	Tony Walker, Streets and Solid Waste Director
Councilwoman Lauren Shoemaker	Jonathan Wilson, Director of Utilities
Marie M. Anders, City Attorney	Mark Jusko, Recreation Supervisor
Tara Douglas, City Clerk	Michelle Wood, Finance Director
	Alexis Hill, Interim HR Director

INVOCATION

Councilman Ivory Craig led the Council, staff and attendees in prayer.

PLEDGE OF ALLEGIANCE

Boy Scout Troop #59 led the Council and attendees in the Pledge of Allegiance

SET THE AGENDA

Mayor Hough stated that there will be a change to the agenda adding Consideration of the new City Manager position.

With no additional changes to the agenda, Mayor Hough entertained a motion to approve the corrected agenda as presented. Councilwoman Shoemaker made a motion to approve the corrected agenda as presented. Councilwoman Pawlish seconded the motion. All Council members present voted in favor. (Motion Carried)

CONSENT AGENDA

1. Call for public hearing to amend Section 7.1 Note 28 4-D to permit front roof slope mounted solar panels within 100 feet from the road, case # TA-23-14.

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MOUNT HOLLY CITY COUNCIL MEETING
MONDAY, November 13, 2023
COUNCIL CHAMBERS

7:00 PM

2. Call for public hearing to consider rezoning the following parcels (Parcel #s 123804, 123794, 123793, 123790, 123789, 123785 & 123784, etc., etc) from Residential Downtown (RD) to Conditional Central Business (B-1)-rezoning case R-23-5.
3. Approval of an Ordinance creating 1-hour parking spaces on Central Avenue
4. Approval of a Resolution adopting the updated Code of Ordinance Book by American Legal
5. Approval of Minutes from the October 23, 2023 Council Meeting
6. Approval of Minutes from the October 23, 2023 Closed Session

Mayor Hough entertained a motion to approve the consent agenda as presented. Mayor Pro Tem Harris made a motion to approve the consent agenda. Councilwoman Shoemaker seconded the motion. All Council members present voted in favor. (Motion Carried)

CLOSED SESSION

1. Closed Session Pursuant to N.C.G.S 143-318.11 (a) (3 and 5)

Mayor Hough entertained a motion to go out of the regular meeting and enter into closed session pursuant to N.C.G.S 143-318.11 (a) (3 and 5). Councilwoman Pawlish made a motion to go out of the regular meeting and enter into closed session at 7:04 pm. Councilman Moore seconded the motion. All Council members present voted in favor. (Motion Carried)

Mayor Hough entertained a motion to come out of closed session and back into the regular meeting. Councilwoman Shoemaker made a motion to come out of closed session and back into the regular meeting at 8:00pm. Councilwoman Pawlish seconded the motion. All Council members present voted in favor. (Motion Carried)

NEW BUSINESS

1. Consideration and possible action for the City Manager position.

Mayor Hough stated that there have been over 55 applicants vetted for the position of City Manager. Mayor Hough thanked Councilman Craig and Councilwoman Shoemaker for their hard work along with staff and Centralina Regional Government for helping the City find a candidate. Mayor Hough stated that we come to an agreement on a candidate tonight. Mayor Hough stated that we have a contract that is unsigned. Mayor Hough asked the council if they had come to a decision on the position of the City Manager?

Mayor Hough entertained a motion to extend the offer of City Manager to Jonathan Blanton. Councilman Meadows made the motion to extend the offer of City Manager to Jonathan Blanton.

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Mayor Pro Tem Harris seconded the motion. All Council members present voted in favor.
(Motion Carried)

Mayor Hough stated that Jonathan Blanton would be begin as City Manager on January 2, 2023.

PRESENTATIONS

1. Salary Study Presentation

Pam Overcash

Pam Overcash thanked the Council and staff for their support during this process. Pam Overcash commended the Council for their commitment to their employees in wanting to do what is right regarding the market study. Ms. Overcash stated that compensation plans are very complex and have a lot of moving parts and most things do not happen in isolation. Ms. Overcash stated that the market study rewarded longevity and that this is okay, but that we did not like how this turned out because this created some inequities and perceived inequities. Ms. Overcash stated that the City is moving towards a merit-based system and longevity will no longer be an issue anymore. Ms. Overcash reminded Council that the City still recognizes longevity in the form of the yearly bonus as well as within the North Carolina retirement system. Ms. Overcash stated the study criteria was applied consistently. Ms. Overcash stated that 56% of employees received the 3% COLA which meant that your salary is in the market range. Ms. Overcash reviewed some of the study implementation issues with Communication being the number one issue. Ms. Overcash stated that there was not enough communication and needed a more rigorous review process. Ms. Overcash stated that employee concerns included classifications, compression (when salaries are too close), inequities, and various errors. Ms. Overcash stated that her recommendations for the future are for the City to develop a compensation philosophy and a written pay plan. Ms. Overcash stated that a written pay plan will ensure that all departments throughout the City are following the exact same practices and it becomes policy. Ms. Overcash stated that she recommends conducting a comprehensive classification study and that a comprehensive classification study generally precedes a market study. Ms. Overcash stated that this is imperative that this be done and that the classification issues get corrected at that time. Ms. Overcash is recommending an increase in the number of grades. Ms. Overcash stated that the City has 78 total classification, 76 of which are compressed into 9 grades so there isn't a lot of room to move except that there is a lot of room between the grades. Ms. Overcash stated that the differences grow the higher up you go in the classification. Ms. Overcash stated that there is plenty of room to add new grades which will help solve the issues of the classification and compression. Ms. Overcash stated that her final recommendation would be to utilize tiers which is a clearly defined way for an employee to move through their grade. Ms. Overcash stated that

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this practice may not be applicable in all departments, but will be a great practice because the employees will know exactly what they need to do to move into the next tier. Ms. Overcash stated that these recommendations are the foundation for a strong compensation plan and believes that these recommendations have to be done first. Ms. Overcash stated that the City is growing and that things are changing, but that we have to have a strong intentional foundation before we start fixing things. Ms. Overcash stated that we want to be more intentional about how this situation and the concerns of the employees are addressed. Ms. Overcash stated that she is presenting the City Council with two options to choose from to begin to fix some of the items. Ms. Overcash finished the presentation and open the floor to Council for questions.

Mayor Hough entertained a motion to approve option #2 as presented by Pam Overcash. Councilman Craig made the motion to approve option #2 as presented by Pam Overcash. Councilman Meadows seconded the motion.

All Council members present voted in favor. (Motion Carried)

Mayor Hough stated that Council had been in Closed Session for an hour discussing this topic which included specific personnel. Mayor Hough stated that Council is very concerned about not being able to fix every problem tonight. Mayor Hough stated that option #2 would fix the most and have the most impact for the employees. Mayor Hough stated to the employees that this is a beginning and that the employees have been heard and will continue to be heard. Mayor Hough thanked the employees and stated that they are vital to the City. Councilman Craig thanked the First Responders.

2. Better City Presentation of Action Plan

Jason Godfrey and Meng Guo

Jason Godfrey presented an action plan and reviewed priorities. Mr. Godfrey discussed the role of economic development. Mr. Godfrey discussed the importance of the vision plan that is already in place. Mr. Godfrey reviewed the layers of interviewing that occurred with citizens, staff, small business, and county. Mr. Godfrey stated the economic development started with the request for jobs and has progressed into a complex ecosystem. Mr. Godfrey stated that the priorities are to build onto the strategic vision plan. Mr. Godfrey stated that another priority is the quality of the retail experience. Mr. Godfrey stressed the importance of consistent messaging. Mr. Godfrey stated that the City of Mount Holly is in the position of their growth to target specific industries.

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Mr. Godfrey discussed the potential at the North Gateway. Mr. Godfrey stated that there is a growing potential for development. Mr. Godfrey stated that a sense of community is missing at the North Gateway. Mr. Godfrey stated there are some creative options that are being discussed currently and that they will be back to Council with more information. Mr. Godfrey discussed the study that includes a retail and grocery leakage analysis. Mr. Godfrey stated that the next thing would be a project design concept to present to developers. Mr. Godfrey stated that they are working on getting funding for this. Mr. Godfrey discussed the timeline. Mr. Godfrey discussed the industrial park and stated that there are some challenges currently with this that they are happy to discuss this offline.

Mr. Godfrey stated that the Riverfront is the euphemism for the Sewer Plant repurposing. Mr. Godfrey stated that this would have a longer lead time since it has to be decommissioned. Mr. Godfrey stated that it is good to get a jump on the planning to get ahead of the game. Mr. Godfrey stated the importance of the City driving the development plan.

Mr. Godfrey stated that some of the other initiatives are the Community Coffee in order to build those relationships with the community. Mr. Godfrey stated that they have completed the RFI process. Mr. Godfrey stated that they have developed a project map that is given to developers which is more speculative in nature. Mr. Godfrey stated that they are very excited about the opportunities that are coming to Mount Holly.

Mayor Hough thanked Mr. Godfrey and the team for the great work that they are doing.

3. Audit Presentation

Beau Hildebran from Martin Starnes

Michelle Wood introduced Beau Hildebran from Martin Starnes. Mr. Hildebran presented the Audit Highlights with data as of June 30, 2023. Mr. Hildebran stated that the report had been approved by the LGC. Mr. Hildebran thanked Michelle Wood and the staff for being so helpful and cooperative. Mr. Hildebran stated that they gave an unmodified opinion of the financial statement which means that the audit was accurate as reported. Mr. Hildebran stated that there were no audit findings. Mr. Hildebran stated that the top three (3) expenditures were public safety, general government,

Councilman Meadows asked about the red ratio indicator with the Water and Sewer. Michelle Wood confirmed that the assets are coming to the end of their life and that the ratio will go back to green once the plant is decommissioned and comes off of the book.

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4. Hager Strategic Solutions presents end of year report

Bre Hager Wilhelm

Mike Hager stated that the City of Mount Holly tasked them to represent the City at the 2023 General Assembly. Mr. Hager stated they developed three goals for the City which were to find budget items in the state budget, defend the City with any bad legislation, and to develop a relationship between the City and the legislators. Mr. Hager stated that Mr. DuPont has been phenomenal to work with. Mr. Hager discussed the money available from the state to help with the decommissioning. Mr. Hager stated that they were able to stop some bad legislation regarding developers. Mr. Hager stated that they have built some great relationships with legislators. Bre Hager Wilhelm spoke on the upcoming items for 2024. Ms. Wilhelm stated that they will continue to develop those strategic plans to keep those harmful legislations from coming back. Ms. Wilhelm stated that they are planning on legislators visiting Mount Holly.

Councilman Meadows recommended that staff look at extending the contract time of Hager Strategic Solutions to 24 or 36 months. Mayor Hough thanked the team.

5. Presentation on RFP for Veterans Park

Greg Beal

Mr. Beal presented a first draft of the downtown project. Mr. Beal stated that discussions have been had around setting the guidelines and next steps for this important project to include defining the project area. Mr. Beal stated that this document allows for a lot of creativity and flexibility. Mr. Beal stated that there will be a lot of visuals to assist in selling the concept. Mr. Beal stated that he is open to any questions.

Councilman Meadows stated that he would like to make sure that staff does more explaining around the purchase as well as following the statutes. Councilman Meadows stated that the end goal is to end up with a park that we control. Councilman Meadows stated that the rezoning was an excellent idea to move forward with. Councilman Meadows stated that he did not see any information regarding the possible development of the 3-acres.

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6. Consideration to approve placement of a digital downtown gateway monument sign at 613 S Main Street, parcel # 124515.

Greg Beal

Mr. Beal stated that the Mount Holly TDA was looking for ways to spend funds. Mr. Beal stated that the money has to be tied to specific goal. Mr. Beal stated that the TDA and the Gaston County Tourism Department has stated that the goal is to possibly fund 50/50 of the costs. Mr. Beal is seeking direction and approval for moving toward the digital downtown signs.

Councilman Craig made a motion to approve placement of a digital downtown gateway monument sign at 613 S. Main Street, parcel # 124515. Councilman Moore seconded the motion. All Council members present voted in favor. (Motion Carried)

7. Dutchman's Creek Bridge Update

Scott Betz from KCA

Mr. Betz from KCA presented an update on Dutchman's Creek Bridge project. Mr. Betz gave a general overview of the project. Mr. Betz gave some general metrics of the structure which is 803 feet of trail which includes a 10-foot-wide greenway trail. Mr. Betz discussed the project steps to date. Mr. Betz reviewed steps forward to include letting of the project in July of 2024. Mr. Betz stated that construction should take about 5 months for the boardwalk, bridge and the remainder of the trail with construction wrapping up in April 2025. Mr. Betz opened the floor for questions.

Councilman Meadows asked about the base of the bridge as a possible kayak launch. Mr. Beal stated that this would be a potential possibility. Mr. Beal stated that there would be discussions needed with Duke Energy. Councilman Meadows stated that he would like to see the staff move towards this kayak launch.

PUBLIC HEARING

1. Public hearing to consider rezoning the following parcels (Parcel #s 124095, 307978, & 307979) from R-8-SF & R-8-MF to Office and Institutional (O-I)-rezoning case # R-23-4.

Paul Lowe

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Mr. Lowe stated that the Planning Commission made the recommendation at their last meeting. Mr. Lowe stated the staff recommends the rezoning as well.

Mayor Hough entertained a motion to go out of the regular meeting and into the public hearing. Councilwoman Shoemaker made a motion to go out of the regular meeting and into the public hearing. Mayor Pro Tem Harris seconded the motion. All Council members present voted in favor. (Motion Carried)

With no one signed up to speak, Mayor Hough entertained a motion to go out of the public hearing and back into the regular meeting. Mayor Pro Tem Harris made a motion to go out of the public hearing and back into the regular meeting. Councilwoman Pawlish seconded the motion. All Council members present voted in favor. (Motion Carried)

Mayor Hough entertained a motion to approve the rezoning the following parcels (Parcel #s 124095, 307978, & 307979) from R-8-SF & R-8-MF to Office and Institutional (O-I)-rezoning case # R-23-4. Councilwoman Shoemaker made the motion to approve the rezoning the following parcels (Parcel #s 124095, 307978, & 307979) from R-8-SF & R-8-MF to Office and Institutional (O-I)-rezoning case # R-23-4. Councilman Meadows seconded the motion.

All Council members present voted in favor. (Motion Carried)

2. Public hearing to amend Section 5.2.5 of the Manual for Downtown Development to update the required height of awnings from ten feet to the standard for such improvements that are laid out in the State building code, case # TA-23-13.

Paul Lowe

Mr. Lowe reviewed the recommendations. Mr. Lowe stated that the Planning Commission has reviewed and recommended the changes. Mr. Lowe stated that staff recommends that changes.

Mayor Hough entertained a motion to go out of the regular meeting and into the public hearing. Councilwoman Pawlish made a motion to go out of the regular meeting and into the public hearing. Mayor Pro Tem Harris seconded the motion. All Council members present voted in favor. (Motion Carried)

With no one signed up to speak, Mayor Hough entertained a motion to go out of the public hearing and back into the regular meeting. Councilman Meadows made a motion to go out of the public hearing and back into the regular meeting. Mayor Pro Tem Harris seconded the motion.

CITY OF MOUNT HOLLY
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7:00 PM

All Council members present voted in favor. (Motion Carried)

Mayor Hough entertained a motion to amend Section 5.2.5 of the Manual for Downtown Development to update the required height of awnings from ten feet to the standard for such improvements that are laid out in the State building code, case # TA-23-13. Mayor Pro Tem Harris made a motion to amend Section 5.2.5 of the Manual for Downtown Development to update the required height of awnings from ten feet to the standard for such improvements that are laid out in the State building code, case # TA-23-13. Councilwoman Pawlish seconded the motion.

All Council members present voted in favor. (Motion Carried)

3. Public hearing to amend Note # 12 of Section 7.1 of the Zoning Ordinance to update the setbacks for Churches, synagogues and other associated activities that are located in residential zoning districts-while also specifying the needed setbacks for institutional uses that are provided for in Note # 12, case # TA-23-12.

Paul Lowe

Mr. Lowe reviewed the recommendation and stated that the Planning Commission has reviewed and recommended the changes. Mr. Lowe stated that staff recommends that changes.

Mayor Hough entertained a motion to go out of the regular meeting and into the public hearing. Councilwoman Pawlish made a motion to go out of the regular meeting and into the public hearing. Councilwoman Shoemaker seconded the motion.

All Council members present voted in favor. (Motion Carried)

With no one signed up to speak, Mayor Hough entertained a motion to go out of the public hearing and back into the regular meeting. Councilwoman Pawlish made a motion to go out of the public hearing and back into the regular meeting. Councilman Meadows seconded the motion.

All Council members present voted in favor. (Motion Carried)

Mayor Hough entertained a motion to amend Note # 12 of Section 7.1 of the Zoning Ordinance to update the setbacks for Churches, synagogues and other associated activities that are located in residential zoning districts-while also specifying the needed setbacks for institutional uses that are provided for in Note # 12, case # TA-23-12.

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Councilwoman Pawlish made a motion to amend Note # 12 of Section 7.1 of the Zoning Ordinance to update the setbacks for Churches, synagogues and other associated activities that are located in residential zoning districts-while also specifying the needed setbacks for institutional uses that are provided for in Note # 12, case # TA-23-12. Councilman Meadows seconded the motion. All Council members present voted in favor. (Motion Carried)

PUBLIC COMMENT – Three (3) Minute Limit

Gloria Mack spoke during public comment. Gloria Mack stated that she lives at 986 Old Hwy 27 in Mount Holly. Gloria Mack stated that she is appealing for the upcoming vacant City Council seat for the remaining 2-year term. Gloria Mack stated that she received 19% of the votes cast and that she would proudly serve as the first black woman on the Mount Holly City Council.

CLOSED SESSION

1. Closed Session Pursuant to N.C.G.S 143-318.11 (a) (3 and 5)

Mayor Hough entertained a motion to go out of the regular meeting and enter into closed session pursuant to N.C.G.S 143-318.11 (a) (3 and 5). Councilwoman Pawlish made a motion to go out of the regular meeting and enter into closed session at 9:22 pm. Councilman Moore seconded the motion. All Council members present voted in favor. (Motion Carried)

Mayor Hough entertained a motion to come out of closed session and back into the regular meeting. Councilman Craig made a motion to come out of closed session and back into the regular meeting at 9:42 pm. Councilwoman Pawlish seconded the motion. All Council members present voted in favor. (Motion Carried)

ADJOURN

With no additional items for discussion, Mayor Hough entertained a motion to adjourn. Councilwoman Pawlish made a motion to adjourn the November 13, 2023 Council Meeting. Mayor Pro Tem Harris seconded the motion.

All Council Members present voted in favor.

(Motion Carried)

The meeting adjourned 9:43 pm.



City of Mount Holly Action Agenda Item

To: City Council

Date: December 7, 2023

From: Tara Douglas City Clerk

Meeting Date: December 11, 2023

Agenda Item to be considered: Approval of the Minutes from the November 13, 2023 Closed Sessions

Will this require a public hearing? ☐ YES ☒ NO

Background/Purpose of Request: As per the internal staff policy shared with Council, approval of closed session minutes will be part of the consent agenda. A copy of the minutes will be provided under a separate cover to Council as part of the closed session information packet.

Fiscal Impact:

Will Item affect current budget	☐ YES	☐ NO	☐ N/A
Reviewed by Finance Director	☐ YES	☐ NO	☐ N/A
Preaudit Certification required	☐ YES	☐ NO	☐ N/A
Capital Project Ordinance required	☐ YES	☐ NO	☐ N/A
Budget Transfer required	☐ YES	☐ NO	☐ N/A
Total City Dollars:	\$		
Budget Code			
Reviewed by City Attorney	☐ YES	☐ NO	☐ N/A

Manager/Staff Recommendation:
Approval

Result of City Council Decision:

Attachments:

1. Minutes emailed with the closed session information

SWEARING IN CEREMONY



City of Mount Holly Action Agenda Item

To: City Council From: Tara Douglas City Clerk	Date: December 7, 2023 Meeting Date: December 11, 2023
Agenda Item to be considered: Oath of Office for Mayor-Elect David Moore, Phyllis Harris, Jeff Meadows and Kenneth Reeves	
Will this require a public hearing? ☐ YES ☒ NO	
Background/Purpose of Request: Attached is the Oath of Office that will be administered by the Honorable Jesse B. Caldwell, III on Monday, December 11, 2023. It is customary for the newly elected/re-elected officials to have family members present to participate in the swearing in ceremony. We have a bible that is available for use during the ceremony, but you are welcome to bring a bible of your choosing. _____ _____ _____ _____ _____ _____	
Fiscal Impact:	
Will Item affect current budget	☐ YES ☐ NO ☐ N/A
Reviewed by Finance Director	☐ YES ☐ NO ☐ N/A
Preaudit Certification required	☐ YES ☐ NO ☐ N/A
Capital Project Ordinance required	☐ YES ☐ NO ☐ N/A
Budget Transfer required	☐ YES ☐ NO ☐ N/A
Total City Dollars:	\$
Budget Code	
Reviewed by City Attorney	☐ YES ☐ NO ☐ N/A
Manager/Staff Recommendation: Approval	
Result of City Council Decision:	
Attachments: 1. Oath of Office	

Mount Holly North Carolina Mayor Oath of Office

I, David Moore, do solemnly and sincerely swear (or affirm) that I will support the Constitution and laws of the United States; that I will be faithful and bear true allegiance to the State of North Carolina, and to the constitutional powers and authorities which are or may be established for the government thereof; that I will endeavor to support, maintain and defend the Constitution and laws of said State, not inconsistent with the Constitution of the United States, to the best of my knowledge and ability; and that I will faithfully discharge the duties of my office as Mayor of Mount Holly, so help me God.

This 11th day of December, 2023

David Moore, Mayor

Oath Administered By:

Honorable Jesse B. Caldwell, III
Retired/Recall Superior Court Judge

Mount Holly North Carolina City Council

Oath of Office

I, Phyllis Harris , do solemnly and sincerely swear (or affirm) that I will support the Constitution and laws of the United States; that I will be faithful and bear true allegiance to the State of North Carolina, and to the constitutional powers and authorities which are or may be established for the government thereof; that I will endeavor to support, maintain and defend the Constitution and laws of said State, not inconsistent with the Constitution of the United States, to the best of my knowledge and ability; and that I will faithfully discharge the duties of my office as City Councilwoman of Mount Holly, so help me God.

This 11th day of December, 2023

Phyllis Harris, Councilwoman

Oath Administered By:

Honorable Jesse B. Caldwell, III
Retired/Recall Superior Court Judge

Mount Holly North Carolina City Council

Oath of Office

I, Jeff Meadows , do solemnly and sincerely swear (or affirm) that I will support the Constitution and laws of the United States; that I will be faithful and bear true allegiance to the State of North Carolina, and to the constitutional powers and authorities which are or may be established for the government thereof; that I will endeavor to support, maintain and defend the Constitution and laws of said State, not inconsistent with the Constitution of the United States, to the best of my knowledge and ability; and that I will faithfully discharge the duties of my office as City Councilman of Mount Holly, so help me God.

This 11th day of December, 2023

Jeff Meadows, Councilman

Oath Administered By:

Honorable Jesse B. Caldwell, III
Retired/Recall Superior Court Judge

Mount Holly North Carolina City Council

Oath of Office

I, Kenneth Reeves , do solemnly and sincerely swear (or affirm) that I will support the Constitution and laws of the United States; that I will be faithful and bear true allegiance to the State of North Carolina, and to the constitutional powers and authorities which are or may be established for the government thereof; that I will endeavor to support, maintain and defend the Constitution and laws of said State, not inconsistent with the Constitution of the United States, to the best of my knowledge and ability; and that I will faithfully discharge the duties of my office as City Councilman of Mount Holly, so help me God.

This 11th day of December, 2023

Kenneth Reeves, Councilman

Oath Administered By:

Honorable Jesse B. Caldwell, III
Retired/Recall Superior Court Judge

PRESENTATIONS



City of Mount Holly Action Agenda Item

To: City Council From: Danny Jackson, Interim City Manager	Date: December 7, 2023 Meeting Date: December 11, 2023
Agenda Item to be considered: Employee Service Awards	
Will this require a public hearing? ☐ YES ☒ NO	
Background/Purpose of Request: The City of Mount Holly recognizes employees each year that have met milestones in their careers with the City. These awards are recognized in 5-year increments. _____ _____ _____ _____ _____ _____	
Fiscal Impact:	
Will Item affect current budget	☐ YES ☐ NO ☐ N/A
Reviewed by Finance Director	☐ YES ☐ NO ☐ N/A
Preaudit Certification required	☐ YES ☐ NO ☐ N/A
Capital Project Ordinance required	☐ YES ☐ NO ☐ N/A
Budget Transfer required	☐ YES ☐ NO ☐ N/A
Total City Dollars:	\$ _____
Budget Code	_____
Reviewed by City Attorney	☐ YES ☐ NO ☐ N/A
Manager/Staff Recommendation: Approval	
Result of City Council Decision:	
Attachments:	

PUBLIC HEARINGS



**City of Mount Holly
Action Agenda Item**

To: City Council	Date: 11-20-2023
From: Josh Blackwell, Planning Tech	Meeting Date: 12-11-2023

Agenda Item to be considered: Public hearing to amend Section-7.1, Note 28 of the Zoning Ordinance (Solar Panels) to allow for solar panels on the front roof of structures within 100 feet of the road. Case number TA-23-14.

Will this require a public hearing? ☒ YES ☐ NO

Background/Purpose of Request:

This proposed text amendment has been submitted by staff and would provide standards for solar panels on the front roof slope of structures and would allow them within 100 feet of the road if the solar installer certifies that glare will be mitigated.

Currently specifications for solar panels are discussed in Section 7.1, Note 28. This note allows solar panels to be constructed on the front roof slope provided that the structure is a minimum of 100 feet from the street.

The Planning Commission voted to provide a favorable recommendation to City Council concerning the proposed text amendment during their December 4th meeting.

Fiscal Impact:

Will Item affect current budget	☐ YES	☐ NO	☒ N/A
Reviewed by Finance Director	☐ YES	☐ NO	☒ N/A
Preaudit Certification required	☐ YES	☐ NO	☒ N/A
Capital Project Ordinance required	☐ YES	☐ NO	☒ N/A
Budget Transfer required	☐ YES	☐ NO	☒ N/A

Total City Dollars:

\$

Budget Code

Reviewed by City Attorney	☐ YES	☒ NO	☐ N/A
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Manager/Staff Recommendation:

Staff recommends approval of the proposed text amendment.

Attachments:

1. Text Amendment Application.
2. Proposed Redlines.



APPLICATION FOR TEXT AMENDMENT

CITY OF MOUNT HOLLY, NORTH CAROLINA

Date Filed: **10-25-23**. Application Number: **TA-23-14**

I, the undersigned, do hereby respectfully make a formal application for your review of my request concerning the text amendment described below:

1. The amendment is found in the City of Mount Holly Zoning Ordinance relating to: **amend Section 7.1, Note 28 of the Zoning Ordinance.**
2. The following statement best describes what you would like the text amendment to reflect: **This proposed text amendment, submitted by staff, would amend Section 7.1, Note 28 of the Zoning Ordinance allow solar panels to be constructed on the front roof of structures within 100 feet of the street if the installer certifies that glare will be mitigated away from adjacent properties and the street.**
3. Name: **Josh Blackwell, Planning Technician.**
Address: **400 E Central Avenue Mount Holly, NC 28120.**

980-525-9041

Phone Number

Josh Blackwell

Signature of Applicant

INSTRUCTIONS: Applications must be TYPED or LEGIBLE and filed with the City of Mount Holly Planning and Zoning Department, together with the application fee in the amount of **\$250.00** (See Fee Schedule) at least 30 days prior to the Planning Commission meeting for initial consideration.

Proposed Redlines

Section 7.1, Note 28 (4) Number of allowed small solar energy systems.

~~(a) Front yard, front facade and front roof slope placement is prohibited.~~

(a) Front yard and front facade placement are prohibited.

(b) Side yard and rear yard placement allows a maximum of four ground-mounted small solar energy systems per side or rear yard.

(c) ~~Front,~~ Side and rear roof slope placement shall be determined by a licensed engineer certifying that the structural integrity of the structure can support the required number of solar panels needed. Solar panels must not compromise the structural integrity of the structure and may be placed in any configuration on ~~front,~~ side or rear roof slope.

~~(d) Front roof slope placement shall be determined by a licensed engineer certifying that the structural integrity of the structure can support the required number of solar panels needed. Solar panels must not compromise the structural integrity of the structure and may be placed in any configuration on the front roof slope provided that the structure is a minimum of 100 feet from the street. Additionally, the licensed engineer must state that the angle of any front roof slope placement of a solar panel will not produce a glare directed towards the street.~~

(d) Solar panels may be placed in any configuration on the front roof slope of a structure if glare is mitigated. A licensed engineer must provide a letter stating that the angle of any front roof slope placement of a solar panel will not produce a glare directed towards the street or adjoining properties.

(e) No element of the solar system shall reflect sunlight or glare onto a neighboring property or right-of-way. Failure to mitigate glare can result in an enforceable zoning violation.

NEW BUSINESS