



Triangle J Board of Delegates Meeting Minutes

The Honorable DeDreana Freeman, Presiding
Thursday – April 20, 2023 - 6:00 p.m. – 8:00 p.m.
Hybrid Meeting: Virtual OR In-Person
Triangle J Council of Governments
4307 Emperor Blvd., Suite 110, Durham, NC 27703

Delegates and Alternate Delegates

Attending:

Wilma Laney, Town of Aberdeen
Brett Gant, Town of Apex
Jerry Medlin, Town of Benson
Cassandra Stack, Town of Benson (A)
Mike Dasher, Chatham County
DeDreana Freeman, City of Durham
Larry Smith, Town of Fuquay Varina
Ken Marshburn, Town of Garner
Kathleen Ferguson, Town of Hillsborough

Delegates and Alternate Delegates Absent:

Teresa Beaver, Town of Aberdeen (A)
Bob Smith, Town of Angier
Mark Wilson, Town of Archer Lodge
Mark Jackson, Town of Archer Lodge
Thomas Beal, Town of Broadway
Donald Andrews, Town of Broadway (A)
Ranee Haven O'Donnell, Town of Carrboro
Don Bonillo, Town of Carthage
Jennifer Robinson, Town of Cary
Lori Bush, Town of Cary (A)
Michael Parker, Town of Chapel Hill (A)
Jason Thompson, Town of Clayton
Heidi Carter, Durham County
Nida Allam, Durham County (A)
Javiera Caballero, City of Durham (A)
Matt Hughes, Town of Hillsborough (A)
Aaron Wolff, Town of Holly Springs
Jessica Day, Town of Knightdale
Latatious Morris, Town of Knightdale (A)
Butch Lawter, Johnston County
Frank Quis, Moore County
Satish Garimella, Town of Morrisville
Steve Rao, Town of Morrisville (A)

TJCOG Staff Attending:

Lee Worsley, Executive Director
Jenny Halsey, Assistant Exec. Director
Alana Keegan, Member Engagement Mgr.
Lindsay Whitson, Community & Econ. Dev.
Director

Timothy Forrest, Town of Holly Springs
Bill Carver, Lee County
Jeff Morgan, Village of Pinehurst
Pamela Baldwin, Town of Pittsboro
John Bonitz, Town of Pittsboro (A)
Donald Rains, Town of Princeton
Byron McAllister, Town of Selma
Bill Haiges, Town of Siler City
Andy Moore, Town of Smithfield
Susan Evans, Wake County
Joe DeLoach, Town of Wendell

Sally Greene, Orange County
Jeff Holt, Town of Pine Level
Jane Hogeman, Village of Pinehurst
Amy West Whitley, Town of Selma (A)
Lewis Fadely, Town of Siler City (A)
John Dunn, Town of Smithfield (A)
Carol Haney, Village of Southern Pines
Bill Pate, Village of Southern Pines (A)
Jane Harrison, City of Raleigh
Nikki Bradshaw, Town of Robbins
Ronnie Currin, Town of Rolesville
Michelle Medley, Town of Rolesville (A)
Rebecca Salmon, City of Sanford
Al Mosley, Town of Vass
Shinica Thomas, Wake County (A)
Chad Sary, Town of Wake Forest
Vivian Jones, Town of Wake Forest (A)
Deans Eatman, Town of Wendell
Linda Vandercook, Village of Whispering
Pines
David McGowan, Town of Wilson's Mills
Philip Wright, Town of Wilson's Mills
Larry Loucks, Town of Zebulon

Others Attending:

Kimberly Moffett, Interim Board Clerk
Monique Holsey-Hyman, City of Durham

1. CALL TO ORDER

- a. Welcome
Official: DeDreana Freeman
- b. Declaration of Quorum
Official: DeDreana Freeman

Chair Freeman welcomed everyone and called the meeting to order at 6:04 p.m.

Chair Freeman called for a moment of silence in remembrance of David Seiberling, who was a delegate from the Town of Cameron. A single red rose was placed in front of his name plate and seat.

Chair Freeman asked Ms. Keegan to complete roll call. Ms. Keegan completed the roll call, and a quorum was noted.

2. REVIEW OF AGENDA

- a. Review of Agenda
Official: DeDreana Freeman

Chair Freeman asked if there were any items that were being requested to be removed from the Consent Agenda for discussion. With none being requested, approval of the agenda was placed on the Consent Agenda.

3. PRESENTATIONS AND RECOGNITIONS

- a. New Employee Introductions
Presenter: Jenny Halsey

Ms. Halsey asked Ms. Price, Aging Coordinator II, to introduce the new Aging Program Specialist, John DeNasha. She stated John was hired in January using ARP Funds. She stated how happy the staff was to have him as part of the team. Mr. DeNasha stated prior to coming to work with the COG he was employed as a Care Coordinator with the Texas Agency on Aging. He brings with him a wealth of knowledge and experience in social services. Mr. DeNasha shared information about the projects he will be working on. He stated while not working he loves exploring and taking day trips to the mountains and the ocean and loves being part of nature.

Ms. Halsey introduced Julio Rosado who is a Transportation and Energy Planner. Julio has been with COG for approximately 5 months. He shared his history of studying Environmental Science at the University of Puerto Rico and switched to Policy Study during his graduate studies. Some of the programs and projects he will work on include; Triangle Clean Cities, Transportation Demand Management and Safe Routes to School. He stated in his free time he enjoys cooking and reading.

Ms. Halsey welcomed and introduced Kimberly Moffett as Interim Board Clerk. Ms. Moffett recently retired from a local municipality as a Town Clerk and is currently working as a consultant with the Mid Carolina Council of Governments. She stated she was happy to be assisting Triangle J.

Mr. Worsley spoke about the new Mission and Vision Statements as well as the Organizational Principles and how they are reflected in the budget. These principles include Service to Local Government Members, Diversity & Equity, Strategic Alignments, Thought Leadership and Data Driven Decision Making.

The 2023-2024 Strategic Focus Areas are Aging & Human Services, Environment and Resilience, Member Support & Strategy, Housing, Community Economic Development and Mobility and Transportation. Information about the year ahead for each of these areas was shared.

With reference to Administration, it was stated that a new finance system is being procured, transitioning to a new name and branding of Central Pines, and transition of City of Durham staff to the Triangle MPO.

There was discussion regarding new and reclassified positions to include Member Support & Strategy Director, Environmental & Resilience, Planning, Finance Technician, Contract and Procurement Specialist, a total of 11 positions from Durham-Chapel Hill- Carrboro MPO and obtaining a NC Lead Fellow that will be assisting with the Town of Micro.

With reference to Salary and Benefits, a 3% market increase was included, a 3% merit adjustment was also included and health insurance increase with the initial quote of a 20% rate increase. It was stated that negotiations continue regarding health insurance and increased may be decreased by up to 10%.

There was discussion regarding indirect expenses that cover the facility lease, technology and office equipment, finance department, administrative support, HR activities, a portion of the Executive Director, audit, and legal costs. It was stated that the COG budget is different from municipalities in that every project is charged a percentage for indirect expenses.

There was discussion regarding the rate spike of indirect expense for this year. It was stated this will be a one-year spike with much of the spike related to the space renovations and the new finance system.

There was a question regarding furniture lease. Mr. Worsley stated there were numerous discussions held that included preference of 1 year spike for purchase vs. 3-year increase.

Contingency funding is budgeted at \$123,773. It was stated contingency funding is critical for unknown issues that may arise during the year and additionally are the only source for local match of new programs. Also, the growth of fund balance is very important as we build for the future as an organization, which is established and continues to grow. There was discussion regarding the requirement for fund balance of COG vs. municipalities. Mr. Worsley stated we had been in stabilization mode the past few years and now we are in a positive position to grow the fund balance.

There was a question regarding initiatives and brief discussion followed to included regional strategy and recent assistance with Johnston County and water sewer concerns.

It was asked if a grant had been obtained for the Lee County courthouse and Ms. Whitson stated yes, the grant was obtained a couple of years ago and the project was in the design process at this time.

There were no further questions or discussion.

Chair Freeman opened the public comment portion of the hearing for any questions. Hearing none, the hearing was closed at 7:33 p.m.

The vote on the proposed budget will take place at the May meeting. If there are any questions or concerns Chair Freeman stated, they should be sent to Mr. Worsley.

Board Member Gannt of Apex asked if there would be a summary of feedback from any town managers regarding per capita changes. Mr. Worsley stated at this time he had not heard any feedback but would certainly share any that was received.

8. EXECUTIVE DIRECTOR'S REPORT

a. Executive Director's Report

Presenter: Lee Worsley

Mr. Worsley stated this would be the last meeting in the current board meeting room as the movers would begin May 7-8, 2023. He stated this area of the building would be closed effective May 3 and demolition would begin shortly thereafter. He added everyone was very excited about the renovations. The temporary space is currently open.

The May 24, 2023 Board meeting will be held in another location, which is still to be determined. As soon as a location is confirmed that information will be shared.

Mr. Worsley stated the "rebranding" is well underway. He stated an amended charter was forwarded to all government members for their approval. A total of 32 approvals are required and as of today a total of three approval Resolutions have been received. It is hoped that everything will be ready for adoption in either May or June.

Mr. Worsley spoke about the passing of Mr. Seiberling. He shared how much Mr. Seiberling enjoyed being a part of the COG, especially the fellowship and informational sharing. He stated how much his dedication to the Town of Cameron and the COG was appreciated.

9. CHAIR'S REPORT

a. Chair's Report

Official: DeDreana Freeman

Chair Freeman stated she was excited about and very much appreciated the rebranding. She offered her appreciation for allowing this board meeting to be moved up to allow all the municipality leaders to attend NCLM conference next week.

Chair Freeman shared details about the Annual National League of Women in Municipal Government Conference. She stated the conference will be held in Charlotte in August of this year and encouraged everyone to allow all female staff members to attend.

Chair Freeman spoke about a Day of Remembrance being held in Durham on May 15, 2023 at 10 a.m. She said it is important to remember the volume of school violence taking place and the trauma being caused to so many children. She encouraged municipalities to encourage a Resolution or Proclamation be adopted.

Chair Freeman introduced Ms. Monique Holsey-Hyman who is also a Council Member with the City of Durham.

Chair Freeman offered her appreciation for all the support offered and being a part of all the change that has taken place over the past year. She offered her sincere thanks and appreciation to the entire staff of the COG and stated they do an amazing job

10. AROUND THE REGION

a. Around the Region Reports/Updates

Board Member Marshburn of Garner offered his thanks for sharing information about the loss of Mr. Seiberling. He also shared there would soon be a groundbreaking ceremony held for the VA in Garner and also the addition of a new Wake Medical Center Hospital in Garner.

Board Member Carver of Lee County spoke about a recent re-evaluation that came in at 46%. He stated they are looking at ways to help ease the pain on their citizens by reducing the tax rate. He offered appreciation for all the detailed information shared regarding the proposed budget.

Board Member Evans of Wake County shared that the board had recently approved a distribution of hospitality and food/ beverage taxes to small projects in local municipalities. Recipients included parks and recreation projects, Marbles Museum and infrastructure at the Raleigh Convention Center. She stated they were very excited to be able to assist in this way.

Board Member Marshburn offered thanks for the grant from Wake County to the Town of Garner.

Board Member Gantt of Apex spoke about grants regarding environmental, climate resiliency, energy usage and electric cars. He stated it was very worthwhile to take part in and it is great for communities.

Board Member Rains of Princeton offered thanks to the COG for their assistance in the Town of Micro and all the towns in Johnston County. He shared information about a meeting that was held in Johnston County recently. There was a total of 11 municipalities and 3 county commissioners in attendance. The meeting was related to water and sewer projects in the county. He stated that currently there are two municipalities that share one plant and interconnectivity. He stated that currently there is no governance, and they are working toward the creation of a Water Sewer Authority.

b. OTHER BUSINESS -

a. Other Business

Official: DeDreana Freeman

c. ADJOURNMENT

a. Adjourn the Meeting

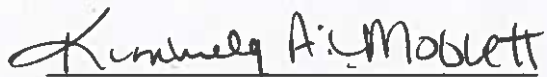
With there being nothing further, the meeting was adjourned at 7:51 p.m.

Duly adopted this the 24th day of May 2023 while in regular session.



DeDreana Freeman
Chair

ATTEST:



Kimberly A. Moffett, CMC, NCCMC
Interim Board Clerk