

September 22, 2014
Town Board of Commissioners Meeting Minutes

The Wendell Town Board of Commissioners held their regularly scheduled meeting on Monday, September 22, 2014, at 7:00 p.m. in the Board of Commissioner's Meeting Room with Mayor Timothy A. Hinnant presiding. Present at the meeting were Commissioners Sam Laughery; John Boyette; Virginia Gray; Jon Lutz; James Parham; Manager Teresa Piner, Town Clerk Jonnie Driver; IT Administrator Tamah Hughes; Finance Director Butch Kay; Chief Bill Carter; Planning Director David Bergmark; Planners Patrick Reidy and Allison Rice and Parks and Recreation Director Jeff Polaski.

Mayor Hinnant called the meeting to order at 7:00 p.m.

Chief Bill Carter led the Pledge of Allegiance and the invocation was given by Mr. Bruce Tarnaski of St. Eugene Catholic Church.

Adjustment and approval of the agenda

Commissioner Parham made a motion to approve the agenda as written. The vote was unanimous 5-0.

Item 1 – Public Comment Period

Mr. Sid Baynes – 3900 Wendell Boulevard, stated he wanted to compliment the board on some things. He said Baynes and Company had set up a booth at Movie Night at the Park and it was one of the best things they had ever done. They had an exhibit of their merchandise and they received tremendous publicity and a lot of people were there. He would estimate 3,000 were in attendance. He said as people came into their tent, they talked about things in Wendell and the words used to describe the Town were: wonderful, exciting, fun, family oriented, child oriented, overwhelming in size, and happy about the school participation. He said this event gave an opportunity to many people who would not have seen the movie otherwise. He said some said it was the happiest event they had ever seen in Wendell, tremendous community spirit, well protected and safe, the nicest event they had ever experienced in Wendell. He said he would agree with all these comments and he saw police staff there and it made him feel safe, Parks and Recreation staff was there and Commissioner Gray was everywhere talking with people. He stated that that he knew it cost the Town money, and he did not know what it cost Regina Harmon, but it was well worth the money.

Mr. Baynes said at least four days a week he was faced with the traffic situation at Wendell Elementary School. He said he had taken a child to school when there was no police presence there, and it was a horrible mess when that happened. He said when police were present, it was amazingly nice and he thought it was good for the people to see a police officer there. He thanked the Chief and the Board of Commissioners for allowing the police officers to be there.

Regina Harmon – 6616 Tales Branch Road, Wendell, stated Movie Night was a huge success and thanked Mr. Baynes for his comments. She showed the board a short clip from Movie Night. Ms. Harmon stated they were expecting 1500 people and we got 3,000, we parked over eight-hundred cars. She said it was a great event and she wanted to thank her staff, Parks and Recreation Director Jeff Polaski, and Manager Teresa Piner. She said she wanted to thank the Board of Commissioners because they were the ones that gave us the funds and got the ball rolling. She said she also wanted to thank Chick-fil-A, he was a big sponsor and big help with the nugget eating contest. She stated she had checked with several businesses and they reported there was more foot traffic downtown. This past weekend St. Eugene put on the Food Festival and foot traffic and sales were good again and in talking with some of the other

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businesses, they stated it was one of the busiest days of the month. She said she would be coming back to the board in December to ask them to fund this event again because if we were going to take it up a notch, we need plenty of time to work on it.

Item 2 – Consent Agenda

- a. Approval of the minutes from Monday, September 8, 2014 Board of Commissioners' meeting
- b. Approval of Wake County Tax Report for July 2014.
- c. Acceptance of property located at 4031 Wendell Boulevard.

Commissioner Parham made a motion to approve the consent agenda as presented. The vote was unanimous 5-0.

Item 3 – Presentation by Brenda Ewadinger, Executive Director to present information about the Keep America Beautiful program and available funding for community improvement grants.

Brenda Ewadinger, Executive Director said Keep America Beautiful was established in 1984 and housed in the Department of Transportation and was later moved to DENR and then it had no home. She said it was totally nonprofit and it was housed in her home.

Ms. Ewadinger stated the top reasons for being an affiliate of Keep America Beautiful (KAB) was self-determination, national network, national credibility, training, tools and programs and grants. They had 600 affiliates across the United States. She said to become an affiliate you pay a one-time certification fee, which for your town's population would be \$1,000, as well as the \$50 annual dues (after the first year). You must also have a minimum of \$1,000 annual operating budget.

Mayor Hinnant asked Mrs. Ewadinger if the presentation she gave the board had been presented to the Appearance Committee. She stated it had not, but she would work with David on getting that information to the Committee. There were no questions from the board.

Item 4 – Discussion and update on the plans for Wendell Wonderland Light Show.

Manager Piner said the Town Board had stated they would like to move forward with the Light Show at the Town Square and Woman's Club Parking Lot. In addition, the board said they would like to come back and talk about concerns expressed by the citizens' such a noise and parking. She said she had sent an email to the Woman's Club for their schedule, but had not received a reply. Mr. Williams had a layout of the light show prepared and had talked with some of the citizens and they had no concerns with the layout. She stated she had talked with the Chief of Police and Alton Bryant concerning parking and electricity and they felt that these concerns could be managed.

Commissioner Laughery asked the manager if she had talked with anyone from the Woman's Club. Teresa said no, they had changed their phone number so that was why she had sent the email. But she had not heard any negative feedback from them.

Commissioner Gray asked what the start date for the show was. Mrs. Piner said November 22, 2014. Lake Myra planned to begin putting up lights up immediately following the Harvest Festival.

Item 5 – Discussion and approval of a Wendell Tree Board application by Ms. Joy Hicks.

Manager Piner stated an application was received from Ms. Joy Hicks who resides at 21 S. Buffalo Street desiring to serve on the Tree Board.

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Commissioner Lutz made a motion to approve Ms. Hick's application to serve on the Tree Board. The vote was unanimous 5-0.

Item 6 – Discussion and update by Chief Carter on the Grant Application submitted by the Town to the North Carolina Governor's Crime Commission.

Chief Carter said the Wendell Police Officers currently carry a Taser Model X26 which was a conductive electrical weapon to use as a less than lethal force option when dealing with violent persons. He said Taser Inc. stated the life cycle of the X26 is five years and our current X26 Tasers are over 7 years old.

Chief Carter stated in January of 2014, the Police Department applied to the North Carolina Governor's Crime Commission to obtain a 2014 Local Law Enforcement Block Grant to fund the replacement of our Tasers with the state of the art Taser X26P. He said the total cost of replacement equipment, including Tasers, cartridges, holsters and power modules, was budgeted at \$19,067.40. The grant application sought the maximum available 75% of the projected cost or \$14,300.54. The remaining \$4,766.86 to complete the project was budgeted from Asset Forfeiture and Controlled Substance Excise Tax distributions awarded to the Police department.

Chief said in April 2014, we received notification that the grant had been approved to move forward in the screening process. We received official notification in May of this year that the grant had been approved. The Crime Commission has to wait for the federal funds to be released before allowing expenditures to begin. In late August we received the official grant award documents, signed it and returned it to the Crime Commission. We have established a timeline in which we intend to obtain the equipment, complete the training and deploy the Tasers by the end of the calendar year.

Commissioner Gray asked to see the Taser gun. Officer Jason Fulghum showed his Taser to Commissioner Hinnant.

Item 7- Discussion and update by Chief Carter on the Online Magistrate Program

Chief Carter said the North Carolina Administrative Office of the Courts' Video Magistrate Project was designed to allow law enforcement officers to use on-line video conferencing technology to appear before a magistrate and swear out warrants and criminal summons. He said it complements the North Carolina Warrant Repository (NCAWARE) system that is used to create criminal process documents such as arrest warrants.

Chief Carter said using the NCAWARE; officers can initiate arrest warrants which are then electronically submitted into the system accessible by the magistrate. Historically, officers would then travel to the Magistrates Office in Raleigh where they would appear before a magistrate and testify as to their probable cause before the warrant would be issued. This process often drew an officer away from town for one or more hours which might leave only one officer on patrol depending on the number of officers scheduled to work at that time.

The MVP is a very cost effective system that requires only a computer with internet connection, a camera, microphone and speakers attached to the computer and Video client Software. We are currently utilizing the free software however, if we elected to use the supported version, it would be approximately \$15 per month per unit. He said we have purchased two cameras and have installed one on a new computer in the Patrol area and will install the second on another unit, and our total project cost has been less than \$100 to date.

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Item 8 – Update and discussion of fiber installation.

IT Director Tamah Hughes said there were four things that she needed to update the board on:

1. Town owned Wi-Fi for the downtown

Tamah said Patrick Reidy, Tyler Holloway and herself had traveled to Lexington on Friday, September 19, 2014 to meet with Chris Smith and his IT group to discuss and observe the City Wi-Fi project that was successfully implemented a year ago. She said she was still gathering information and cost estimates.

2. Town owned fiber to town facilities and the downtown commercial district

Tamah said four proposals for the fiber had been requested, but she did not have the proposal from Wilson yet. The proposals received include a cost of \$9,000 for one and \$10,000 for the other. The whole proposal for CTC Energy to do the project is \$19,750. For Magellan Advisors the full proposal was \$38,350. She said we went back to each and asked for a feasibility proposal, which was less detailed, to first determine if the project was viable.

3. Fiber to the home or business via a private company owning fiber

Our initial meeting with AT&T was early in our investigation. The AT&T representative indicated that they were offering U-verse Bundles (Downloadable up to 18MPbps). They indicated the market base in Wendell does not support a wide spread marketing campaign of high speed fiber to the home at this time.

4. Free Wi-Fi by a private company

Tamah said we have had conversations with Time Warner representatives and they indicated that they were starting a new program to provide free Wi-Fi in a limited capacity. The Time Warner Anywhere App could be downloaded for free and Time Warner customers would be allowed to have free internet access. Non-Time Warner customers would be allowed to have an hour free and after that hour they could purchase more time for example (3.99 for another hour or 9.99 for the day.) They have a potential get started date of spring of 2015. They did not indicate what total speeds would be provided. Time Warner would manage this as a free service, with the town providing electricity, a place for equipment with access to the equipment, poles, and access to the poles, however there were many unknowns and staff recommended waiting until the service was better defined.

Commissioner Lutz asked what the difference was between the \$9,000 and \$10,000 proposal and the \$19,000 and \$38,000 proposal. Tamah said to do the project the Town would need to do a detailed business plan, a design of how to get on the network and how much that was going to cost. The higher costs were full plans that included the details on how to develop and install the project. We will have to do all of that, but we want to know if it is a viable project to begin with without spending the \$19,000 or \$38,000. The \$9,000 and \$10,000 does exactly that, it gives us the information on how and where we can get onto the network. If we cannot afford to get to the network access point, then there is no reason to develop a detailed construction plan.

Commissioner Laughery said it sounded like there was a business justification in the quotes. Tamah said in both of the bigger amounts there was. He said he was questioning whether it was necessary to do this; to me we were looking at how we do this and how much it will cost. He did not think we need to spend the additional money to find that out, he thinks the board was already prepared to make that decision. Tamah said you still need the business plan and model to find out what your steps are and have a good road map for installation. Commissioner Laughery said a business plan was how do we

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make a profit off of this and we were not looking to make a profit. He said as far as Wi-Fi to the homes, that was not anything that we were talking about.

Commissioner Gray asked Tamah if she was still getting information for the Board from Lexington. Tamah said yes. They spent less than \$30,000 for their whole project and their town is larger than Wendell. Commissioner Gray said she thought it was interesting that we could not sell to consumers, but we could sale to a third person who can turn around and sell to consumers. See said she thought that was bureaucracy at its finest. Tamah said that was the law.

Commissioner Laughery said Tamah you stated we have to upgrade from our 5 megabit service to 50 mega bites in order to support the Wi-Fi downtown, was that still the case. Tamah said it was. Commissioner Laughery said it also says in the information that the capacity would have some limits and he was wondering was that referencing the number of people that could get on at one time. Tamah said it was the number and how they were using the service as far as downloads or uploads.

Commissioner Boyette said he could not say for certain where the fiber was, but when you drive up 64, there were markers on the side of the road that says buried fiber optic cable line and he had to imagine that was not a small line between Raleigh and Rocky Mount or Wilson. Tamah said there were certain access points and we don't know who owns the fiber or where those are. We do know that Century Link owns the fiber in Town and they had a contract with NC Realm which is our ultimate destination, but we are trying to find out if it is feasible for us to just pay Century Link or Time Warner and where was the best place to get on, and that was what we wanted the consultants to dig into, and get us a plan and cost.

Mayor Hinnant said when you get the other information and quotes; you can place it back on the agenda.

Item 9 – Discussion and update of programming at the Community Center on Monday, Tuesday, and Thursday nights.

Parks and Recreation Director Jeff Polaski stated since the Expression of Worship had left, it had opened time slots for other programs. We are now offering yoga once a week, Zumba twice a week, tumbling twice a week and a boot camp for the tracked out students.

Jeff said there were also science classes being held during the day but it was for a specific time period and will end in a couple of weeks. He said there was a theatre class every Saturday during basketball season from October 25th through December 13th and from January 9th until February 21st.

Jeff said the Living in Wendell Wellness Classes are being held once a month from April 2014 to March 2015 from 7-8 p.m. The classes are typically in the gym or kitchen.

Commissioner Gray said most of the things you have mentioned are held in Activity Room B, what about room A. Jeff said we just have not gotten anything to go in those rooms, but we are looking into are ballroom classes, but it takes time to find someone who is qualified to teach. He said we are also looking at possible arts and crafts and first aid and babysitting classes that can be held in the other rooms as well. Commissioner Gray asked Jeff to come back at the October work session and update the board on anything he might have in place.

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Commissioner Lutz asked if there was a certain timeframe that you are looking to fill. Jeff said not necessarily, if you find a qualified teacher, it is often around their schedule. He said he was open to ideas and classes that can fill the spaces until the gym closes each night.

Item 10 – Discussion and update on the construction of a fitness trail.

Jeff said fitness trails were highly popular. He said he had found something that he thought would work for the trail the Town's existing trail and it was made by Fit Trail. They have 10 or 20 piece sets that are designed for up to a mile long trail. Town staff could install the kit. The cost is about \$6,000 for the 10 piece or \$9,000 for the 20 piece set. Each station comes with an explanation of what exercise should be performed at that station.

Commissioner Gray said we had a speaker here a few months ago that was speaking about grants for a fitness trail, have you spoken with her or explored grants with her. Jeff said he had not spoken with her, but the main grant that he would like to pitch was the Parks and Recreation Trust Fund Grant (PARTF) which was a 50-50 grant. This grant would cover everything that is presented tonight, such as a dog park, fitness trails, Frisbee golf course, multi-purpose ball fields, new playgrounds or making the whole park ADA accessible by adding a concrete walking path. He said the deadline for that grant was coming up in January. Commissioner Gray asked if he could be ready to apply for that grant. Jeff said probably not this year, it takes a lot of time and you have to send out surveys to the public and get them back. Commissioner Gray said we have applied for this grant before, could you not use some of that information. Jeff said probably, but he had looked through it and he did not see anything for the fitness trails or the Frisbee Golf Plan. Commissioner Gray said she did not think she was ready to wait 1 ½ years to save \$3000. Jeff said he would just hate to throw something together and send it in for the sake of a submission and it be rejected and look poorly on the Town. Commissioner Gray asked Jeff to please contact the lady that was here earlier about the possibility of a grant, it may be that we could go ahead and take care of some of the low hanging fruit while we were waiting to apply for the PARTF Grant. We need to provide some things for our folks to do here.

Commissioner Boyette asked once the fitness trail is installed, if we change the layout of the park, can it easily be move. Jeff said very easily and it comes with a ten year warranty. He said our walking trails are beautiful, but they are not used enough and by installing something like this it may encourage more people to go out and use the trail.

Mayor Hinnant said we had a master plan for the park, and sometimes we don't think about that plan and we need to implement what the master plan calls for. He said he was not against the PARTF grant, but we needed to make sure that it applies to the master plan. He said he would like to see the town apply for the PARFT Grant. Even if we do not get the grant it would give us some information that would let us know if the grant was not big enough or whatever, but the feedback we would get would help us the next time. He said when we had our retreat in January and that was when we needed to decide how much money we were willing to commit to our parks and recreation department.

Commissioner Laughery said in short of the PARTF Grant what are some things that we could do this year, because we do have some funds in our fund balance. Mayor Hinnant said he felt like this was where the conversation was going tonight. He said these things were very inexpensive and when Teresa and he had visited Lake Myra Elementary, they mirrored these request, such as the dog park, Frisbee golf, multipurpose fields, have more swings. He said he thought for probably \$25,000 we could do a dog park, Frisbee golf, and some of these things. He said what we don't want to do was spend so much

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money that if the grant became available, we could not match it, which we had done before. Jeff said also the PARTF Grant allows you to pay your match over a period of three years.

Commissioner Gray said she would like to see you and Teresa contact the lady that came and talked with us and see if we could not get some grant funds and she remembered her talking specifically about fitness trails. She said we would not know if we don't ask and she was ready to get off the pot. She would like for you to do that and come back to us and let us know what you find out. She would like to use the PARTF Grant for bigger things like multi-purpose fields, cutting a hole in the wall at the Community Center to make the bathrooms accessible from the outside. She said if we do not make it known that we were interested in offering new things no one will know it. She said we have to look around and see what our neighboring communities are doing and do more ourselves.

Mayor Hinnant said he thought the simpler things we might be able to do now, we need to know the cost of those things and come back to us and then we can decide what to do. Commissioner Laughery agreed, he said maybe 4 or 5 things.

Commissioner Gray said she really wanted us to make every effort we could to get the PARTF Grant; it would be great to have to scramble together and see what we were going to do. We need to try to get it, and we need to look at the Master Plan. Commissioner Gray said the group that came and did the survey for Parks and Recreation said that 70% of the school age kids in Wendell do not use the Parks and Recreation Center and I am depending on you Jeff to get that other 70% involved in the programs.

Commissioner Gray said someone approached me and said there were 50 kids that traveled to Wake Forest to play Lacrosse. She knew that when we start new programs we try not to step on each other's toes, so if Zebulon has Lacrosse we may not want to offer it in Wendell, but if 50 kids travel to Wake Forest it sounds like we need it in Wendell because when other teams come into town they can shop at our stores while they kids are getting prepared to play. She said she was tired of our people traveling to other towns and spending their money, they need to come here and spend their money.

Item 11 – Discussion and update on the development of multipurpose fields at the park.

Jeff said he had taken a tour of the fields at Lake Myra and seeing the condition and the amount of work that would be required to get those fields in playing condition, it would be the Parks and Recreation Staff's recommendation to use the Wendell Park to build multipurpose fields. The reconstruction of the multi-purpose fields at Lake Myra would involve substantial man hours and money to get the fields prepared for play. Funds would be best spent at Wendell Park in accordance with the Master Plan. .

Commissioner Gray said she loved the picture of Matt Driver standing in the field. She said her emphasis was the fields here at the park and she would like those done before we move out to somewhere else. She asked if you could do all of these things at one time. Jeff said we had a lot of grass to cut now, and with additional fields off site you were really stretching the employees thin. Commissioner Gray said she wanted our primary interest to be on the fields at the Wendell Park.

Jeff said he met with David Mansfield to discuss the addition of a Disc Golf course along portions of the existing trail system. He said Mr. Mansfield was very excited about the opportunity of developing a course in Wendell and felt he could put in an 18 hole course. He also offered to host disc golf tournaments in Wendell to promote the course. In his opinion, a championship caliber 18 hole course could be added to Wendell Park for as little as \$10,000.

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Commissioner Lutz said you mentioned facility limitations, exactly what are the limitations. Jeff said the grass cutting, more time marking the fields. Commissioner Lutz said with the dog park and the Frisbee golf course you would be bringing a different clientele than would normally be there. He said currently the park was based on baseball and softball players and their parents and he would like to see us focus on two things which would be easy to tackle this year. Jeff said Frisbee Golf was also mentioned in the Master Plan.

Item 12 – Discussion of playground equipment at Wendell Park

Parks and Recreation Director Jeff Polaski said he received his certified playground safety license through National Playground Institute and he said he had looked over the current playground at Wendell Park. He said it was dated and replacement parts were no longer made for the equipment. He said the equipment does not meet current ADA standards. He said this equipment was installed at the park in 1996. He said the fall zone would also need to be reconstructed as currently sand was being used and was no longer an acceptable material for fall zones. He said engineered wood fiber was now being recommended.

Jeff said it was estimated to cost about \$60,000 for a piece like we currently have in place. He said installing a new playground would be meeting one of the Master Plan Priorities. He said Mr. Bergmark had applied for a CDBG Grant and hopefully we could get a piece of playground equipment with some of those funds. He said if we were able to get those funds, he would suggest putting a smaller piece down by the parking lot.

Commissioner Boyette said if we just tore down the old playground and built it somewhere else would it be the same cost. Jeff said it would.

Commissioner Lutz said he would suggest not putting any playground equipment near the woods. He said people complain that it is secluded and they don't feel safe in that area.

Item 13 – Discussion of the development of a dog park at Wendell Park

Jeff stated dog parks have become very popular. He said the dog park would be a wonderful addition to the Wendell Park and was listed as one of the top most desired open spaces" that participants would like to see in Wendell by the 2012 Master Plan.

Jeff said the total estimated cost for the dog park would be \$12,344 which would include 600 feet of fence, 4 gates, signage, 6 trash bins, 6 park benches, and a water line to the area.

Commissioner Gray said when you come back to us at the next meeting could you get some actual cost so we would have a better idea of how much money we would be spending. She said the cost of the fence took me back a little. Jeff said it is for 600 feet of dog park standard fence and was 5 feet high and coated. Commissioner Gray asked where the price for the fence came from. Jeff said Seeger's.

Mayor Hinnant said we were interested in seeing what we could do about these things and shows the citizens that we were making an effort to increase the services at our Park.

Commissioner Boyette asked what the surface would be, would you try and maintain grass or would you put down mulch. Jeff said you would leave the grass.

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Item 14 – Discussion of the Wendell Farmer’s Market.

Manager Piner said on Wednesday, September 11, 2014, the Wendell Chamber held a meeting to discuss their future plans for the farmer’s market. She said town staff was advised at that time that the Chamber does not plan to continue to operate the market following the 2014 season, and at this time, there are no plans by any group or organization to continue the market.

Mrs. Piner said when the market began, there were no other markets in the area. However, competition for customers may increase due to market opening on Saturday’s in the Towns of Knightdale, Zebulon, Archer Lodge, Clayton and Rolesville.

Teresa said the Parks and Recreation Department had been in discussion of a possible community garden with an educational component at Wendell Park.

Mayor Hinnant said it did not appear that in six years the Farmer’s Market had been an economic driver and he did not see spending any of the town’s resources on the Farmer’s Market at this time as currently had been done.

Commissioner Boyette said if the number of vendor’s at the Farmer’s Market was high enough was there any possibility that they could take over for themselves especially if they were using land that was available to them and not having to lease anything. Teresa said that certainly was a possibility. The Town could be the mediator and bring them together and see if anyone was willing to take on that responsibility.

Commissioner Gray said the Farmer’s Market had been under the umbrella of the Chamber she had heard a lot about it and attended that meeting. It is her understanding that none of the vendors at this time have offered to take it on. They are aware that the Farmer’s Market is ending. She said she liked the idea of the community garden. She thought it was different and unique for Wendell and she thought that when the Farmer’s Market was first opened, we were the first out of the gate and it turned out not to be such a good fit for us.

Commissioner Laughery said he did not think the town needed to take that on, but we need to use the resources we have to make people aware that the Farmer’s Market would not be continuing and someone may step forward and take it on.

Item 15 – Discussion and approval of improvements to Town Hall.

Mrs. Piner said this item was placed on the September 8th agenda and the board asked that it be brought back at tonight’s meeting. Staff was meeting with furniture companies to obtain information on the cost of furniture for Town Hall. She said we are continuing to gather information on some of the other item since our last meeting, but we are not ready to make any formal recommendation at this time.

Mayor Hinnant said what he would like to see us put enough money into improvements at Town Hall not just for appearance, but for functionality. He was very much for the carpeting, painting, sheet rock and moving the wall as well as the much needed furniture. He said the problem he had was that the \$100,000 does not go far enough. We need to take care of the functionality of this building as well. He said as our town grows our staff would grow and we do not have any room for additional staff and if we

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changed the functionality of the Courtroom we could remove the pews and use some of the space in here as offices.

Commissioner Laughery said I think we need to start on the improvements on the environment for the employees and work on the functionality. He said we need to get started, the manager has proposed a couple of things to get started on.

Commissioner Laughery made a motion that the town board authorize the town manager to move forward with replacing the light fixtures at the cost of \$5,000, and Phase 1A with an overall cost not to exceed \$29,999.

Commissioner Gray said she also had a list of suggestions. It was her understanding that the replacement of the lights had taken place. Mrs. Piner said not completely, we installed new lights in the board room and in a few offices, but we have not paid for that. Commissioner Gray said she was not a big fan of doing the remodeling in phases, we have allocated the money and she wanted us to make a decision on what we wanted to do and move forward and have it finished by April. She said she had looked at the list and the moving and erecting of walls she would defer to staff because you know better what you need back there. She said the sheet rock, and covering and painting the brick in those areas I can't justify spending the money on that or the \$10,000 to paint the bricks outside. We have the outside looking pretty with the new windows and awnings and that could save us \$10,000 and would almost get the dog park installed. She thought we needed to be thinking about how we were spending our money and try to get the most bang for the buck. She said she was not in favor of painting the brick walls inside or the sheet rock. We need to get as much done as we can to increase our functionality. She said she would like for us to take advantage of Ms. Nora Cambier to come in as an interior decorator and help us put a good face on for free. She said in Phase II, she thought we needed to replace the HVAC; it has been put off a long time. She said certainly the carpet and chairs in boardroom and lobby were something that we do not have to do right now. We need to establish a front door, a main entrance to this building, and make it look nice. She said she was not in favor of any furniture purchases right now except for a table to go in the Planning Department. When people come in for permits and things they have to set at a patio table that has holes in the top. We need to concentrate on the building, and then we can look at where we need chairs and desk.

Commissioner Laughery said in his motion, he did not include the painting of the brick. Commissioner Laughery said there were other things we needed to take care of but personally he thought we needed additional information before he could do that. He thought we had enough information on the light fixtures and Phase 1A to get something moving.

Commissioner Gray said she would like for Commissioner Laughery to amend his motion on Phase 1A to specify that we would not like to do, such as sheetrock, or paint the brick (inside and out).

Commissioner Laughery said were you referring to the brick in the dispatch area. Commissioner Gray said yes and no furniture. Commissioner Laughery said there was no furniture in that. Commissioner Parham said there was furniture for the manager's office in Phase 1A before you amended your motion.

Commissioner Laughery amended his motion for the Town Board to authorize the Town Manger to move forward with replacing the light fixtures at a cost of \$5,000 and Phase 1A not to exceed \$29,999 minus the furniture for the manager's office, and no sheetrock or painting of the brick in the planning director and manager's offices, dispatch area or outside. The vote was unanimous 5-0.

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Commissioner Laughery said in looking at the items from 1A down, there were a lot of things there and some of it was explained well and some was not. He would like for the Town Manager to prepare a more detailed explanation of what was being listed as Phase II and do an inventory of what furniture has to be replaced and what furniture could stay.

Mayor Hinnant asked the manager to prepare the detailed explanation and inventory list for furniture and have it at October work session.

Commissioner Gray said she would just place emphasis on doing the best we could to use the furniture that we have. There were a lot of things that we need more than furniture.

Item 16 – Discussion and approval of the Calendar of Events for January thru June of 2015.

Mrs. Piner said the BMX Exhibition is tentatively scheduled for March of 2015 and we need to let them know whether the event would take place or not for scheduling purposes.

Mayor Hinnant asked what the cost of the event would be. Mrs. Piner said we are looking at possible sponsorship and have it at \$3500 and without sponsorship it would be considerably more. Mayor Hinnant said when we commit to this we need to know the full amount that we would be committing to so if the sponsorship does not come thru we will be prepared to pay the entire amount.

Commissioner Laughery said there was no cost listed under the other items listed, do you have those totals available. Teresa said the BMX was \$3500, opening Day at the Park would be sponsored by Newland for \$2,000, Public Safety had been handled by sponsors in the past at \$1,000 and the band at \$1500, and the car show was basically advertising. It totaled about \$7050 to cover the cost of all the events. Mayor Hinnant said he understood that if we don't get sponsorships for the BMX it was going to be more than \$3,500. Mrs. Piner said the most it would not cost the town more than \$3500, and it could be less, but we have sponsorships to get that to \$3,500 at this point.

Commissioner Laughery made a motion that the board authorize and approve the BMX Exhibition, Classic Car show, Opening Day at the Park, Public Safety Day and the Band in the amount of \$7050 from the town's fund balance. Commissioner Gray said Mrs. Piner said that Newland was going to sponsor the Opening Day at the Park for \$2,000 so should that amount be removed from the total. Mrs. Piner said that was correct it would only be \$5050 for the events with sponsorships. Commissioner Laughery amended his motion to cover the BMX Exhibition, Classic Car Show, Public Safety Day and the Band for an amount of \$5050 from the town's fund balance.

Mayor Hinnant asked Commissioner Laughery if he would amend his motion to also allot a certain amount of money for movie night. Commissioner Gray said as long as we had an amount of money hanging out there, she would like the board to approve what that pays for. Commissioner Laughery said he would prefer to stay at the \$5050, and if other events come up we could approve those at that time because the movie night would be included in next year's budget. Mrs. Piner said that was correct.

Commissioner Gray said we just need to keep in mind that Regina said she would be coming back to the board in December asking for funds for movie night.

Commissioner Laughery's motion in the amount of \$5050 passed unanimously with a 5-0 vote.

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Item 17 – Upgrade on a rezoning application for 610 and 616 Raymond Drive from R3 to CMX.

Allison Rice stated Paul D. Tabor owner of the property of 616 Raymond Drive had submitted an application for rezoning in addition to the next door property at 610 Raymond Drive. He was proposing that the zoning be changed from R3 to CMX. The property at 616 Raymond Drive is a single family unit with a detached garage and an apartment above the garage. She said both units are currently being rented and the owner would like to bring that into compliance so this rezoning application has been submitted in concurrence with a Special Use permit to allow for both units to be rented.

Allison stated the property at 610 Raymond Drive is a Day Care Center and is currently out of compliance with the current zoning standard but was grandfathered in so it was allowed. The reason staff suggested to include 610 Raymond Drive with the proposal was to connect it with the CMX District that is next door.

The Planning Board at their September 15th meeting voted unanimously to recommend denial of the rezoning request. The Planning Board found the request to be inconsistent with the Comprehensive Plan due to the proposed encroachment into the residential neighborhood. The Planning Board also found the justification provided by the applicant to not be in the interest of the Town.

Allison stated if the Board of Commissioners votes to deny the rezoning request after the public hearing on October 13th, the Special Use request would no longer be a valid request in the current zoning district and would automatically be denied.

Commissioner Laughery said he did not know how long this had been out of compliance, were they grandfather in for some reason. Allison said they were not grandfathered in, it was not allowed in the prior ordinance as well, so this is something that we are not always able to catch and the property owner brought this to our attention with his request to come into compliance.

Commissioner Gray asked why the owner at 616 Raymond Drive made application for the neighbor, why did the neighbor not apply themselves. David said when we looked at a rezoning one of the things we look at was how it related to adjoining uses. When they came forward with the house you typically don't want to have a zoning district that is an island of itself which could be considered spot zoning, so it is better if you can hook up with an existing zone and since the CMX zone was classified as anything with more than one unit it made a stronger application. He said to date we do not have anything from the property owners at 610 Raymond Drive so we don't know if they approve of it or not, but you can apply for the other property.

Commissioner Gray said when this came up at the Planning Board meeting it was talked about this area being designated as a possible neighborhood center. David said the Comprehensive Plan looks at where major intersections come together and this is within a close proximity to where the neighborhood center would be where you get some higher densities and commercial uses.

Commissioner Lutz said no matter what happened does it affect the property at 610 Raymond Drive or were they just going along for the ride. David said it would not have a negative effect on the daycare as far as the use of their property. They were already grandfathered and could continue their use, but by having a non-conforming use, if a hurricane came through and destroyed that property they would not be able to re-establish that daycare there unless they went through a similar process of rezoning it to a district that allows daycares.

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There were no further questions.

Item 18 – Update on a current and potential annexation agreement boundaries.

David said since the last meeting when he updated the board on this he had spoken to the Rolesville staff and they were in favor of looking at Riley Hill Road as a potential annexation agreement boundary dividing line between our two jurisdictions. If the Town Board is amenable, staff from both towns could begin preparing necessary documentation.

David said on September 15, 2014 town staff discussed the possibility of establishing an annexation agreement boundary with the Mayor of Archer's Lodge, Mike Gordon. During this conversation, Mr. Gordon said he would broach the idea of establishing an agreement with their Planner and Town Council and provide feedback to the Town of Wendell, but he had not heard back from him at this time.

Mayor Hinnant said when we find out if Archers Lodge was going to participate in the annexation boundary we could put it back on the agenda, until then we would have it as a place holder. David asked the Mayor did he wish to wait on word from Archer's Lodge before we get back with Rolesville. Mayor Hinnant said yes, and then we get word back from Archers Lodge we would be able to see it and know how big of an area we have to service.

Item 19 - Update on signage at the Wendell Boulevard/Buffalo Street Intersection

David said since the last Board meeting we have reached out to NCDOT and spoke with them about making some type of signage improvements that we could make at this intersection to reduce lower priority turn movements and we are waiting to hear back from DOT. Mayor Hinnant said when you get word back you can place it on the agenda for review again.

Item 20 – Commissioners' Comments

Commissioner Gray thanked Mr. Sid Baynes and Regina Harmon for their comments. She also would like to thank Joy Hicks for her willingness to serve on the Tree Board. She said the Chamber was seeking historical memorabilia relating to Wendell for an interactive display they would be having at the Woman's Club during the Harvest Festival. She said Movie Night was a tremendous success and she really appreciated what Regina and her staff did. We sometimes say that we can't do some things because we don't have parking, but Regina said they parked 800 cars so we know we can park 800, we need to start doing some things around here. She said she had been to several Chamber meetings and the Harvest Festival was going to be great. There were some flyers in the back with the date and times listed on it so take one home with you so you won't forget. She said the Tarheel Traveler was going to air an episode of Zepp's Country Music on September 29th so be sure to watch that. She said one thing that had popped in my head as we plan the event for the BMX Exhibition was that we don't forget to advertise that event. We typically tend to do events and no one comes, so we need to make sure that it is highly promoted.

Commissioner Boyette said he wanted to thank the citizens that came and spoke tonight and also Ms. Ewadinger who spoke about Keep America Beautiful program. He said he attended the Lake Myra Elementary Community event and there were a lot of people there for a school that is not at capacity. It just shows how much of a vibrant community we have. It was a success, and it shows me along with the Movie Night that there is a hunger for things to do in this town. He expressed that he would Movie Night become a regular feature of the summer time downtown or at the park. He also made it to the Food Festival and he wanted to thank the Catholic Church for doing that festival. Commissioner Boyette stated that he agreed with the Mayor on a lot of your comments about the facilities here and he wanted

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to boil it down, we don't want to throw good money after bad, and we don't want to make improvement that don't serve any purpose other than look good, and we don't want to make improvements that can't be utilized to the full extent of our tax dollars. He said there comes a time when we just have to say we are going to have to start looking at a new place. He said if it is only going to last for another 10 years, it will take 5 years to build a new one, and a couple of years to plan. He said he would hate for the heating system to go and have to replace it right before we have a new building. He would like to ask the manager if we can get the number of current employees as well as a five and 10 year projection for the number of employee's or amount of space that would be needed for employees. The idea of starting a small sub-committee to look at placement, building cost, building size and other things has been talked about. He said Commissioner Laughery said he would be interested in helping with that and he himself was most interested in helping with that. We do need to make some upgrades here, but we don't want to keep throwing money at this building especially when you start moving walls and things it then has to be ADA approved and that was where the \$800,000 figure came in to play.

Commissioner Parham said we were being bombarded with so many things that need to be done, and he agreed that we had to begin somewhere. He thought we decided last year that we would be at this building short term and we defined short term as 10 years. We knew then that some monies had to be spent on this building to make it comfortable and usable for the employees. He said he was in agreement that we start doing something. He thanked Mr. Baynes for his comments. He said if Commissioner Gray and Laughery stay healthy they were going to push the unofficial 10-12 year build out forward. They have a lot of ideas of things we need to do, whether we can afford them or not, but he appreciate that.

Commissioner Lutz said he was glad to see the board moving forward on something even if it feels like it took us a while to get there. He said at our retreat we talked about focusing on the Park and he was glad to see us having some positive momentum going forward. He would like to see us pick two projects that we could do and move forward with them. He said he thought this was something that we should complete before the spring gets here. He said he liked the idea of the Wi-Fi downtown and he liked to see progress.

Commissioner Laughery said he had sent an email to the Manager today asking for an update on the electronic sign and some other things and he wanted to make sure staff had a clear direction on the UDO and how we were going to handle that.

Teresa said she would start with the tables and bike racks. They were ordered right after the board gave direction to move forward. The bike racks are in, but the tables are not. She said because there may be concrete and brick work involved with both projects, we wanted to wait and do them all at one time. We are hoping they will be in soon. They will not take long to install once received.

Teresa said the UDO involved holding two public comment periods that have been scheduled for September 25th from 6:00-8:00 and October 6th from 3:00-6:00. The additional items that were received at those meetings will be taken to the Planning Board along with the ones we received at the October 6th meeting. We anticipate it would take more than one meeting because that was a very extensive list. The Planning Board would be looking at them at the October 20th meeting and the November 17th meeting. She said if they make recommendations requiring the writing of ordinances, it could take a while. Commissioner Laughery said he would recommend picking out 3-5 and working on those and sending to them to us.

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Teresa said the sign easement had been prepared by the town attorney and we were hoping to meet with the property owners this week. She said Broach Signs had recommended a double sided digital sign and we were getting updated quotes. We will bring that back to you at the October 13, 2014 meeting.

Teresa said the Wendell Welcome sign was now lit. There were some tweaks that could be made so take a look at the sign and let us know if you have any suggestions.

Teresa said with the cell tower, SCI had performed their due diligence regarding alternative site and preparing their response to the Historical group. She said SCI and Verizon were looking at alternate designs as discussed in their meeting a couple of months ago with the historical groups; they wanted to eliminate adverse effect ruling if at all possible. They talked about lowering the tower and installing the antennas internally. She said once they get a ruling from SHPO they would complete their NEPA which was the environmental process and begin construction by the first of the year, but that depends on the rulings and how fast they can get it from the State Historic Preservation Office. Commissioner Laughery said he understood the Historical Society cannot stop it; it was a recommendation but not a show stopper. Mrs. Piner said that was correct.

Commissioner Laughery complimented Manager Piner on the decorations downtown. He said he also got a compliment from a couple of citizens about some of the trees and shrubbery removal. He said there was a question that Mayor Hinnant asked me directly about LAPP at the last meeting and he did not answer it very well. He said Mayor Hinnant did not know why we continued to talk about this every month and why did we think this was a good idea. He said we talked about it but did not directly answer those two questions. He said we as a board decided to pursue funds for LAPP where we could get an 80% match and that is why we were pursuing it and talking about it every month. He said if the \$36,000 requirement had not come up, that we had to pay it up front and may not get back, we would still be pursuing it. He said that was a bad intersection and something that was going to have to be dealt with some day. He said to be able to get 80% funding or probably \$160,000 was well worth pursuing. He said the thing that bothers him was he had to go to the CAMPO meeting and vote for millions of dollars' worth of projects that were going to other communities and we were not getting a penny. We need to figure out how we can get some of what was basically free money and take advantage of some of the opportunities.

Mayor Hinnant said he thought some of our problem was that they looked at those projects for quantity and as long as we were a community of 6,000 people we were going to be really challenged to ever be able to get in the forefront. Commissioner Laughery said he agreed it would be challenging, but we had to keep trying.

Commissioner Laughery said the Amish Bakery would be opening in about two weeks, they would not have everything there, but they would open. He stated that he also talked to John about the Tap Room and they were hoping to be open by December. We would have some new businesses and the ones that we have now have delicious food, so he would encourage everyone to support our local businesses.

Item 21 – Mayor's Comments

Mayor Hinnant said at the last meeting he mentioned the railroad crossings and asked the Manager about the town fixing the crossings and getting the railroad to reimburse the town for the repairs. We are still pursuing options that we might have and getting that done. He said he also attended Lake Myra

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School and the wonderful thing about Lake Myra Elementary School was they had a wonderful leadership program this year. They are interested in empowering each of those students to become leaders in their communities.

Mayor Hinnant said when East Wake High School had their altercation on campus he had conversation with law enforcement and the school itself took care of the problem with the help of Wake County and did not have to call in the Wendell Police Department. He said the students that were the instigators of this incident were not Wendell residents. He said we mentioned the UDO tonight and from the commercial standpoint there were some things where the UDO might need to be softened. He would caution this board and the Planning Board when they start looking at changing the UDO, as far as the residences, the reason that UDO was created was to help our demographics. If you create a community of inexpensive subsidized housing, you would have more incidents like what you saw at East Wake instead of less, so he cautioned the Board and the Planning Board that just because the developer tells you that cheap square footage was the way Wendell should go, our past boards and leaders felt like that was what we needed to move away from not encourage in order to provide a balance of housing options.

Item 22 – Adjourn.

Commissioner Parham made a motion to adjourn at 10:00 p.m. The vote was unanimous 5-0.

Timothy A. Hinnant, Mayor

Attest:

Jonnie S. Driver, Town Clerk