

**October 13, 2014**  
**Town Board of Commissioners Meeting Minutes**

The Wendell Town Board of Commissioners held their regularly scheduled meeting on Monday, October 13, 2014, at 7:00 p.m. in the Board of Commissioner's Meeting Room with Mayor Timothy A. Hinnant president. 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; Sergeant Stephen Hall; Park and Recreation Director Jeff Polaski; Planning Director David Bergmark; Planners Patrick Reidy and Allison Rice. Mayor Hinnant called the meeting to order at 7:00 p.m.

Officer Stephen Hall let the Pledge of Allegiance and the invocation was given by Mrs. Sarah Smith of New Hope Missionary Baptist Church.

**Adjustment and approval of the agenda**

Commissioner Gray requested to add a Closed Session to the agenda to discuss personnel. Commissioner Parham made a motion to approve the adjustment with the addition of a Closed Session to the agenda as 19-A. The vote was unanimous 5-0.

**Item 1 – Public Comment Period**

No public comments were made.

**Item 2 – Consent Agenda**

- a. Approval of the minutes from Monday, September 22, 2014 Board of Commissioners' meeting.

Commissioner Parham made a motion to approve the minutes of the September 22, 2014 Board meeting. The vote was unanimous 5-0.

**Item 3 – Update and recap of the 2014 Harvest Festival by the Wendell Chamber of Commerce.**

Tracie Hicks stated this was one of the best Harvest Festivals that Wendell had in quite a while. She said the Chamber and the committee that organized the Harvest Festival were excited about the success of the festival and had already started thinking about things they could do next year.

Tracie thanked the Town Manager; Teresa Piner, Chief Carter, Chief Staples, Public Works Director; Alton Bryant and all the town workers. She said over \$10,000 was raised on the Little Mr. and Miss Wendell contest with 12 participants. The proceeds go to the four local food pantries here in Wendell. She said 12 kids did this for the churches and Sheree Hedrick was responsible for putting this together. She said the East Wake Education Foundation rose over \$5,000; Passage Church held their Back Pack Buddy food drive. The festival gave back to the community. She said the Corn hole Tournament was a success and that there were over 80 vendors and 50 returned evaluations that said this was the best festival and that they were looking forward to returning next year. She said the Chamber received \$15,000 in sponsorship money to help pay for the entertainment, the kid's rides, and other activities. She said Ben Carroll of Oak Tree Construction stepped up to the plate to help pay for the Friday night band and without our local businesses like Todd and Scarboro, Sheree Hedrick, and others we could not do these things. She said she would get a list of supporters to the Town Board and if you could just send an email thanking these businesses for their support that would be helpful.

She said as of right now it appears that the Chamber \$15,000 from the festival and the beer garden was a success.

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Commissioner Laughery said he thought it was great also and if you missed the pumpkin race that was extraordinary. He said it just showed that Wendell was alive and if we plan it, they will come.

Commissioner Lutz said he felt pride more than anything and he agreed it was awesome.

Commissioner Gray said she would like to recognize Traci. She was not one to toot her own horn, but you would not believe the amount of hard work she put into this Harvest Festival. She put in a lot of hours, used her own staff, her plants, flowers, and she really appreciate her efforts. The board gave Tracie Hicks a round of applause.

**Item 4 – Presentation by Tamah Hughes on the East Wake High School Business Alliance.**

Tamah stated the group meets once a months and the goal was on improving the lives and quality of the students graduating from the four East Wake High Schools. The alliance was made of business members in the area and school representatives for Wendell Middle, Zebulon Middle and East Wake High School. The business members were there to provide real world experiences for the students, helping them to progress and guide them into making good choices for their future. They do this by holding seminars such as Dress for Success, Skills to Pay the Bills, Social Media and an annual Career Fair, just to name a few. The students have the opportunity to participate in these seminars and take advantage of these opportunities.

Tamah said the EWBA was looking for new members to help with these seminars and engage in the lives of our youth. New members are asked to bring and use their everyday skills to help students make the right choices for them and their future. Members usually meet about 5-6 times per year, including the times that you volunteer for a seminar or the Career Fair. Wendell leaders and businesses are invited to join.

Tamah said the EWBA was inviting all businesses in the Wendell area to participate in the Career Fair on Friday, December 12<sup>th</sup> with tentative times of 8:30-10:30 a.m. They were expecting to have 60 booths this year. She said this was a very important time in the lives of our youth and to have local businesses talking about what they do may inspire a student to investigate options they might not have considered. She said if you were interested; please contact Logan Francisco at 919-365-2650 at East Wake High School for more information or to sign up.

Commissioner Gray asked Tamah if she had sent any information on this to the Chamber. Tamah said she had spoken with the Economic Development Committee, but had not sent the information to the Chamber. Commissioner Gray said she would be attending a meeting there tomorrow and would be glad to share this with them. Tamah said that would be great.

**Item 5 – Public hearing on a Rezoning application for 610 and 616 Raymond Drive from R3 to CMX.**

Planner Allison Rice stated Paul D. Tabor is the owner of the property at 616 Raymond Drive, and has submitted an application to rezone his property in the interest of bringing its current use of multi-family rentals into compliance. At staff's suggestion, Mr. Tabor included the property next door 610 Raymond Drive in his application, a child care facility whose use was grandfathered into the current zoning map, so that if approved there would be consistency, spot zoning would be avoided, and so the child care facility's use would be brought into compliance.

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Ms. Rice stated the property at 616 Raymond Drive had a single family home and an apartment above a detached garage. The UDO does not include a provision for a secondary dwelling to be housed within a detached structure on a single family lot, but one of the conditions of secondary dwellings was that the property owner must live in one of the two units. According to the property owner, both units had been rented out while he lived elsewhere, which does not comply with the standards for secondary dwellings.

Allison stated under the UDO, all multi-family properties require a special use permit, but was not permitted in the R3 zoning district. The current owner would like to continue renting out the unit above the garage, but would like to bring the use into compliance by rezoning the property and the adjacent property to CMX and subsequently applying for a special use permit.

Allison said the property at 610 Raymond Drive, which was included in this rezoning request, had served as a day care since 1996. This business type was not listed as a permitted use in the R3 zoning district, but was considered an existing non-conformity. Non-conforming uses may continue their operation, but may not be re-established if they were discontinued for a period of 6 months or more. She said Child Day Care Centers were permitted outright in the CMX, CC, DMX, CH, M&I and TND districts, and in the NC district with a special use permit. The proposed rezoning submittal would take the day care center out of its current non-conforming status.

Mayor Hinnant asked if the property owner had brought this to the Town's attention, or did the town bring it to the owner's attention. Ms. Rice replied the owner brought this to the Town's attention.

Ms. Rice stated that the applicant's 'Zoning Justification Statement' explains why they were requesting a change in the zoning map. The applicant states that by "rezoning to CMX with a Special Use permit, it would increase the value of the property by expanding the potential owner pool."

Allison stated the Wendell Planning Board voted unanimously to recommend denial of the rezoning request at their September 15<sup>th</sup> meeting. 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 said the two businesses within the requested rezoning area were not in compliance with current regulations. The approval of the rezoning request would make both sites conforming uses. She said if the Board of Commissioners votes to deny to rezoning request after the public hearing, the Special Use request would no longer be a valid request in the current zoning district and would automatically be denied.

Mayor Hinnant opened the public hearing for comments on the rezoning request for the property at 610 and 616 Raymond Drive from R3 to CMX.

Lorraine Dixon owner and operator of ABC Land at 610 Raymond Drive stated she and her husband had owned the property since 1976. During that time she had always kept children there and when we came to this board and applied for it to be incorporated as a Child Care Center, she promised the neighbors that she would never put up a sign or bring attention to the fact that we had a Day Care Center there as to not devalue their property. She said in the last several months, ABC Land had been vandalized and we had children throwing rocks at our cars and all of these things were because two families were living in the property at 616 Raymond Drive. She said at any point in time if she decided

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to no longer operate ABC Land; she would want her property to be a residence again. She had neighbors in that area that she cared deeply about and she wanted to preserve her property so that it always looks like a residence and she would hope that the property next door could do the same. A one family residence was certainly more suitable than a dual family use. She was opposed to rezoning her property to accommodate the people that were trying to sell 616 Raymond Drive.

Kathryn Faulkner - 622 Raymond Drive stated that she lived on the opposite side of 616 Raymond Drive and the two driveways run side by side and with someone living in that back apartment if there was a car parked in their driveway they come over in to her driveway. She said in the last 6 months they had thrown rocks at the back of her house and if it kept on she would put up a fence all the way to the street, but she should not have to do that.

There were no further comments and Mayor Hinnant closed the public hearing.

**Item 6 - Public Hearing on a Special Use application to operate a 2-unit multifamily use at 616 Raymond Drive.**

Attorney Cauley said he thought it would be more appropriate to make a decision on the Public Hearing on the Rezoning application. He said if the board voted to deny the rezoning application this item would be unnecessary.

Mayor Hinnant said the Board would vote on the rezoning application for 616 and 610 Raymond Drive from R3 to CMX.

Commissioner Boyette made a motion to deny the Rezoning application for 610 & 616 Raymond Drive from R3 to CMX. The vote was unanimous to deny the rezoning application 5-0.

**Item 7 – Public Hearing on a Text Amendment to modify the Town’s Telecommunication Ordinance.**

David Bergmark stated this public hearing was on a zoning text amendment request to make all new cell towers require a Special Use Permit.

David said in 2013, House Bill 664 was passed with the intent of streamlining the processes used by state agencies and local governments to approve the placement of wireless facilities in their jurisdictions. Major legislative changes resulting from HB 664 included:

- Limiting the time frame for review of an application
- Establishing a limit on fees charged for collocation
- Establishing the definition of substantial modification

David said part of the changes incorporated into Wendell’s Telecommunication Ordinance included not requiring a special use permit for:

- Any tower 60 feet or less, except for a residential district
- Any concealed tower less than 60 feet in a residential district
- Any tower less than 200 feet in an industrial district
- Concealed towers less than 150 feet except in residential.

David said SCI Towers approached the Town in 2014 about locating a tower in downtown Wendell. SCI Towers submitted an application for property located at the corner of Fourth and Hollybrook. The tower was located in a Manufacturing and Industrial district and was less than 200 feet in height. The

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Town's ordinance, as currently written, called for this type of tower to be approved at the administrative level.

David said although the tower received zoning approval from the Town, Section 106 of the National Historic Preservation Act Federal Code requires the impact to historic areas and structures be evaluated. In the case of North Carolina, this responsibility typically falls to the State Historic Preservation Office (SHPO). In June, SHPO made a determination that there was an Adverse Effect on the surrounding historic areas if a tower was located at the corner of Hollybrook Road and Fourth Street. David said Renee Gledhill-Earley with SHPO had previously stated that a Statement of Adverse Effect does not automatically eliminate the currently proposed location.

David said at the August 25<sup>th</sup> Town Board meeting, concerns were expressed about the physical location and appearance of future towers within the town's planning jurisdiction. He said the Town Board directed staff to have the Planning Board review a proposed amendment to change the Wireless Telecommunication Ordinance to require all new towers to obtain a special use permit. (The proposed Text Amendment is included in and made a part of the minutes.)

**Proposed Text Amendment:**

- I. To amend Section 2.3C of the UDO (Use Matrices) to state that all types of wireless telecommunication facilities require a special use permit in all zoning districts.
2. To amend Section 3.3 of the UDO (Additional Standards) to modify the numbering of those uses alphabetically listed between 'Transit Stations' and 'Wireless Telecommunication Facilities'.
3. To amend Section 3.3 of the UDO to remove the zoning districts listed next to 'Wireless Telecommunication Facility' and to replace it with a notation that a special use permit is required.
4. To make the following changes to Appendix D:
  1. To delete sub-sections (I), (2), (3), (4), and (5) of Section III (Approvals Required for Wireless Facilities and Wireless Support Structures).
  2. To delete subsection (A)(4) of Section IV (Administrative Review and Approval Process).
  3. To delete subsection (C)(2) and (C)(3) of Section IV (Administrative Review and Approval Process).
  4. To amend subsection (C)(1) of Section IV (Administrative Review and Approval Process) to remove reference to a \$1,000 fee and replace it with language referencing the Town of Wendell's Fee Schedule.
  5. To amend subsection (D)(1) of Section IV (Administrative Review and Approval Process) to remove reference to "a Monopole or Replacement Pole".
  6. To delete subsection (D)(2) of Section IV (Administrative Review and Approval

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Process).

7. To amend subsection (C) of Section V (Special Use Permit Process) to remove language regarding a \$3000 fee and replace it with a reference to the Town of Wendell Fee Schedule.
8. To amend subsection (A)(4) of Section VI (General Standards and Design Requirements) to say "A monopole or Replacement Pole may be permitted ....." rather than "A monopole or Replacement Pole shall be permitted ....".

David said the Planning Board found the proposed text amendment to be consistent with the following principle of the comprehensive plan and deemed it reasonable in order to allow an opportunity for public input in tower location decisions.

- Principle #5: "Promote Wendell's attractiveness to business and people of all walks of life."

David said staff recommended that all references to fees to amended to simply refer to the Town's fee schedule. He said this would allow the Town to amend fees as needed without requiring a text amendment each time. David said this proposed change has been incorporated into the ordinance for adoption and was included in the planning board's recommendation of approval.

Commissioner Gray said it was her hope that creating this Special Use Process would create an opportunity for the public to be more informed about what is going on. She asked David if he felt like that had been done with the amendments. David said definitely, right now there is no opportunity if they meet the set criteria it has to be approved by staff, there is no review. He said this adds that opportunity for the public to have their say, and he thought that was why the Planning Board voted in favor of the amendment.

Commissioner Laughery stated rather than having the responsibility on the staff, it should be put on the board to assume the responsibility.

Attorney Cauley said when you are dealing with a special use or conditional use permits, the law requires that if it meets the criteria, it shall be approved. He said if the goal is to accomplish public input it does that, but it will still be required to be approved if it meets the technical criteria.

Mayor Hinnant opened the public hearing to allow anyone to speak for or against a text amendment to the Town's Telecommunication Ordinance. No one wished to be heard and Mayor Hinnant closed the public hearing.

**Item 8 & Item 9 were not discussed due to a motion to deny the request in Item 6**

**Item 10 – Discussion and action on a Text Amendment to modify the Town's Telecommunication Ordinance.**

Commissioner Laughery made a motion to approve the text amendment to modify the Town's Telecommunication Ordinance. Attorney Cauley said he had a few entirely technical adjustments and it can be approved subject to those revisions. Commissioner Laughery said that was fine. The vote was unanimous 5-0.

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**Item 11 – Discussion and action on a façade grant application by the Oaklee Distillery located at 13 N. Main Street.**

Planner Patrick Reidy stated at the October 6, 2014 meeting, the Appearance Commission reviewed one Downtown Façade Grant Application for the September 30<sup>th</sup> deadline period.

Mr. Reidy said the Appearance Commission recommended to the Board of Commissioners by a vote of 5 to 0, approval of the downtown façade grant application for 13 N. Main Street (Oaklee Distillery) in the amount of \$1500. The Appearance Commissioner noted that the application met the intent of the program.

Mr. Reidy said the application was to completely redo the front façade of the building at 13 N. Main Street. The property was owned by The Sheppard Company and was currently unoccupied. The owners were in the process of renovating the building for a distillery to occupy the building. The property was located in the Downtown Mixed Use (DMX) zoning district.

Mr. Reidy said the total estimated cost for the renovations is \$15,875.00. The amount applied for by the applicant for the downtown façade grant program was \$1,500. The grant program permits a 50-50 match up to \$1,500 from the town to the applicant based on project costs.

Patrick stated staff had reviewed the downtown façade grant application for 13 N. Main Street. The application was deemed complete with project costs indicated, project details provided and photos of the existing façade included in the application.

Commissioner Laughery said this was fantastic, he thought it was exactly what this board asked for when we established the Façade Grant Program to take a building and put it back to a more historic view. He hoped that some of the other owners of some of the buildings would consider doing some of this. He said the drawing did not show an awning. Would there be some sort of awning there. Patrick said it was his understanding that the owner did not plan to have an awning. He had planned to add transom windows and wanted to show them off as well as the inside of the business.

Commissioner Gray made a motion to approve the Façade Grant Application by Lee Brown, Oaklee Distillery, for \$1500. Mayor Hinnant said he would not recommend approval of this façade grant, he thought the façade grant was to try to get an awning off and replace it, but this business cannot operate unless it did \$16,000 worth of renovations. He said whether we gave them \$1,500 dollars of our tax money or not, it would not make this owner remodel or not. He said the façade grant was to try and get a business to go the extra step to beautify their entrance, but the bottom line was unless they did \$16,000 worth of renovations they cannot operate. He said this was not in the spirit of what the Façade Grant was initially used for and his recommendation would be not to fund this project.

Commissioner Boyette said he understood the Mayor's reasoning, but sometimes it was not the dollars that do all the talking, but to him it shows that the town was willing to work with any business that wanted to improve the front of their building. He said whether or not they need the money was not a factor, it just show good will and he would not want to tell someone no because someone had more money to spend or more resources at their disposal. He said we sometimes get complaints that we don't look after the smaller businesses and he thought it should be applied evenly. He said if they were improving the front of their building, he saw no reason not to approve it. Mayor Hinnant said just for clarity sake my comments were not the fact of whether they had money or not, my comment was it

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would take \$16,000 to do the renovations. He said the \$1,500 from the town was not going to be what jump started this project.

Commissioner Parham said he agreed with Commissioner Boyette, it meets the requirements set forth by the committee and he thought any citizen that met those requirements should be granted the \$1,500. Commissioner Gray said we had already approved a couple of Façade Grants that were more than the minimal amount and we had also awarded grants where an awning was destroyed because of wind. She thought what Commissioner Boyette was trying to say was that programs like this create community buy-in and that was a wonderful thing. They were also an incubator for encouraging people to want to do more. She said it was her hope that some of the other buildings would step up and do something to their building.

Commissioner Laughery said he disagreed with the Mayor. He did not think this was a requirement for them to do business here. They don't have to do the façade to be able to do business in this building. He said this was a no brainer.

The motion passed with a unanimous vote of 5-0.

**Item 12 – Update on NCDOT's Bicycle and Pedestrian Planning Grants.**

David stated the town had applied in the past for Pedestrian Grants and were not awarded in 2005, 2010, and 2012.

David said due to the town's population we would have to apply for either a bicycle or pedestrian plan, not both.

David said plans can be developed by consultants or by a combination of both municipal staff and consultants. He said a permanent full-time employee of the municipality must be assigned as project manager to oversee/coordinate the plan development. He said you would also have to have a task force/steering committee to oversee development of the plan.

David said the application submission deadline to NCDOT is December 4, 2014 and he wanted to see if the board was interested in applying. He said this was an 80/20 match.

Mayor Hinnant said this looks like we could afford the 20% match. He said he would like to see the board approve this and allow the staff to move forward with the grant application.

David asked if the board preferred to apply for the pedestrian grant or the bicycle grant. Commissioner Lutz said his preference would be pedestrian. He said we had a lot of citizens express concern over the area along Wendell Boulevard from Marshburn Road on up to the IGA. Everyone was in agreement to move forward with the application for a pedestrian grant.

**Item 13 – Update and approval of a proposal to prepare costs estimates for the enhancement of fiber connectivity within the Town of Wendell.**

IT Administrator Tamah Hughes stated staff was looking at the feasibility and logistics of connecting to the MCNC NC Research Education Fiber Network, a preliminary design, and estimates of costs. We have also inquired into the Town's ability to connect into the existing Century Link line that is located inside the corporate limits. The revised proposals are from Magellan Advisory and CTC. The Magellan



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proposal is not to exceed \$10,000 and CTC's proposal was not to exceed \$9,000. The deliverable would be a report showing options to connect, a recommended plan, and cost estimates.

Tamah said the information we received from Wilson had been very helpful in that they had identified aerial/buried areas of the inner fiber loops linking Town facilities and have provided estimated costs.

Tamah said staff recommended accepting the CTC proposal not to exceed \$9,000. CTC's reputation from the Holly Springs Fiber project was worth noting and the full proposal of \$19,750 was a sound proposal.

Commissioner Laughery said this had to be an exciting project for you. He hoped that were focusing on what the original intent was and that was not just to bring fiber into the town facility, but to have the fiber available in the vicinity for new businesses. Commissioner Laughery said in the next report, he would like to see some dates of when we could start and complete this project. Tamah said if the board voted to move forward with this proposal with CTC not to exceed \$9,000 they had agreed to come and talk with you and give you an update.

Commissioner Laughery made a motion to approve the proposal with CTC not to exceed \$9,000. The vote was unanimous 5-0.

**Item 14 – Discussion and action to approve a Parks and Recreation Trust Fund (PARTF) grant submittal.**

Parks and Recreation Director Jeff Polaski stated he met with Jennifer Beetle with Recreation Resources Services to discuss the best projects for the PARTF process. He said Jennifer advised him to keep grant proposals under \$500,000 for the total project cost. He said PARTF was interested in funding as many projects as possible and by reducing the requested amount, funding opportunities increase for other jurisdictions. He said the projects identified as being key to the proposal are a multi-purpose field, an additional playground and tot lot, a paved walking trail around the ball fields, paved parking lots, a games court area (bocce, shuffleboard, and horseshoe pits), and restroom/picnic shelter. He said Ms. Beetle felt these items would give us the best opportunity to receive grant funding.

Jeff said after meeting with Jennifer Steed from Susan Hatchell Landscape Architecture to help with the park designs and cost estimates, the restroom/picnic shelter were removed from the plan in order to reduce the grant application to \$500,000. If the board elects to pursue the construction of a restroom/picnic shelter project, those cost estimates have been included for consideration but outside the grant request. Jeff said with the restrooms the total project cost would be \$831,250.00 with a grant of \$250,000 and a match from the town for \$581,250. He said without the restrooms the project cost would be 556,250 with a grant of \$250,000 and the town's match would be \$306,250.

Commissioner Parham stated that the cost be split over three budget years. Jeff said that was correct.

Mayor Hinnant asked if there was a minimum amount for a match. Jeff said he was not aware of any minimum amount but the projects would have to be substantial and of a nature to score well on the application.

Mayor Hinnant said as we continue to do different things and fund it with Fund Balance previous boards have set the amount in our Fund Balance not to drop below 40%. He said he thought it was wonderful that we apply for this grant if we could afford it, but there was going to be some upcoming cost that the

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Fund Balance was going to have to take care of next year. Manager Piner said that it helps that the projects could be completed over a three year period of time. We do have some unaudited numbers that puts us at approximately 53% of expenditures in fund balance, however she state she had been keeping track of the funds being expended this evening and we have appropriated \$160,000 in the first quarter and have added this evening another \$8,000 with the pedestrian grant, \$9,000 for CTC and we still have the dog park, Frisbee golf and exercise stations to talk about so we are getting close to \$200,000 of fund balance expenditures. She said when we meet in January; priorities should be established as a group because it adds up. We need to keep in mind that we were going to have to depend on Fund Balance for any emergency especially through the winter months with possible snow and ice storms.

Commissioner Laughery said he was a little taken back by the \$306,250. He said when we went through the budget, we took hundreds of thousand dollars out and he remembered talking about having that additional money in the Fund Balance so that when things come up we could deal with them on a timely basis. He said he was in favor of some of these things, but not really in favor of the \$305,205.

Mayor Hinnant said he did not see how we could bite off \$300,000. Commissioner Parham said we were not biting off \$300,000 because Jeff just said we had three budget years to pay it back, so you don't have to have to whole amount. Mayor Hinnant said it would still come out of our Fund Balance because we do not have that much tax base.

Teresa said we have approximately another \$200,000 in this budget year that could be spent to keep us at the 40%.

Commissioner Parham said at some point we were going to have to make some hard decisions, because we know that with the build-out 10-12 years from now, we do not want Wendell to become a ghost town. He said we keep putting off things and there was a point when we just had to make some decisions and move forward.

Commissioner Boyette asked what kind of bathrooms we would be getting that would cost \$220,000. Manager Piner said we were currently on a septic system at the park and with hosting more events we have to pump the septic tank more often. We would need to tie on to the municipal sewer system and that was a large expense. Commissioner Boyette said if the major expense was in the sewer line, we need to look at making the bathrooms even bigger.

Commissioner Laughery said we do not have to make a decision on this tonight. Commissioner Laughery stated that he personally would like to sit down with Jeff and go over this and get a little more detail. Teresa stated that a decision to move forward would have to be in the near future, preferably by the next board meeting, because the time line includes a public comment period and the need to enter into a contract with a firm to design the layout. Mayor Hinnant said put it on the next agenda in two weeks. Jeff said also we need to remember that the proposed grant submittal was set up to get the desired number of points and if you start taking away from the plan you lose points and the opportunity for funding.

Mayor Hinnant said we may have to look at getting a bond referendum to help pay for what the Fund Balance cannot cover.

Commissioner Gray said everybody wants to get their ideas in, but she had looked at the application and it is based on points and we pushed Mr. Polaski to put this PARTF Grant Application together, and if

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we start taking things out we may be under minding ourselves. She said she agreed with Commissioner Parham, we have reached a point in Wendell where we are going to have to take a leap of faith. She said it was tough but she thought we needed to move forward on things out at the park.

Mayor Hinnant said put it on the agenda for October 27<sup>th</sup> for discussion and action.

**Item 15 – Discussion and action to fund the installation of a dog park, Frisbee golf course, and exercise stations.**

Jeff stated that a dog park 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 cost for the dog park was estimated at \$12,344, the fitness station trail kit estimate is \$5995 for the ten station system and \$8995 for the 20 station system. Jeff said the Frisbee golf course estimate is \$10,000.

Commissioner Gray asked if any sponsorship opportunities have been explored. Jeff said he had spoken with a few people with the golf and some have showed interested in buying a hole. He also had a possible partnership for the dog park. Commissioner Gray said she was thinking about the fitness station if you did the 10 station it would be \$600 per station and she felt like there were a lot of businesses that would probably sponsor a station. She said she had a list of people that had showed an interest in sponsorship and I would like to pursue that.

Commissioner Laughery asked if this had gone to the Parks and Recreation Committee. Jeff said yes, and they fully support it. Commissioner Laughery asked if they prioritized it in any fashion. Jeff said it seems they are interested more in the Frisbee Golf and Dog Park.

Mayor Hinnant said if we move forward with this, we could continue to work to defray the cost. Commissioner Lutz asked what the time line for installation would be for the Frisbee Golf and the Dog Park. Jeff said Disk Golf not long at all, you set in concrete and let the concrete set and dry. He said the major time on the dog park would be putting the fence up.

Commissioner Laughery made a motion to move forward with the Dog Park, Frisbee Golf and the 10 Station fitness system and the cost deferment to be presented to the board no later than January 2015. The motion passed with a 5-0 vote.

Commissioner Gray asked Jeff if he could come up with a sponsorship program so that when people asked about it he would have some information for them.

**Item 16 – Discussion and action on WI-FI Project.**

Tamah Hughes stated after the meeting with Lexington officials, Wendell staff was prepared to begin the test of WIFI within the Downtown. Following testing, a plan will be designed and cost estimates provided for establishing coverage and usability. Staff has met with staff and determined that Wendell employees had the expertise to develop a plan and erect the necessary equipment. Having the equipment temporarily installed on a mobile unit will allow for testing locations in the downtown to assist in determining the best equipment installation locations for ultimate coverage. Once the test equipment was up and running, the ground work would be performed by IT, Public Works and the

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Planning Departments. She said the in-house cost to test and prepare a comprehensive plan would not exceed \$2,000. Costs for the town to hire an outside agency to perform the testing and install a system would be in the range of \$30,000.

Commissioner Laughery said he did not understand the in-house cost to test the plan would not exceed \$2,000 and then it says cost for the town to hire an outside agency to perform the testing and install a system would be in the range of \$30,000. Tamah stated that town staff would be performing the testing, but the \$30,000 was what it would cost if an outside agency had to install and testing. Tamah said that was correct.

Commissioner Laughery made a motion to approve the \$2,000 on the in-house testing. Commissioner Lutz said if we were to increase the area, could you go out in a radial pattern or could you do a hot spot in the park. Tamah said we could.

The motion passed with a 5-0 vote.

Teresa said she wanted to thank the staff for going to Lexington, looking at what they had, and trying to save the town money. We have very qualified personnel who were capable of putting this together which in the long run saves us lots of money and she appreciated what they have done.

**Item 17 – Discussion and action to amend the budget to purchase a Town Message Board.**

Manager Piner said a temporary message sign that was installed at the Fire Department approximately two years ago, had been successful and used by residents to mark the dates of special events within the Town. She said the electronic message board sign would allow for the posting of town events, as well as provide the opportunity for private sponsorships, if the board later chooses, that could help fund the expansion of the wayfinding sign program.

Teresa stated the board approved a budget of \$25,000 this year for the installation of the message board. Due to the time that has passed new estimates were obtained. The model of board proposed was for a message board made by Lightking Outdoor with a pixel pitch of 10.66 mm, remote updates, and imager. The model proposed also provides a mirror image so that the sign could be read from both directions and was larger than the one first proposed. Because of the board's cost, a second estimate was obtained for just the board from Watchfire. The board had less resolution and cost considerably more.

She said the total cost of the board including base, electrical and casing was \$35,200. Wake County Economic Development had stated they would pay \$2,000 and the budgeted amount was \$25,000 so the sign would cost \$8,222 more than originally budgeted.

Teresa said the draft criterion for the sponsorship program was attached for the board's review and discussion would take place at a later date.

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Commissioner Laughery made a motion to approve an additional \$8200 over the \$25,000 budgeted amount for the message board at 3040 Wendell Boulevard.

Commissioner Gray said at one time there was some discussion at the Economic Development meeting as to what could be on the sign if merchants and local business people could pay to have something on the sign. The Economic Development committee thought that would help defray the cost of the sign. Teresa said in your packet was a wayfinding signage Sponsorship Program and we did not discuss this, but she thought that the board might rather review the material and discuss in more detail at a later meeting.

Mayor Hinnant said sponsorship was fine with him as long as it was an electronic message. He said he did not want the sign to become tacky putting things around or on it.

Commissioner Laughery said his suggestion would be not to start the sponsorship for a couple of months and let's see how the sign works. If you read through the sponsorship program you could spend week's worth of money to get it right. Commissioner Boyette said he agreed with Commissioner Laughery to wait a few months because before you know it, it could become an advertisement for the lowest price for a gallon of milk and he did not think the taxpayers would want that.

The motion passed with a 5-0 vote.

**Item 18 – Commissioners' Comments**

Commissioner Laughery said he was talking with Jimmy Green the other day and he was talking about a flagpole antenna or tower which is 54 inches. Teresa said SCI was still working through the process, but had not submitted anything formally to the State Historic Preservation Office and they were working through the FCC process. She said it was still their #1 site and they were willing to make concessions such as internal antennas in the form of a flagpole type as well as to lower the tower.

Commissioner Laughery asked was the Historical Preservation holding this up. Teresa said it was the part of the process at the state level that SCI Towers was working through. Commissioner Laughery said it was going to be embarrassing if we had WIFI downtown before we had cell service. He said he did not know what we could do to move it along, but we need it bad. He asked was there anything that we need to take action on. Teresa said from the Town's standpoint, the tower had been approved based on the Cell Tower Ordinance we had in place, but the Historical Preservation had not sent any clearance.

Commissioner Laughery said when he was Chair of the Planning Board you were giving us a report from the Planning Department that said what permits were active, who was building, where they were building. Could we come up with some report that shows us the activity we have in town. Teresa said we have issued 29 permits this year about \$3.7 million dollars, she said that equates to approximately \$20,000 additional revenue next year. She said it takes a lot of houses to make an impact on the

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revenue. Commissioner Laughery said he would add the new businesses we had coming, such as the Amish Baker, Tap Room and the Distillery so if we could also have the business activity added to the report that would help.

Commissioner Lutz said he wanted to give credit to the Chamber; they worked incredibly hard on the Harvest Festival and to the kids who raised the money for the food pantries. He said to him that was the true message of the Harvest Festival raising money to give back to the community for the food pantry. He said we honored the kids that won the state baseball championship and he thought it would be nice to honor the kids that raised the money for the food pantry.

Commissioner Parham asked Teresa how long could the preservation hold up the cell tower. He knew they could not stop it, but how long could they put it on hold. Teresa said SCI towers had to show that there are no other locations that would meet the need. She said he had asked them to prepare something in writing to the Preservation Office. She stated she had not received anything on from SCI towers other than verbal communication.

Commissioner Laughery said he attended the CAMPO meetings regularly and there was a meeting Thursday, October 16, that he would not be able to attend and Commissioner Boyette would be on his honeymoon, so if anyone was interested, he had the information packet.

Commissioner Parham said Ben Carroll and Sherry Hedrick did a lot for the Harvest Festival by stepping up with the idea of the Food Pantry and he knew there was a real need because he was Director of the Food Pantry at Zebulon First Baptist.

Commissioner Boyette stated he had moved to 502 Mugo Pine Court.

Commissioner Gray said she wanted to thank the Town Employees for all the work they did on the float and the decorations. She also wanted to thank the Chamber and the Harvest Festival Sponsors. They did a great job. She said the Appearance Commission was having a Wendell Christmas Decorating Contest this year and there were residential and business categories. She said the deadline for entering was December 14<sup>th</sup>. Please consider joining this event.

Commissioner Gray said Wendell Elementary would be having Spirit Night at Agave restaurant in Wendell, so if you don't have plans for dinner she hoped that you would go and join them. This was the first Spirit Night that our schools have had in Wendell and was thrilled that we had a place for them to have it.

**Item 19 – Mayor's Comments**

Mayor Hinnant said he wanted to thank the Chamber and the Town Employees for all the time and effort that had gone into the Harvest Festival. He said Pleasant Grove also did a food drive for the Food Bank of North Carolina and they did 56,000 pounds of food and that was an amazing amount and such a needed service for the community.

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Mayor Hinnant said we had been asking for input from our contractors and the public on the UDO. He said he had a report and he had asked town staff to supply the Planning Board with a copy of the information and it was what he used every time we had a request to wrap a foundation whether it was to make it less burdensome or whatever he thought about what type of impact it would have town wide. He said it was a direct coalition between housing and our schools. He said the median housing for Wendell was \$126,250, Knightdale was \$195,000, and other than Zebulon and Garner everyone else was over \$200,000. He said he was always cautious that we did not do anything to drive that \$126,250 down even lower. He said in coalition with the schools the reduced lunch plan at Carver 55% of the student body use it. He said Wake County average is 34%, Wendell Elementary is 56%, Wendell Middle is 60%, and East Wake High School Integrated Technology is 61%. He said that correlated to test scores. He said the performance rate for reading and math at Wendell Elementary was 48% and Wake County average was 67%, Lake Myra was 54%, Carver Elementary 57%. He said median price of housing directly effects the school population which directly affects the learning of our students and the difficulty they have. He said the recent altercation at East Wake High School, even though the students were not from Wendell, caused a great number of students to be absent because their parents were in fear that it might happen again the next day. He said when we look at changing the building standards; his concern was that what we do does not lower the price of homes. He had no problem helping the developer go through the process faster, but at the same time we need to make sure whatever change was done, does not have a negative impact. He said we could spend all the money we wanted to on signs and economic development, but we had to have the demographics to spend money.

**Item 19A – Closed Session**

Commissioner Gray made a motion to go into closed session to discuss personnel in pursuant of GS 143-318.11(a)(6). The vote was unanimous 5-0. Commissioner Gray made a motion to resume the Regular meeting. The vote was unanimous.

**Item 20 - Adjourn.**

Commissioner Gray made a motion to adjourn the meeting at 9:10 p.m. The vote was unanimous 5-0.

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Timothy A. Hinnant, Mayor

ATTEST:

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Jonnie S. Driver, Town Clerk