

January 26, 2015

Board of Commissioners Meeting

The Wendell Town Board of Commissioners regularly scheduled meeting was held Monday, January 26, 2015, at 7:00 p.m. in the Board of Commissioner's Meeting room with Mayor Pro Tempore James Parham presiding. Present at the meeting were Commissioner's Jon Lutz; John Boyette; Virginia Gray; and Sam Laughery; Town Manager Teresa Piner; Town Clerk Jonnie Driver; Finance Director Butch Kay; IT Administrator Tamah Hughes; Captain John Slaughter; Planner David Bergmark; Planners Patrick Reidy and Allison Rice; and Parks and Recreation Director Jeff Polaski. Mayor Hinnant was out of town on business and unable to attend the meeting.

Mayor Pro Tem Parham called the meeting to order at 7:00 p.m.

The Pledge of Allegiance was led by Captain John Slaughter, and the invocation was given by Mr. Errol Briggerman of Wendell Baptist Church.

Adjustment and approval of the agenda

Commissioner Laughery made a motion to approve the agenda as written. The motion passed with a unanimous vote 4-0.

Item 1 – Public Comment Period

Jean Degolier – 5 Beefeater Lane, Wendell stated she had a utility trailer that was parked beside her house and recently found out that the trailer was not in compliance with the town ordinances and had to be put in her back yard. She said she could not move it to the back yard, and had talked with Commissioner Lutz and he understood the ordinance to say that it could be in the front yard. She said she needed some clarification on what she needed to do about the trailer.

Mayor Pro Tem Parham asked Mrs. Degolier to contact the Town Manager and she would advise her on what needed to be done.

Nancy Gardner – Old Whitley Road, Wendell said she was part owner of the Medlin property located on Business 64. She said the Medlin family is on board with the proposed traffic plan that the town had discussed with them and would like to see the plan formally adopted as part of the Town's transportation plan.

Regina Harmon stated the Pirates of the Cure-ibbean put on a fantastic show on Saturday night with the womanless beauty pageant. She said everyone had a great time and over \$10,500 was raised to fight cancer. She said she was looking forward to more great things in 2015.

Item 2 – Consent Agenda

- a. Approval of the Minutes from Monday, January 12, 2015 Board of Commissioners' meeting.

Commissioner Lutz made a motion to approve the consent agenda. The vote was unanimous 4-0.

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Item 3 – Review and approve of a Wendell Parks and Recreation Site Specific Master Plan to be submitted with the PARTF Grant application.

Parks and Recreation Director Jeff Polaski stated that the Wendell Board of Commissioners approved the Comprehensive System Wide Recreation, Park and Open Space Plan at the January 12, 2015, that was prepared by East Carolina University. Jeff said in follow up to that plan and in order to complete the PARTF application, a more detailed site specific plan was required for submission.

Jeff stated Susan Hatchell Landscape Architecture, completed the Site Specific Master Plan. He said the purpose of this plan was to find an appropriate mix of passive and athletic uses to meet current recreation needs in the area, such as preserving existing trees, adding new facilities to appeal to a broad range of user activities and abilities, incorporate flexibility into the design so that the park can evolve as needs change, and to incorporate stewardship of the land in all design decisions. This plan also gave 10 points toward the Wendell Park PARTF application.

Commissioner Gray made a motion to approve the Parks and Recreation Site Specific Master Plan. Commissioner Lutz seconded the motion. The motion passed unanimously 4-0.

Item 4 – Review and approval of a PARTF Grant Application.

Jeff Polaski stated the Board of Commissioners voted on October 27, 2014 to allow me to apply for a Parks and Recreation Trust Fund Grant. He stated after speaking with Jennifer Beetle from the Recreation Resource Services and reading the Comprehensive Master Plan, the projects were narrowed down to a multi-purpose field (soccer, field hockey, lacrosse, ultimate Frisbee, etc.), playground, tot lot, a paved walking trail around the ball fields, a paved parking lot, and a games court area (bocce, shuffleboard, and horseshoe pits). He said we felt these items would give the Town the best opportunity to be competitive in the grant process.

Jeff presented and explained each section of the PARTF application to the board, explaining and discussing in detail items of importance and asked the board if there were questions.

Commissioner Laughery asked if the \$360,000 matching funds were budgeted for this fiscal year. Jeff replied that funds were not allocated in the current FY 14/15 Budget. If awarded, the project would be split up over two budget years 15/16 and 16/17 but in one calendar year if at all possible. Commissioner Laughery asked what would happen if during our budget session the Town determined that it could not afford to fund the Town's match. Jeff said if the Town is awarded the grant and decides not to fund its match; the opportunity to be competitive and receive funds in the future would be diminished.

Commissioner Boyette said he saw in the information where State and Federal grants were also available for matching funds, have we looked at the availability of other grant funds. Jeff said we have, however other funding sources are limited and highly competitive, as with PARTF Funds.

Commissioner Lutz said he noticed that on the vicinity map, directions stated to turn onto Buffalo Road, instead of Buffalo Street. Jeff said thank you for pointing that out, he would make that change.

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Commissioner Gray thanked Mr. Polaski for his hard work and dedication in preparing the grant application and made a motion to approve the PARTF Grant application. Commissioner Lutz seconded the motion. The motion passed unanimously.

Item 5 – Review and approval of Façade Grant applications submitted for 104 W. Third Street and 17 N. Main Street.

Patrick Reidy stated at the January 5, 2015 meeting, the Appearance Commission reviewed two Downtown Façade Grant Applications for the December 31st deadline period.

Patrick stated the Appearance Commission members recommended to the Board of Commissioners by a vote of 4-0, approval of the downtown façade grant application for 104 W. Third Street in the amount of \$466.46 and 17 N. Main Street in the amount of \$1033.54 for a total of \$1,500. He said the appearance Commission noted that both applications met the intent of the program and felt that the full amount requested should be awarded to 104 W. Third Street due to the fact that they requested less than 1/3 of the available funds. The recommended amount funds the 104 W. Third Street application at 100% of the requested amount by the applicant. The recommended amount funds the 17 N. Main Street application at approximately 70% of the requested amount by the applicant.

Patrick said both applicants had submitted applications which were reviewed by staff and deemed as complete with project costs, project details, and photos.

Commissioner Laughery asked if the \$1500 was for this cycle. Patrick stated that the Board of Commissioners set up 4 cycles a year to award \$1500 for each cycle. Commissioner Laughery stated this was a huge economic development boost for the town. Commissioner Laughery made a motion to approve both applications for the Façade Grant. Commissioner Lutz seconded the motion. Everyone voted in favor of the motion.

Item 6 – Commissioners' Comments

Commissioner Gray stated she met with the Town and the Wendell Historical Society and they were planning their annual July 4th function and everything was coming along well. She said she would like to thank Chief Bill Carter for participating in the Pirates of the Cure-ibbean pageant. She said she also wanted to thank Parks and Recreation Director Jeff Polaski for the effort and enthusiasm that he had put into the PARTF Grant.

Commissioner Boyette stated this week was Restaurant Week in the Triangle and we should all go out and frequent one of our restaurants in Wendell.

Commissioner Lutz said he also wanted to thank Jeff for the effort that he had put into the grant and that he had a good feeling about the grant and its success. He said he wanted to invite everyone to the Pancake Supper at the Wendell Methodist Church Friday night and hoped that everyone could join us.

Commissioner Laughery stated he would be cooking some of the pancakes and that it was a lot of fun. He said he attended a CAMPO meeting last week and they approved the LAPP projects for over \$15 million dollars for projects in Wake County, and Wendell did not get any of that money. We need to find some way to get some of this money that other members are receiving. He said he was on the Transit Strategy session, along with Don Brown, and the team had to come up with transportation ideas and

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also develop a plan. He said most of the strategies do not affect Wendell, but we want to make sure we keep our bus service. Commissioner Laughery said it was his understanding, that we would get some information and updates on the Wi-Fi tonight. Teresa said staff would present detailed information on the schedule and costs as soon as we have met with all the people involved. We should have that at the February 9th Board meeting. He said there was no need to do an update on the cell tower right now because that was coming along very slowly, but we need to do whatever we can to get that cell tower up because it is vital to our downtown businesses and our citizens.

Item 7 - Mayor's Comments

Mayor Pro Tem Parham said February is Heart Disease Awareness Month and you can learn more about saving your own life by attending a free work shop on Women and Heart Disease called the Heart Truth. He said the work shop will be held on February 3, 2015, and don't forget to wear your red. The work shop will be held at the Eastern Regional Center in Zebulon from 10:00 to 11:00 a.m. He said if you need additional information you can call 919-250-3990.

Item 8 – Adjourn

Commissioner Laughery made a motion to adjourn at 7:45 p.m. The motion passed with a unanimous vote.

James Parham, Mayor Pro Tempore

Attest:

Jonnie S. Driver, Town Clerk