

**TOWN OF WENDELL**  
**BOARD OF COMMISSIONER MEETING MINUTES**  
**August 22, 2016**

The Wendell Town Board of Commissioners held their regularly scheduled meeting on Monday, August 22, 2016, in the Town Board Room, Wendell Town Hall, 15 East Fourth Street.

**PRESENT:** Mayor Virginia Gray; Commissioners: David Myrick, Ben Carroll, and Jason Joyner.

**ABSENT:** Mayor Pro Tem Jon Lutz and Commissioner John Boyette

**STAFF PRESENT:** Town Manger Teresa Piner, Special Assistant to the Manger-Town Clerk Sherry Scoggins, Finance Director Butch Kay, Planning Director David Bergmark, Parks & Recreation Director Jeff Polaski, Parks & Recreation Athletics Program Supervisor Kelley Connolly, Parks Maintenance Technician/Track Out Coordinator Phillip Smith, IT Administrator Tamah Hughes and Police Captain John Slaughter.

**CALL TO ORDER:**

Mayor Gray called the meeting to order at 7:02 p.m. and welcomed attendees.

**PLEDGE OF ALLEGIANCE:**

Captain John Slaughter led the Pledge of Allegiance.

**INVOCATION:**

Pastor Sarah Smith of New Hope Missionary Baptist Church provided the invocation.

**1. ADJUSTMENT AND APPROVAL OF THE AGENDA:**

**ACTION**

Mover: Commissioner Joyner moved to approve the agenda as presented.

Vote: 3-0.

**2. PUBLIC COMMENT PERIOD (*one hour time limit in total*):**

No public comments were received by the Town Board.

**3. CONSENT AGENDA:**

The Consent Agenda is acted upon by one motion and vote of the Board. Items may be removed from the Consent Agenda and placed on the Regular Agenda at the request of the Mayor or a Commissioner. The Consent Agenda contains the following item(s):

- a. Approval of the Minutes from the August 8, 2016, regular meeting.
- b. Resolution by the Wendell Town Board of Commissioners supporting replacement of the bridge over Buffalo Creek on Old Battle Bridge Road.

Commissioner Joyner stated that an item included in tonight's consent agenda is a resolution from the Wendell Town Board of Commissioners supporting the replacement of the bridge over Buffalo Creek on Old Battle Bridge Road near Hephzibah Church. He recognized Representative Jackson and added Representative Jackson helped give him the background on

this and that Representative Jackson is a constant fighter for eastern Wake County. He stated this process began in January and now the State of North Carolina is looking to commit at least a half a million dollars to replace the bridge. The Town is continuing to work with them on further commitments.

**ACTION**

Mover: Commissioner Joyner moved to approve the consent agenda as presented.

Vote: 3-0.

**4. Recognition of Wendell 7-8 year old and 9-10 year old Baseball All Star Teams as State Champions.**

**ACTION:** Recognition.

Athletics Program Supervisor Kelley Connolly introduced the Wendell 7-8 year old and 9-10 year old Baseball All Star Teams as State Champions and she provided the following Power Point presentation:



## 2016 Boys 7-8 District Champs

Trent Baker	Jared Hagwood
Grayson Blalock	Caleb Johnson
Mason Brantley	Jayden Morales
Will Connolly	Garret Watkins
Brayden Driver	Michael Young
Jordan Fuentes	

## 7-8 BOYS COACHING STAFF

Head Coach: Brandon Johnson  
Assistant Coaches: Mike Connolly,  
Adam Young, Matt Blalock and  
Jose Fuentes





### 2016 Boys 9-10 District and State Champions

Cameron Brown	Ethan Clinebelle
Carson Dunn	Sam Dutton
Connor Fitts	Harrison Glover
Johnathan Montague	Cameron Royal
LJ Rush	Hunter Smith
John Tolleson	

### 9-10 BOYS COACHING STAFF

Head Coach: Kenny Fitts  
Assistant Coaches: Don Brown,  
Bobby Dutton and Robert Clinebelle



Mayor Gray called for a recess; Mayor Gray called the meeting back to order at 7:29 p.m.

**5. Citizen board update by the Tree Board.**

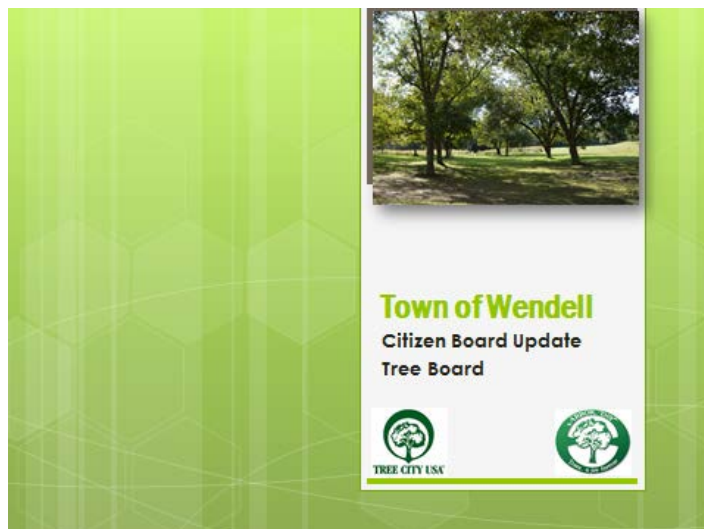
**ACTION:** Presentation to the Board.

*[Staff Report]*

***Item Summary:***

*With its extensive participation in the community, the Tree Board has a huge impact on Wendell's local schools through its Arbor Day activities. The Tree Board also hosts numerous trail walks to educate citizens and students on local flora and fauna located within the park. In addition, the board also hosts tree trimming classes for Wendell residents on proper pruning techniques.*

Lewis Piner of the Wendell Tree Board provided a citizen board update; staff report included above in italics. He provided the following Power Point Presentation:



## Meet the Tree Board

- o Warren Boyette –Chairman
- o Lewis Piner
- o Joy Hicks
- o Kenkesha Staten
- o Bobby Honeycutt

## Goals of the Tree Board

- o Provide public education on trees.
- o Respond to tree related issues as requested by the Town Board, Town Staff and the citizens of Wendell.
- o Manage our community forest for the present and the future.

## Public Education

- o Conduct annual Arbor Day Celebrations at Wendell, Lake Myra and Carver Elementary Schools, Wendell Middle School and at Wendell Park or the J. Ashley Wall Town Square.
- o Identify trees on guided trail walks for the public and for the Parks and Recreation Track-Out Camp.
- o Offer seminars on proper tree pruning.

## Public Education

- o Conduct annual Arbor Day Celebrations at Wendell, Lake Myra and Carver Elementary Schools, Wendell Middle School and at Wendell Park or the J. Ashley Wall Town Square.
- o Identify trees on guided trail walks for the public and for the Parks and Recreation Track-Out Camp.
- o Offer seminars on proper tree pruning.

## Arbor Day Celebrations



### Wendell Elementary



### Carver Elementary School



### Wendell Middle School





### Lake Myra Elementary



### Wendell Park



### Tree Identification on Trail Walks



### Assisting with Tree Related Issues

- o Species selection for tree planting projects throughout the Town of Wendell.
- o Identify tree issues and make recommendations to solve the problem.
- o Make recommendations on tree removal based on the health of the tree.

### Seminar on Pruning Crepe Myrtle Trees



### Species Selection

Green Vase Zelkova

Oakleaf Holly



## Identifying Tree Issues

- o Fungus Growth on Willow Oak Tree

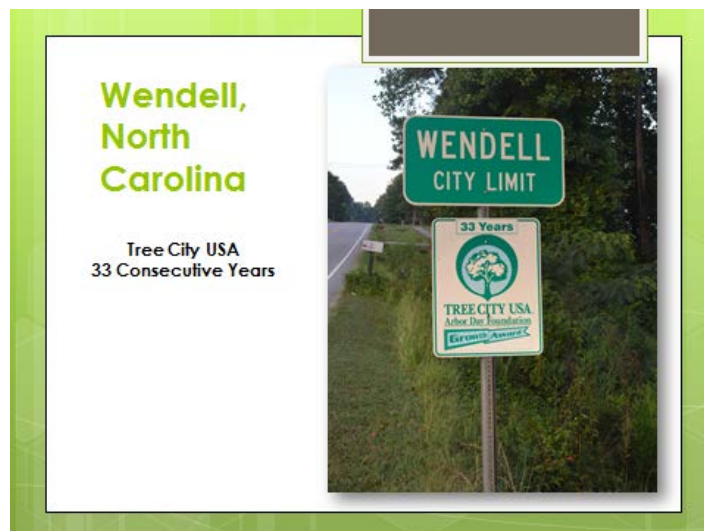


## Recommend Tree Removal Based on Health Issues



## Planning for the Future

- o Members of the Tree Board are conducting a tree inventory of all trees within the right-of-ways, medians and on Town owned properties.
- o Data has been collected using Apps that were recommended by the NC Urban Forest Council.
- o We will use this data to manage our community forest, that benefits Wendell and it's citizens in so many ways, to ensure that it will remain for generations to come!



**6. Introduction to proposed amendments to the UDO for the purpose of reestablishing a Downtown Retail Overlay district.**

**ACTION:** Discussion and direction from the Board to take this item to the Planning Board for review and recommendation.

*[Staff Report]*

***Item Summary:***

*Prior to the adoption of the Unified Development Ordinance (UDO), the core of our downtown was subject to the Downtown Retail Overlay District (DROD). The purpose of the DROD was to “preserve a core of the Downtown Commercial (CD) zoning district for primarily retail, personal service, and financial service business uses while promoting an efficient use of space and enhancing the business community”. The overlay district accomplished this by restricting certain uses outright and by limiting other uses to the second floor in order to preserve the ground floor for businesses which create more foot-traffic.*

*When the UDO was adopted, this overlay district was not carried over into the new zoning code. While the town was in the middle of the recession, this omission was not a great concern.*

Board Meeting Minutes  
August 22, 2016

*However, now that economic conditions are improving, the absence of this type of overlay district makes Wendell vulnerable to having undesired uses locating within the core of its downtown. In order for retail businesses to thrive, they need to be surrounded by other businesses which generate foot-traffic and create the opportunity for mutual customers. The location of certain businesses, such as indoor storage uses, provide no benefit to adjacent retail and service related establishments and should be discouraged from locating within the prescribed area.*

*A copy of the proposed district standards, amendments to the UDO and district boundary are included as Attachment A. One item which staff has attempted to address through amendments to Chapter 3 is how to handle vehicle service and vehicle sales uses within the downtown. While the Town may not want small body shops or used car dealership from establishing themselves in the downtown, it also does not want to negatively impact larger established businesses of this type which currently support the town wide economy. In order to respond to these concerns, staff has drafted language which would prohibit new stand-alone vehicle service uses and which would require any new vehicle sales establishment to have a large indoor showroom. Staff would also note that existing regulations restrict vehicle sales to comprising no more than 16% of the DMX district.*

*Staff is requesting that the Town Board direct the Planning Board to review a draft proposal to reestablish a Downtown Retail Overlay in order to support our existing downtown businesses.*

Planning Director David Bergmark provided an overview of the proposed amendments to the UDO for the purpose of reestablishing a Downtown Retail Overlay District; staff report included above in italics.

Mayor Gray questioned whether the category listed as permitted [retailers to have] inventory. Planning Director Bergmark stated yes.

Commissioner Carroll questioned if the overlay district is based off any other town. Planning Director Bergmark stated this was something the Town had previously. There are other downtown overlay districts. It is not unusual to have a focus on more retail in the overlay district. This is similar to Wendell's previous overlay district and the boundaries were revised slightly to include two businesses on Third Street.

Commissioner Carroll stated it would not be a bad idea to see what some of the other towns have done to create a successful retail base.

Mayor Gray stated this is important and its time has come.

**ACTION: Consensus of the Town Board of Commissioners to refer to the Planning Board.**

- 7. Discussion and action directing the Town Clerk to certify the sufficiency of an annexation petition for property located within Phases 3 and 4 of the Groves of Deerfield Subdivision and identified by PIN # 1783856054; for 19.88 acres of property.**

**ACTION:** Town Board may take action.

*[Staff Report]*

**Item Summary:**

*Lucius Jones has submitted an annexation request for 19.88 acres of land located in Phase 3 and Phase 4 of the Groves of Deerfield subdivision. This property is currently vacant and the applicant is seeking to prepare this property for the extension of his single family subdivision. A public hearing will be set by the Town Board for this item following the Town Clerk's certification of the petition's sufficiency.*

**Project Profile:**

<i>PROPERTY LOCATION:</i>	<i>0 S. Hollybrook Road</i>
<i>WAKE COUNTY PIN(s):</i>	<i>1783856054</i>
<i>ZONING DISTRICT:</i>	<i>R3</i>
<i>PROPERTY OWNER(s):</i>	<i>Lucius S. Jones PO Box 128 Wendell, NC 27591-0128</i>
<i>APPLICANTS:</i>	<i>Lucius S. Jones PO Box 128 Wendell, NC 27591-0128</i>
<i>PROPERTY SIZE:</i>	<i>19.88 acres</i>
<i>CURRENT LAND USE:</i>	<i>Vacant</i>
<i>PROPOSED LAND USE:</i>	<i>Single Family Residential</i>

**Zoning District:**

*This property is currently zoned Residential-3 (R3), which allows for approximately 3 dwelling units per acre. The applicant has expressed no plans to rezone the property. This zoning category is consistent with the existing sections of the Groves of Deerfield subdivision.*

Planning Director David Bergmark provided an overview of the annexation petition for property located within Phases 3 and 4 of the Groves of Deerfield Subdivision; staff report included above in italics.

**ACTION**

Mover: Commissioner Joyner moved to approve the resolution as presented.  
Vote: 3-0.

**8. Request to operate a Beer Garden (Sec 14-21 Code of Ordinances) at the 2016 Harvest Festival.**

**ACTION:** Town Board may take action.

*[Staff Report]*

**Item Summary:**

*The Wendell Chamber of Commerce has operated a Beer Garden for the last two years during the Harvest Festival. As a part of the approval and the demand placed upon the Wendell Police Department, the Chamber has independently staffed a law enforcement officer, with jurisdiction within the Town of Wendell, at the garden. This year would be the third year for the request. Past years have been without incident.*

**Sec. 14-21. Public Consumption of alcohol**

*It shall be unlawful for any person to consume, serve, or drink wine, beer, whiskey, or any other*

Board Meeting Minutes  
August 22, 2016

*alcoholic beverage as defined by G.S. ch. 18B, on or within the rights-of-way of any municipal street, public vehicular area, alley, or any public property owned or occupied by the town, except as allowed under paragraph 16 of the Wendell Community Center Policies and Procedures; as an approved restaurant participant in the Wendell Outdoor Dining program; or as otherwise approved by the Wendell Board of Commissioners.*

Town Manager Teresa Piner provided an of the 2016 Harvest Festival request by the Wendell Chamber to operate a Beer Garden at the Town Square; staff report included above in italics. [Harvest Festival Layout for the Beer Garden is herewith attached and incorporated into the minutes.]

Commissioner Myrick questioned if the Chamber runs the Beer Garden or does an outside vendor run the Beer Garden. Town Manager Piner stated the Chamber does. Her understanding is the Chamber would be the responsible party and Beer and Wine 101 may be handling the inside sales.

**ACTION**

Mover: Commissioner Joyner moved to approve the Wendell Chamber's request to operate a beer garden during the 2016 Harvest Festival with the condition the Wendell Chamber provide a law enforcement officer with jurisdiction within the Town of Wendell at the beer garden.  
Vote: 3-0.

**9. UPDATE ON BOARD COMMITTEE(S) BY TOWN BOARD MEMBERS:**



Technical Review Committee [Commissioner Carroll]

No report.



Capital Area Metropolitan Planning Organization (CAMPO) [Mayor Gray]

Mayor Gray provided an overview of the CAMPO meeting:

- Received information on TIP and LAPP projects
- Planning updates
- Wake County Transit Plan update
- Wake County Transit Interlocal Agreement
- Presentation by NCDOT about ramps in Wake County in which signal lights will be added to stop merging and developed in such a way as to not impede traffic

**10. COMMISSIONERS' REPORTS.**

Commissioner Joyner echoed the praise for our little league teams. When he was appointed to the Board, he met with Town Manager Piner the day after his appointment and requested a list of things that have not been done. He is excited about the consent agenda. He stated he sees tonight as a win for the young guys [Little League] and the Town Board. He appreciated the local media helping to generate the story for the Town of Wendell to receive recognition [for the worm].







Board Meeting Minutes  
August 22, 2016

Commissioner Myrick stated he saw the worm and it looks good. In the last two weeks he has heard positive things about it. One of his neighbors has a picture of her grandson with the worm framed in her house. He has also heard negative things. He stated this is the place to come to share what is on your mind.

Commissioner Carroll stated the baseball team, the bridge, and the worm are all recognition for Wendell. This is a good thing that people are talking.

**11. MAYOR'S REPORT.**

Mayor Gray provided the following:

-  Proud of the baseball teams. She attended some of the district games and it was a lot of fun.
-  Commended Kelley Connolly for her selfless commitment to our young people.
-  Past week she spoke at the Wake County Home Builders Association about Wendell. She stated staff prepared a PowerPoint and she talked up Wendell. As a result of the meeting, two different development companies contacted her with an interest in Wendell.
-  Attended the Wake County Mayor's Meeting and again she talked about what Wendell is offering.
-  Attended the Harvest Festival meeting. The Chamber is working hard and there will be new events at the festival.
-  Today, Wendell Elementary School teachers had a scavenger hunt as a team building exercise. Teachers and administrators had to do several assignments and visit various locations throughout town. Thanked the school for putting this together as it bridged the school, businesses and town so well.

**12. ADJOURN:**

<b>ACTION: Meeting adjourned at 7:59 p.m.</b>
---

Duly adopted this 12th day of September 2016, while in regular session.

**ATTEST:**

---

Virginia R. Gray,  
Mayor

---

Sherry L. Scoggins, MMC  
Town Clerk