

**TOWN OF WENDELL
BOARD OF COMMISSIONER MEETING MINUTES
January 8, 2018**

The Wendell Town Board of Commissioners held their regularly scheduled meeting on Monday, January 8, 2018, in the Town Board Room, Wendell Town Hall, 15 East Fourth Street.

PRESENT: Mayor Virginia Gray; Mayor Pro Tem Jon Lutz, Commissioners: John Boyette, David Myrick, Ben Carroll, and Jason Joyner.

STAFF PRESENT: Town Manger Teresa Piner, Special Assistant to the Manger-Town Clerk Sherry Scoggins, Town Attorney Jim Cauley, Finance Director Butch Kay, Planning Director David Bergmark, Police Chief Bill Carter, and IT Administrator Tamah Hughes.

CALL TO ORDER:

Mayor Gray called the meeting to order at 7:00 p.m. and welcomed attendees.

PLEDGE OF ALLEGIANCE:

Braelin Yarborough, student at East Wake High School, led the Pledge of Allegiance.

INVOCATION:

Greg Lane of Wendell Baptist Church provided the invocation.

1. ADJUSTMENT AND APPROVAL OF THE AGENDA:

ACTION

Mover: Mayor Pro Tem Lutz moved to approve the agenda as presented.

Vote: Unanimous.

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

The following persons spoke during Public Comment Period:



Cynthia Daniel-Williams of Delta Sigma Theta Sorority, Inc shared the Sorority's social action and public services performed in the Wendell area and extended an offer to partner with the Town.

3. CONSENT AGENDA

The Board of Commissioners uses a Consent Agenda to act on non-controversial and routine items quickly. 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 items:

Board Meeting Minutes
January 8, 2018

- a. Wake County Tax Report.
- b. Certifying sufficiency and setting public hearing date for satellite annexation petition for .39 acres of property located at 6806 and 6808 Knightdale Eagle Rock Road and identified by PIN Numbers 1774439303, 1774530312, 1774530352.
- c. Approval of the minutes from the December 11, 2017, regular and organizational meeting.

ACTION:

Mover: Mayor Pro Tem Lutz moved to approve the consent agenda as presented.

Vote: Unanimous.

- 4. RECOGNITION OF EAST WAKE HIGH SCHOOL TEACHER: ALYSON REYNOLDS.**
SPEAKER: Mayor Virginia Gray
ACTION: Recognition.

[Staff Report]

Item Summary

Alyson Reynolds was raised as an Army brat, moving all over the country and attending multiple elementary, middle, and high schools. This instability taught Alyson the value of kindness, compassion, and making friends quickly. After graduating from Ashley High School in Wilmington NC, Alyson went on to be chosen as a Presidential Scholar at Greensboro College, where she majored in Biology and minored in Chemistry and Psychology. Alyson's lifelong desire to become a teacher was realized shortly after her 2008 graduation. After teaching first in Guilford County, Alamance County, and New Hanover County, Alyson found a more permanent home as an East Wake Warrior! She has become a Process Champion for the Capturing Kids Hearts process and is the Junior Class SGA Advisor. Alyson is thrilled to be working with a staff and faculty that share her goals of educating the entire child and approaching classroom problems with empathy and kindness. Alyson was overwhelmed to be chosen as Teacher of the Year this school year, and is wildly grateful to all the mentors and friends who have helped build her into the educator she is today.

Mayor Gray introduced and recognized East Wake High School teacher Alyson Reynolds; report included above in italics.

- 5. PRESENTATION BY EAST WAKE HIGH SCHOOL PRINCIPAL STACEY ALSTON.**
SPEAKER: Stacey Alston
ACTION: Presentation

[Staff Report]

Item Summary

East Wake High School Principal Stacey Alston will make a presentation to the Board.

East Wake High School Principal Stacey Alston recognized Mayor Gray for her support to East Wake High School. He presented the Golden Knights plaque to Mayor Gray.

6. Recognition of Wendell Rams Mighty Mites.
SPEAKER: Mayor Virginia Gray
ACTION: Recognition

[Staff Report]

Item Summary

On behalf of the Town of Wendell, the Town Board of Commissioners wishes to acknowledge the Wendell Rams Mighty Mites for their 2017 season and winning the Super Bowl on Saturday, November 18, 2017.

Congratulations!!

Mayor Gray congratulated the Wendell Rams Mighty Mites for their 2017 season and winning the Super Bowl on Saturday, November 18, 2017.

Coach Tookie Gullie thanked the Town for its support and congratulated the coaches and players on a great season.

Mayor Gray called for a recess at 7:18 p.m. for a photo opportunity.

Mayor Gray called the meeting back to order at 7:28 p.m.

7. Update on the Wake County Fire Commission.
SPEAKER: Lucius Jones, municipal representative for the Town of Wendell
ACTION: Presentation.

[Staff Report]

Item Summary

Lucius Jones, municipal representative for the Town of Wendell, will provide an update on the Wake County Fire Commission.

Lucius Jones provided an update on the Wake County Fire Commission. Some of the topics being discussed by the Wake County Fire Commission are:

-  Re-aligning fire districts and insurance districts
-  New station in Wendell
-  Equipment
-  An insurance pool for use by all the fire department located within Wake County
-  Upcoming FY 19 budget

Public Hearing Guidelines:

- Case is announced
 - Staff presentation
 - Applicant presentation
 - Public hearing is opened; citizens will follow the same rules as Public Comment Period and will have five minutes to speak
 - Close public hearing
 - Board members ask questions
 - Board may take action
-

8. PUBLIC HEARING CONTINUED FROM DECEMBER 11, 2017: PUBLIC HEARING ON A ZONING TEXT AMENDMENT TO CHAPTERS 11 AND 17 OF THE UDO AS THEY RELATE TO STREET LIGHTS.

SPEAKER: Planning Director David Bergmark

ACTION: Public Hearing. Board may take action.

[Staff Report]

Item Summary

Applicant:

Town of Wendell

Petition:

Due to an increase in residential development, the need to make modifications to the Town's street light policies has been identified. While Town Policies, such as a new Street Light Policy, do not require a public hearing for adoption, two sections of the UDO which reference Street Light standards would need to be amended to comply with recommended policy standard updates. .

As can be seen in the existing language of Section 17.5 of the UDO, the Town's current standard requires the developer to be responsible for the difference in the costs between the Town's standard pole (a 25' wood pole) versus the upgraded lighting for a period of 20 years. This requirement creates a large up-front cost for the developer, and creates a long-term cost for the Town as that development will extend beyond 20 years. While this standard worked adequately for smaller subdivisions, the up-front cost can become untenable for larger subdivisions with hundreds of lots. Ultimately the existing standard could harm the Town, as after the 20 year period, the Town would be financially responsible for the full cost of the upgraded fixture indefinitely into the future.

At the request of the Town Board, an analysis of the financial impact of the existing and proposed streetlight standards is contained in Attachment C. This analysis consists of a price comparison summary with bulleted points illustrating the financial impact, as well as a detailed cost table. This analysis shows that under the existing policy the Town is paying more for pedestrian lights after 11 years, even with the up-front payment from the developer. Visual illustrations of different street light options are contained in Attachment D.

As proposed in the recommended changes to Section 11.10, the new Town regulation would call for a 25' fiberglass pole vs a wooden pole as the Town's standard residential street light. If a given developer uses this standard street light at the recommended spacing, the Town would pay all monthly operating costs due to Duke Energy. However, if the developer chose upgraded street light poles and/or fixtures, the new standard would require that a HOA enter into a

Board Meeting Minutes
January 8, 2018

contract with Duke/Progress Energy, with the Town reimbursing them the cost of the standard pole and fixture. An example agreement between the Town and a HOA is included as Attachment A.

Additionally, the proposed text amendment would reduce the number of zoning districts which require pedestrian street lights, as the long-term cost to the Town for pedestrian vs. roadway street lights is significantly higher. Developers who desired pedestrian lights in any zoning district could choose to install them, with the Town reimbursing them the cost of standard street lighting and the HOA assuming financial responsibility for the cost beyond the standard.

More detailed procedural information on the Town's proposed Street Light standards are contained in the proposed Wendell Street Light Policy (Attachment E). This policy has been reviewed by the Town attorney.

*The following section details the specific changes proposed for Section 11.10 and 17.5 of the UDO, with the **amended text shown in red.***

Planning Director David Bergmark provided an overview of the proposed zoning text amendment to Chapters 11 and 17 of the UDO as they relate to Street Lights, staff report above in italics.

Mayor Gray opened the public hearing at 7:43 p.m.

Lucius Jones of Wendell stated he is interested in this item as he is a developer.

Mayor Gray closed the public hearing at 7:46 p.m.

Commissioner Joyner stated he likes the option as it keeps costs where they are. He questioned the breaking point for the developer.

Town Manager Piner stated this about balance. Developments are much larger, which can make the existing policy more significant in terms of up-front fees. Different scenarios can be reviewed.

Commissioner Carroll questioned the percentages for up-front fees to the developer remain unchanged. Town Manager Piner stated yes.

Commissioner Carroll stated this looks to scale. He requested feedback from developers.

Town Manager Piner stated staff would meet with two or three developers for input about aesthetics, upfront costs and long-term costs.

Commissioner Joyner recommended Wendell Falls, Lucius Jones and another developer.

Town Manager Piner stated Wendell Falls has a separate light agreement with the Town of Wendell. Commissioner Joyner requested to compare this amendment with the Wendell Falls agreement.

Mayor Gray re-opened the public hearing at 7:52 p.m.

ACTION:

Mover: Mayor Pro Tem Lutz moved to continue the public hearing on the zoning text amendments as they relate to street lights to the next meeting.

Vote: Unanimous.

9. VACANCY ON PARKS AND RECREATION COMMISSION; PRESENTED AT THE NOVEMBER 27, 2017 BOARD MEETING.

SPEAKER: Special Assistant to the Manager Sherry Scoggins

ACTION: Board may take action.

[Staff Report]

Item Summary

Specific Action Requested:

On October 18, 2017, Mr. Will Hardison submitted a letter of resignation from the Parks and Recreation Commission due to new work commitments. His vacancy opens an in-town position with a term expiring June 30, 2020.

At the November 27, 2017, Town Board meeting, it was the direction of the Town Board to notice the vacancy on the Parks & Recreation Commission. Notice was posted on the Town's Facebook Twitter, website, and Downtown kiosks. Additionally, during the annual recruitment, more applications were received than there were seats available on the board. Special Assistant to the Manager Scoggins followed-up with Ms. Lorrinda Michieka as to her interest in serving as she is an in-town resident who requested appointment to the Parks & Recreation Commission. Ms. Michieka stated she is interested and she wished to be considered.

The following application(s) were received:

- *Lorrinda Michieka*
- *Joe DeLoach*

In accordance with section 2-72 of the Town Code of Ordinances and the Town Board's Rules of Procedure Rule 36, a ballot is available for the appointment of a citizen to serve on the Parks & Recreation Commission.

Item Summary:

Citizens appointed to the Parks and Recreation Commission consist of three in-town members and two ETJ members. The vacated position is for an in-town applicant with a term expiring June 30, 2020.

Special Assistant to the Town Manager Scoggins provided an overview of the vacancy on the Parks and Recreation Commission; staff report included above in italics.

A ballot was distributed to each Board member to select a candidate for the vacant Parks and Recreation in-town seat with a term expiring June 30, 2020.

The ballot results were:

Lorrinda Micheika received three votes: Jason Joyner, John Boyette, and David Myrick

Joe DeLoach received two votes: Jon Lutz and Ben Carroll

ACTION:

The Board of Commissioners appointed Lorrinda Micheika to the Parks and Recreation Commission in-town seat with a term expiring June 30, 2020.

10. SNAP SHOT.

ACTION: Information. Board may take action.

The Board reviewed the Snap Shot. The Board was in agreement to remove PARTF as the project is completed.

Commissioner Boyette inquired on the railroad apparatus at the Pine Street crossing. Town Manager Piner stated she would follow up with the railroad.

Commissioner Joyner questioned the status of the improvements to the Hollybrook Road crossing. Town Manager Piner stated the last communication was to connect the NCDOT with the railroad for this project; she would follow up with the railroad.

Town Manager Piner stated an update on Bond with the Blue was provided to each elected official.

Town Manager Piner stated staff is continuing to gather information on the stormwater regulations.

Town Manager Piner stated since the Snap Shot was distributed, an invoice for vehicles has been received and the Snap Shot will be updated.

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



Fire Advisory Board [Commissioner Joyner]



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

Commissioner Joyner stated the meeting was postponed and will meet this upcoming Thursday.

Mayor Gray stated she was unable to attend and will provide an update at the next meeting.

12. COMMISSIONERS' REPORTS.

Commissioner Carroll, Mayor Pro Tem Lutz and Commissioner Myrick stated no report this evening.

Commissioner Boyette congratulated the Wendell Rams Mighty Mites. He expressed his appreciation for those staying off the roads during the winter event. He thanked the public works staff for placing brine and salt on Town roads. He reminded drivers to be vigilant on the road.

Commissioner Joyner echoed the comments on the public works staff. He stated public works staff came in at 4 a.m. and departed at 5 p.m. He thanked the Wake County Board of Commissioners for protecting Thompson Field.

13. MAYOR'S REPORT.

Mayor Gray thanked the police and public works staff. She received compliments for their work.

Mayor Gray stated the annual retreat is soon [Saturday, January 27, 2018] and budget meetings will begin shortly.

14. CLOSED SESSION.

ACTION: Will be called if necessary.

ACTION:

Mover: Commissioner Joyner moved to go into closed session pursuant to NCGS 143-318.11(a)(5) at 8:05 p.m.

Vote: Unanimous.

ACTION:

Mover: Commissioner Boyette moved to return to open session at 8:23 p.m.

Vote: Unanimous.

15. ADJOURN.

ACTION:

Mover: Mayor Pro Tem Lutz moved to adjourn at 8:23 p.m.

Vote: Unanimous.

Duly adopted this 22nd day of January 2018, while in regular session.

ATTEST:

Virginia R. Gray,
Mayor

Sherry L. Scoggins, MMC;
Town Clerk