



**Wendell Town Board of Commissioners
Board Room
15 E. Fourth Street, Wendell, NC 27591
Town Board Meeting Agenda
Monday, January 14, 2019 @ 7:00 PM**

CALL TO ORDER

- Welcome by Mayor Virginia R. Gray
- Pledge of Allegiance by Briana Gilliam, student at East Wake High School
- Invocation by Wendell Council of Churches

1. ADJUSTMENT AND APPROVAL OF THE AGENDA

2. PUBLIC COMMENT PERIOD [one-hour time limit in total]

The Public Comment Period is your opportunity to share comments with the Town Board on any topic as long as it is not an item scheduled for public hearing. During Public Comment, the Town Board receives comments and refrains from speaking.

Thanks to everyone in the audience for respecting the business meeting by abstaining from speaking from the audience, applauding speakers, or other actions that distract from the meeting.

Anyone wanting to speak during Public Comment Period should do the following:

- *Sign up prior to the beginning of the meeting. The sign-up period will begin 20 minutes prior to the start of the meeting and will end when the meeting begins.*
- *When the Public Comment Period is announced, come to the podium and state your name and address for the record.*
- *Be concise and limit your comments to three minutes or less. Designate a spokesperson for large groups. Direct comments to the full Town Board and not to an individual Town Board member.*

3. CONSENT AGENDA

The Board of Commissioners uses a Consent Agenda to act on non-controversial items unanimously recommended for approval or have been discussed at previous meetings. The Consent Agenda is acted upon by one motion and vote of the Board. Any individual board member may pull items from the Consent Agenda for further discussion. Items pulled will be handled with the "OTHER BUSINESS" agenda topic.

- 3a. Amendment to the 2019 Board of Commissioners Meeting Schedule; inclusion of upcoming Board Retreat Saturday, February 23[primary] and Saturday, March 2 [alternate].
- 3b. Policy: Street Clearance Prioritization.
- 3c. Policy: Sidewalk Petition Process.
- 3d. Resolution in support of the Wake County Food Security Plan.
- 3e. Two resolutions authorizing notice by electronic means for previously bid [piggyback] contracts for equipment used by the Public Works Department:

- i. Leaf Collector
- ii. Chassis for the Leaf Collector

4. RECOGNITIONS, REPORTS, AND PRESENTATIONS

- 4a. Recognition of East Wake High School teacher: Julie Scalzo.
Speaker: Mayor Virginia Gray
- 4b. Recognition of the Wendell Rams Pee Wees and Mighty Mites.
Speaker: Mayor Virginia Gray
- 4c. Presentation of the FY 17-18 audit.
Speaker: Briggs Petway of Petway Mills & Pearson PA Accounting Firm
- 4d. Update on the Wake County Fire Commission.
Speaker: Lucius Jones, municipal representative for the Town of Wendell

5. PUBLIC HEARINGS

Evidentiary (Quasi-Judicial) Hearing Guidelines:

- *Case is announced*
- *Town Attorney provides rules of procedure for an evidentiary hearing*
 - *Disclosure*
- *Town Clerk provides oath for persons wishing to present testimony*
- *Staff presentation*
- *Applicant presentation*
- *Opposition presentation*
- *Applicant rebuttal*
- *Opposition rebuttal*
- *Staff closing comments*
- *Board inquiry*
- *Board called into deliberation*
- *Board discussion of the findings of fact:*
 - *Approve*
 - *Approve with conditions*
 - *Deny (must include reason)*

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- 5a. **EVIDENTIARY HEARING:** Special use permit for an indoor event space located at 37 N Main Street.
Speaker: Planning Director David Bergmark

Public Hearing Guidelines:

- *Case is announced*
- *Staff presentation*
- *Public hearing is opened*
- *Applicant presentation*




- *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*
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5b. PUBLIC HEARING: Zoning Text Amendment to Chapter 9 of the UDO as it relates to exceptions to roadway infrastructure improvement requirements.
Speaker: Planning Director David Bergmark

6. ADMINISTRATIVE ITEMS

- 6a. Parks & Recreation Masterplan award of contract.
Speaker: Parks & Recreation Director Jeff Polaski
- 6b. Presentation of policy for Town of Wendell: Budget & Finance.
Speaker: Town Manager Marc Collins
- 6c. Triangle J Regional Brownfields Consortium.
Speaker: Town Manager Marc Collins

7. OTHER BUSINESS (any item pulled from the CONSENT AGENDA [item 3 on this agenda] will be discussed during this portion of the agenda)

- 7a. Snap Shot: Financial & Operating Report
- 7b. Update on board committee(s) by Town board members:
-  Triangle J Council of Governments [J-COG] – Board of Delegates [Mayor Pro Tem Lutz]
 -  North Carolina League of Municipalities [NCLM] 2018 Advocacy Goals Conference [Commissioner Boyette]
 -  Wendell Fire Board [Commissioner Joyner]

8. COMMISSIONERS' REPORTS / COMMENTS

9. MAYOR'S REPORTS / COMMENTS

10. CLOSED SESSION

- 10a. Closed session will be called for the following:
- Acquisition of real property [NC GS 143-318.12(a)(5)]
 - Economic development opportunity [NC GS 143-318.12 (a) (4)].

11. ADJOURN