

**TOWN OF WENDELL  
BOARD OF COMMISSIONER MEETING MINUTES  
AUGUST 26, 2019**

The Wendell Town Board of Commissioners held their regularly scheduled meeting on Monday, August 26, 2019, 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, and Jason Joyner.

**ABSENT:** Commissioner Ben Carroll

**STAFF PRESENT:** Town Manager Marc Collins, Assistant to the Manager Stephanie Smith, Town Clerk Megan Howard, Town Attorney Jim Cauley, Finance Director Butch Kay, Planning Director David Bergmark, Assistant Planning Director Bryan Coates, Public Works Director Brian Bray, and Police Chief Bill Carter.

### **CALL TO ORDER**

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

Police Chief Bill Carter led the Pledge of Allegiance.

Reverend Barry McFarland of New Hope Missionary Baptist Church provided the invocation.

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

#### **ACTION**

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

Vote: 4-0

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

There were no public comment participants at this meeting.

### **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. Resolution to declare personal property as surplus and dispose of by electronic auction.

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**ACTION**

Mover: Mayor Pro Tem Jon Lutz moved to approve the Consent Agenda as presented.  
Vote: 4-0

**4. RECOGNITIONS, REPORTS, AND PRESENTATIONS**

- 4a. Presentation of Wendell Police Department Monthly Report  
Speaker: Police Chief Bill Carter

Police Chief Bill Carter presented the following staff report, below in italics:

**Item Summary:**

*At the Board of Commissioner's Retreat in February 2019, discussion of Goal 2: Public Safety and Neighborhood Improvement included the need to share meaningful information concerning the activities of the Police Department with the Wendell community on a regular basis. This direction is included in the strategic initiative to "Identify methods and seek department-wide training to proactively and consistently utilize community engaged policing methods". Staff conducted comparative practices research with area law enforcement agencies and determined that a monthly report is an effective means to provide consistent information to the community and transparency regarding the regular activities of the Police Department.*

*It is important to note that given the relatively small number of incidents which occur in Wendell, there can be no meaningful conclusion drawn in many areas when comparing data on a month to month basis. Over time this report will be amended to include year to date data from preceding years to allow readers the ability to draw some conclusions.*

*The monthly report is an opportunity to produce a high-level overview of the activities of the Police Department. It is not the intent of this report to provide specific details regarding crimes to insure the state statutes regarding criminal investigations are adhered to. The Monthly report will initially include the following items however modifications may be made as the need arises:*

*Calls for Service - Generated either by citizen complaints or officers self-initiating. Calls range from a request for a vehicle unlock, to a suspicious person, to a traffic stop, to more serious criminal matters with all requiring the presence or response of an officer to resolve, correct or assist in that situation.*

*Response Time - Strategic goals of the Police Department to provide core police services of community patrol and response to emergency and non-emergency calls at current levels. A critical component of this goal is to maintain an 90th percentile response time from time dispatched until on scene of 7 minutes. The 90th percentile response time is that time for which 90% of the response times are less and 10% are longer.*

*Incident Reports - Generated for actual reported crime and capture the necessary information to conduct an investigation. In some cases, they are informational only when needed to document future potential issues or property not associated with a crime. There can be more incident reports than actual crimes.*

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Reported Crime - Reflects the number of actual crimes reported. This date is then ultimately used to calculate the crime rate. Crime rates are calculated based on a per event per 100,000 to allow for meaningful comparisons between cities and or counties. It is anticipated that we will see a slight increase in reported crime over the time frame from 2018 to 2020 based on a change in reporting methods. Prior to late 2018, crime reported to the State and ultimately the FBI was done through the Uniformed Crime Report (UCR) system. UCR only reported a single crime based on the hierarchy of crimes. If for instance there was an assault and a larceny only the assault was reported. In late 2018, the Police Department began reporting crime in the soon to be mandated National Incident-Based Reporting System (NIBRS). With the NIBRS system, each crime that takes place during an incident now will be reported. Preliminary estimates are that crime rates should change less than 2% because of reporting changes.

The SBI/FBI publish crime rates on an annual basis as it paints a truer picture regarding what is happening in a community. This data is typically published in the year following the data collection. For example, the most recently published crime rates are from 2017.

Motor Vehicle Crash - Motor vehicle crashes include collisions in which a vehicle collides with another vehicle, pedestrian, animal, road debris, or other stationary obstruction, such as a tree, pole or building. The crashes here include those which are reported to the North Carolina Department of Motor Vehicles.

Directed Efforts – From time to time, citizen complaints and or data collections result in directed patrol efforts. These are in addition to random patrol operations and result in the dedication of attention to an area. Most often these are associate with speeding, stop sign or other traffic violations. The goal of directed efforts is to gain compliance through visibility, education and enforcement.

Community Engagement Efforts – As part of the community policing initiatives, it is the goal of the Police Department to Participate in a minimum of 12 community events per year which are focused on education, understanding, and partnering across the diverse greater Wendell Community.

Administrative Activities – This will include relevant updates information concerning non-enforcement activities. Updates regarding CALEA accreditation activities, training, grants, event planning will be among the items included in this section.

Police Chief Carter said the Police Department would be providing this report monthly and offered to take any questions from the Board.

Commissioner Jason Joyner thanked Chief Carter for assembling the report. He said that good public policy specifically, in his opinion, pertaining to crime is not made off of numbers or rubrics and he understands the vulnerability that one could feel handing out a list of numbers that don't otherwise have justification or context to them. Mr. Joyner said that the Town is now merging into this new system of reporting. Mr. Joyner made a comparison of court case addresses to incidents in Wendell to note that persons with Wendell addresses are be charged with crime in other jurisdictions. Mr. Joyner asked if there is a method of reporting that takes into consideration these issues as growth occurs as increased commercial development could lead to crime occurring.. Mr. Joyner said

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that he would like the Town to take that into its planning and awareness. Mr. Joyner mentioned that the statistics occurred in the past and would like the Town to monitor the data to seek opportunities for prevention.

Police Chief Carter said that he will look at the opportunities that are out there to do that and that some may be more challenging than others. He said that at the same time, this is the foundation of the report document and going forward, if they find out that it's meaningful to all—from the Police Department's perspective, to the elected body, to the community as a whole—those items can be included, subject to the availability.

Mayor Gray thanked Chief Carter for his efforts and said that it has been something that has been talked about for quite a while and she's happy to see it.

- 4b. Introduction of two new Town employees: Assistant to the Manager Stephanie Smith and Assistant Planning Director Bryan Coates  
Speakers: Town Manager Marc Collins and Planning Director David Bergmark

Town Manager Marc Collins and Planning Director David Bergmark presented the following staff report, below in italics:

**Item Summary:**

*The Town of Wendell organization welcomes two (2) new employees this month.*

*Stephanie Smith joins the Town Manager's Office as the Assistant to the Manager. In this position, Stephanie will provide direct assistance to the Manager, Departments, and Community as a member of the leadership team. A primary focus will be advancing strategic initiatives, introducing innovative practices, and overseeing customer relations among other duties. Stephanie is a resident of Raleigh with an extensive background in communications, branding, and project management.*

*Stephanie's prior recent position was the Public Information Officer for the Town of Morrisville where she worked in various roles over the past 13 years including Cultural Resources Specialist, and Special Events Coordinator in addition to the communications role.*

*Bryan Coates joins the Planning Department as the Assistant Planning Director. In this position, Bryan will provide land-use and community planning, working on site-plan review, overseeing land-use-plan and zoning map and text amendments, and making presentations to community groups, advisory boards and elected officials. Bryan is a Wendell resident with over 20 years of experience.*

*Bryan's prior recent position was a Planner III with the Wake County Planning Department, where he was employed for the past 13 years. More recent projects Bryan was involved in include an update to the Wake County Comprehensive Plan (ongoing) and serving as lead staff on ETJ extension requests and land use plan amendments. Bryan began his planning career in New York State, working for Tioga and Chenango Counties, where he coordinated planning efforts with numerous local municipalities.*

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Assistant to the Manager Stephanie Smith said that she's heard so many great things about Wendell and that she's excited to be here. She said that she has a lot of local government experience and is excited to bring that to Wendell.

Mayor Gray said that the Town is thrilled to have Stephanie and welcomed her to Wendell.

Assistant Planning Director Bryan Coates said that he's very interested in working for the Town and is excited to work on a lot of local projects, such as transportation comprehensive planning projects. He said that he's also a resident of Wendell and is happy that his commute is short and hopes to make a huge difference in the community.

Mayor Gray welcomed Bryan and said that the Town is thrilled to have him join staff.

4c. Snap Shot Monthly Reports  
Speaker: Town Manager Marc Collins

Town Manager Marc Collins presented the following staff report, below in italics:

**Item Summary:**

*The 2019 Strategic Plan identified the on-going effort requested by the Commission to "evaluate current communications like the Snap Shot and weekly update to ensure that information is tied to organization performance and strategic goals to be of value to the reader".*

*The attached reports advance this strategic initiative by providing the first month (July) operations performance measures, financial reports, and strategic initiative update as a new look for the "Snap Shot".*

*Moving forward, the reports will be provided at the second meeting of each month. Staff is pleased with the opportunity to provide this enhanced effort of communicating efforts in a transparent and informative manner to the community.*

- Strategic Initiatives Update
  - *Economic Development Progress*
  - *Parks & Recreation Master Plan – September*
  - *Infrastructure Projects – Third Street, Wendell Blvd., Streetlights*
  - *Transportation Plan Review complete*
  - *Compensation & Classification Study – September Kickoff*
- Operations Performance Report
  - *First month of data reported... value will increase moving forward*
- Finance Reports
  - *Different look... graphics, year-to-date, percent*
  - *Expenses, revenues, capital projects*

Town Manager Marc Collins said that the data provided in the Monthly Report, located

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in the Board's Agenda Packet, is a more transparent way of reporting what Town staff does. He said that it started with conversations with the Board and development of a strategic plan, working with departments to come up with working units and performance measures that the Board adopted in the budget, and now it's reporting those measures and units out on a monthly basis, starting with July's numbers. Mr. Collins said that the three parts of the snapshot will be provided regularly during the second meeting of each month, is open for questions and provided for informational purposes moving forward. He said that the highlights of the strategic initiatives spreadsheet show progress in economic development in downtown efforts. Mr. Collins said that the Parks and Recreation Master Plan Draft should be presented to staff in September. Infrastructure projects with Public Works involved the Public Works Director talking last month about the progress of third street utilities and DOT's upcoming paving next month. He said the Wendell Boulevard Pedestrian Project was approved by the Board and is moving forward with Kimley-Horn, with negotiations on the contract for the design ongoing. There is also a streetlight project on Wendell Falls Parkway and the Transportation Plan Review has been completed.

Internally, the Town's compensation and classification study with consultants is set for next week. Mr. Collins said that the Board had the first month in data regarding operations. He said that it's interesting to see where the Town is collecting data and moving forward it will be interesting to compare month-to-month. It will be even more useful in the coming years when the Town starts getting several years to ten years of data and can see how different work areas are trending over time and the Town can see where adjustments need to be made. Regarding Finance, Mr. Collins said that the Town collects most of its revenue with property taxes that comes in the beginning of the year. The Town pays a lot of non-departmental expenses like insurance and rents in the first month of operation, which will affect percentages in one place versus another.

Mr. Collins offered to answer any questions that the Board might have.

Commissioner John Boyette said that the snapshot has become very comprehensive compared to what was given in the past. He said that he appreciated the color coding and the new format of the report and asked if the Town was still planning to remove completed items from the list, as it was done in the past. Mr. Boyette suggested that after 75 days of completion that it be removed from the report list. He thanked staff for putting the report together.

## **5. PUBLIC HEARINGS**

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***Public Hearing Guidelines:***

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

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- *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*
- 

**5a. PUBLIC HEARING:** Evidentiary Hearing on a Special Use request by Derek & Keri Ayscue and Dave Lewis to permit a Micro-brewery with a tap room to operate at the property addressed as 32 N Main Street, A (frontage on E Campen St).

Speaker: Planning Director David Bergmark

Attorney Jim Cauley said that with a quasi-judicial proceeding—unlike a rezoning—witnesses are sworn in, due process rights are observed, the decision by the Commission is to be made based solely on presented evidence at the hearing and there is an opportunity to ask questions and to explore the issue. He said that the statute says that the decision must be based on competent and substantial evidence.

Town Clerk Howard swore in citizens presenting testimony in the quasi-judicial hearing.

Planning Director David Bergmark presented the following report, below in italics:

**Item Summary:**

*Derek & Keri Ayscue and Dave Lewis have requested a Special Use Permit to operate a Micro-brewery with a tap room at the property addressed as 32 N Main Street, A (frontage on E Campen St). PIN #1783790956, to include the adjacent alley to the east.*

*The proposed special use request would allow the tenant to operate a micro-brewery and tap room at the location, which would also have an outdoor seating area. Since the proposed operation includes on-site alcohol consumption and does not meet the definition of a restaurant, the applicant is required to request a Special Use Permit as a bar/taproom. Per their application, the hours of operation would be:*

*Monday - Thursday: 3:00 pm – 11:00 pm*

*Friday – Saturday: 12:00 pm – 12:00 am*

*Sunday: 12:00 pm – 8:00 pm.*

**Applicant's Justification:**

*The applicant's justification can be found in Attachment C. They are not requesting any variances and have indicated that all needed utilities are in place or are in the process of being extended (natural gas). They are hoping that this will be a positive addition to the town that will help build community.*

**Project Profile:**

PROPERTY LOCATION:	32 N Main Street, A
WAKE COUNTY PIN:	1783790956
ZONING DISTRICT:	DMX

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**CROSS REFERENCES:**

**PROPERTY OWNER:**

*Perry's of Wendell Inc  
PO Box 745  
Wendell, NC 27591*

**APPLICANT:**

*Derek & Keri Ayscue; Dave Lewis  
2832 Peebles Road  
Raleigh, NC 27616*

**PROPERTY SIZE:**

*0.12 ac*

**CURRENT LAND USE:**

*Commercial*

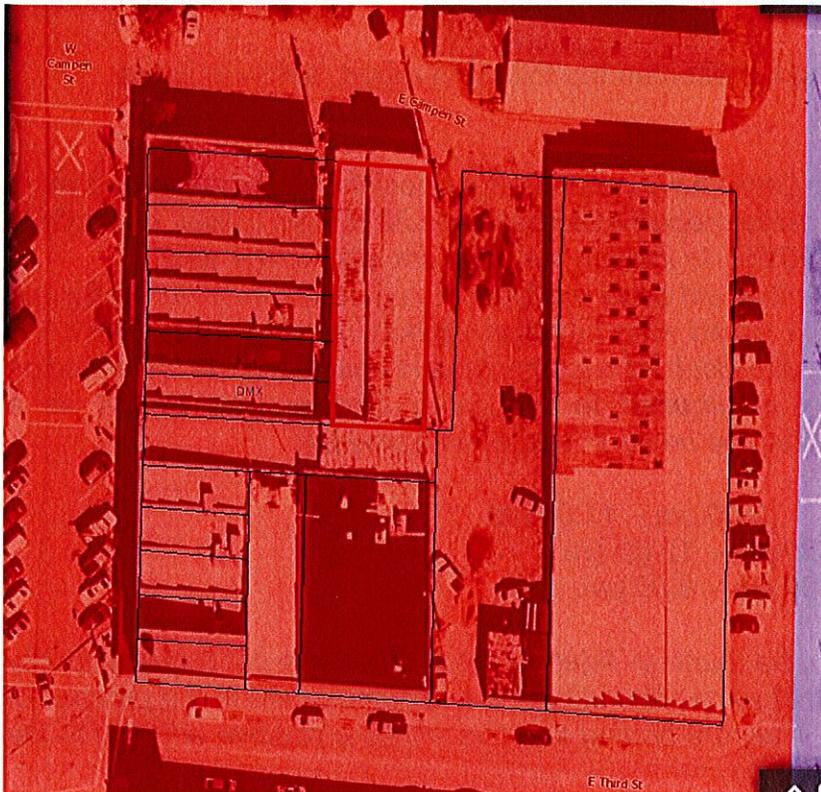
**PROPOSED LAND USE:**

*Commercial*

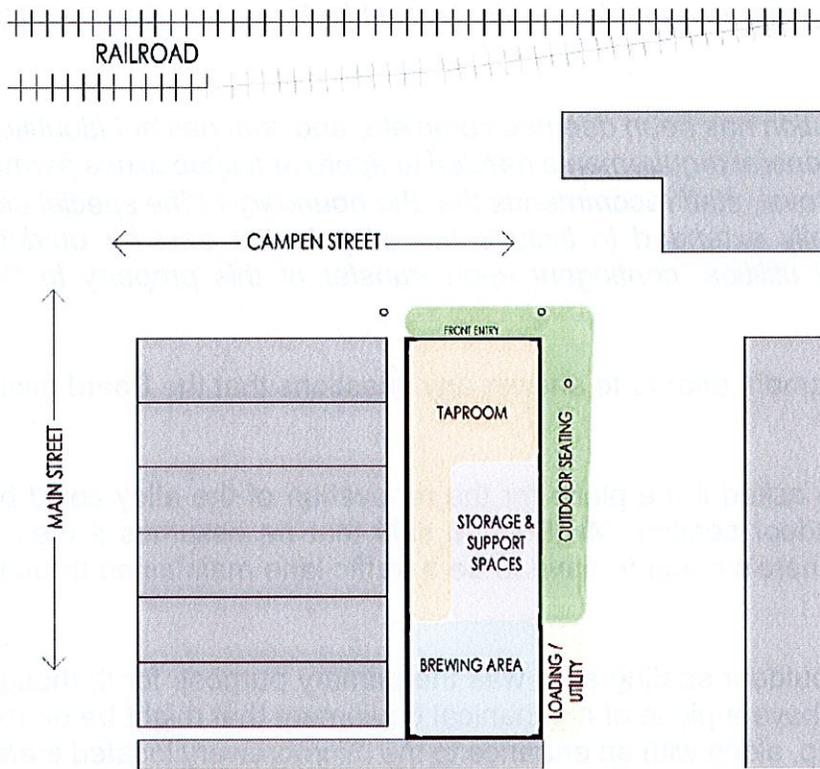
**Project Setting – Surrounding Zoning Districts and Land Uses:**

<u>DIRECTION</u>	<u>LANDUSE</u>	<u>ZONING</u>
North	Commercial	DMX
South	Commercial	DMX
East	Commercial	DMX
West	Commercial	DMX

**Existing Zoning Map:**



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**CONCEPTUAL BLOCKING DIAGRAM**

**Zoning District:**

*This site is located in the Downtown Mixed Use (DMX) Zoning District. Microbreweries are permitted with additional standards in the DMX district, but typically require a special use permit if there is on-site alcohol consumption.*

**Off Street Parking:**

*The applicant's preliminary design anticipates a total of 88 seats in their taproom. Based on these preliminary estimates, this would require the use of 22 downtown on-street parking spaces if filled to capacity.*

*Like most downtown properties in this area, this lot does not include any off-street parking.*

**Site Improvements:**

*The applicant is proposing to perform significant renovations to the building in question, as well as to add outdoor seating to the east of the building within the existing alley. The Town has entered into a long-term lease agreement with Barry Perry for use of the lot on the opposite side of the alley and plan to renovate this space for use as public parking and event space. The applicant has also stated their intention to petition the town to close the alley, and Mr. Perry has indicated his willingness to cede the alley area (if abandoned by the town) to Derek & Keri Ayscue. The alley area would be used primarily for outdoor seating, with the southeast corner serving a loading/utility function (see Attachment C). The applicant has also included conceptual pictures of the types of design themes they would like to use in Attachment C.*

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*Any lighting or landscaping improvements would be subject to the Town's UDO regulations.*

**Staff Comments:**

- *The submitted application has been deemed complete, and staff has not identified any violations of the general requirements needed to approve a special use permit.*
- *As a condition of approval, staff recommends that the boundary of the special use approval be specifically extended to include the alley to the east for outdoor seating, loading, and utilities, contingent upon transfer of this property to the applicant.*

Planning Director David Bergmark offered to answer any questions that the Board might have.

Commissioner John Boyette asked if the plans for the renovation of the alley could be elaborated on regarding outdoor seating. Mr. Boyette said that he assumes if there's going to be a loading area, there's going to have to be a traffic lane maintained through the alleyway.

Mr. Bergmark said that the outdoor seating area was the primary purpose for it, though they did think that they may have a piece of mechanical equipment that might be on the bottom right corner of the map, along with an entrance to the microbrewery located there. The area to the east of the outdoor seating area would still be open, providing access to the door.

Commissioner Boyette asked for Mr. Bergmark to confirm that the applicant wasn't planning on taking up the entire alleyway.

Mr. Bergmark confirmed that no, they would not be taking up the entire alleyway and the area of the alleyway to the right of the outdoor seating would be the area that the Town would have a long-term lease to retrofitting as additional downtown parking. The area used by the applicant would be 12-15 feet on the left side of the alleyway on the map.

Attorney Jim Cauley asked if the Town knew about utilities located in that alleyway.

Mr. Bergmark said that staff would have to look into that as a part of the process to make sure that it isn't going to create any conflicts for utility access, and it would be contingent on that.

Applicant Derek Ayscue thanked the Town Board for allowing his team to talk about requesting a special use permit. He introduced his wife, Keri, and Dave Lewis, a general contractor from Raleigh and Trey Adams, managing partner of Atlas Stark Properties in Raleigh, specializing in revitalization of historic properties. Mr. Ayscue said his team is excited and has a great vision of being an anchor point for the community of Wendell—a place for social gatherings, meetings, and events on site. He said that he wanted to maintain Wendell's small-town feel. Mr. Ayscue said that he hopes to partner with other

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local businesses to host events and participate in activities that provide the community a local place to gather instead of going to Raleigh. He believes the microbrewery will bring new businesses and opportunity to the Town of Wendell. Mr. Ayscue plans to provide a family- and pet-friendly atmosphere that will allow for food to be delivered on site and plan to provide food truck scheduling on site, while providing power for the food trucks to reduce the noise level. Prepackaged food and interior/exterior seating will be provided as well. Music night, trivia night, dart league night and other activities will be provided. Mr. Ayscue said there will be periodic tours of the brewery area and equipment. He said that his team will prove to be great collaborators for the Town and will contribute and participate in Town events and look forward to partnerships.

Mayor Gray opened the floor for anyone to speak regarding the Public Hearing.

Paul White, 114 N. Main Street in Wendell, said that he met Mr. and Mrs. Ayscue. He said the business would be great for Wendell and would move the Town forward. Mr. White said that they alleyway has been closed since the sixties because the Town used it to run electrical through it. He said the relationship about having the poles there would need to be worked out.

Planning Director David Bergmark asked that the land use approval would include that alley, pending approval of the alley abandonment.

Mayor Pro Tem Lutz said that he visited a microbrewery in Kinston over the weekend and saw what one little thing can do for a small Town and he thinks this is a great opportunity for Wendell.

**ACTION**

Mover: Mayor Pro Tem Lutz moved to approve the Special Use Request to permit a microbrewery on 32 N. Main Street to include the staff recommendations that the boundary of the special use approval be specifically extended to include the alley to the east for outdoor seating, loading, and utilities, contingent upon transfer of this property to the applicant, extending the alley on the east side.

Vote: 4-0

**6. ADMINISTRATIVE ITEMS**

- 6a. Report on Streetlight Installation on Wendell Falls Parkway from Jake May to Landing View  
Speaker: Public Works Director Brian Bray

Public Works Director Brian Bray presented the following staff report, below in italics:

**Item Summary:**

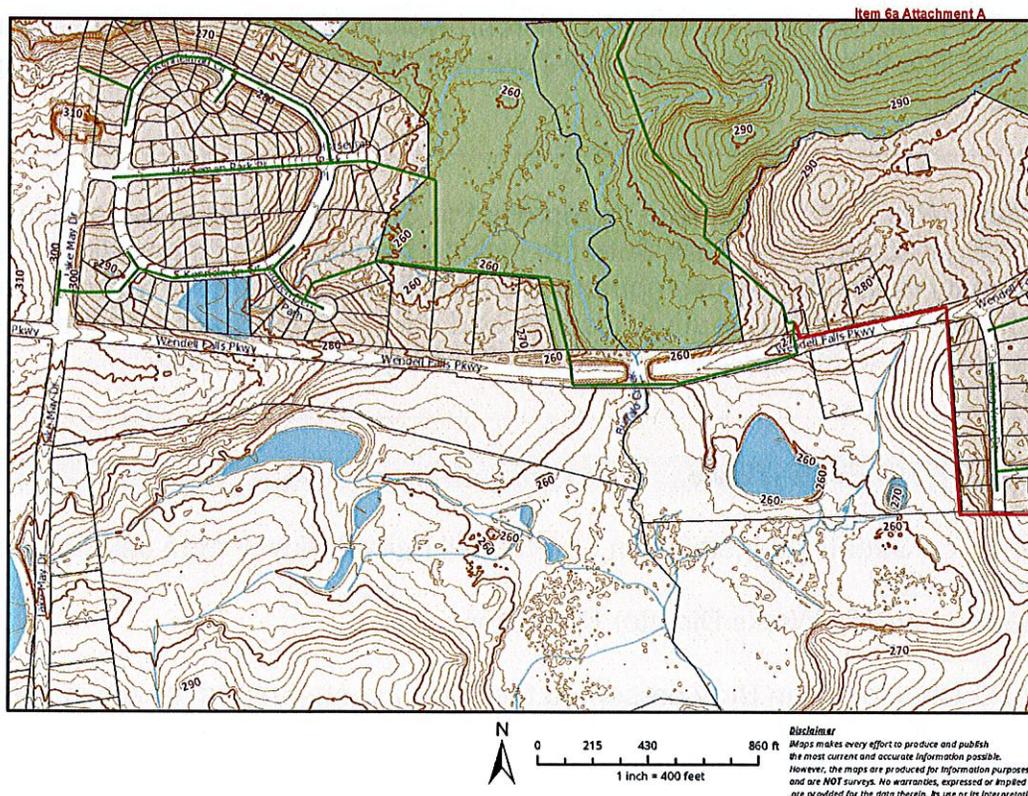
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The development of Foxborough Crossing between Buffalo Creek and Jake May Road extended the Town limits beyond the extent of municipal streetlights. Citizen concerns related to speed of vehicles and damage to personal property (mailboxes) necessitated enhanced traffic enforcement efforts and an evaluation of the physical conditions along the road.

Public Works staff worked with Duke Energy and the NC Department of Transportation (NCDOT) to evaluate the physical condition. It was determined that a narrowing of the paved surface in a dark area with a slight curve beyond the creek may contribute to motorists striking mailboxes and trash cans. The proposed solution to the physical condition is the extension of streetlights on Wendell Falls Parkway from Landing View to Jake May Road (see attached map for reference).

Duke Energy designed the installation of fourteen (14) new fiberglass poles with 105-amp LED fixtures to resolve the streetlight gap. The cost estimate to install the lights is \$17,436.93 with an ongoing cost of \$182.01 per month for use (see attached cost estimate).

Staff recommends approving the streetlight installation project in the current fiscal year to address the safety concern. The expense will be charged to the streetlight line item in the Public Works budget (\$141,075 budgeted). Any overage will be adjusted in the final budget amendment, if needed, at the end of the fiscal year.



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Mr. Bray offered to answer any questions that the Board might have.

Commissioner Boyette asked Mr. Bray to confirm that these are 105-amp streetlights.

Mr. Bray confirmed that, yes, and they are LED.

Commissioner Joyner asked how the request for the streetlights came about.

Town Manager Marc Collins said that it started with a citizen concern of speeding and vehicles striking mailboxes. Mr. Collins said that there are two shared driveways at this location. The enforcement efforts have continued with Police vehicles being parked near Foxborough Crossing periodically over different times and months. He said that DOT and Public Works staff looked at the physical turn and discovered there was a narrowing of asphalt. It became an issue of whether it was a natural turn for vehicles to move towards that side of the road, the severity of the curve, and the fact that mailboxes aren't the brightest thing even with efforts of placing reflective tape on them to improve visibility. Mr. Collins said that this wouldn't be a 100% solution, but as the Town extends its jurisdictional boundaries—especially in areas outside of the established subdivision—extensions by the Town are necessary to maintain an equitable service level. Normally, the Board would receive this item as a part of a Capital Improvement Project or an allocation into the streetlight line during the budget process. Mr. Collins said that moving forward is recommended now to reduce conditions for continued property loss and the six month period it takes from this point to installation. Longer term, Mr. Collins said that a policy and process on how the Town proactively installs streetlights outside of new development will be needed in the Capital Improvement Program.

Commissioner Boyette asked how many incidents had occurred with property damage or people run off the road at that location.

Mr. Collins said he was personally aware of one particular property owner's mailbox being knocked down at least 4 times in the last year.

Mr. Boyette asked how many of those instances occurred at night.

Mr. Collins said that he didn't know and that staff would provide the information.

Public Works Director Bray said that there has been data collected by the Police Chief, who has forwarded it to NCDOT to ask for some signage and rumble strips in the past.

Mr. Collins said that the Town is also evaluating speed limit reduction to slow traffic while increasing light, visibility, and enforcement. Currently, DOT indicates the road does not warrant a speed limit reduction at this location. He said if there was a future interest in reducing the speed limit to 35, street, then the Town can adopt a Resolution.

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Mayor Gray asked staff how long the issues has existed.

Mr. Bray said this has been occurring more than a year.

Police Chief Carter said that the four homes that have been affected since being occupied in 2016 or 2017. Sometimes, the homeowner will fix the damaged property themselves, other times, they will contact the Police Department to file reports. He said that there were between 6-10 total events.

Commissioner Joyner said that continuing the streetlights on this main artery leaving the Town makes sense. Mr. Joyner cautioned that the Town should install streetlights every time someone loses a streetlight.

Town Manager Marc Collins clarified that the lighting cost is \$17,000 and that there's \$141,000 in the budget.

Commissioner John Boyette asked if the lights were going to be placed such that, when development does continue out and this roadway is ultimately widened either with a turn lane or whatever the cross-section is, are they going to be placed somewhere that the Town's going to have to move them.

Mr. Bray said that that is the ideal. The Town is following the NCDOT encroachment policy for proper placement.

Mr. Collins said that this is the section of Wendell Falls Parkway that's not being widened in the Transportation Plan, it remains a two-lane with bike lanes and sidewalks added. When development occurs and requires a utility relocation, the developer would be responsible for any relocation associated with the impact of development.

Mayor Pro Tem Lutz asked if the property owners have been made aware of these plans for streetlights.

Town Manager Collins said that the Town provides them with periodic updates.

**ACTION:**

Mover: Mayor Pro Tem Lutz moved to approve the Streetlight Installation on Wendell Falls Parkway from Jake May to Landing View.

Vote: 4-0

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**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. Update on board committee(s) by Town board members:  
✓ CAMPO [ Mayor Gray ]

Mayor Gray said that at the CAMPO meeting staff presented the strategic tolling study, endorsed the Southwest area study, approved the commuter rail system guidelines and evaluation framework and accepted the corresponding scenario evaluation results, held five public hearings, and adopted the locally-preferred alternative for the New Bern Avenue bus rapid transit corridor. Mayor Gray said that they approved the fiscal year 2018 to 2027 Transportation Improvement Program Amendment 8, approved the Air Quality Conformity Determination Report and Requisite 2045 Metropolitan Transportation Plan, and approved the 2018 to 2027 Transportation Improvement Plan amendment. Mayor Gray said CAMPO also approved the Public Participation Plan Update for 2019 and approved the proposed changes and Target Modal Investment for the fiscal year 2021 locally administered projects program. She said they also opened the call for all projects through October 31<sup>st</sup>, 2019 and reviewed the Federal Rescission Update. She said there was an approval of the TCC recommendation to apply a one-time grace period for projects prior to the 2019 to the end of the first quarter of fiscal year 2020, which CAMPO decided to extend into the third quarter on a case-by-case basis to accommodate unavoidable delays.

**8. COMMISSIONERS' REPORTS / COMMENTS**

Commissioner Joyner stated that the Harvest Festival is approaching as well as other fall events. He told citizens to keep an eye on the calendars because of the amount of events going on in Wendell. He also apologized for his absence at the last meeting.

Commissioner Boyette said go NCSU.

Commissioner Myrick didn't have anything to report.

Commissioner Lutz said that on Saturday, September 7<sup>th</sup>, Wendell Methodist Church is having Community Day from 10 a.m. to 7 p.m. There are fish plates, a silent auction, crafts and the proceeds are going back to the community to local nonprofits and schools.

**9. MAYOR'S REPORTS / COMMENTS**

Monday, September 2<sup>nd</sup> Town offices will be closed for Labor Day.

Wendell Rams will be playing Riley Hill September 7 at 4 p.m.

Spaghetti Dinner Fundraiser at the Covenant Presbyterian Church September 7

Farmhouse Jams is Saturday September 7<sup>th</sup> at 7 p.m.

Wendell Historical Society's annual reverse raffle is coming up at 7 p.m. on September

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19<sup>th</sup>. Tickets can be purchased from the Wendell Historical Society. The funds are going to the establishment and operation of a museum

Mayor Gray said the Town has recognized at least 8 new employees in the last year, achieving and starting strategic projects like CALEA accreditation for the Police Department, and improving transparency with Snapshot monthly report improvements. She said she's proud of Wendell and proud to be a part of it.

**10. CLOSED SESSION**

*Closed session was not called at this meeting.*

**11. ADJOURN**

**ACTION:**

Mover: Mayor Pro Tem Lutz moved to adjourn at 8:06 p.m.

Vote: 4-0

Duly adopted this 23rd day of September 2019, while in regular session.

**ATTEST:**

*Megan Howard*

Megan Howard,  
Town Clerk



*Virginia R. Gray*  
Virginia R. Gray,  
Mayor