

**TOWN OF WENDELL
BOARD OF COMMISSIONER MEETING MINUTES
MARCH 25, 2019**

The Wendell Town Board of Commissioners held their regularly scheduled meeting on Monday, March 25, 2019, in the Town Board Room, Wendell Town Hall, 15 East Fourth Street.

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

ABSENT: Mayor Pro Tem Jon Lutz

STAFF PRESENT: Town Manager Marc Collins, Special Assistant to the Manager-Town Clerk Sherry Scoggins, Town Attorney Jim Cauley, Parks & Recreation Director Jeff Polaski, Planning Director David Bergmark, Planner I Jeannine Ngwira, Public Works Director Brian Bray, Public Works Operations Superintendent Chris Smith, Master Officer Matthew Taylor and Police Chief Bill Carter.

CALL TO ORDER

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

Caroline West, 5th grade student at Wendell Magnet Elementary School, led the Pledge of Allegiance.

Reverend Debbie Osterhoudt of Covenant Presbyterian Church provided the invocation.

1. ADJUSTMENT AND APPROVAL OF THE AGENDA

ACTION

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

Vote: 4-0

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

No public comment was received.

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. Approval of updated finance policies.
- 3b. Certifying sufficiency and setting public hearing date for a non-contiguous annexation petition for 11.67 acres [11.21 for parcel and .46 for r-o-w] of property

located at 0 Wendell Blvd and identified by PIN Number 1784-17-7071.

- 3c. Approval of 2019 General Schedule for Local Records and Standard 7 as provided by the North Carolina Department of Natural and Cultural Resources.

ACTION:

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

Vote: 4-0.

4. RECOGNITIONS, REPORTS, AND PRESENTATIONS

- 4a. Recognition of Wendell Magnet Elementary School teacher: Jeanne Winegar
Speaker: Mayor Virginia Gray

[Staff Report]

Item Summary

Jeanne Winegar is a 1st Grade Instructional Assistant. Jeanne always goes above and beyond in all she does. She works hard to get things done in the two classrooms she primarily serves, and never hesitates to help in other areas when needed. Jeanne builds strong relationships with her students and is a positive role model in our building. She is truly one of the kindest people you'll ever meet, and Wendell Magnet Elementary is blessed that she is part of our school family!

Mayor Gray recognized Wendell Magnet Elementary School teacher: Jeanne Winegar; staff report included above in italics.

- 4b. Presentation by the East Wake Education Foundation.
Speaker: Executive Director Shannon White

[Staff Report]

Item Summary

At the October 22, 2018, Town Board meeting, Mayor Gray shared that the East Wake Education Foundation, EWEF, was the recipient of a Kaleidoscope Project grant. The EWEF closed in December 2018 so the facility could undergo improvements for its young patrons who are ages 5 and younger and their caregivers. The doors re-opened on March 11, 2019. Executive Director Shannon White will provide an update on the improvements at EWEF.

Executive Director Shannon White and Program Coordinator Brooke Atkins provided the following PowerPoint presentation:





East Wake Education Foundation



Resource Center

Before Renovation





Resource Center

During Renovations



Resource Center

After Renovations







Science Room

Before Renovations



Science Room

During Renovations





Science Room

After Renovations



Classroom

Before Renovations





Classroom
During Renovations



Classroom
After Renovations





Murals

By Peggy Lee

Keep Watching! We
are not done!





Investing In Children Today Makes a Brighter Tomorrow



- 4c. Introduction of new Town of Wendell employee: Police Officer Matthew Taylor.
Speaker: Police Chief Bill Carter

[Staff Report]

Item Summary:

Matthew Taylor is originally from Fayetteville, NC and is a graduate of Gray's Creek High School. Matthew completed Basic Law Enforcement Training (BLET) at Fayetteville Technical Community College in 2012.

Upon completion of BLET, Matthew was hired by the Wendell Police Department in August 2012 and began his law enforcement career as a patrol officer. Matthew embraced the Wendell community, quickly moved here and continues to call Wendell home. During his time with the Wendell Police Department, Matthew has utilized the Police Department's career development program and progressed to the rank of Master Officer. In 2014, Matthew was assigned to one of the two traffic officer positions within the Police Department. In that capacity, he engages in an increased focus on traffic enforcement both in town and through the Wake County Traffic Taskforce, which affords the Police Department the opportunity to participate in and take advantage of multi- agency initiatives such as speed campaigns and DWI checkpoints.

In August 2018, Matthew was hired by the Wake County Sheriff's Office as he sought to explore a wider variety of opportunities with a larger agency. After seven months, Matthew elected to return to the Wendell Police Department and the Town of Wendell as he saw it offering him a wider variety of opportunities on a daily basis. Matthew was sworn in on March 5, 2019.

Police Chief Bill Carter introduced Master Officer Matthew Taylor; staff report included above in italics.

- 4d. Introduction of new Town of Wendell employee: Jeannine Ngwira
Speaker: Planning Director David Bergmark.



[Staff Report]

Item Summary:

Jeannine Ngwira began her employment with the Town of Wendell as a Planner I on February 22, 2019. Prior to beginning work with the Town, Jeannine was employed by the Village of North Palm Beach in Florida, where she worked as a Planner. While with North Palm Beach, Jeannine managed planning casework including plan and permit review, preparing staff reports for public hearings, processing certificates of appropriateness, assisting citizens and contractors with planning and zoning issues, and managing site plan modifications.

Jeannine currently resides in a Raleigh apartment and is looking for a permanent home with her husband in the area. Prior to joining the planning profession, past mission-work and employment has caused her to live all over the world, including locations in Africa and South America. She graduated in May of 2018 from Florida Atlantic University with a Master of Urban and Regional Planning.

As Planner I for the Town of Wendell, Jeannine will assist the Town with zoning map and text amendments, special use requests, annexation petitions, variance requests, development review, and general research and zoning inquiries.

Please join the Planning Department in welcoming Jeannine Ngwira to the Town of Wendell.

Planning Director David Bergmark introduced new Town of Wendell employee Planner I Jeannine Ngwira; staff report included above in italics.

4e. Presentation of Law Enforcement Accreditation.

Speaker: Police Chief Bill Carter.

[Staff Report]

Item Summary:

Background:

The Commission on Accreditation for Law Enforcement Agencies, Inc. (CALEA®), was created in 1979 as a credentialing authority through the joint efforts of law enforcement's major executive associations whose members represent approximately 80% of the law enforcement profession in the United States:

- International Association of Chiefs of Police (IACP)*
- National Organization of Black Law Enforcement Executives (NOBLE)*
- National Sheriffs' Association (NSA)*
- Police Executive Research Forum (PERF)*

CALEA operates as an independent, nonprofit 501(c)(3) corporation and is not a governmental entity. It is funded through the fees paid by the participating agencies. Participation in the process is voluntary. Fees paid by public safety agencies defray the Commission's major operating costs. The Commission's authority is derived solely from the voluntary participation of public safety agencies in the accreditation program.

CALEA began as a law enforcement-only accreditation organization. Over time, it recognized the need to expand into other areas of the public safety sector. It now maintains accreditation programs for law enforcement, communications, training academy and campus security.

In North Carolina there are ten agencies in the CALEA self-assessment phase of the law enforcement accreditation process, including Holly Springs Police Department. There are 58 agencies that currently hold a law enforcement accreditation through CALEA in North Carolina. The largest is the Charlotte-Mecklenburg Police Department with 2,400 members and the smallest is the Davidson Police Department with 18 members. Local neighboring agencies which have achieved law enforcement accreditation through CALEA include the police departments of



Apex, Cary, Clayton, Garner, Knightdale, Morrisville, Raleigh, Smithfield and Wake Forest.

Purpose:

The purpose of the law enforcement accreditation process is to improve law enforcement service by creating a national body of standards developed by law enforcement professionals and to recognize professional achievements by establishing and administering an accreditation process through which a law enforcement agency can demonstrate that it meets those standards.

Commitment:

On February 11, 2019, the Town Board adopted its Strategic Plan with the purpose being “to provide for a process that aligns resources with commitment from Town organization leaders to bridge the gap between the assessed current conditions and envision community of the future”. One of the nine strategic initiatives under Goal 2 (Public Safety and Neighborhood Improvement) of this plan is to establish an action plan for the police department to achieve Commission on Accreditation for Law Enforcement Agencies (CALEA) accreditation and initiate policy review and development to implement accreditation through CALEA. The Town Board prioritized accreditation as a top priority policy at the Board Retreat in February 2019.

Benefits:

CALEA accreditation benefits law enforcement agencies and the communities they serve by instilling a management tool which promotes greater accountability within the agency, reduces risk and liability exposure, establishes stronger defense against lawsuits, increases support from local government officials and encourages increased community advocacy. Staff has provided a summary of the benefits in the attached infographic.

New citizens are moving into our community daily. These new members of the community, along with longtime residents, expect government that is transparent, accountable and stout with integrity. To meet this expectation, law enforcement must be resilient and increase citizen engagement. As people and business consider Wendell home, residents will look at not only the crime rate, but the law enforcement philosophy adopted by the Town. By complying with the CALEA standards, the Police Department will create an environment in which staff can work with the community in a proactive manner to enhance understanding and cooperation from all viewpoints when issues arise.

Recruiting and retention of high caliber police officers is a tremendous challenge now. Ensuring that the agency develops policies and procedures which are based on best practices and are consistently applied will help potential and existing police officers chart their futures with the Wendell Police Department. As Cheri Pickard-Akselsen, former Accreditation Manager of the Johns Creek Georgia Police Department was quoted in the attached “Benefits of Participation in CALEA Accreditation” infographic, “Everyone needs a map to know where they are going and CALEA will be our road map to success.”

Former Henrico County Virginia Chief of Police Douglas A. Middleton may have summed up the law enforcement accreditation process the best in a perspective piece he wrote for CALEA:

“From my perspective as chief, accreditation holds the agency and its leadership team accountable to the citizens, as well as the men and women with their boots on the ground, carrying out their duties at high risk within the community. It ensures that agency leaders hold themselves accountable for measuring up to a set of internationally accepted standards of performance. It requires that the entire leadership team values professionalism, officer safety, and proper respect for the personnel and those who reside in the community they serve.... Accreditation assures the community that their police department is committed to excellence, and that its leadership team recognizes their responsibility to the process of perpetual improvement.”

In that same article, his County Manager John Vithoulkas, commented on the value of achieving law enforcement accreditation by concluding with this statement: “It’s a picture of professionalism



that makes a statement.”

Process:

Achieving and maintaining CALEA accreditation is a five-step process which begins with enrollment with CALEA and exposure to the 181 standards which must be met for Tier I CALEA accreditation. Staff has provided a “Quick Guide to Accreditation Pamphlet” which summarizes the steps.

The next step is self-assessment, which is estimated by CALEA to take three years. In this phase, all policies and procedures must be reviewed and approved or amended to ensure they meet compliance with the applicable CALEA standards. In some cases, new policies and procedures may be needed at either the Police Department or at the Town level. The Police Department’s policies and procedures last received a comprehensive re-write in 2012 and the Town’s Personnel Policies were most recently amended in 2016, after a comprehensive revision in 2013. This is the most labor- intensive component of initial accreditation. In addition to the reviews, dedicated staff will need to attend mandatory training at a national CALEA conference and begin to generate proofs of compliance to the applicable CALEA Standards.

After self-assessment is complete, the agency will request a site-based assessment. In this phase, files showing compliance with all applicable standards will be reviewed by CALEA Assessors. The file reviews occur both through an off-site review and the site-based assessment conducted by the assessment team brought in by CALEA. Compliance is tested against the standards by comparing the Town and agency policies and procedures. Upon completion of the assessment, the CALEA Assessors will prepare a report for submission to CALEA which will be used in the Award Phase.

The Award Phase occurs at a CALEA Conference in which the findings are submitted to an accreditation hearing committee who will make a recommendation regarding accreditation of the agency. If recommended, a full commission vote is held, and accreditation is awarded, and the agency migrates to the fifth phase.

The fifth and final phase is reaccreditation which is an ongoing quality performance review of the agency. It includes the maintenance of information and statistical tables, submission of annual reports to CALEA and participate-in, web-based assessments for three years followed by a site-based assessment on the fourth year and a CALEA Commission Review.

Staffing and Cost:

The accreditation process is a time-consuming commitment, particularly in its initial phases. Even in reaccreditation, the need to monitor processes requires a significant commitment of time and resources to ensure compliance is met. Agencies approach it from a variety of ways and either utilize specially assigned sworn officers or dedicate civilian staff. The latter seems to be the most compelling approach for agencies as they can save salary and equipment costs as well as take some collateral duties from sworn officers allowing them to focus on law enforcement duties. The staff commitment needed to achieve CALEA accreditation does not support a part-time person or use of existing sworn staff, as this would adversely affect delivery of core services. A more prudent approach would be to hire a civilian employee to manage the process and take on other roles. Knightdale, by way of example, has an accreditation manager who also has additional responsibilities regarding grants, evidence and training. Multiple responsibilities along with educational requirements would support a more professional-based position needed to support this initiative. The proposed staffing level and full year cost would be as follows:

Item	Minimum Cost	Maximum Cost
Salary - Non-sworn (Grade TBD)	\$37,809	\$47,865
Benefits	\$17,014	\$21,539
Equipment/License	\$3,000	\$3,000
Training	\$3,700	\$3,700
CALEA Fees	\$2,900	\$2,900

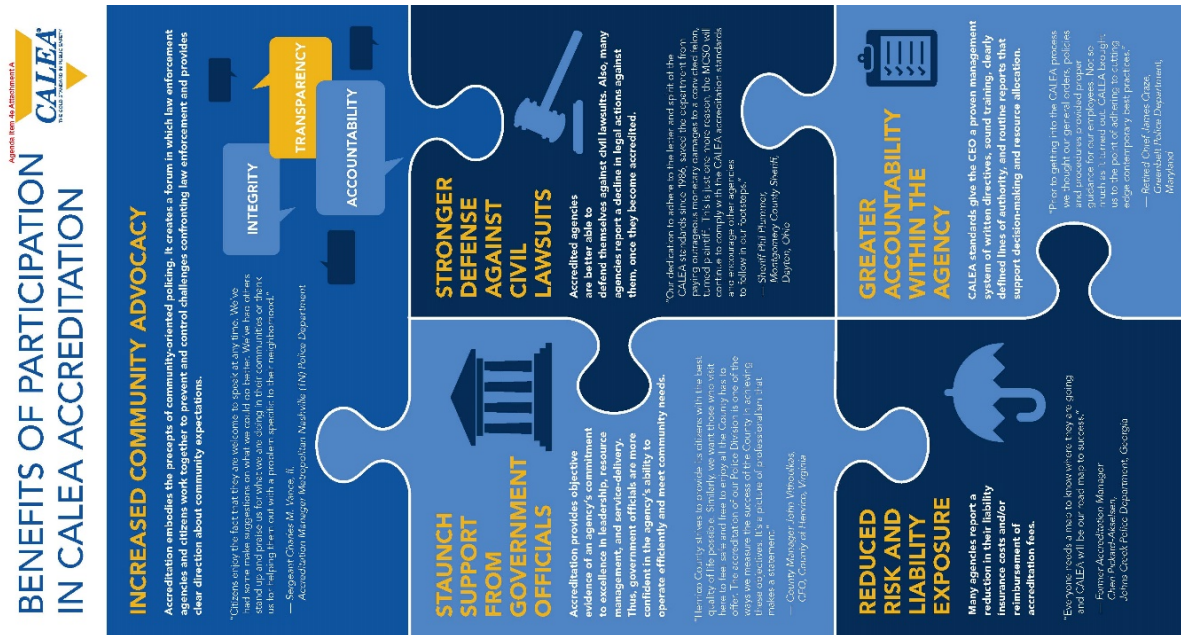


Based on agency size Does not include year 3 on-site fee.		
Software Fee (Minimum fee is limited access for CALEA Process. The higher figure provides essential document and training management tools for all police employees based on 22 employees)	\$450	\$4,750
TOTAL	\$64,873	\$83,104

Action Plan:

The Police Department is convening a committee to evaluate the process of accreditation and make recommendations regarding the course of action to achieve this recognition. –Staff recommends posting the hiring ahead of signing the contract which would start the contract period. The primary role of the position would be that of accreditation manager. However, collateral duties would include grant management, training coordination and other administrative tasks as workload defines. This timeline would allow the accreditation manager to become familiar with the Town and Police Department policies and procedures. Once the contract with CALEA is signed, the position would focus on the CALEA standards and the necessary actions to meet them as soon as possible.

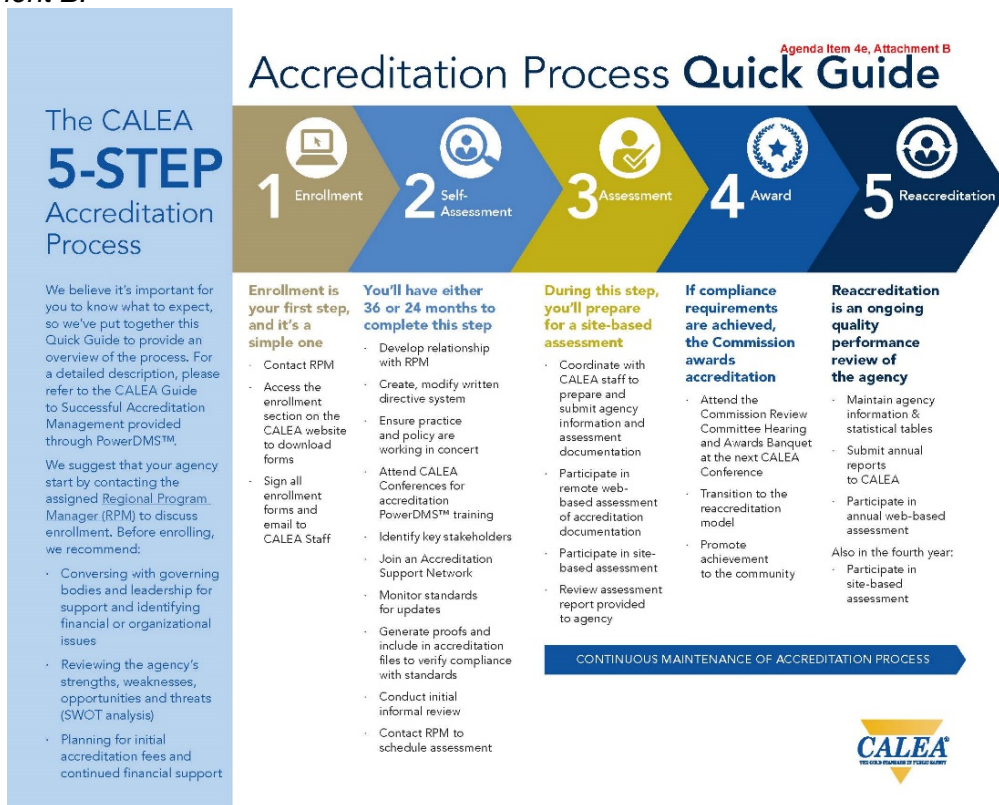
Attachment A:



For more information, contact your Regional Program Manager.
www.CALEA.org | 800.352.4225 | 13675 Heathcote Boulevard, Suite 300 | Gainesville, Virginia 20155



Attachment B:



Agenda Item 4e, Attachment B

REACCREDITATION the four-year review cycle



www.CALEA.org | 703.352.4225 | 13575 Heathcote Boulevard, Suite 320 | Gainesville, Virginia 20155



Police Chief Bill Carter provided an overview of law enforcement accreditation [CALEA]; staff report included above in italics.

Commissioner Joyner questioned the starting pay for a police officer. Police Chief Carter stated \$41,540.

5. PUBLIC HEARINGS

No public hearings scheduled.

6. ADMINISTRATIVE ITEMS

- 6a. Request for waiver of community center rental fee by the Wendell Council of Churches.
Speaker: Parks & Recreation Director Jeff Polaski

[Staff Report]

Item Summary:

When a waiver of community center rental fee is submitted, the waiver request is for the rental of the entire Community Center. The waiver application is reviewed by the Parks and Recreation Commission and it makes a recommendation on the waiver. In turn, the recommendation is forwarded to the Wendell Town Board of Commissioners for action.

The Community Center is reserved when the non-refundable deposit of the cleaning fee is received. A certificate of liability naming the Town as an additional insured is to be received when paying the deposit. If applicable, payment of the staffing fees must be paid a minimum of 30 days prior to the event.

On behalf of the Wendell Council of Churches, Errol Briggerman is asking for the Community Center rental fees to be waived for the National Day of Prayer event on Thursday May 2, 2019. This event will be from 7:15pm until 8:30pm.

The requested fee waiver is: \$255 (3hrs x \$85.00). The Wendell Council of Churches would be responsible for the clean-up fee of \$250 and the staffing fee of \$105 for a total of \$355.00.

On March 4, 2019, the Parks and Recreation Commission reviewed and voted unanimously in favor of waiver of the rental fee for this event.

Parks & Recreation Director Jeff Polaski provided an overview of the request by the Wendell Council of Churches for waiver of community center rental fee; staff report included above in italics.

ACTION:

Mover: Commissioner Carroll moved to approve the fee waiver request of \$255 for the Wendell Council of Churches request.

Vote: 4-0.

- 6b. Discussion to receive policy direction on short-term rentals.

Speaker: Planning Director David Bergmark

[Staff Report]

Item Summary:



In response to a recent citizen inquiry, staff has evaluated Wendell's current regulations which would apply to the operation of private residence short-term rentals such as Airbnb and Homeaway. Based on staff's analysis, there is no current use in the Town's UDO that sufficiently captures this use. Bed and Breakfast Inn represents the closest use contained within the UDO to an 'Airbnb'. The following is the definition of Bed and Breakfast Inn found in the UDO:

***"Bed and Breakfast Inn* means establishments primarily engaged in providing short-term lodging in facilities known as bed-and-breakfast inns. These establishments provide short-term lodging in private homes or small buildings converted for this purpose. Bed-and-breakfast inns are characterized by a highly personalized service and inclusion of a full breakfast in a room rate."**
The 2018 Residential Building code similarly contains a definition for a 'Bed and Breakfast Home', as follows:

***"(5a) 'Bed and breakfast home'* means a business in a private home of not more than eight guest rooms that offers bed and breakfast accommodations for a period of less than one week and that meets all of the following criteria:**

- a. Does not serve food or drink to the general public for pay.***
- b. Serves the breakfast meal, the lunch meal, the dinner meal, or a combination of all or some of these three meals, only to overnight guests of the home.***
- c. Includes the price of breakfast in the room rate. The price of additional meals served shall be listed as a separate charge on the overnight guest's bill rate at the conclusion of the overnight guest's stay.***
- d. Is the permanent residence of the owner or the manager of the business."***

Under the building code, if the short-term rental use meets this definition, there are no requirements for any work or changes to be performed. They are still considered a residential use.

Based on Staff's interpretation of the UDO, unless a short-term rental provided on-site staff to supply a full breakfast and other personalized services, it would not be classified as a 'Bed and Breakfast Inn'. The intent of Airbnb is generally not to provide these types of services, but rather to offer more affordable accommodations without these types of perks.

The UDO also contains a use for a Rooming or Boarding House, which can include short-term accommodations, but this use also requires that it be a facility that provides "a number of related services including, but not limited to housekeeping, meals, and laundry services". Again, Airbnbs do not provide these services and would not fall under this use.

Thus, there is no current use that captures the Airbnb model. From a zoning perspective, any use not captured within the Town's Use Matrices table is de facto prohibited. If the Town desired to support the location of Airbnbs in Wendell, a zoning text amendment should be pursued to define and establish the use and prescribe specific standards tied to said use.

Based on staff's preliminary research, many municipalities (such as Asheville and Raleigh) permit short-term rental of rooms within residential districts with certain restrictions, but not rental of an entire dwelling. In many cases, they may permit whole-house rentals within specific commercial or mixed-use districts, but not strictly residential districts. For those municipalities which do not permit whole-house short-term rentals, it is very likely that this use is still occurring within their jurisdiction. Those municipalities are either unaware of these activities or are not actively pursuing enforcement. It is important to note that enforcement of regulations related to services such as Airbnb would be difficult, due to their often temporary nature.

Staff Comments:

It is staff's recommendation that the Town Board consider amending Wendell's regulations regarding Bed and Breakfast Inns. Based on the current language of the UDO, anyone would be permitted by right to operate a Bed and Breakfast Inn in any district except M&I. There are currently no zoning standards attached this use, beyond what is arguably incorporated into its definition (that breakfast be served). Building code would require the home to be the permanent



residence of the owner or manager of the business, but otherwise it would permit any existing single family detached dwelling to operate as a Bed and Breakfast. The current regulations would permit essentially any home in any neighborhood to become a Bed and Breakfast Inn with virtually no requirements and no approval process.

While staff believes that a Bed and Breakfast Inn use in the correct context would benefit the Town, the current regulations could result in undesired consequences. Regulations could address things such as # of guests, lengths of stay, permitted locations, etc.

A revision to the Town's Bed and Breakfast Inn use would not necessarily address Airbnb, as these are intended to serve different purposes. If it is the Town's desire to permit other types of short-term rentals (beyond a Bed and Breakfast Inn), specific regulations should be created for these types of rentals as well. Example language from the City of Asheville and the City of Raleigh are provided in Attachment A.

Please note that the example language provided would permit short-term rental of rooms within residential districts, but not short-term rental of an entire dwelling. Asheville does permit short-term vacation rental of an entire dwelling elsewhere in its code, but only within specific commercially-oriented zoning districts.

Planning Director David Bergmark provided an overview of short-term rentals; staff report included above in italics.

Commissioner Boyette questioned if the Town received a complaint. Planning Director David Bergmark stated Mayor Gray received a question.

Commissioner Boyette stated he heard that if the use is not within the Town's Code of Ordinances, then the use is prohibited. He questioned the penalty for the offense. Planning Director David Bergmark stated it would be treated as a zoning violation and it would be a fine of \$100 per day.

Manager Collins questioned if the Board of Commissioners wants staff to pursue a recommendation to the Town's UDO.

It was the consensus of the Board for staff to bring back a recommendation.

Commissioner Joyner stated policy is a concern. The enforceability is the same afterwards. He is interested in the use as it generates occupancy tax revenue.

ACTION:

Consensus of the Board of Commissioners for staff to review and bring back a recommendation.

- 6c. Request for replacement of police vehicles.
Speaker: Police Chief Bill Carter

[Staff Report]

Item Summary:

The Town of Wendell Financial Policies include the utilization of an Asset Replacement Schedule to ensure that town equipment such as vehicles and service equipment replacement is in the most



efficient and cost-effective manner. The schedule contains a criteria chart which considers age, mileage, condition, services, reliability, and maintenance costs to serve as the general indicators for initiating vehicles and equipment replacement. Based on that criteria, the vehicles are classified as either needs priority replacement, qualifies for replacement, or does not need replacement.

The police department currently maintains a fleet of 22 vehicles. Nineteen of those vehicles are assigned to the 19 full-time police officer positions. One is a special purpose vehicle that is not pursuit rated and therefore should only be driven for non-emergency use and is used to haul the heavy trailers. The remaining two vehicles are left unassigned and are used when other vehicles are out of service. Vehicles can be out of service, depending on the reason, for a few days up until a few months or longer if heavily damaged or destroyed.

The Police Department's current year Asset Replacement Schedule (Attachment A) identifies four vehicles in the need's priority replacement category and another four which qualify for replacement. One additional vehicle will be requested in the upcoming FY 2020 budget to equip the proposed new officer. At a minimum, this would result in a request for five vehicles in FY 2020. With the cost of a marked patrol vehicle with equipment approaching \$56,000, this would, result in a request totaling \$270,000.

A large vehicle purchase in the upcoming fiscal year would not only have an adverse impact on the budget but would also affect a balanced fleet management system. In FY 2018 the Town purchased five police vehicles. The FY 2019 budget authorized the purchase of two police vehicles. A balanced fleet management strategy allows for more consistent budgeting and reduced maintenance cost. Staff expects to replace approximately 3 vehicles per year based on a fleet of 22 and rotating vehicles out every seven years on average.

To reduce the budgetary requests for vehicles in FY 2020 and improve effectiveness of the vehicle replacement strategy, staff proposes the purchase of two of the vehicles in FY 2019. The cost estimate and proposed vehicles are as follows:

\$102,000 (One Marked Patrol Vehicle, One Investigator's Vehicle)

Staff requests authorization to purchase two vehicles using funds currently appropriated to the police department for salaries available due to attrition savings associated with vacant positions. The request is made following the review and recommendation of finance and town manager.

Police Chief Bill Carter provided an overview of the request for replacement of police vehicles; staff report included above in italics.

Town Manager Collins added the Town is moving to a five-year capital plan for consistency. He added the cost of vehicles is increasing. The vehicle is the office for the police officer.

Commissioner Boyette questioned what is being pulled. Chief Carter stated the golf cart or the trailer with the department supplies. He added the use of the vehicle to pull the trailers is several times a year.

Commissioner Boyette questioned the use of a public works vehicle. Chief Carter stated there is value for the police department to have a pick up truck.



ACTION:

Mover: Commissioner Joyner moved to approve as requested.

Vote: 4-0.

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:



Technical Review Committee [TRC] [Commissioner Carroll]



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

Updated on board committee(s) provided.

8. COMMISSIONERS' REPORTS / COMMENTS

Commissioner Joyner expressed concern for children in need not being provided a lunch. He added that he would reach out to the Wendell Council of Churches to see if this can be addressed in Wendell.

9. MAYOR'S REPORTS / COMMENTS

Mayor Gray provided the following:



Presented State of the Town to the Rotary Club; presentation is available on the Town's social media and Town's website.



Attended the East Wake High School March Business Alliance meeting.



Participated in a panel discussion with the local Girl Scouts troop.



Town is in the middle of its Arbor Day celebrations.



Saturday, March 30 is the ProTown BMX



Saturday, March 30 is the 2nd Annual People's Choice BBQ Challenge



Wendell Council of Churches Re-stocking of the local pantries:

- Delivery of grocery bags on Saturday, April 6, 2019
- Pick up of grocery bags filled with non-perishable on Saturday, April 13, 2019

10. CLOSED SESSION

10a. Closed session will be called to discuss employment [NC GS 143-318.11 (a) (5)].

ACTION:

Mover: Commissioner Boyette moved to go into closed session in accordance with NC GS 143-318.11 (a) (5) at 8:15 p.m.

Vote: 4-0.



ACTION:

Mover: Commissioner Joyner moved to return to open session at 8:32 p.m.
Vote: 4-0.

11. ADJOURN

ACTION:

Mover: Commissioner Carroll moved to adjourn at 8:32 p.m.
Vote: 4-0.

Duly adopted this 28th day of May 2019, while in regular session.

ATTEST:

Virginia R. Gray,
Mayor

Megan Howard,
Town Clerk

