

**TOWN OF WENDELL
BOARD OF COMMISSIONER MEETING MINUTES
OCTOBER 14, 2019**

The Wendell Town Board of Commissioners held their regularly scheduled meeting on Monday, October 14, 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, Jason Joyner, David Myrick and Ben Carroll

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

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 Bob Flemming of the Wendell Council of Churches provided the invocation.

1. ADJUSTMENT AND APPROVAL OF THE AGENDA

ACTION

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

Vote: 5-0

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

Joe DeLoach 1704 Drift Falls Lane, Wendell, thanked the Town for their assistance with the Harvest Festival on behalf of the Wendell Chamber of Commerce. He said that next year's Harvest Festival will be October 3rd, 2020.

Braxton Honeycutt, 1020 Grove View Wind, Wendell, thanked Joe DeLoach.

Georgia Johnson, 2420 Wendell Boulevard, spoke about a road issue on Wendell Boulevard causing a noise concern for her household. She asked the Town to help her fix the problem.

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

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individual board member may pull items from the Consent Agenda for further discussion. Items pulled will be handled with the "OTHER BUSINESS" agenda topic.

ACTION

Mover: Mayor Pro Tem Jon Lutz moved to approve the Consent Agenda as presented.
Vote: 5-0

- 3a. Resolution R-18-2019 Authorizing the Trade or Sale of Police Department Surplus Property valued less than \$30,000.
- 3b. Ordinance O-21-2019 Enacting and Adopting the 2019 S-6 Supplement to the Code of Ordinances for the Town of Wendell.
- 3c. Amendment to policy 106: Use of the Board of Commissioners' Board Room
- 3d. Minutes from the September 9, 2019 regular Town Board Meeting
- 3e. Minutes from the September 23, 2019 regular Town Board Meeting

4. RECOGNITIONS, REPORTS, AND PRESENTATIONS

- 4a. Presentation of Women's Equality Day Certificate to Mayor Virginia Gray
Speaker: League of Women Voters Board - Cheryl Tung and Diana Wynn

Cheryl Tung and Diana Wynn presented Mayor Gray with the Women's Equality Day Certificate on behalf of the League of Women Voters.

- 4b. Recognition of National Community Planning Month
Speaker: Mayor Virginia Gray

Mayor Virginia Gray presented the following, in italics:

Item Summary:

The American Planners Association (APA) recognizes October as National Community Planning Month. The 2019 theme for the month is "Planning for Infrastructure That Benefits All" to highlight how well-planned infrastructure projects strengthen community, boost the economy, expand opportunity, and promote equitable development.

The proclamation recognizes the efforts of the Board, citizen planners, and professional staff, for advancing community planning efforts past and present. Efforts include the 2019 Strategic Plan, Budget with a 5-Year Capital Improvement Plan, Town Hall design funding, Downtown Parking and Event Space design-build funding, Parks and Recreation Master Plan, Wendell Boulevard Sidewalk Project funding, and Comprehensive Plan Update funding. Such efforts, among others, represent an ongoing

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commitment to realize the goal of planning to maximize the health, safety, and economic well-being of all people living in Wendell.

Mayor Gray presented the proclamation and thanked everybody that takes part in the planning process.

5. PUBLIC HEARINGS

There are no public hearings scheduled.

6. ADMINISTRATIVE ITEMS

- 6a. Authorization to Execute Contract for Design Services for the Wendell Boulevard Pedestrian Project with Kimley Horn in the Amount of \$268,790.53
Speaker: Planning Director David Bergmark

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

Background:

The Wendell Boulevard Pedestrian Project advances several strategic initiatives of the 2019 Strategic Plan and implements sidewalk recommendations of the 2016 Pedestrian Plan by providing continuous sidewalk from Wendell Elementary School (Downtown) to the Food Lion shopping center on Wendell Boulevard. The project also addresses unsafe pedestrian crossings at Wendell Falls Parkway, Wall Street, and Marshburn Road along Wendell Boulevard and provides a traffic signal at the intersection with Wendell Falls Parkway.

A basic concept plan for the proposed Wendell Boulevard Improvements is included as Attachment B. The proposed improvements to Wendell Boulevard would include:

- The construction of approximately 2000 LF of new sidewalk to fill existing gaps.*
- Closing off Wall Street at its intersection with Wendell Blvd.*
- Signalization/improvements to the Wendell Blvd/Wendell Falls Parkway intersection.*
- Pedestrian Improvements and modifications to the Marshburn Road/Wendell Blvd. intersection.*

On July 22, 2019, the Town Board authorized the Town Manager to enter into negotiations with Kimley Horn to provide design and engineering services for this project, in adherence with all state and federal guidelines necessary for the Town to subsequently pursue funding through CAMPO's Locally Administered Planning Program (LAPP) for Right-of-Way (ROW) and Construction phases of the project.

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Kimley Horn was contracted to assist the Town in preparing material for the LAPP submittal. The majority of this work has been completed, with the remaining items to be finished prior to October 30, 2019 (LAPP submittal deadline). The project will be divided into two (2) LAPP grant submittals following discussions with CAMPO and NCDOT to meet procedural requirements for State and Federal funding.

- *Submittal 1 will address the sidewalk extension along Wendell Boulevard and the intersection improvements to Marshburn Road. This submittal will compete against other bike/ped projects.*
- *Submittal 2 will address operational improvements to the Wendell Blvd/Wendell Falls Parkway intersection, including signaling the intersection and the closing of Wall Street. This submittal will compete against other roadway projects.*

Item Summary:

Preliminary cost estimates (incorporated into the Town's CIP) included \$185,000 for design/engineering work for this project, with an additional \$1,300,000 for ROW acquisition and construction. The design work was appropriated in this year's budget, with the Town's portion of ROW and Construction costs planned for the fiscal year 2021 budget.

The revised cost estimates provided by Kimley Horn and negotiated by staff are as follows:

- *Design/NEPA Contract Cost- \$268,790.53*
- *ROW/Construction Estimate– \$1,803,185*
 - *\$1,034,094 for Submittal 1*
 - *\$769,091 for Submittal 2*

This represents an increase of \$83,790.53 than the initial estimates developed in fall 2018. The projected cost increase is due to higher ROW and utility relocation estimates than were developed during Kimley Horn's preliminary investigation. Additionally, the preparation of two submittals to meet procedural requirements of obtaining state and federal funding for later phases also increases the cost.

Staff recommends the Board to authorize the Town Manager to execute the contract for design services for the Wendell Boulevard Pedestrian Project with Kimley Horn in the amount of \$268,790.53. The budget amendment will be officially reconciled at fiscal year-end by fund balance appropriate, if needed. The cost adjustment for the ROW and construction phases will be made in the fiscal year 2021 budget process by increasing grant funding and local match. The local match requires a minimum 20% for a LAPP application.

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A copy of the scope of services for the Design/NEPA agreement is included as Attachment B. The current project schedule completes design, ROW, and construction in July 2022.

Mr. Bergmark offered to answer any questions the Board might have.

Commissioner Jason Joyner asked if Mr. Bergmark could explain how the design plan is going to work regarding public notice. He said that closing roads and changing traffic patterns is something to think about. He asked if there would be time for the public to give feedback.

Mr. Bergmark said that the design would come in phases, with an initial 25% design plan that would come in early. He said the Town would have public involvement along the way. Later, the Town would receive a 90% design plan. He said that the Town would have time to make adjustments based on input received. Mr. Bergmark said that the graphic presented in the Agenda Packet is based on Kimley Horn's initial thoughts based on what staff has expressed. He said that one concern was making Marshburn Road a safe crossing space for school access.

Mr. Joyner clarified that if the Town would put the money up for phase 1 design, would Kimley Horn walk the Town through phases 2 and 3 of the LAPP process.

Mr. Bergmark said that the Town has contracted with Kimley Horn to help prepare some of the information required for the LAPP submittal. The Town and consultant are in the process of submitting the application with the deadline for the right of way construction phases being due by the end of October. Mr. Bergmark said that there are two pieces left to put together before submittal. A pre-submittal meeting was held with CAMPO with DOT representatives, which is part of the reason why this item came before the Board this evening concerning the cost adjustment.

Commissioner Ben Carroll asked what the initial bid was.

Town Manager Marc Collins said it was approximately \$320,000.00

Mr. Carroll asked if there was a reduction of services involved with the lowering of cost.

Mr. Collins said that staff clarified on Marshburn Road that the solution would be within existing right-of-way and would not require additional property or right-of-way acquisition at that location, which reduced some of the design. He said that completing the LAPP application preparation outside of the phase I design reduced the cost.

Mr. Bergmark said that there were also optional services that the Town might want in the future, but are not required at this phase, right now.

Mr. Collins said that staff felt confident in the design and NEPA components that need

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to move forward in the LAPP process. He said that, while this cost is a little higher, the impact on the actual construction is only about \$60,000 to meet a 20% local match. If the Town is shifting more from a 30% match down to a 20% match, which affects a few points in the applications, it's only a \$60,000.00 increase in construction. He said that the Town needed to make sure it had accurate design and environmental for Federal process.

Mr. Carroll asked where the Town was planning on pulling the \$60,000.00 from.

Mr. Collins said it would have to be adjusted in next year's capital budget as part of the budget development process.

Commissioner Jon Lutz asked if the Town's match is 20% for the project.

Mr. Bergmark said that it was for the later phases. This phase right now for design engineering is being done outside of LAPP with Town funds. Design only applications, do not score as the Town gets bonus points if the Town has not received LAPP approval within the last five years. Mr. Bergmark said that doing the design phase using Town funds first allows the Town to receive the bonus points on the expensive part, which is the right-of-way and the construction. He said LAPP is a reimbursement program.

Mr. Lutz asked if the meetings with the representatives went well.

Mr. Bergmark said they went well and emphasized the advantage of working with Kimley Horn is the prior work experience for DOT on the LAPP program.

Mr. Lutz asked if the sidewalks were running up the northeast side of Wendell Boulevard.

Mr. Bergmark confirmed.

Mr. Lutz asked if it was on the opposite side of the fire department.

Mr. Bergmark said that was correct. That side looked to have fewer utility conflicts, making it more affordable.

ACTION

Mover: Mayor Pro Tem Lutz moved to approve the Authorization to Execute Contract for Design Services for the Wendell Boulevard Pedestrian Project with Kimley Horn in the amount of \$268,790.53

Vote: 5-0

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- 6b. Authorization to Execute Contracts for On-Call Engineering Services with two Firms: (1) AMT and (2) Withers and Ravenel.
Speaker: Planning Director David Bergmark

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

Item Summary:

On June 26, 2019, the Town issued a request for qualifications (RFQ) for on-call engineering services. Currently A. Morton Thomas and Associates, Inc. (AMT) provides this service for the Town, but the term of their contract elapsed in 2015. The growing engineering and capital project needs of the Town necessitated a reevaluation of contract options for these services. The goal of the RFQ was to identify one or more firms that could serve as the Town Engineer and represent the Town in various aspects related to Engineering Services. The scope of work for the selected firm(s) could include:

- Development Plan Review, as a member of the Town's Technical Review Committee*
- In-house or sub Professional services related to surveying; structural; civil engineering/landscape architecture and/or other specialty services that may be required for transportation related projects (including but not limited to review of Transportation Impact Assessments (TIA);*
- Site visits;*
- Schematic/Conceptual Design and Cost Estimation;*
- Other related design services that may arise for site visits;*
- Complete Design Services for small capital projects;*
- Construction Administration; and*
- Storm water project consulting to include maintenance of GIS mapping system and Phase II audit concerns/regulations.*

The RFQ required interested firms to submit their letter of interest and qualifications by August 1, 2019. A total of six vendors submitted proposals by the deadline. Copies of the submitted qualifications were distributed to key Wendell staff members for independent review and evaluation utilizing the selection criteria included in the RFQ and necessary to satisfy the goals of the RFQ. Staff reviewing the proposals included the Finance Director, Public Works Director, and Planning Director. Upon completion of the independent review, a meeting was held with the selection team to establish a consensus ranking of the submittals to ultimately recommend the top two firms to the Town Manager pursuant to the requirements of the RFQ.

The firms recommended to the Town Managers for additional consideration and presentations were:

- A. Morton Thomas and Associates, Inc. (AMT)*
- Withers and Ravenel*

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Presentations were conducted by the finalists on Friday, September 6, 2019. Upon review of all supplied materials, information received in the presentations, reference check results and other due diligence efforts, it is the consensus recommendation of the participants that both firms be contracted with the Town of Wendell to perform different on-call engineering services, tailored to their individual strengths and capabilities. The negotiated contracts would be for an initial 3-year term, with the ability for 1-year extensions.

As proposed, the break-down of services to be provided by each firm would be as follow:

<u>Withers and Ravenel Associates</u>	<u>A</u>	<u>Morton</u>	<u>Thomas</u>	<u>&</u>
• Environmental				Development Plan Review
• Surveying Review				Transportation Impact Assessment
• Transportation				Field Inspections
• Planning				Annual Powell Bill Updates
• GIS				Bond Estimate Review
• General Civil				Construction Estimates
• Landscape Architecture				
• Stormwater Engineering				
• Construction Administration				
• Field Inspection				
• Construction Estimates				

In general, the proposed structure would retain AMT for most of the engineering services they are currently providing the Town, while contracting Withers and Ravenel to take over Stormwater Engineering and assist with various services related to capital projects.

The master services agreement (MSA) will provide 12-month pricing and would fall within appropriated funds in the FY20 budget. Separate projects agreements will be established for specific program needs (for example: an agreement for stormwater engineering services) with the MSA providing rate sheets and governing rules for services. Any proposed engineering costs which exceed appropriations in the the adopted budget would require approved by the Town Board prior to commencement of services. The award of contracts is not exclusive and the Town may still approve other firms to provide services on projects as needed.

Staff recommends authorization to enter final negotiations to execute a master services agreement or contract with A Morton Thomas & Associates and Withers and Ravenel to provide on-call engineering services.

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

Commissioner Ben Carroll asked which other four engineering firms submitted a

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proposal.

Mr. Bergmark said that it was JMT, CSD Engineering, Rami Kemp, and McGill & Associates.

Commissioner Jason Joyner asked how this differs from the Town's relationship in the past with AMT and what sort of cost savings is the Town achieving with having a 12-month versus a regular retainer.

Mr. Bergmark said that the Town's term with AMT is expired, but it's not that different with what the Town has done in the past with AMT. The Town would have a contract that would agree to an hourly rate structure depending on which members of their team are performing functions. He said you're only being billed as they perform services.

Town Manager Marc Collins said that the rules and regulations that the Town is subject to is increasing with time increasing the complexity and amount of engineering services needed. He said that the last engineering contract expired in 2015, so the Town's engineer was working month-to-month without a contract and Fee Schedule. This necessitated the Town to start the process to qualify engineering companies to meet the increased service needs. Staff wants to make sure that engineering services remain timely as the Town grows. AMT is needed to respond to development projects that are received. However, public works needs an engineer to be able to work on stormwater compliance. He said that the State Department of Environmental Quality is doing audits of all the local governments' stormwater programs, with Wendell's being in 2022. While stormwater mapping will be completed this year, the stormwater program has to be developed for the state audit. Town staff felt it better to have two separate entities working there because there was nothing wrong with the job that AMT was doing on design review, but the Town needs additional engineering services to handle the additional work. He said if the Town has other projects like the design build out for the downtown parking and event space, other firms can apply for that. These are just the Town's on-call engineers.

Commissioner Ben Carroll asked if there was a cost associated with being the on-call engineer.

Mr. Collins said the cost for engineering services were already appropriated in the Planning and Public Works line item budgets, so nothing changes as far as cost. He said that this is just the contract that identifies which firms can do the work.

Mr. Carroll asked if it would change again, next year.

Mr. Collins said that each budget year would be an independent decision of the Board as a whole during the budget process. He said that, regarding their rate sheets, there's a state statute that sets the process you have to go through to get surveying, engineering and other professional services, which is the process that the Town follows.

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They provide their qualifications and rate sheets as a part of that process.

ACTION

Mover: Mayor Pro Tem Lutz moved to approve the Authorization to Execute Contracts for On-Call Engineering Services with two Firms: (1) AMT and (2) Withers and Ravenel.

Vote: 5-0

- 6c. Request for the Addition of a Human Resources Administrator Position to the Fiscal Year 2020 Budget effective December 1, 2019
Speaker: Town Manager Marc Collins

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

Item Summary:

Staff requests the addition of a Human Resources Administrator position to be added mid-year to the FY 2020 Budget to assist with regulatory compliance, administration of the Personnel Policy, and implementation of strategic initiative projects. The position will provide the staff time needed to advance a Top Priority strategic initiative of the Board to "Evaluate human resource policies for overtime, insurance selection, employee evaluation, compensation, comparative benefits, and training programs.

The Finance Director was assigned the Human Resources Officer role in the past. The two roles have a conflict of interest as one protects the fiscal health of the Town and the other has legal and risk implications related to personnel. The Human Resource Specialist position in the Finance Department fills the payroll and benefits responsibilities of the organization which are separate from human resources officer requirements. The Town Manager is now the only employee with formal human resources training and experience.

The position was not originally requested in the FY 2020 as the new Town Clerk was assuming the clerk and communications responsibilities from the Special Assistant to the Manager. The Special Assistant to the Manager had trained to assume the Human Resources Officer assignment in FY 2020 in addition to other project assignments. With the retirement of the position in July 2019 after budget adoption, the need to fill the human resource role remains.

The requested Human Resources Administrator position will be assigned the Role of Human Resources Officer identified in the Personnel Policy. General responsibilities identified in the Personnel Policy include:

- *Recommend rules and revisions to the personnel system to the Town Manager for consideration;*

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- *Recommend changes as necessary to maintain an up to date and accurate position classification plan;*
- *Recommend necessary revisions to the pay plan;*
- *Recommend which employees shall be subject to the overtime provisions of the Fair Labor Standards Act (FLSA);*
- *Maintain a roster of all persons in the municipal service;*
- *Establish and maintain a list of authorized positions in the municipal service at the beginning of each budget year which identifies the each authorized position, class title of position, salary range, any changes in class title and status, position number and other such data as may be desirable or useful;*
- *Develop and administer such recruiting programs as be necessary to obtain an adequate supply of competent applicants to meet the needs of the Town;*
- *Develop and coordinate training and education programs for Town employees;*
- *Investigate periodically the operation and effect of the personnel provisions of the Personnel Policy;*
- *Perform such other duties as may be assigned by the Town Manager not inconsistent with the Personnel Policy;*
- *Maintain all records and files related to human resources management and act as the custodian of the same.*

Specifically, the position is necessary to assist with the implementation of the compensation and classification study currently in progress, initiate the ADA transition process as the ADA Coordinator of the Town, develop an employee evaluation system, and update processes, records, and policies to meet regulatory compliance.

While the position is not appropriated in the FY 2020 budget, staff is requesting it be filled in advance of the Risk Manager position planned for FY 2021. The risk manager position would be added in a future fiscal year. The approximate cost of the position for six (6) months with benefits is \$39,500. The funding would be appropriated at the end of fiscal year budget amendment using accrued savings and increased revenues, if available, or fund balance if not.

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

Commissioner Jon Lutz asked if the future position for a risk manager is a job responsibility that an HR person could handle.

Mr. Collins said he thinks an HR Administrator could handle a lot of the responsibilities that a risk manager would, such as safety and training programs with departments. If both job responsibilities could be satisfied, it would be ideal.

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Mayor Virginia Gray asked what department the position would work under.

Mr. Collins said the position would work under the Administration department, reporting to the Town Manager.

Commissioner Ben Carroll asked where the Town was going to put the HR Administrator, office-wise.

Mr. Collins said that staff would evaluate available space within the current building and locate space needs prior to filling the position.

Mr. Carroll asked if this was something that the Board could approve with conditions, once Mr. Collins and Finance Director Butch Kay decide that it's necessary, to reach back out to the Board to let them know where the money's coming from before it's approved.

Mr. Collins said that right now, the money would come from the fund balance if it's not in accrued savings from positions. He said that he can't say exactly how long positions will stay open, but each month that goes along, there's an accrued savings in those positions. He said he wanted to wait until it's a little bit closer to the mid-year in order to feel comfortable with where revenues are headed. Right now, they're tracking very strong with the growth that the Town has experienced. Mr. Collins said that he wanted to get the position posted sooner, as the Town Board will have limited meetings that will be pretty busy between now and the new year. He said he would stay in communication with the Board when that decision is made and the justification that Mr. Kay and Mr. Collins used to make that decision will be shared.

Mr. Carroll asked Attorney Jim Cauley if the Board would have to walk back through the formal process or is this something the Board can approve with conditions, now and be updated on the specifics via email.

Attorney Jim Cauley said that the Town Board could approve it with conditions, but that it would be difficult to go solicit the employee with those conditions. He said he'd recommend that if the Board is inclined to approve it just to approve it as a clean approval. He said to instruct the manager to keep the Board apprised of the process.

Commissioner Jason Joyner said that he appreciates the Town putting some focus on human resources. He said that personnel costs are the most expensive area and could cost the town a lot of money if things were to go badly without an HR position in place. He said that lapsed salary is great, but it's not recurring. That being said, there's an understanding and he's trusted staff's budget math so far and it has worked out well. Mr. Joyner said that it's a needed position and shares the concern about where this person will stay specifically relative to their job title and the need in HR not to have open access to their office files. Outside of that, Mr. Joyner had no other reservations.

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Commissioner Jon Lutz said that in agreement of that, he thinks that anyone who owns a business knows that HR is a big risk management need and can be a time-eater on administrative time. Mr. Lutz said that he thinks the idea of having the Town Manager handling HR seems like it's not the best use of his talents or skills. Mr. Lutz said that having a position available for staff who is well-trained is the way to go about this. He said that Commissioner made a good point that certainly, you want to be doing this right and at the same time, he agrees that the Board wants to make sure this isn't a general fund balance paid position; but he thinks it's needed nonetheless.

ACTION

Mover: Mayor Pro Tem Lutz moved to approve the Request for the Addition of a Human Resources Administrator Position to the Fiscal Year 2020 Budget effective December 1, 2019

Vote: 5-0

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:
 Wendell Volunteer Fire Dept., Board of Directors [Commissioner Joyner]

Commissioner Jason Joyner said that the Fire Board met last Thursday in anticipation of receiving their audit, which was rescheduled for a later date. The Fire Board is anticipating the purchase of a new utility truck running EMS calls in the greater downtown Wendell area. He said they would be meeting again next week.

8. COMMISSIONERS' REPORTS / COMMENTS

Commissioner Jason Joyner said that the Harvest Festival was a success and the Town staff did a great job working with the Chamber. He said the new parade route was great and drew a large crowd. He thanked the Town and Chamber for all their hard work. Mr. Joyner also mentioned that the Town lost Sandy Jones on September 26th as a member of the Economic Development Commission and spent his entire life living in Wendell. He was an active member of the community and the son of a previous Mayor. Mr. Joyner requested that the Town adjourn in his honor at the end of the meeting.

Commissioner John Boyette thanked the Town and Chamber for their work on the Harvest Festival. He said he enjoyed how big the event was and how many more vendors were present.

Commissioner David Myrick said that the Chamber did a fantastic job and said that his farm was getting ready to harvest its own crops.

Commissioner Jon Lutz said that the Harvest Festival was a great event and said that it

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felt a lot larger. He also said that he was happy the pedestrian plan was moving forward, as he was always bothered by the lack of sidewalks and people walking in the roads. He said he looks forward to the day where people can walk to get groceries and walk home, safely.

Commissioner Ben Carroll had no comment.

9. MAYOR'S REPORTS / COMMENTS

Mayor Virginia Gray thanked the Chamber of Commerce for the Harvest Festival and Town staff for playing a role and the many volunteers that took the time to help.

Mayor Gray reminded the Town that the Trick or Treat Trail is coming up on October 25th and is a fun-not-scary event for kids.

Mayor Gray mentioned that she's serving on the steering committee that is working for the Wake County Family Justice Center through InterAct. Mayor Gray said she would continue with updates in the future as there would be further meetings. Mayor Gray said that October is Domestic Violence Awareness Month in Wake County. The goal is to remember the lives lost, honor survivors and celebrate that Wake County is a community of hope. Mayor Gray said that InterAct serves many residents in Wendell and if anyone is interested in getting involved, they're always looking for volunteers.

10. CLOSED SESSION

Closed session will be called if necessary.

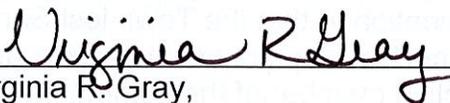
11. ADJOURN

ACTION:

Mover: Commissioner Jason Joyner moved to adjourn in Sandy Jones' honor and memory at 7:59 p.m.

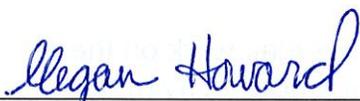
Vote: 5-0

Duly adopted this 12 day of November, 2019, while in regular session.



Virginia R. Gray,
Mayor

ATTEST:



Megan Howard,
Town Clerk

