



**Wendell Town Board of Commissioners**

**Board Room**

**15 E. Fourth Street, Wendell, NC 27591**

**Town Board Meeting Agenda**

**Monday, September 28, 2020 @ 7:00 PM**

**SPECIAL NOTICE**

Due to the Declared State of Emergency in response to the COVID-19 Virus, the Town of Wendell has altered the traditional meeting process to accommodate and encourage positive public health practices. The Town is incorporating virtual meeting practices to continue the work of the Board of Commissioners while taking proactive measures to maintain transparency and provide for public comment.

The public is encouraged to remain home and watch the business meeting on Facebook Live, or after it is posted to the Town website, or by calling (919) 375-6880 and listening to the meeting. No direct access to Town Hall will be allowed.

Public Comment period for the September 28, 2020 Board of Commissioners meeting shall be organized in advance. The public can submit their written public comment to the Town Clerk via email to [mhoward@townofwendell.com](mailto:mhoward@townofwendell.com) or submit a request to call in and teleconference during the Board of Commissioners meeting by emailing their name, address, and phone number to the clerk via email by Friday, September 25<sup>th</sup> at 5 p.m.

**CALL TO ORDER**

- Welcome – Mayor Virginia Gray
- Pledge of Allegiance – Police Chief Bill Carter
- Invocation – Wendell Council of Churches

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

**2. PUBLIC COMMENT PERIOD**

- The Public Comment period for the September 28, 2020 Board of Commissioners meeting shall be organized in advance. The public can submit their public comment to the Town Clerk via email to [mhoward@townofwendell.com](mailto:mhoward@townofwendell.com) by Friday, September 25<sup>th</sup> at 5 p.m.

or

- Submit a request to speak over the phone during the Board of Commissioners meeting by emailing their name, address, and phone number to the clerk via email by Friday, September 25<sup>th</sup> at 5 p.m. The Clerk will provide the call-in phone number and provide three (3) minutes to speak on any non-public hearing item or topic.
- Questions or comments regarding specific agenda items may be directed to the contact person provided for the individual items on the agenda below for additional information before or after the 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. Adoption of the August 24, 2020 Town Board of Commissioners Meeting Minutes

Staff Contact: Town Clerk Megan Howard  
[mhoward@townofwendell.com](mailto:mhoward@townofwendell.com)

#### 3b. Adoption of the September 14, 2020 Town Board of Commissioners Meeting Minutes

Staff Contact: Town Clerk Megan Howard  
[mhoward@townofwendell.com](mailto:mhoward@townofwendell.com)

#### 3c. Wake County Tax Report of September 8, 2020

Staff Contact: Town Clerk Megan Howard  
[mhoward@townofwendell.com](mailto:mhoward@townofwendell.com)

#### 3d. Certification of Sufficiency and Resolution to set a Public Hearing Date for Non-contiguous Annexation Petition A-20-04 for 61.43 Acres located at 1129 Edgemont Rd., 1213 Edgemont Rd., 0 Edgemont Rd., 0 US HWY 64 E, and 0 Merganzer Rd. and identified by PIN #'s 1775-70-5631, 1775-71-4047, 1775-60-5484, 1775-51-9103, and 1775-50-6528.

Staff Contact: Town Clerk Megan Howard  
[mhoward@townofwendell.com](mailto:mhoward@townofwendell.com)

- 3e. Approval of resolution directing the clerk to investigate a contiguous annexation for two parcels totaling 19.64 acres [17.32 for PIN #1783-95-6846 and 2.32 acres for PIN #1783-86-9690] located at 0 S Selma Road and 0 S Hollybrook Rd.

Staff Contact: Town Clerk Megan Howard  
[mhoward@townofwendell.com](mailto:mhoward@townofwendell.com)

- 3f. Resolution directing the Town Clerk to investigate a Non-contiguous Annexation for 4 Parcels totaling 87.89 Acres (29.21 for PIN #1793-29-4123, 32.61 for PIN #1793-27-0810, .72 for PIN #1793-17-7440 and 25.33 for PIN #1793-38-0878) located at 929 JoJo Drive, 745 Lions Club Road, 753 Lions Club Road, and 0 Morphus Bridge Road, respectively.

Staff Contact: Town Clerk Megan Howard  
[mhoward@townofwendell.com](mailto:mhoward@townofwendell.com)

#### 4. RECOGNITIONS, REPORTS, AND PRESENTATIONS

- 4a. 2020 Pavement Condition Survey (PCS) Report prepared by Withers Ravenel

Staff Contact: Public Works Director Brian Bray  
[bbray@townofwendell.com](mailto:bbray@townofwendell.com)

- 4b. Locally Administered Projects Program (LAPP) Update – U-6244 & EB-6048 (Wendell Boulevard Pedestrian and Intersection Improvements)

Staff Contact: Planning Director Niki Jones  
[njones@townofwendell.com](mailto:njones@townofwendell.com)

- 4c. Continued Discussion of Downtown Service Comparatives for Parking, Food Trucks, Electric Vehicle Charging, Lighting, and Solid Waste Service.

Staff Contact: Assistant to the Manager Stephanie Smith  
[ssmith@townofwendell.com](mailto:ssmith@townofwendell.com)

#### 5. PUBLIC HEARINGS

**There are no public hearings scheduled for this meeting.**

#### 6. ADMINISTRATIVE ITEMS

- 6a. Zoning Map Amendment request to rezone 50.63 acres from Rural Residential (RR) to Residential-3 (R3) located at 0 Eagle Rock Road (PIN# 1774-72-4863).

Staff Contact: Planning Director Niki Jones  
[njones@townofwendell.com](mailto:njones@townofwendell.com)

- 6b. Locally Administered Projects Program (LAPP) Update – U-5323 (Intersection of Business US 64, Rolesville Road, and Eagle Rock Road)

Staff Contact: Planning Director Niki Jones  
[njones@townofwendell.com](mailto:njones@townofwendell.com)

**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:



Capital Area Metropolitan Planning Organization (CAMPO) – Mayor Virginia Gray



Technical Review Committee – Mayor Pro Tempore John Boyette

**8. COMMISSIONERS' REPORTS / COMMENTS**

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

**10. CLOSED SESSION**

*Closed session will be called if necessary.*

**11. ADJOURN**