



Wendell Town Board of Commissioners

Board Room

15 E. Fourth Street, Wendell, NC 27591

Town Board Meeting Agenda

Monday, January 25, 2021 @ 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 January 25, 2021 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 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, January 22nd 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 January 25, 2021 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 by Friday, January 22nd 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, January 22nd 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. Wake County Tax Report

Staff Contact: Town Clerk Megan Howard
mhoward@townofwendell.com

3b. Adoption of January 11, 2021 Town Board Meeting Minutes

Staff Contact: Town Clerk Megan Howard
mhoward@townofwendell.com

3c. Approval of Certificate of Sufficiency and Resolution Setting the Public Hearing of a non-contiguous annexation for one parcel totaling 47.42 acres [PIN 1794-55-1682] located at 5060 Wendell Boulevard.

Staff Contact: Town Clerk Megan Howard
mhoward@townofwendell.com

3d. Approval of Certificate of Sufficiency and Resolution Setting the Public Hearing of a non-contiguous annexation for one parcel totaling 50.63 acres [PIN 1774-72-4863] located at 0 Eagle Rock Road.

Staff Contact: Town Clerk Megan Howard
mhoward@townofwendell.com

- 3e. Adoption of a Resolution Authorizing the Sale of Surplus Personal Property Valued at less than \$30,000 by electronic auction.

Staff Contact: Finance Director Butch Kay
bkay@townofwendell.com

- 3f. Adoption of a Resolution Ratifying the Town of Wendell's Vote on the North Carolina League of Municipalities Legislative Advocacy Goals

Staff Contact: Town Clerk Megan Howard
mhoward@townofwendell.com

- 3g. Replacement of a Planning Board member on the Blueprint Wendell 2030 Comprehensive Plan Steering Committee

Staff Contact: Planning Director Niki Jones
njones@townofwendell.com

4. RECOGNITIONS, REPORTS, AND PRESENTATIONS

- 4a. Presentation on Updated Capital Expenditure Plan for Projects funded by the Issuance of Debt.

Staff Contact: Town Manager Marc Collins
mcollins@townofwendell.com

- 4b. Presentation on Upcoming Downtown Improvements.

Staff Contact: Assistant to the Town Manager Stephanie Smith
ssmith@townofwendell.com

- 4c. Presentation of a Resolution acknowledging a Congratulations to Representative Darren Jackson and his Appointment to the North Carolina Court of Appeals.

Presentation by: Mayor Virginia Gray
vgray@townofwendell.com

- 4d. Presentation of a Resolution acknowledging a Congratulations to Knightdale Mayor James Roberson and his Appointment to the North Carolina General Assembly.

Presentation by: Mayor Virginia Gray
vgray@townofwendell.com

5. PUBLIC HEARINGS

PLEASE NOTE: Due to the current State of Emergency and in the interest of public health, the following accommodations will be made to allow public participation in public hearings, but no public attendance at Town Hall will be permitted. No Board action on public hearing items will occur if a virtual meeting is used to conduct the public hearing. The item will be continued and the public will have 24 hours from the end of the meeting to provide comments on the public hearing item.

- Public participation for public hearing items on the agenda for the January 25th, 2021 Board of Commissioners meeting shall be organized in advance. The public can submit their public hearing comments to the Town Clerk via email to mhoward@townofwendell.com up to 24 hours after the public hearing is held. Please provide your name, address, and the agenda item number with your comments. Copies of the written comments received by Friday, January 22nd at 5 pm will be provided to the Board of Commissioners at the meeting, read at the meeting, and included in the minutes of the meeting. Comments will be received for 24 hours after the meeting and provided to the Board prior to action and will be included in the minutes.

Or

- Submit a request to speak over the phone during the Board of Commissioners meeting by emailing their name, address, phone number, and item number they wish to speak on to the clerk via email by Friday, January 22nd at 5 p.m. The Clerk will provide the call-in phone number and provide five (5) minutes to speak on any public hearing item or topic. Comments made by phone will be recorded and transcribed to maintain the public record.
- If you have questions regarding an agenda item, please email the staff contact directly in advance of the meeting. If preferred, you may call Town Hall at (919) 365-4450 to be directed to speak with the staff contact for the agenda item(s) of interest. Communications of this type will not be included in the meeting minutes.

- 5a. Public Hearing to rezone approximately 16.18 acres located at 2891 Wendell Boulevard and 969 Marshburn Road [PIN 1784-45-6183 and 1784-54-2734] from Rural Agricultural (RA) to Corridor Mixed- Use (CMX).

Staff Contact: Assistant Planning Director Bryan Coates
bcoates@townofwendell.com

- 5b. Public Hearing for a contiguous annexation for two parcels totaling 28.28 acres [23.9 acres for PIN 1784-45-6183 and 4.38 acres for PIN 1784-54-2734] located at 2891 Wendell Blvd & 969 Marshburn Road.

Staff Contact: Assistant Planning Director Bryan Coates
bcoates@townofwendell.com

6. ADMINISTRATIVE ITEMS

6a. Downtown Façade Improvement Grant Updates

Staff Contact: Planning Director Niki Jones
njones@townofwendell.com

6b. Agreement for Professional Services for Stormwater Utility Study Phase I with contracted Town Engineer, WithersRavenel, Inc.




Staff Contact: Town Manager Marc Collins
mcollins@townofwendell.com

6c. Agreement for Professional Services for Americans with Disabilities Act (ADA) Assessment and Transition Plan with contracted Town Engineer WithersRavenel, Inc.

Staff Contact: Town Manager Marc Collins
mcollins@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 (TRC) – Mayor Pro Tempore John Boyette
-  Eastern Wake Senior Center – Commissioner Joe DeLoach

8. COMMISSIONERS' REPORTS / COMMENTS

9. MAYOR'S REPORTS / COMMENTS

10. CLOSED SESSION

Closed session will be called if necessary.

11. ADJOURN