



Wendell Town Board of Commissioners

Board Room

15 E. Fourth Street, Wendell, NC 27591

Town Board Meeting Agenda

Monday, February 22, 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 February 22, 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, February 19th 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 February 22, 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, February 19th 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, February 19th 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 February 8, 2021 Town Board Meeting Minutes

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

3b. Resolution Amending the 2021 Board of Commissioners Meeting Schedule to add the Budget Work Session on April 26, 2021

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

3c. Wake County Tax Report for December 2020

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

3d. Authorization to enter into an Agreement with the North Carolina Department of Transportation (NCDOT) for Project U-6244 (Wendell Boulevard Intersection Improvements) and Acceptance of Federal Grant funding in the amount of \$576,818 awarded through the Locally Administered Projects Program (LAPP)

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

- 3e. Authorization to enter into an Agreement with the North Carolina Department of Transportation (NCDOT) for Project EB-6048 (Wendell Boulevard Pedestrian Improvements) and Acceptance of Federal Grant funds in the amount of \$827,275 awarded through the Locally Administered Projects Program (LAPP)

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

- 3f. Authorization to enter into Task Order 10 with WithersRavenel for Grant Administration related to Community Development Block Grant (CDBG) funding received for the Neighborhood Improvement Program

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

- 3g. Authorization to enter into Task Order 11 with WithersRavenel Task for Design, Engineering, and Pre-Construction Services for the Neighborhood Improvement Program (Zone 1) Infrastructure Project

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

4. RECOGNITIONS, REPORTS, AND PRESENTATIONS

- 4a. Presentation of a Proclamation proclaiming March 19, 2021 as Arbor Day for the Town of Wendell

Presenter: Mayor Virginia Gray
vgray@townofwendell.com

- 4b. Recognition of the Government Finance Officers Association Distinguished Budget Award for Fiscal Year 2021

Staff Contact: Senior Accountant Garrett Johnson
gjohnson@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 February 22nd, 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, February 19th 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, February 19th 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.

There are no Public Hearings scheduled for this meeting.

6. ADMINISTRATIVE ITEMS

- 6a. Decision for disinterment, relocation, and reinterment of Graves located at 5301 Rolesville Road to Oakwood Cemetery in Raleigh submitted by Richard Grub Associates on behalf of Wake Technical Community College

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

- 6b. Decision on a Text Amendment (ZTA20-04) to the Arterial and Collector Street Plan and Map to remove a proposed Minor Thoroughfare between Morphus Bridge Road and Wendell Boulevard due to Environmental and Cost Constraints

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

6c. Decision on a Rezoning to establish a R4 (Residential-4) Conditional District for the Watson Tract located at 5060 Wendell Boulevard.

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

6d. Decision on a Non-contiguous Annexation for one Parcel totaling 47.42 acres [PIN 1794-55-1682] located at 5060 Wendell Boulevard.

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

6e. Decision on a Non-contiguous Annexation for one Parcel totaling 50.63 acres [PIN 1774-72-4863] located at 0 Eagle Rock Road.

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

6f. Decision to formally close the Right-of-Way known as the Alley located between Fourth Street and East Depot Street.

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

6g. Decision on Text Amendments to the Town of Wendell Code of Ordinances and Unified Development Ordinance (UDO) to comply with Chapter 160D of the North Carolina General Statutes

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

6h. Americans with Disabilities Act (ADA) Policy Statement and Grievance Procedure for the Town of Wendell

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

6i. Bearded Bee Brewery Alcohol Waiver Request for Saturday, March 20, 2021

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

6j. Second Amendment to the Wendell/Raleigh Utility Merger Agreement

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

6k. Resolution requesting the North Carolina Department of Transportation (NCDOT) for a Speed Limit Reduction on Hollybrook Road between Old Selma Road and Holly Pointe Drive from 45 mph to 35 mph.

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

6l. Resolution requesting the North Carolina Department of Transportation (NCDOT) for a Speed Limit Reduction on Wendell Falls Parkway between Jake May Road and Landing View Drive from 45 mph to 35 mph.

Staff Contact: Assistant Planning Director Bryan Coates
bcoates@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

8. COMMISSIONERS' REPORTS / COMMENTS

9. MAYOR'S REPORTS / COMMENTS

10. CLOSED SESSION

Closed session will be called if necessary.

11. ADJOURN