



Wendell Town Board of Commissioners

Board Room

15 E. Fourth Street, Wendell, NC 27591

Town Board Meeting Agenda

Monday, April 26, 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 April 26, 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, April 23 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 April 26, 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, April 23rd 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, April 23rd 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 April 12, 2021 Town Board Meeting Minutes

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

3c. Minor Street Closing for Wendell Farmers Market on Campen Street

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

3d. Authorization for Town Hall Audio/Visual Services

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

3e. Authorization for Town Hall Security Services

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

3f. Approval of April 27, 2020 Budget Work Session Minutes

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

- 3g. Deed of Easement for Sanitary Sewer Purposes on Town-owned Property located at 0 Wendell Boulevard (PIN # 1794245819).

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

4. RECOGNITIONS, REPORTS, AND PRESENTATIONS

- 4a. Wendell Stormwater Scope Presentation

Staff Contact: Public Works Director Brian Bray
bbray@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 April 26th, 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, April 23rd 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, April 23rd 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.

No Public Hearing Items

6. ADMINISTRATIVE ITEMS

- 6a. ZM21-01 Decision on a Rezoning Request for 3340 Wendell Blvd. from Neighborhood Center (NC) to Downtown Mixed-Use (DMX).

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

- 6b. ZM21-02 Decision on a Rezoning Request for 217 Magnolia Street from Residential-3 (R3) to Downtown Mixed-Use (DMX).

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

- 6c. ZTA21-03 Decision on Zoning Text Amendments to comply with Chapter 160D of the NC General Statutes.

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

- 6d. Approval of Ordinances to assign the Duties of the Tree Board to the Parks and Recreation Commission



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

- 6e. Authorization to Negotiate the Purchase of a portion of Wake Equity LLC Property from Wake County for the future expansion of Wendell Park.

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
 Eastern Wake Senior Center – Commissioner Joe DeLoach

7b. Discussion on Board of Commissioner assignment to the Technical Review Committee (TRC)

Requested by: Mayor Pro-Tem John Boyette

8. COMMISSIONERS' REPORTS / COMMENTS

9. MAYOR'S REPORTS / COMMENTS

10. CLOSED SESSION

Closed session will be called if necessary.

11. ADJOURN