



Wendell Town Board of Commissioners

Board Room

15 E. Fourth Street, Wendell, NC 27591

Town Board Meeting Agenda

Monday, July 26, 2021 @ 7:00 PM

SPECIAL NOTICE

The Town of Wendell has altered the traditional meeting process to accommodate and encourage positive public participation. 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 welcome to attend in-person or 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. If you have tested positive for COVID-19 or have been showing symptoms, please watch the meeting remotely. Masks are welcome and recommended, but not required.

Public Comment period for the July 26, 2021 Board of Commissioners meeting may be organized in advance. The public may either provide public comment at the meeting, or may submit their written public comment to the Town Clerk via email to mhoward@townofwendell.com or may submit a request to call in and teleconference during the Board of Commissioners meeting by emailing their name, address, and phone number to the Town Clerk via email by Friday, July 23rd 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 July 26, 2021 Board of Commissioners meeting may be organized in advance. The public may provide public comment in person, or may submit their public comment to the Town Clerk via email to mhoward@townofwendell.com by Friday, July 23rd at 5 p.m.

Or, the public may:

- Submit a request to speak over the phone during the Board of Commissioners meeting by emailing their name, address, and phone number to the Town Clerk via email by Friday, July 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. Minutes from the June 28, 2021 Town Board of Commissioners Meeting

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

3b. Acceptance of the Sonitrol Commercial Security System Agreement

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

3c. Ordinance for Zoning Text Amendments (ZTA21-07) to comply with Chapter 160D of the NC General Statutes.

Staff Contact: Planner II Jeannine Ngwira
jngwira@townofwendell.com

3d. Wake County Tax Report

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

3e. Minutes from the July 12, 2021 Town Board of Commissioners Meeting

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

- 3f. Approval of resolution directing the clerk to investigate a contiguous annexation for 5 parcels totaling 6.83 acres [1.83 acres for PIN 1784412086, 1.05 acres for PIN 1784401983, 0.86 acres for PIN 1784401800, 1.85 acres for PIN 1784307979 and 1.24 acres for PIN 1784319056] located at 540, 600, 601, 603 and 606 Cook Street.

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

- 3g. Resolution to Authorize Solely Electronic Advertisement for Town Hall and Landing View Drive Project Bid Opportunities

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

- 3h. Resolution to accept American Rescue Plan Act Funds

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

4. RECOGNITIONS, REPORTS, AND PRESENTATIONS

- 4a. Recognition of the Certificate of Achievement from the Government Finance Officers Association (GFOA) for the Fiscal Year 2020 Comprehensive Annual Financial Report (CAFR)

Staff Contact: Finance Director Butch Kay and
Assistant Finance Director Garrett Johnson
bkay@townofwendell.com or gjohnson@townofwendell.com

- 4b. Presentation on Ratification of Post-Covid Public Hearing Policies

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

5. PUBLIC HEARINGS

PLEASE NOTE: The following accommodations will be made to allow public participation in public hearings. No Board action on public hearing items will occur if a virtual meeting is used by the Board of Commissioners to conduct the public hearing. The item will be continued to the next Regular Town Board Meeting for decision.

- Public participation for public hearing items on the agenda for the July 26th, 2021 Board of Commissioners meeting may be provided in person or may be organized in advance. The public may submit written 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, July 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. Written comments will be received for 24 hours after the meeting and provided to the Board and will be included in the minutes.

Or

- To provide public comment at the meeting using the Uber Conference line, the public may 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, July 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.

- 5a. Evidentiary hearing on a Special Use Permit request by Lucius Jones of United Realty and Construction Co. to allow townhomes at 353 E. Fourth Street and 0 Wendell Blvd.

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

6. ADMINISTRATIVE ITEMS

- 6a. Decision on a non-contiguous annexation for two parcels totaling 55.51 acres [24.12 acres for PIN 1774-09-3559 and 31.39 acres for PIN 1764-99-5253] located at 0 Rolesville Road & 9021 US 64 Highway East.

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

- 6b. Decision to rezone approximately 55.51 acres from Wake County Highway District (HD) & Residential-30 (R-30) to Town of Wendell Corridor Mixed Use Conditional District (CMX-CD) located on the northeast corner of I-87 & Rolesville Road.

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

- 6c. Decision on a rezoning request for 450 Old Wilson Road from Highway Commercial (CH) to Manufacturing & Industrial (M&I).

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

- 6d. Meet on Main Road Closure and Alcohol Waiver Request for September 17, 2021.

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

- 6e. Blueprint Wendell 2030 Contract Amendment -Small Area Plan- Wake Tech Campus Area

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

- 6f. Decision to Award Bid for Construction of Town Hall



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

- 6g. Enterprise Lease Agreement

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

8. COMMISSIONERS' REPORTS / COMMENTS

9. MAYOR'S REPORTS / COMMENTS

10. CLOSED SESSION

Closed session will be called if necessary.

11. ADJOURN