



Wendell Town Board of Commissioners

Board Room

15 E. Fourth Street, Wendell, NC 27591

Town Board Meeting Agenda

Monday, August 9, 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 August 9, 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, August 6th 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 August 9th, 2021 Board of Commissioners meeting may be organized in advance. The public may provide public comment in person the night of the meeting, or may submit their written public comment to the Town Clerk via email to mhoward@townofwendell.com by Friday, August 6th 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 at mhoward@townofwendell.com by Friday, August 6th 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 July 26, 2021 Town Board of Commissioners Meeting

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

3b. Certificate of Sufficiency and Resolution Setting the Date of the Public Hearing for a Non-contiguous Annexation for one parcel totaling 88.07 acres [PIN 1784-29-9215] located at 2909 NC 97 Hwy.

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

3c. Certificate of Sufficiency and Resolution Setting the Date of the Public Hearing of 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

3d. Resolution to Authorize the Use of Electronic Bid Solicitation

Staff Contact: Assistant Finance Director Garrett Johnson

gjohnson@townofwendell.com

- 3e. Resolution Authorizing the Filing of an Application for Approval of a Financing Agreement Authorized by North Carolina General Statute 160A-20

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

4. RECOGNITIONS, REPORTS, AND PRESENTATIONS

- 4a. Introduction of New Public Works Employees

Staff Contact: Public Works Assistant Director Daryl Hales
dhales@townofwendell.com

5. PUBLIC HEARINGS

PLEASE NOTE: The following accommodations will be made to allow public participation in public hearings.

- Public participation for public hearing items on the agenda for the August 9th, 2021 Board of Commissioners meeting may be provided in person or may be organized in advance.
- The public may attend the night of the meeting and present their 5-minute public hearing comments at the podium at Town hall, or;
- The public may submit written public hearing comments to the Town Clerk via email to mhoward@townofwendell.com. Please provide your name, address, and the agenda item number with your comments. Copies of the written comments received by Friday, August 6th 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 as provided by Statute during the Covid State of Emergency, or if the item is tabled to a future meeting with the public hearing left open, or;
- The public may provide public comment virtually at the meeting using the Uber Conference line by submitting a request via email to mhoward@townofwendell.com 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 by Friday, August 6th 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. Appointment to the Town of Wendell Planning Board to fill one ETJ Vacancy

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

- 6b. Text Amendment to the Code of Ordinances to reflect Downtown Parking Changes

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

- 6c. FY22 Town of Wendell Street Resurfacing Project-Proposal for Professional Services

Staff Contact: Superintendent Joseph Collins
jcollins@townofwendell.com

- 6d. Decision to Award Bid for Construction of Landing View Drive Extension

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

- 6e. International Food and Music Festival Road Closure Request for September 25, 2021

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

- 6f. Downtown Façade Grant Submission for 36-42 N Main Street

Staff Contact: 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:



Wendell Volunteer Fire Department Board of Directors – Commissioner Jason Joyner

8. COMMISSIONERS' REPORTS / COMMENTS

9. MAYOR'S REPORTS / COMMENTS

10. CLOSED SESSION

Closed session will be called if necessary.

11. ADJOURN