

January 25, 2016
Board of Commissioners Meeting Minutes

The Wendell Town Board of Commissioners held their regularly scheduled meeting on Monday, January 25, 2016, in the Board Meeting Room at 7:00 p.m. with Mayor Virginia Gray presiding. Present were Commissioners Ben Carroll; Jon Lutz; David Myrick; John Boyette; and Jason Joyner; Teresa Piner-Manager; Jonnie Driver-Town Clerk; Sherry Scoggins-Special Assistant to the Town Manager; David Bergmark-Planning; Allison Rice-Planner; Butch Kay-Finance; Captain John Slaughter-Police; and Tamah Hughes-IT.

Mayor Gray called the meeting to order at 7:00 p.m.

Captain John Slaughter led the Pledge of Allegiance and the Invocation was given by Mr. Errol Briggerman of Wendell Baptist Church.

Adjustment and approval of the agenda

No adjustments were recommended to the agenda. Commissioner Lutz made a motion to approve the agenda. The vote was unanimous.

Item 1 – Public Comment Period

Tracie Hicks, President Wendell Chamber of Commerce provided an update on Chamber activities to the Town Board. She said the Eastern Wake News had a great article on the Chamber's January 6, Master Calendar meeting which included businesses, town staff, and citizens. She said she continued to receive items to add to the calendar, so it may be a few days before she would send it out. She said the calendar would go out on the last Monday of each month for the participating groups to update and then the Chamber would send it out to everyone the first Monday of each month.

Tracie said the second weekend in May was what the Chamber was calling Spring Fling. There would be different activities that weekend. The Chamber would host an Arts and Craft Show to allow individuals to sell their crafts on Campen Street and that would coincide with the Heart Walk, and Blue Grass Music at Town Square.

Tracie invited everyone to attend the Chamber at its Board meeting on February 2, 2016 at 7:30 a.m. She said the Chamber had put out 225 Welcome Wagon Bags and the next deadline was February 15, 2016 if anyone had any goods they would like to put in the bags.

Tracie said Tuesday, January 26, would be the second meeting scheduled for chamber members, non-members, and people in the community to attend that would provide information about the chamber, the magazine, welcome bags, events, social media, and other programs the Chamber had under way.

Tracie said she had good news regarding the Wendell Magazine, she said Zebulon had approached Mr. Fox about publishing a magazine for their community but he had declined due to proximity to Wendell and work load. She said the Chamber published the only magazine of this magnitude in Eastern Wake County.

No one had questions or comments for Mrs. Hicks.

Item 2 – Consent Agenda

- a. Approval of the Minutes from Monday, January 11, 2016 Board of Commissioners' meeting.

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With no amendments being requested, Commissioner Lutz made a motion to approve the minutes of the January 11, 2016 Board of Commissioners' meeting. The motion passed unanimously.

Item 3 – Introduction, question and answer opportunity with newly appointed Triangle J Executive Director Lee Worsley.

Mr. Worsley introduced himself and thanked the Board for their membership to the Triangle J. Council of Governments. He said they were a member organization that covered seven counties and the municipalities within those counties. He said they had 37 member governments which started in Moore County, and covered Lee, Chatham, Durham, Orange, Wake, and Johnston. The COG served over 1.8 million residents in those local governments.

Mr. Worsley said the COG focused on three areas; Regional Planning, Member Services (which offers drug and alcohol testing for employees), Regional Solutions and Opportunities. He said Mayor Gray recently attended a meeting where they discussed innovation. At the next meeting they would hold a meeting that focused on water. He said the COG recently convened a regional Chief Information Officers Group and Wendell also had representation from the Town at that meeting. He said the COG hosted an Emergency Response Committee where first responders from across the region would come together and talk about regional opportunities for training and how they communicated with one another across state and jurisdictional lines. He stated the COG also operated a foreign trade center and was the administrator for Foreign Trade Center 93. If Wendell had businesses that might benefit from a foreign trade zone, the COG could help the Town or businesses. He said they also provided aging services in the community. They do not provide direct aging services or care, but they were in consultation with the counties that provide aging services. He said they provided grants through the Older American Act to membership counties and had five long term ombudsman that go to the long term care facilities in all 7 counties. He said they had over 12,000 long term care beds in the seven county regions.

Mr. Worsley said he was a native of Wake County, attended Appalachian State as an undergraduate, and attended Carolina as a graduate student. He said he was excited to be in the Triangle area as Triangle J. Executive Director, and would answer any questions of the Board.

No one had comments or questions for Mr. Worsley, and Mayor Gray thanked him for coming to speak with the board.

Item 4 – Discussion and action on a Zoning Map Amendment request to rezone 2.365 acres (excluding right of way) located at 3000 and 3001 Wendell Boulevard.

David Bergmark stated that the public hearing on this rezoning request was held at the January 11, 2016 Board meeting and the public hearing was closed at that same meeting. David said the property was currently zoned Residential-3 (R3) and a rezoning to Corridor Mixed-Use (CMX) had been requested.

David said the Planning Board voted 7-0 in favor of the requested zoning map amendment and staff recommended approval of this rezoning request.

David asked if the Board had any questions or would like for him to review the material from the last meeting. No further discussion was needed.

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Commissioner Boyette made a motion to approve the Zoning Map Amendment request to rezone 2.365 acres located at 3000 and 3001 Wendell Boulevard. Everyone voted in favor of the motion.

Item 5 - Discussion and action on a request by Hephzibah Baptist Church to amend a Special Use Permit to include a new storage facility.

Allison Rice stated the public hearing on this item was held at the January 11, 2016, Board meeting, and with no individuals speaking against the item, the public hearing was closed.

Allison stated the applicant's proposal had addressed the Town's concerns over the impact of the project and met the general requirements for the Special Use approval.

Commissioner Lutz made a motion to approve the Special Use Permit request by Hephzibah Baptist Church to build a storage building at 1797 Wendell Boulevard. Everyone voted in favor of the motion.

Item 6 – Review and approval of an application by Mrs. Peggy Lee Laughery to fill a vacant/unexpired position on the Wendell Appearance Committee.

David Bergmark stated that Commissioner Ben Carroll served on the Appearance Committee prior to being elected to the Town Board as Commissioner in November of 2015. He said Commissioner Carroll's term would not expire until June 30, 2017. David said Mrs. Peggy Lee Laughery had applied for the position and was the only candidate to submit an application to serve the unexpired term.

David said if the Board elected to move on this request tonight you may elect to waive voting by ballot.

Commissioner Lutz said he believed Mrs. Laughery would make a fantastic member of the Appearance Committee and that he was surprised she was not already on the committee with all the work she had done for the community. He said he would be in full support of adding her to the Appearance Committee. Mayor Gray said she agreed.

Commissioner Boyette made a motion to waive voting by ballot. The motion passed unanimously.

Commissioner Carroll made a motion to nominate Mrs. Peggy Lee Laughery to fill the unexpired term on the Wendell Appearance Committee. The motion passed unanimously.

Item 7 – Update by the Parks and Recreation Department on programming and activities for 2016.

Jeff Polaski provided the Board with an update of 2016 activities and programs for Parks and Recreation.

Jeff said the department's daily activities include senior walking from 7-11 a.m. daily. He said on Monday and Thursday they held a tumbling class, Tuesday and Thursday were Zumba Classes and Tuesdays were also their noon Martial Arts Classes. Monday evenings there were classes in Piyo (Pilates and yoga mixed) and that they had proven to be very popular. Jeff said tonight there is a new dance program that started and offers jazz, ballet, hip-hop, and a contemporary dance class. Those classes will be held on Monday and Thursday nights. Tuesday and Thursday the Wendell Running Club met downtown at 6:00 p.m. and there were over 30 members in that club. Jeff stated on the third Thursday of each month was the jewelry making class, and the second Tuesday of the month was Baby Sitting Certification class, and the third Tuesday of the month was First Aid CPR Certification Class and was taught by Daryl Hales, a Town employee.

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Jeff stated that from January 16 - February 27, the Raleigh Little Theater Cast would hold classes at the Community Center. He said they also had their new Track-Out Camp that just finished last week. He said it seemed to be popular and they averaged about 24 kids a day in the program.

Jeff said the Youth Activities included t-ball for 3-6 year olds, spring baseball and softball 7-14 year olds, girls volley ball which is 7-14 year olds, summer basketball was a new league started last year and the numbers were very good for 9-17 year olds. He said Tiny Basketball for boys and girls ages 3 to 4, and the regular basketball league which was for 5-17 year olds.

Jeff stated the adult league included church softball, church co-ed volleyball, coed soft ball and the men's Polar Bear Tournament.

Jeff said new to the park was the 18-hole Disc Golf Course which was very popular as were the new Dog Park with agility course.

Jeff said the 2016 Calendar of Events included: Saturday, January 30th with an indoor movie at the Community Center, February 19-21 was the Ski Trip, March 19, is the ProTown BMX, April 23, is the opening day for Spring Baseball and Softball. The Blue Grass Picnic downtown would be on May 14 and June 4 was the Work Truck Day at the Park. Jeff said a date for the August outdoor movie in the Square had not been set, the Parks and Recreation Committee would set that date at their next meeting. He said October 28th would be the Treat Trail at the Park and Wendell Falls had planned a movie night in October which they would sponsor. He said December 2, 2016; Ice and Wood Carvers would be invited back for Wendell Wonderland Downtown.

Jeff said that the Town was notified in October that it had received a PARTF Grant in the amount of \$250,000 for park improvements and the first phase of that is underway with the arrival and installation of a \$130,000 Playground. He said the Town received a second grant in the amount of \$40,000 for the playground equipment and that equipment would cost the Town \$45,000. Jeff said bid packages for construction would go out in May for the rest of the project which would include the ¼ mile walking track, games courts, pave the parking lot and lit and irrigated soccer fields behind the building.

Mayor Gray said that Commissioner Laughery was constantly saying we needed to have something every single month and the only two months we don't have anything was July, which the Historical Society's large event and September and that is when St. Eugene holds the International Food Festival, so there would be something in Wendell every month and there were more events scheduled by other groups than what the town is providing. She said she wanted to thank Jeff for accomplishing what the board had asked for.

Commissioner Lutz said in regard to the classes you offered, how had the people who attended learn about the class. Jeff said it was posted on our Facebook, emails and the newsletter that was distributed every month.

Mayor Gray said so that everyone knows what doing, we are asking for an update from our Department Heads at the monthly work session to save time at the retreat. She said this gave our new members some background as to what had happened in the past and what was coming in the future.

No one had any further questions or comments.

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Item 8 - Update and briefing of the Evening with Santa and Lake Myra Light Show.

Manager Piner stated in 2002 Mr. Williams created a light and sound show through computer synchronization which runs every year from Thanksgiving through New Year's Eve.

Ms. Piner said in 2012 Mr. Williams moved the show from his home on Lake Myra Road to the corner of Hollybrook and Fourth Street. In 2014, the light show moved to the corner of Third and Cypress Streets.

Teresa said for the 2015 season, the Town of Wendell also assumed the role of hosting Lighting of the Square which was held December 4th. Last year's event continued with ice carving and added a wood carver and free trolley rides. We also distributed 269 bags of candy to those visiting Santa.

Teresa said there was always room for improvement and we were making plans to provide more light and music in the square. She said due to valuable feedback, we were also considering the installation of an information booth where families exit the gazebo after visiting with Santa. Staff and their families worked diligently to make the evening a success. The first Friday in December of 2016 would be December 2.

Teresa said for the 2012-2013 holiday seasons, the Town of Wendell incurred expenses in the amount of \$6,321.18, cost for 2013 approximately \$3,000, 2014 \$4,275, and approximately \$3500 in November and December of 2015. Electrical upgrades had been conducted in 2014 that assisted the light show but all events held in that area throughout the year could benefit from the improvements as well.

Teresa said we would like to thank Mr. Williams for his hard work in making the light show a success. He had advised the Town that he was taking down the display but was waiting on warehouse space to become available before removing the lights. If anyone was aware of a storage facility that could hold the light show, please contact Mr. Williams.

Mayor Gray said she wanted to thank Mr. Williams and she appreciated what he had done, and really enjoyed the display. She said she also appreciated how flexible he had been. He had been in two locations and had several different storage spaces and now you need another storage space and we thank you for working with us. Mayor Gray said if anyone had a barn or storage building that Mr. Williams could use, please let him know.

There were no further comments or questions.

Item 9 – Review and approval for the 2016 Wendell Board of Commissioners' committee and delegation appointments.

Mayor Gray said the committee assignments were listed by the name of the committee. As we go through the list and decided on who wants to serve on which committee, the replacement could be filled in and a vote on the assignments could all be approved at one time.

Mayor Gray said in regard to CAMPO, as Mayor, she would be the representative, but there would need to be an alternate. As a member of the TAC, there would be some financial information to provide. The information is requested and reviewed to determine whether or not there would be a conflict of interest.

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Mayor Gray said Mrs. Piner and the Town Clerk had put together information about the meeting schedules of the committee's and duties. Following a committee meeting an update would be placed on the following meeting agenda to be given by the representative or alternate of that committee.

Mayor Gray asked for nominations:

CAMPO

Commissioner Myrick nominated Mayor Gray as representative.
Commissioner Carroll nominated Commissioner Joyner as alternate.

East Wake Senior Center

Commissioner Lutz nominated Commissioner Myrick as representative.
Commissioner Myrick nominated Mayor Gray as alternate.

League of Municipalities

Commissioner Myrick nominated Commissioner Boyette as representative
Commissioner Lutz nominated Commissioner Carroll as alternate.

Wendell Fire Board

Commissioner Carroll nominated Commissioner Joyner as representative
Commissioner Carroll nominated Commissioner Lutz as alternate.

Triangle J Council of Governments

Commissioner Boyette nominated Commissioner Lutz as the representative
Commissioner Myrick nominated Commissioner Boyette as alternate.

TRC

Commissioner Lutz nominated Commissioner Carroll as the representative.
Commissioner Lutz nominated Commissioner Myrick as alternate.

Mayor Gray said we voted a while back for me to serve on the Wendell Transportation Plan Committee. She said the Audit Committee would be the Mayor, Mayor Pro Tem Lutz, Attorney Cauley, Manager Teresa Piner, and Finance Director Butch.

Commissioner Lutz made a motion to approve the committee assignments as stated by Mayor Gray. There was no discussion on the motion and the motion passed unanimously.

Item 10 – Review and approval of the FY 2016-2017 Budget Calendar.

Manager Piner said this schedule was something we do every year to meet deadlines as required by State Statutes. We have provided dates listed on the budget calendar. Some are flexible in the event a conflict arises. She said on March 22, we moved it to earlier in the week to a Tuesday due to the Easter Holiday the following weekend. Some may be going out of town.

Mayor Gray asked if anyone had any dates that they would like changed. With there being none, Commissioner Myrick made a motion to adopt the FY 2016-2017 Draft Budget Calendar. Everyone voted in favor of the motion.

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Item 11 – Discussion and approval to submit a land acquisition grant to the Clean Water Management Trust Fund.

Manager Piner asked for Board support to move forward with a Clean Water Management Trust Fund Grant. She said the application deadline was February 1, 2016, but funding decisions would not be until September of 2016.

Commissioner Boyette said having just received the PARTF Grant which locked up a significant amount of money, was there an estimate as to how much the Town would be looking at in matching funds if any. Mrs. Piner said one of the other funding sources for the project was Wake County. She had spoken with them and they were in continued support of the project. She said it would be a 50% match and she would hope that Clean Water would pick up the other 50%, if so; there could be little or no cost to the Town.

There were no further questions or comments. Commissioner Lutz made a motion to submit a land acquisition grant to the Clean Water Management Trust Fund. The motion passed unanimously.

Item 12 – Update on preparations efforts for the 2016 Town Board Retreat.

Manager Piner said the Wendell Board Retreat had been scheduled for Saturday, February 20, 2016 from 8:30 am until 4:30 pm. She said Madeleine Henley, who worked with us in the past would facilitate the retreat. The downstairs conference room at Wendell Falls had been reserved. We would be visiting the site tomorrow to address logistics. She said we had sent some questions to the Board and if there were topics you would like to discuss, please let us know.

Mayor Gray asked the commissioner to submit topics, questions, or concerns to staff as soon as possible. She said staff had a lot of research to prepare for the retreat and we need to give them time to take care of that.

Item 13 – Commissioners' Comments

Commissioner Carroll thanked all the town staff for the work that was put into the preparation of the ice storm and working to prevent potential risk.

Commissioner Lutz said he echoed Commissioner Carroll's comments to the staff on keeping things cleaned up. They did a very good job.

Commissioner Myrick said he agreed and would like to say thanks also. He said he realized that there were some jobs where employees had to work in those conditions like Fire, Police and Public Works and he really appreciated their service and dedication.

Commissioner Boyette said a couple of weeks ago he said that the Carolina Panthers were going to the Super Bowl and he continues to stand by that statement. He said the ice storm was interesting and a lot of work. He saw people help others clean up their yards, some inviting people that they did not know into their homes because they did not have power. He said in a small town, people had a way of coming together when these things happen. He said it was nice to know that this was a part of that small town feel that we strive for.

Commissioner Joyner said he also would like to thank the staff for their hard work, trying to get the power back on and mitigating risk. He said he wanted to speak to those present and to the community

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at large, and ask them to continue their efforts. Over the past couple of weeks, he had the opportunity to meet with a film maker, and they rode around town and pointed out various things from downtown businesses. Everywhere they visited they were met with a recurring statement of, “we will do whatever we can”, “how can we help”, “anything that we could to help”. When he left that day, he sent an email that said you have a very vibrant community with lots of things going for it. He said whether he decided to come back and film the project or not, it was a good experience.

Commissioner Joyner said he was not quite as confident in his superstitions as Commissioner Boyette, but he was excited about the game.

Item 14 – Mayor’s Comments

Mayor Gray said she wanted to commend the staff about their actions from the ice storm. She said she had heard so many good things about the Public Works guys and how they cleaned up and all they did and she really was proud of them. She said the Police Department did a great job and the manager even cooked for all of them. She wanted to thank everyone for their patience with Duke Energy. She knew there was a lot of frustration about who had power and who did not. She hoped that everyone had their lights back on as of today.

Mayor Gray said she had been out and looked at the playground equipment twice and was excited with how it was looking. She said it was huge and colorful and she believed the kids would love it.

Mayor Gray said she attended the CAMPO meeting last week and it was very eye opening to me. She said we needed to get out into the world and attend things like this. She said that was why she had asked the Manager to put the meeting on the agenda so that we could give an update of what was happening.

Mayor Gray said she attended the Carolantic Real Estate Conference last week and Wendell was mentioned by name and the only development that was specifically mentioned was Wendell Falls and she was so proud to see our name on the screen.

Item 15 – Closed Session

Commissioner Lutz made a motion to go into Closed Session pursuant to GS 143.318.11(a)(5) concerning Land Acquisition. The motion was unanimous. No action was taken during the closed session.

Item 16 – Adjourn

Commissioner Boyette made a motion to adjourn at 8:32 p.m. The motion passed unanimously.

Virginia Gray, Mayor

Attest:

Jonnie S. Driver, Town Clerk