



KNIGHTDALE TOWN COUNCIL MINUTES

950 Steeple Square Court, Knightdale, North Carolina 27545

February 6, 2012

The Knightdale Town Council met at 7:00 p.m. at Knightdale Town Hall, 950 Steeple Square Court, Knightdale, North Carolina.

PRESENT: Mayor Russell Killen, Mayor Pro Tem Mike Chalk, Councilors Jeff Eddins, Terry Gleason, James Roberson, and Dustin Tripp.

ABSENT: No one.

Staff Members Present: Clyde Holt, Town Attorney; Seth Lawless, Town Manager; Suzanne Yeatts, Town Clerk/HR Director; Pam Yancey, Assistant Town Clerk/HR Technician; Chris Hills, Planning Director; Fred Boone, Town Engineer; Jeff Triezenberg, Senior Planner; Jen Currin, Senior Planner; Shawn Brown, Public Safety Director; Jimmy Overton, Finance Director; Keith Archambault, IT Administrator; Tina Cheek, Parks and Recreation Director; Cheryl Faison, Recreation Program Supervisor.

Meeting called to order by Mayor Killen at 7:00 p.m.

WELCOME

Welcome by Mayor Killen.

INVOCATION

Invocation given by Councilor Tripp.

ITEM I. ADOPTION OF AGENDA

...Motion by Councilor Eddins to adopt the agenda. Motion seconded by Councilor Gleason and carried unanimously.

ITEM II. APPROVAL OF MINUTES

None at this time.

ITEM III. PRESENTATIONS, RECOGNITIONS, AWARDS

Mayor's Employee Award

Mayor Killen announced Cheryl Faison as the recipient of the Mayor's Employee Award for the fourth quarter of 2012.

ITEM IV. PUBLIC

Anyone may speak on an issue not included on tonight's agenda. Before speaking, please state your name and address.

A. Open to the Public

Michael Schriver, Candidate for NC Senate introduced himself to Council.

No one else approached.

B. Report on Citizen Inquiries

None at this time.

ITEM V. CONSENT AGENDA

A. Audit Contract

Approve 3 year proposal for auditing services with Joyce & Company CPAs.

B. Workers Compensation Audit Contract

Approve proposal for workers compensation premium audit with Corporate Cost Solutions, Inc. at a fee of 50% of premium savings for 2 years.

C. Assumption of Debt Agreement for 2010 and 2011 Annexations

Authorize Mayor to sign Agreement with the Eastern Wake Fire/Rescue Department.

D. Budget Amendment #2012-05

Adopt Budget Amendment #2012-05.

...Motion by Councilor Eddins to adopt the consent agenda. Motion seconded by Councilor Roberson and carried unanimously.

ITEM VI. ACTIONS REQUIRING PUBLIC HEARINGS

If you anticipate speaking during a public hearing at tonight's meeting, print your name and address on the form at the entry table. You must speak from the podium to assure accurate record of testimony. Large groups are asked to designate a spokesperson. If the Mayor announces

that the hearing is a quasi-judicial public hearing, all speakers must be administered an oath by the Town Attorney.

A. ZTA-1-12 Notification of UDO Violations

Public hearing opened at 7:04 p.m.

Jeff Triezenberg, Senior Planner, presented a zoning text amendment to amend Section 18.1 Enforcement Procedures as related to the requirements for notifying the responsible person(s) of Unified Development Ordinance violations and related orders to correct the violating condition.

Mr. Triezenberg recommended closing the public hearing and referring the item to the Land Use Review Board's February 13, 2012 meeting after receiving public comment.

No one else approached.

...Motion by Councilor Roberson to close the public hearing at 7:08 p.m. and to refer ZTA-1-12 to the February 13, 2012 Land Use Review Board meeting. Motion seconded by Councilor Eddins and carried unanimously.

B. Myers Lake Utility Allocation and Infrastructure Agreement

Public hearing opened at 7:09 p.m.

Jennifer Currin, Senior Planner, briefly reviewed the proposed Utility Allocation and Infrastructure Agreement and recommended continuing the public hearing to the February 15, 2012 Town Council meeting.

No one else approached.

...Motion by Councilor Gleason at 7:11 p.m. to continue the public hearing to the February 15, 2012 Town Council meeting. Motion seconded by Councilor Tripp and carried unanimously.

ITEM VII. SET PUBLIC HEARINGS

None at this time.

ITEM VIII. TOWN ATTORNEY

Nothing at this time.

ITEM IX. OLD BUSINESS

Langston Ridge Incomplete Infrastructure
RES #12-02-06-001

Chris Hills, Planning Director, reported three Letters of Credit for the Langston Ridge Subdivision are scheduled to expire in the coming months and requested that Council authorize staff to move forward calling the Letters of Credit by adoption of a resolution.

...Motion by Councilor Tripp to adopt Resolution #12-02-06-001. Motion seconded by Mayor Pro Tem Chalk and carried unanimously.

ITEM X. NEW BUSINESS

A. Crime Analyst Position Interlocal Agreement

Shawn Brown, Public Safety Director, gave a presentation on Data Driven Approaches to Crime and Traffic Safety and asked Council to approve an interlocal agreement with the Town of Garner and the Town of Holly Springs for the implementation of a DDACTS analyst position.

...Motion by Councilor Eddins to approve the Interlocal Agreement between the Town of Knightdale, the Town of Garner, and the Town of Holly Springs for the implementation of the DDACTS position. Motion seconded by Mayor Pro Tem Chalk and carried unanimously.

B. Stormwater Impervious Mapping Proposal

Fred Boone, Town Engineer, presented a proposal for \$2,300 with GeoIterations to provide a service to measure the impervious area of all commercial properties within the Town using digital orthography.

...Motion by Councilor Gleason to approve the Town Manager entering a contract with GeoIterations, LLC for Impervious Area Mapping. Motion seconded by Mayor Pro Tem Chalk and carried unanimously.

C. Stormwater Conveyance System Mapping Proposal

Town Engineer Fred Boone presented a proposal for stormwater infrastructure mapping for half of the land area of the Town for a cost of \$56,000 with Withers & Ravenel noting that this work is eligible for a NC Water Resources \$15,000 development grant.

Mr. Boone answered questions from Council and recommended approval of the proposal as presented.

...Motion by Mayor Pro Tem Chalk to approve the Town Manager entering a contract with Withers & Ravenel for Stormwater Infrastructure Mapping. Motion seconded by Councilor Eddins and carried unanimously.

D. First Avenue Phase I Material Testing Proposal

Town Engineer Fred Boone presented a proposal in the amount of \$18,649 with TerraTech Engineers, Inc. for construction materials testing of the First Avenue Phase I project.

...Motion by Councilor Tripp to approve the Town Manager entering a contract with TerraTech Engineers, Inc. for Construction Materials Testing for First Avenue – Phase I. Motion seconded by Councilor Roberson and carried unanimously.

ITEM XI. OTHER BUSINESS

None at this time.

ITEM XII. COMMITTEE REPORTS

A. Planning and Engineering

Councilor Gleason reported the committee is scheduled to meet next Monday.

B. Finance

Mayor Killen reported budget discussions starting next week.

C. Public Safety

Councilor Eddins reported discussion of the DDACTS position earlier tonight.

D. Nominating

No report.

E. Liaison Reports

No report.

ITEM XIII. CLOSED SESSION FOR LEGAL OR PERSONNEL MATTERS

...Motion by Councilor Eddins at 7:37 p.m. to enter closed session to discuss potential contract dispute and a personnel matter. Motion seconded by Councilor Gleason and carried unanimously.

ITEM XIV. ADJOURNMENT

...Motion by Councilor Eddins to adjourn at 8:25 p.m. Motion seconded by Mayor Pro Tem Chalk and carried unanimously.



Mayor Russell B. Killen



Town Clerk Suzanne M. Yeatts