



# KNIGHTDALE TOWN COUNCIL MINUTES

950 Steeple Square Court, Knightdale, North Carolina 27545

**June 4, 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; Fred Boone, Town Engineer; Jimmy Overton, Finance Director; Chris Hills, Planning Director; Jason Godwin, Police Chief; Jeff Triezenberg, Senior Planner; Chris Darden, Police Sergeant.

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

**WELCOME**

Welcome by Mayor Killen.

**INVOCATION**

Invocation given by Councilor Eddins.

**ITEM I. ADOPTION OF AGENDA**

**...Motion by Councilor Eddins to adopt the agenda with the following amendment:**

**ADD: Biggest Loser Contest to Item XI. Other Business  
Park Bond Referendum to Item XI. Other Business**

**Motion seconded by Mayor Pro Tem Chalk and carried unanimously.**

ITEM II. APPROVAL OF MINUTES

March 5, 2012

**...Motion by Councilor Tripp to approve the March 5, 2012 minutes. Motion seconded by Councilor Eddins and carried unanimously.**

ITEM III. PRESENTATIONS, RECOGNITIONS, AWARDS

None at this time.

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

No one approached.

B. Report on Citizen Inquiries

None at this time.

ITEM V. CONSENT AGENDA

A. Budget Amendment 2012-12

**Adopt Budget Amendment 2012-12 to reclassify expenditures within departments; appropriate restricted drug seizure funds; increase budget for water and sewer revenues; increase donation to East Wake Express Bus Route.**

B. Knightdale Park Loan – Declaration of Intent to Reimburse  
RES #12-06-04-001

**Adopt Resolution #12-06-04-001 to declare official intent to reimburse regarding the Knightdale Park loan with the proceeds of borrowing for any expenditure incurred prior to issuance of borrowing.**

**...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-3-12 Chapters 14 and 15 Comprehensive Edit

Public hearing opened at 7:03 p.m.

Jeff Triezenberg, Senior Planner, presented a zoning text amendment to comprehensively amend Chapter 14 (Administrative Agencies and Boards) and Chapter 15 (Development Process) of the Unified Development Ordinance with technical edits for consistency of language and referencing, clarifications of intent and interpretation, further definition of broad terms, addition of exemplary graphics and photos, and the removal of redundant text.

Mr. Triezenberg recommended referral of ZTA-3-12 to the Land Use Review Board's June 11, 2012 meeting.

No one approached.

**...Motion by Councilor Roberson at 7:05 p.m. to close the public hearing and refer ZTA-3-12 to the June 11, 2012 Land Use Review Board meeting. Motion seconded by Councilor Gleason and carried unanimously.**

B. Fiscal Year 2013 Budget Ordinance  
Proposed Financing

Public hearing opened at 7:06 p.m.

Finance Director Jimmy Overton presented the proposed fiscal year 2013 budget ordinance.

No one approached.

Public hearing closed at 7:28 p.m.

ITEM VII. SET PUBLIC HEARINGS

None at this time.

ITEM VIII. TOWN ATTORNEY

Nothing at this time.

## ITEM IX. OLD BUSINESS

ZTA-1-12 Notification of UDO Violations  
ORD #12-06-04-001

Planner Jeff Triezenberg 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.

**...Motion by Mayor Pro Tem Chalk to adopt statement of plan consistency and reasonableness of action, to approve ZTA-1-12 including the language "owner or responsible party" where applicable, and adopt Ordinance #12-06-04-001. Motion seconded by Councilor Gleason and carried unanimously.**

## ITEM X. NEW BUSINESS

A. First Avenue – Intent to Accept Right of Way  
RES #12-06-04-002

Fred Boone, Town Engineer, presented a resolution of intent to convert First Avenue beginning at Smithfield Road and ending at Knightdale Boulevard from an NCDOT owned right of way to a Town owned right of way. Mr. Boone answered questions from Council and recommended adoption of Resolution #12-06-04-002.

**...Motion by Councilor Tripp to adopt Resolution #12-06-04-002. Motion seconded by Mayor Pro Tem Chalk and carried unanimously.**

B. I-540 Landscape Maintenance

Town Engineer Fred Boone presented the certified bid tabulation for the I-540 Landscape Maintenance service proposed to begin July 1, 2012 and recommended award to the Brickman Group for the base bid and alternate #2.

**...Motion by Councilor Gleason to authorize the Town Manager to enter into agreement with Brickman Group for the base bid and alternate #2 upon the draft of the contract by the Town Attorney. Motion seconded by Councilor Eddins and carried unanimously.**

C. EWTV Interlocal Agreement

Gary McConkey, Director for EWTV, presented an interlocal agreement to add the Towns of Archer Lodge, Clayton, and Garner to the non-profit

corporation and to change the organization's name to PEG Media Partners.

Mr. McConkey also requested approval for expansion of the studio on the Town's property.

**...Motion by Councilor Eddins to approve Interlocal Agreement. Motion seconded by Councilor Gleason and carried unanimously.**

**...Motion by Councilor Eddins to approve expansion of the EWTN building. Motion seconded by Councilor Tripp and carried unanimously.**

D. Knightdale Station Design Fee Proposal

Town Manager Seth Lawless reviewed a proposal from CLH Design, PA for design services for Phase II of the proposed Town park, noted the need for clarification, and recommended delaying approval of the agreement.

**...Motion by Councilor Tripp to allow the Town Manager to negotiate and sign a contract with CLH Design, PA for design of Phase II of the proposed Town park. Motion seconded by Councilor Gleason and carried unanimously.**

ITEM XI. OTHER BUSINESS

A. Park Bond Referendum

Mayor Killen recommended including a bond referendum for phase II funding of the park project on the November ballot as it is a general election with more voter participation expected and will be less costly to include in November rather than May 2013.

Councilors Eddins and Roberson expressed concerns about funding phase II of the park project.

Council instructed staff to present a resolution at the next meeting regarding the Town's intent to include a bond referendum on the November 2012 ballot.

B. Biggest Loser Contest

Town Manager Seth Lawless reported receiving an invitation from Rex Healthcare and NBC17 to participate in promoting a casting call for the Biggest Loser Contest in Knightdale. Mr. Lawless explained that for a cost of \$5,000 the Town would get a 15 second spot on NBC17 to promote our

community guaranteed to run a minimum of 40 times during various hours of the day.

Council agreed to fund this request and instructed staff to move forward promoting the community with NBC17.

ITEM XII. COMMITTEE REPORTS

A. Planning and Engineering

Councilor Gleason reported the committee's upcoming meeting Monday, June 11, 2012.

B. Finance

No report.

C. Public Safety

Councilor Eddins commended fire staff on recent structure fire response times; reported restructure of the police division and congratulated newly sworn staff members; noted implementation of two canines.

D. Nominating

No report.

E. Liaison Reports

Councilor Tripp reminded everyone of the Market in the Park and Dancing in the Park events on Thursdays at 5:30 p.m.

ITEM XIII. CLOSED SESSION FOR LEGAL OR PERSONNEL MATTERS

**...Motion by Councilor Eddins at 8:40 p.m. to enter closed session to review minutes of previous closed sessions. Motion seconded by Mayor Pro Tem Chalk and carried unanimously.**

**...Motion by Councilor Tripp to release closed session minutes of the following dates:**

**December 5, 2011  
December 21, 2011  
January 18, 2012  
February 6, 2012  
March 21, 2012**

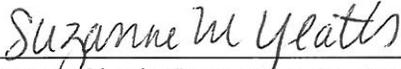
**Motion seconded by Councilor Eddins and carried unanimously.**

ITEM XIV. ADJOURNMENT

**...Motion by Councilor Roberson to adjourn at 8:43 p.m. Motion seconded by Mayor Pro Tem Chalk and carried unanimously.**



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Mayor Russell B. Killen



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Town Clerk Suzanne M. Yeatts