



# KNIGHTDALE TOWN COUNCIL MINUTES

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950 Steeple Square Court, Knightdale, North Carolina 27545

**October 16, 2013**

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 and James Roberson.

**ABSENT:** Councilors Tim Poirier and Dustin Tripp.

**Staff Members Present:** Clyde Holt, Town Attorney; Seth Lawless, Town Manager; Suzanne Yeatts, HR Director/Town Clerk; Chris Hills, Planning Director; Fred Boone, Town Engineer/Public Works Director; Brian Bowman, Communications Director; Jimmy Overton, Finance Director; Jennifer Currin, Senior Planner; Courtney Jenkins, Planning Technician; Keith Archambault, IT Administrator; Tim Guffey, Fire Chief; Jason Godwin, Police Chief.

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

**WELCOME**

Welcome by Mayor Killen.

**INVOCATION**

Invocation by Councilor Roberson.

**ITEM I. ADOPTION OF AGENDA**

**...Motion by Mayor Pro Tem Chalk to adopt the agenda. Motion seconded by Councilor Eddins and carried unanimously.**

**ITEM II. APPROVAL OF MINUTES**

September 3, 2013

September 18, 2013

October 7, 2013

**...Motion by Councilor Eddins to approve the minutes of September 3, 2013; September 18, 2013; October 7, 2013. Motion seconded by Mayor Pro Tem Chalk and carried unanimously.**

ITEM III. PRESENTATIONS, RECOGNITIONS, AWARDS

A. Recognition of Ellis Hankins, NCLM Executive Director  
RES #13-10-16-001

Mayor Killen presented a resolution honoring North Carolina League of Municipalities Executive Director Ellis Hankins.

Mayor Pro Tem Chalk spoke about Mr. Hankins and his leadership over the years.

B. Pancreatic Cancer Awareness Proclamation

Mayor Killen proclaimed November 2013 Pancreatic Cancer Awareness Month.

ITEM IV. PUBLIC

**Anyone may speak on an issue not included on tonight's agenda. If you anticipate speaking during tonight's meeting, please print your name and address on the form at the entry table. You must speak from the podium to assure accurate record. 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 2014-06  
**Adopt Budget Amendment 2014-06.**

B. Claim of Lien for Unpaid Abatements  
RES #13-10-16-002  
**Adopt Resolution #13-10-16-002.**

**...Motion by Councilor Roberson to adopt the Consent Agenda. Motion seconded by Mayor Pro Tem Chalk and carried unanimously.**

ITEM VI. ACTIONS REQUIRING PUBLIC HEARINGS

If you anticipate speaking during a public hearing at tonight's meeting,

please 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.

Langston Ridge UAA Amendment *continued*

Public hearing opened at 7:07 p.m.

Jennifer Currin, Senior Planner, presented amendments for the Langston Ridge subdivision development agreement proposed by MDChadwick Company, LLC.

No one else approached.

**...Motion by Mayor Pro Tem Chalk at 7:11 p.m. to approve the First Amendment to Amended and Restated Langston Ridge Subdivision Development Agreement. Motion seconded by Councilor Eddins and carried unanimously.**

ITEM VII. SET PUBLIC HEARINGS

None at this time.

ITEM VIII. TOWN ATTORNEY

Nothing at this time.

ITEM IX. OLD BUSINESS

Construction Projects Update

Town Engineer Fred Boone updated Council on the status of current projects.

ITEM X. NEW BUSINESS

A. Street Tree Planting Plan FY2014

Courtney Jenkins, Planning Technician, presented a plan to relocate existing trees from First Avenue to the I-540 corridor and to replace trees along First Avenue with an understory species with a less mature height.

**...Motion by Mayor Pro Tem Chalk to approve the FY2014 Street Tree Plan and Relocation Project. Motion seconded by Councilor Roberson and carried unanimously.**

B. Offer to Donate 426 North First Avenue Property

Town Manager Seth Lawless reported that the Knightdale Extension Community Association has offered to donate the building at 426 North First Avenue to the Town. Mr. Lawless noted that the Town would continue to allow the Lions Club to use the building.

**...Motion by Councilor Eddins to approve the purchase agreement. Motion seconded by Councilor Roberson and carried unanimously.**

C. Blue Star Memorial Veterans Tribute Special Event Permit

Planner Jennifer Currin presented a Special Event Application from Two Green Thumbs Garden Club for a Veterans Tribute at the Blue Star Memorial to be held November 10, 2013 from 12:00 until 1:30 p.m.

**...Motion by Councilor Roberson to approve the Blue Star Memorial Veterans Tribute Event. Motion seconded by Mayor Pro Tem Chalk and carried unanimously.**

ITEM XI. OTHER BUSINESS

None at this time.

ITEM XII. COMMITTEE REPORTS

A. Planning and Engineering

No report.

B. Finance

No report.

C. Public Safety

Councilor Eddins reported discussion of the number of fire volunteers, potential equipment needed for park safety, and the need for an Accreditation Officer noting the Finance Committee would meet prior to the second November Council meeting for further discussion.

D. Nominating

No report.

E. Liaison Reports

No report.

Mayor Pro Tem Chalk inquired about recent work done along the ditch at Fayetteville Street which is preventing a resident's mailbox access and asked staff to address.

Councilor Eddins expressed the need for additional trash containers and installation of a fence around the retention pond at the new park.

Mayor Pro Tem Chalk requested that recycle bins be added to the new park.

Town Manager Lawless announced the October 26, 2013 Disabled American Veterans Open House from noon until 2:00 p.m. at the building on Hodge Road.

Councilor Eddins reminded everyone of the upcoming Public Safety Day October 19, 2013.

Mayor Killen reported being a part of an education work group meeting over the next several months with plans to improve local schools.

ITEM XIII. CLOSED SESSION FOR LEGAL OR PERSONNEL MATTERS

None at this time.

ITEM XIV. ADJOURNMENT

**...Motion by Councilor Eddins to adjourn at 7:44 p.m. Motion seconded by Councilor Roberson and carried unanimously.**



Mayor Russell B. Killen



Town Clerk Suzanne M. Yeatts