



KNIGHTDALE TOWN COUNCIL MINUTES

950 Steeple Square Court, Knightdale, North Carolina 27545

November 20, 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, Tim Poirier, James Roberson, and
Dustin Tripp.

ABSENT: No one.

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; Jeff Triezenberg, Senior Planner; Keith
Archambault, IT Administrator; Jason Godwin, Police Chief;
Tony Lashley, Police Captain; Tim Guffey, Fire Chief;
Joanna Gombatz, Accounting Operations Manager.

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

WELCOME

Welcome by Mayor Killen.

INVOCATION

Invocation by Mayor Pro Tem Chalk.

ITEM I. ADOPTION OF AGENDA

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

ITEM II. APPROVAL OF MINUTES

November 4, 2013

...Motion by Councilor Roberson to approve the minutes of October 16, 2013. Motion seconded by Mayor Pro Tem Chalk and carried unanimously.

ITEM III. PRESENTATIONS, RECOGNITIONS, AWARDS

A. Ed Johnson Retirement Recognition

RES #13-11-20-001

Mayor Killen presented a resolution recognizing Ed Johnson for his service as the Executive Director of the NC Capital Area Metropolitan Planning Organization.

B. Audit Report – Fiscal Year 2013

Jimmy Overton, Finance Director, presented the Comprehensive Annual Financial Report for the fiscal year ended June 30, 2013.

Auditor Keith Joyce with Joyce and Company, CPAs reviewed the audit report and answered questions from Council.

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

Butch Dyer, 406 Star Ruby Drive, representing the Emerald Pointe Home Owners Association, expressed concern about speeding in the subdivision and requested a reduction in the speed limit throughout the neighborhood from 25 to 15 mph.

Councilor Eddins responded that the Public Safety Committee will address the speeding concerns in Emerald Pointe.

No one else approached.

B. Report on Citizen Inquiries

Nothing at this time.

ITEM V. CONSENT AGENDA

Nothing at this time.

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.

Knightdale Station UAA Amendment
Public hearing continued at 7:37 p.m.

Jennifer Currin, Senior Planner, presented an amendment to the Myers Lake Utility Allocation and Infrastructure Agreement for the Knightdale Station project.

No one else approached.

Public hearing closed at 7:42 p.m.

...Motion by Mayor Pro Tem Chalk to approve the amendment to the Myers Lake Utility Allocation and Infrastructure Agreement. Motion seconded by Councilor Poirier and carried unanimously.

ITEM VII. SET PUBLIC HEARINGS

None at this time.

ITEM VIII. TOWN ATTORNEY

Nothing at this time.

ITEM IX. OLD BUSINESS

A. ZTA-6-13 RVs in Mobile Home Parks
ORD #13-11-20-001

Planner Jeff Triezenberg reviewed a zoning text amendment to amend Section 2.13A(3)b of the Unified Development Ordinance to allow Recreational Vehicles (RVs) in a mobile home park and answered questions from Council.

...Motion by Mayor Pro Tem Chalk to adopt statement of plan consistency and reasonableness of action, approve ZTA-6-13 and adopt Ordinance #13-11-20-001. Motion seconded by Councilor Roberson and opposed by Councilor Tripp. Motion carried with a 4 to 1 vote.

B. ZTA-9-13 Lighting Ordinance Amendment
ORD #13-11-20-002

Planner Jeff Triezenberg reviewed a zoning text amendment regarding the Lighting Ordinance and recommended approval.

...Motion by Councilor Tripp to adopt statement of plan consistency and reasonableness of action, approve ZTA-9-13 and adopt Ordinance #13-11-20-002. Motion seconded by Councilor Eddins and carried unanimously.

C. Comprehensive Plan Amendment Chapter 3
RES #13-11-20-002

Planner Jeff Triezenberg presented a resolution to update Chapter 3 of the Comprehensive Plan and recommended adoption.

...Motion by Councilor Roberson to approve updated Chapter 3 of the Comprehensive Plan by adopting Resolution #13-11-20-002. Motion seconded by Mayor Pro Tem Chalk and carried unanimously.

D. Construction Project Updates

Town Engineer Fred Boone gave Council an update on current town projects.

E. Knightdale Park Phase II Progress Energy Utility Relocation Agreement

Town Engineer Fred Boone reported negotiations with Duke Progress Energy for a utility relocation agreement for phase II of Knightdale Park and noted various changes will continue to be reviewed by attorneys at Duke Progress Energy.

...Motion by Councilor Poirier to authorize the Town Manager to enter into agreement for the relocation of utilities once negotiations with the Town Engineer and Town Attorney are complete. Motion seconded by Councilor Eddins and carried unanimously.

F. Knightdale Park Phase II AT&T Utility Relocation Agreement

Town Engineer Fred Boone reported that the Utility Relocation Agreement with AT&T has been reviewed by all parties and is presented for approval.

...Motion by Councilor Eddins to authorize the Town Manager to enter into agreement for the relocation of utilities. Motion seconded by Councilor Tripp and carried unanimously.

ITEM X. NEW BUSINESS

A. Tae Kwon Do Street Name Change
RES #13-11-20-003

Planner Jennifer Currin presented a resolution to change the street name Tae Kwon Do Drive to Laurel Square Drive.

Councilor Eddins suggested exploring a street name representative of Malabys Crossroads Church and directed staff to reach out to the church for suggestions.

B. Accreditation Manager Position
Position Classification Plan Revision
Budget Amendment 2014 07

Councilor Eddins reported committee discussions regarding the Accreditation Manager position and recommended approval of the position effective January 1, 2014.

Police Chief Jason Godwin spoke about the position and duties involved.

Seth noted the budget amendment presented also includes funding for the Wake Tech Foundation.

...Motion by Councilor Roberson to adopt Budget Amendment 2014 07 and Revised Position Classification Plan. Motion seconded by Mayor Pro Tem Chalk and carried unanimously.

ITEM XI. OTHER BUSINESS

Mayor Killen noted committee appointments for 2014 will be made in the near future.

ITEM XII. COMMITTEE REPORTS

A. Planning and Engineering
No report.

B. Finance
No report.

C. Public Safety
Councilor Eddins reported discussion of the Accreditation Manager position and vacant positions to be filled.

D. Nominating

Mayor Pro Tem Chalk noted a report will be made after the next Council meeting.

E. Liaison Reports

No report.

ITEM XIII. CLOSED SESSION FOR LEGAL OR PERSONNEL MATTERS

None at this time.

ITEM XIV. ADJOURNMENT

...Motion by Councilor Eddins to adjourn at 8:18 p.m. Motion seconded by Councilor Tripp and carried unanimously.



Mayor Russell B. Killen



Town Clerk Suzanne M. Yeatts