



KNIGHTDALE TOWN COUNCIL MINUTES

950 Steeple Square Court, Knightdale, North Carolina 27545

December 2, 2013 – Second Session

The Knightdale Town Council met at Knightdale Town Hall, 950 Steeple Square Court, Knightdale, North Carolina.

PRESENT: Mayor Russell Killen, Councilors Mike Chalk, James Roberson, Mark Swan, Dustin Tripp, and Randy Young.

ABSENT: No one.

Staff Members Present: Clyde Holt, Town Attorney; Seth Lawless, Town Manager; Suzanne Yeatts, Town Clerk/HR Director; Marcey Bell, Assistant Town Clerk/HR Technician; Chris Hills, Planning Director; Fred Boone, Town Engineer/Public Works Director; Brian Bowman, Communications Director; Tina Cheek, Parks and Recreation Director; Jimmy Overton, Finance Director; Jason Godwin, Police Chief; Jennifer Currin, Senior Planner; Jeff Triezenberg, Senior Planner; Megan Thornton, Recreation Program Supervisor; Keith Archambault, IT Administrator; Tony Lashley, Police Captain; Tim Guffey, Fire Chief; Joanna Gombatz, Accounting Operations Manager.

Meeting called to order by Mayor Killen at 7:59 p.m.

WELCOME

Welcome by Mayor Killen.

INVOCATION

Invocation given by Mayor Killen.

ITEM I. ADOPTION OF AGENDA

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

ITEM II. APPROVAL OF MINUTES

None at this time.

ITEM III. PRESENTATIONS, RECOGNITIONS, AWARDS

A. Appearance Awards

Senior Planner Jennifer Currin announced 2013 Community Appearance Award recipient, Northside Community Church.

Mayor Killen formally honored Northside Community Church with a Community Appearance Award plaque.

Senior Planner Jennifer Currin announced 2013 Community Appearance Award recipient, Robert Hobdy.

Mayor Killen formally honored Mr. Hobdy with a Community Appearance Award plaque.

B. Branding Research

Communications Director Brian Bowman introduced North Star Destination Strategies representative Kelley Brackett who gave a branding presentation summarizing North Star's research and brand platform recommendation for Knightdale.

Mayor Killen thanked North Star for their research. Council briefly discussed the presentation and the desire to view the full-length presentation. Council noted that the upcoming retreat, possibly separated into two events, will provide an opportunity for consideration of this campaign.

Communications Director Brian Bowman recommended that Council accept the brand platform recommendation as presented by North Star.

...Motion by Councilor Chalk to accept the brand platform recommendation from North Star and authorize staff to consider ways of implementation. Motion seconded by Councilor Tripp and carried unanimously.

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 #2014-08 General Fund

Adopt Budget Amendment #2014-08 regarding drug seizure funds, supplies for Knightdale Station Park, and reclassification of expenditures within departments.

B. Parade Street Closing

RES #13-12-02-001

Adopt Resolution #13-12-02-001 closing a section of the road for the Tree Lighting and Christmas Parade.

...Motion by Councilor Chalk 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-10-13 Tattoo Parlors

Public hearing opened at 8:46 p.m.

Senior Planner Jeff Triezenberg presented a zoning text amendment to amend Section 2.3C, Section 3.3, and Chapter 19 of the Unified Development Ordinance concerning a new listing for tattoo parlors.

Mr. Triezenberg answered questions from Council and recommended referral of ZTA-10-13 to the December 9, 2013 Land Use Review Board meeting.

Laurel Jeffreys of 4920 Lord Nelson Drive pointed out that the allowance of tattoo parlors will push Knightdale in the direction that North Star's branding campaign is recommending. She noted that most people are commuting to other towns for tattoos, and this revenue is better kept in Knightdale.

No one else approached.

...Motion by Councilor Roberson to close the public hearing at 8:56 p.m. and refer ZTA-10-13 to the December 9, 2013 Land Use Review Board meeting. Motion seconded by Councilor Swan and carried unanimously.

ITEM VII. SET PUBLIC HEARINGS

None at this time.

ITEM VIII. TOWN ATTORNEY
Nothing at this time.

ITEM IX. OLD BUSINESS
Tae Kwon Do Street Name Change
RES #13-12-02-002

Senior Planner Jennifer Currin presented a resolution to change the street name Tae Kwon Do Drive to Malabys Church Drive.

...Motion by Councilor Young to adopt Resolution #13-12-02-002. Motion seconded by Councilor Chalk and carried unanimously.

ITEM X. NEW BUSINESS
A. Appointment of Mayor Pro Tempore
Mayor Killen recommended appointing Councilor Chalk as Mayor Pro Tempore.

...Motion by Councilor Roberson to appoint Councilor Chalk as Mayor Pro Tempore. Motion seconded by Councilor Swan and carried unanimously.

B. Committee Appointments
Mayor Killen made the following committee and liaison appointments:

Finance Committee	Mayor Pro Tem Chalk Councilor Tripp
Planning & Engineering Committee	Councilor Tripp Councilor Swan
Public Safety Committee	Mayor Pro Tem Chalk Councilor Roberson
Nominating Committee	Councilor Roberson Councilor Young
Technical Review Committee	Mayor Pro Tem Chalk Councilor Young
Land Use Review Board Liaison	Councilor Tripp
Parks and Recreation Advisory Board Liaison	Councilor Swan

Old Town Oversight Committee Liaison	Councilor Young
Chamber of Commerce Liaison	Councilor Young
Capital Area Metropolitan Planning Organization Representative	Mayor Killen Councilor Roberson (alternate)
Triangle J Council of Government Delegates	Councilor Roberson Mayor Pro Tem Chalk (alternate)
Greater Raleigh Convention & Visitors Bureau	Councilor Roberson

C. Annual Retreat Discussion

Mayor Killen reported potential dates of February 1st or 8th for the annual retreat. Council agreed on a tentative date of February 1, 2014.

Town Attorney Clyde Holt discussed scheduling the ethics course that must be completed within a six month period for three council members. Mayor Killen suggested holding the course at 6 p.m. before a meeting of the Council.

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 Roberson reported that tonight's Public Safety Committee meeting was cancelled.

D. Nominating
No report.

E. Liaison Reports
No report.

Mayor Killen reminded Council of the annual Wake County Mayors' Association meeting on December 16th.

ITEM XIII. CLOSED SESSION FOR LEGAL OR PERSONNEL MATTERS
None at this time.

ITEM XIV. ADJOURNMENT

...Motion by Councilor Roberson to adjourn at 9:14 p.m. Motion seconded by Councilor Tripp and carried unanimously.



Mayor Russell B. Killen



Town Clerk Suzanne M. Yeatts