



KNIGHTDALE TOWN COUNCIL MINUTES

950 Steeple Square Court, Knightdale, North Carolina 27545

February 19, 2014

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, Councilors James Roberson, Mark Swan, Dustin Tripp, and Randy Young.

ABSENT: Mayor Pro Tem Mike Chalk.

Staff Members Present: Beth Trahos, Town Attorney; Seth Lawless, Town Manager; Suzanne Yeatts, Town Clerk/HR Director; Marcey Bell, Assistant Town Clerk/HR Technician; Chris Hills, Planning 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; Tina Cheek, Parks and Recreation Director; Tim Guffey, Fire Chief; Fred Boone, Town Engineer/ Public Works Director.

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

WELCOME

Welcome by Mayor Killen.

INVOCATION

Invocation by Mayor Killen.

ITEM I. ADOPTION OF AGENDA

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

ITEM II. APPROVAL OF MINUTES

February 1, 2014
February 3, 2014

...Motion by Councilor Roberson to approve the minutes of February 1, 2014 and February 3, 2014. Motion seconded by Councilor Swan and carried unanimously.

ITEM III. PRESENTATIONS, RECOGNITIONS, AWARDS

Property Condition Assessment Report
700 North First Avenue
Oakley Collier Architects

Town Manager Seth Lawless introduced Franki Joyner of Oakley Collier Architects.

Mr. Joyner reported on Oakley Collier's condition assessment of the Watson House at Knightdale Station Park and the costs associated with needed renovations which total \$226,462 and answered questions from Council.

Mayor Killen suggested revisiting this issue for discussion at a future meeting because of Mayor Pro Tem Chalk's absence and directed the Town Manager to have someone test the plaster and ceiling tiles in the house for asbestos.

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

Jun Lee of 7035 Knightdale Boulevard expressed his malcontent at the changing of the street name Tae Kwon Do Drive to Malabys Church Drive. Mr. Lee gave a brief history of the naming of Tae Kwon Do Drive and requested that Council return the street name to Tae Kwon Do Drive.

B. Report on Citizen Inquiries

Nothing at this time.

ITEM V. CONSENT AGENDA

Budget Amendment 2014 12

Adopt Budget Amendment 2014 12.

**...Motion by Councilor Roberson to approve the consent agenda.
Motion seconded by Councilor Young 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.

SU-1-14 YMCA Special Use Permit Continued

Public hearing continued at 7:26 p.m.

Town Attorney Beth Trahos reminded Senior Planner Jennifer Currin that she was sworn in at the previous Town Council Meeting, and as this hearing is a continuation of the original, she is still sworn.

Ms. Currin continued the presentation of a Special Use Permit request for a YMCA outdoor aquatics facility on approximately three acres of land northeast of Knightdale Station and presented the following Findings of Fact that must be considered: the use meets all required principles and specifications of the UDO and any adopted land use plans, is in harmony with the general purpose and intent and preserves its spirit; the proposed plan as submitted and approved will be visually and functionally compatible with the surrounding area; and the public health, safety and welfare will be assured to not substantially injure the value of adjoining property and associated uses if located where proposed.

Ms. Currin reported on the Land Use Review Board's recommendation which was unanimously to approve this Special Use Permit request with conditions. Ms. Currin recommended closing the public hearing and approving Special Use Permit SU-1-14 with conditions recommended by the Land Use Review Board.

No one else approached.

Town Attorney Beth Trahos suggested that Council adopt staff's Findings of Fact or make their own Findings of Fact.

...Motion by Councilor Roberson to adopt the Findings of Fact presented by staff in the report provided with respect to the YMCA Special Use Permit request. Motion seconded by Councilor Swan and carried unanimously.

...Motion by Councilor Tripp to close the public hearing at 7:33 p.m. and approve Special Use Permit SU-1-14 subject to two conditions noted by staff: (1) Require that the Construction Drawings fully comply with all staff's review comments contained within the electronic plan review comments staff sent the applicant on January 28, 2014 and in the clarification e-mail dated February 14, 2014; (2) Require that the 10' multi-use trail proposed along the south and east property lines be constructed with the YMCA Outdoor Aquatics Facility (Phase I of the YMCA project). Motion seconded by Councilor Young and carried unanimously.

ITEM VII. SET PUBLIC HEARINGS

None at this time.

ITEM VIII. TOWN ATTORNEY

Town Attorney Beth Trahos expressed her appreciation for the opportunity to be in Knightdale for this Town Council Meeting.

ITEM IX. OLD BUSINESS

A. ZTA-1-14 UDO Technical Edits
ORD #14-02-19-001

Senior Planner Jeff Triezenberg reported on ZTA-1-14 regarding Old Town Oversight Committee rules and procedures, default speed limits, wireless telecommunication tower updates, and civic building material clarifications. This was heard by the Land Use Review Board and received unanimous approval with minor changes in wording. Mr. Triezenberg recommended adopting the statement of plan consistency and reasonableness of action, approving ZTA-1-14, and adopting ORD #14-02-19-001.

...Motion by Councilor Young to approve ZTA-1-14 and adopt Ordinance #14-02-19-001. Motion seconded by Councilor Swan and carried unanimously.

B. Construction Projects Update

Town Engineer Fred Boone gave an update on all Town construction projects and answered questions from Council.

C. Mingo Creek Greenway Phase II
Project Budget Modification
Budget Amendment 2014 13

Town Engineer Fred Boone presented information regarding necessary budget modifications for Phase II of the Mingo Creek Greenway Project that would increase the construction budget from \$2,671,797.46 to \$2,807,066.12. Mr. Boone answered questions from Council and recommended increasing the project budget as estimated.

...Motion by Councilor Swan to increase the project budget as estimated. Motion seconded by Councilor Tripp and carried unanimously.

D. Smithfield Road Improvement Projects Bid Results
RES #14-02-19-001
RES #14-02-19-002

Town Engineer Fred Boone presented bid results for the Smithfield Road Improvement Projects as well as a breakdown of grant funding for these projects and answered questions from Council.

Council discussed whether to move forward with the Smithfield Road Improvement Projects due to the increase in cost. It was discussed amongst Council that funds are available for this project from the Stormwater Fund pending putting off the Harper Park Project. Finance Director Jimmy Overton gave a brief overview of available funds.

Council discussed putting off the Harper Park Project in order to have more time to consider plans for that area. Mr. Boone noted that putting off the Harper Park Project would not cause any issues. Town Manager Seth Lawless brought up the availability of Unrestricted Fund Balances. Mayor Killen suggested putting off the Harper Park discussion until the next Town Council Meeting in order for staff and Council to have time to think about the best course of action.

...Motion by Councilor Tripp to approve the resolution authorizing the Town Manager to enter into contract upon concurrence with NCDOT for C-5167 Smithfield Road Improvements (CMAQ) and EL-5100 CD Smithfield Road Sidewalk Improvements (STP-DA). Motion seconded by Councilor Young and carried unanimously.

ITEM X. NEW BUSINESS

A. Harper Park Stormwater Improvements
Professional Services Proposal

Council decided to table this item until the next Town Council Meeting.

B. Healthy Community Grant Letter of Intent
RES #14-02-19-003

Parks and Recreation Director Tina Cheek presented information regarding the John Rex Endowment which provides municipalities grants for initiatives that increase children's access to healthy foods and active living opportunities in Wake County. Ms. Cheek connected the endowment's purpose to the Town of Knightdale's goal of promoting wellness through active neighborhoods and businesses. This endowment would grant area elementary schools access to Knightdale Station Park as well as the Farmer's Market and Greenway. Ms. Cheek noted that this endowment spans the course of three years at \$75,000 per year. Ms. Cheek answered questions from Council and recommended that Council approve RES #14-02-19-003 in support of the Healthy Community Grant Letter of Intent.

...Motion by Councilor Roberson to approve Resolution #14-02-19-003 in support of the Healthy Community Grant Letter of Intent. Motion seconded by Councilor Swan and carried unanimously.

C. Town Ordinance Updates
ORD #14-02-19-002

Police Chief Jason Godwin reported on necessary changes to the Town Ordinances and answered questions from Council. Chief Godwin recommended adopting deletions, additions, and revisions to the Town Ordinances as outlined in ORD #14-02-19-002.

...Motion by Councilor Tripp to adopt Ordinance #14-02-19-002. Motion seconded by Councilor Roberson 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 Roberson reported on the drivers' license checkpoints that will be taking place in the future to address the issues of speeding and burglaries. Councilor Roberson also noted that during the recent inclement weather, per Police Chief Godwin, the four new utility vehicles demonstrated outstanding performance; they also provide better fuel mileage than the vehicles they replaced. Councilor Roberson also reported that Fire Chief Guffey will be doing research on fire pits and will be providing information on concerns with that in the future.

D. Nominating

The following motions came from the nominating committee:

LURB Appointments: Pete Mangum
 Charles Piratzky

OTAC Appointments: Adrian Dixon
 Bernice Dupree
 Billy Wilder

PRAB Appointments: Meg Buckingham
 Danielle Johnson
 Adam Prince
 Cydney Steele
 Angie Strickland

...Motion by Councilor Roberson to reappoint Pete Mangum and Charles Piratzky to the Land Use Review Board Committee and to reappoint Adrian Dixon, Bernice Dupree, and Billy Wilder to the Old Town Advisory Committee.

...Motion by Councilor Young to reappoint Adam Prince, Angie Strickland, and Cydney Steele and to appoint Meg Buckingham and Danielle Johnson to the Parks and Recreation Advisory Board.

...Motion by Councilor Young to eliminate one non-resident seat on the Parks and Recreation Advisory Board for a total of eight members.

Council briefly discussed the need for eight seats rather than nine on the Parks and Recreation Advisory Board.

E. Liaison Reports

No report.

Mayor Killen noted that the creative team for branding work met February 18, 2014 and got a first view of what may be the Town's vision statement and tag line. The creative team will meet again next week.

Mayor Killen mentioned that Marbles Kids' Museum is having a Future Me Fair on Saturday, February 22, 2014 and encouraged citizens to bring their children.

Mayor Killen pointed out that Council needs to reschedule the Triangle Community Coalition Meeting which was postponed until future notice because of inclement weather. Council discussed various dates and decided on March 5, 2014 at 8 a.m. or March 26, 2014 at 8 a.m. pending feedback from the TCC.

Town Manager Seth Lawless took a moment to thank the Public Works and Public Safety staff members for their hard work during last week's inclement weather.

ITEM XIII. CLOSED SESSION FOR LEGAL OR PERSONNEL MATTERS

...Motion by Councilor Roberson to enter closed session at 8:16 p.m. to discuss personnel matters. Motion seconded by Councilor Swan and carried unanimously.

Town Attorney Beth Trahos noted that the closed session is pursuant to North Carolina General Statute 143-318.11.(a)(6).

...Motion by Councilor Swan to exit closed session at 8:59 p.m. Motion seconded by Councilor Roberson and carried unanimously.

ITEM XIV. ADJOURNMENT

...Motion by Councilor Swan to adjourn at 9:00 p.m. Motion seconded by Councilor Young and carried unanimously.



Mayor Russell B. Killen



Town Clerk Suzanne M. Yeatts