



## KNIGHTDALE TOWN COUNCIL MINUTES

950 Steeple Square Court, Knightdale, North Carolina 27545

**March 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, Mayor Pro Tem Mike Chalk, Councilors James Roberson, Mark Swan, Dustin Tripp, and Randy Young.

**ABSENT:** No one.

**Staff Members Present:** Clyde Holt, Town Attorney; Seth Lawless, Town Manager; Marcey Bell, Assistant Town Clerk/HR Technician; Chris Hills, Planning Director; Jimmy Overton, Finance Director; Jennifer Currin, Senior Planner; Keith Archambault, IT Administrator; Fred Boone, Town Engineer/Public Works Director; Tina Cheek, Parks and Recreation Director; Richard Haynes, Police Lieutenant; Jacob Jones, Police Officer; Tim Guffey, Fire Chief.

Meeting called to order by Mayor Killen at 7:13 p.m.

**WELCOME**

Welcome by Mayor Killen.

**INVOCATION**

Invocation by Councilor Swan.

**ITEM I. ADOPTION OF AGENDA**

**...Motion by Councilor Tripp to adopt the agenda with the following amendments:**

**DELETE: Discussion of Future Park Phases**

**ADD: Award Presentation Item III. Presentations, Recognitions, Awards**

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

ITEM II. APPROVAL OF MINUTES

March 5, 2014 Triangle Community Coalition Meeting  
March 5, 2014 Town Council Meeting

**...Motion by Mayor Pro Tem Chalk to approve the minutes. Motion seconded by Councilor Roberson and carried unanimously.**

ITEM III. PRESENTATIONS, RECOGNITIONS, AWARDS

Mayor Killen presented an award to Fire Chief Tim Guffey and congratulated him for completion of the Fire Executives Academy.

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

Billy Wilder of 311 Fourth Avenue gave a brief history of the Watson House property as a farm house and encouraged Council to keep the property and make it usable by the public. Mayor Killen assured Mr. Wilder that Council plans to keep the property and possibly complete needed repairs in the future.

B. Report on Citizen Inquiries  
Nothing at this time.

ITEM V. CONSENT AGENDA

A. Position Classification Plan Revision  
**Adopt Revised Position Classification Plan as presented effective immediately.**

B. Budget Amendment 2014 15  
**Adopt Budget Amendment 2014 15.**

C. 2014 Hammerhead Pool Contract  
**Authorize the Town Manager to sign the 2014 Pool Management Agreement with Hammerhead Pool Services.**

**...Motion by Mayor Pro Tem 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, 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.

None at this time.

ITEM VII. SET PUBLIC HEARINGS

None at this time.

ITEM VIII. TOWN ATTORNEY

Town Attorney Clyde Holt presented information regarding the Naismith Legacy Giving Group's wish to locate a youth recreational facility in Knightdale's jurisdiction on Wake Stone property at the corner of Forestville and Old Crews Roads with the potential that the property would come under the ownership of the Town. This project will potentially be funded in part by Wake County. Mr. Holt pointed out that it would be appropriate for Council to authorize the Town Manager to sign a preliminary agreement authorizing staff to explore the issue further and report back when progress is made. Mayor Killen gave more information on the project as well as the youth basketball program that the recreational facility would offer.

**...Motion by Councilor Swan to affirm the Memorandum of Understanding. Motion seconded by Councilor Tripp and carried unanimously.**

ITEM IX. OLD BUSINESS

A. Village Park Commons

Conditional District Request for Extension

Senior Planner Jennifer Currin presented a letter from Michael King of K&L Gates for Widewaters SE Real Estate Investors, Incorporated requesting an extension of the Village Park Commons Conditional District for six months to enable Widewaters the time necessary to submit site plans and construction plans for development of the property. Ms. Currin gave a brief history of this project which was originally approved in 2006 and delayed due to a law suit and the Permit Extension Act.

Michael King spoke regarding the issue and answered questions from Council with Ms. Currin. Council discussed extending the conditional district for two years.

**...Motion by Mayor Pro Tem Chalk to accept the conditional request for extension for an additional 24 months. Motion seconded by Councilor Roberson and carried unanimously.**

B. ZTA-2-14 BMP Sureties  
ORD #14-03-19-001

Planning Director Chris Hills presented a Zoning Text Amendment to amend Section 6.4F8 of the Unified Development Ordinance by eliminating the amount, forfeiture provisions, default, and costs in excess of performance security provisions while emphasizing the owner's maintenance responsibilities and possible penalties that would result from the failure of performing their maintenance duties. Mr. Hills noted the Land Use Review Board's unanimous recommendation to approve this Zoning Text Amendment with minor changes and recommended that Council adopt the statement of plan consistency and reasonableness of action, approve ZTA-2-14, and adopt ORD #14-03-19-001.

**...Motion by Councilor Roberson to adopt the statement of plan consistency and reasonableness of action, to approve Zoning Text Amendment 2-14, and adopt Ordinance #14-03-19-001. Motion seconded by Councilor Young and carried unanimously.**

C. Construction Projects Update

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

ITEM X. NEW BUSINESS

A. First Avenue Sharrow and Bicycle Signage Plan

Town Engineer Fred Boone presented the Sharrow and Bicycle Signage Plan for First Avenue and the costs associated with it. Mr. Boone answered questions from Council.

Mayor Killen noted diverted bicycle traffic that will continue until the greenway is complete. Planning Director Chris Hills briefly detailed the ongoing Planning and Engineering Committee discussions related to bicycle routes, and Council discussed.

**...Motion by Councilor Swan to approve the installation of Share the Road Signs and Sharrows as recommended by the Planning**

**and Engineering Committee. Motion seconded by Councilor Tripp and carried unanimously.**

B. Lynnwood Road and McKnight Drive Resurfacing  
Bid Results

Town Engineer Fred Boone presented information from the bidding on the Lynnwood Road and McKnight Drive Resurfacing project and recommended that Council authorize the Town Manager to enter into contract with Turner Asphalt, Incorporated and approve any change orders within 10% of the provided bids.

Councilor Tripp recommended that Mr. Boone contact Public Utilities regarding valves and manhole covers before paving commences.

**...Motion by Mayor Pro Tem Chalk to authorize the Town Manager to enter into contract with Turner Asphalt for the Lynnwood and McKnight Resurfacing Project. Motion seconded by Councilor Young and carried unanimously.**

C. TTA Amended Agreement

Planning Director Chris Hills presented an amendment to the previously adopted Interlocal Agreement between the Town and Triangle Transit to operate the Knightdale Express Bus Service to bring the terms of the agreement up to date and to adopt the holiday schedule observed by Triangle Transit. Mr. Hills answered questions from Council and recommended that Council authorize the Town Manager to execute the Amendment to the Interlocal Agreement between the Town and Triangle Transit.

**...Motion by Mayor Pro Tem Chalk to authorize the Town Manager to execute the Amendment to the Interlocal Agreement between the Town of Knightdale and Triangle Transit. Motion seconded by Councilor Swan 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  
No report.

D. Nominating  
No report.

E. Liaison Reports  
No report.

Councilor Young noted that the Old Town Advisory Committee met last week and elected new officers.

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

ITEM XIV. ADJOURNMENT

**...Motion by Councilor Roberson to adjourn at 8:09 p.m. Motion seconded by Councilor Swan and carried unanimously.**

  
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Mayor Russell B. Killen

  
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Town Clerk Suzanne M. Yeatts