



KNIGHTDALE TOWN COUNCIL MINUTES

950 Steeple Square Court, Knightdale, North Carolina 27545

April 7, 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 Mark Swan, Dustin Tripp, and Randy Young.

ABSENT: Councilor James Roberson.

Staff Members Present: Clyde Holt, Town Attorney; Seth Lawless, Town Manager; Suzanne Yeatts, HR Director/Town Clerk; Chris Hills, Planning Director; Jimmy Overton, Finance Director; Fred Boone, Town Engineer/Public Works Director; Tina Cheek, Parks and Recreation Director; Jason Godwin, Police Chief; Tim Guffey, Fire Chief; Brian Bowman, Communications Director; Keith Archambault, IT Administrator; Paxton Lanier, Maintenance Worker II; Jason Pope, Firefighter; Ronnie Privette, Firefighter.

Meeting called to order by Mayor Killen at 7:01 p.m.

WELCOME

Welcome by Mayor Killen.

INVOCATION

Invocation by Councilor Tripp.

ITEM I. ADOPTION OF AGENDA

...Motion by Councilor Tripp to adopt the agenda. Motion seconded by Councilor Young and carried unanimously.

ITEM II. APPROVAL OF MINUTES

March 19, 2014 Committee of the Whole
March 19, 2014 Town Council Meeting

...Motion by Councilor Young to approve the minutes of March 19, 2014. Motion seconded by Councilor Swan and carried unanimously.

ITEM III. PRESENTATIONS, RECOGNITIONS, AWARDS

A. Introduction of Maintenance Worker II

Public Works Director Fred Boone introduced Paxton Lanier as the Town's new Maintenance Worker II.

B. Introduction of Firefighters

Fire Chief Tim Guffey introduced Jason Pope and Ronnie Privette as new Firefighters.

C. Trash and Recycling Schedule Changes

Communications Director Brian Bowman gave a brief presentation detailing changes being made to the current trash and recycling schedule.

Mr. Bowman also reported Knightdale as Movoto's third most affordable place to live in North Carolina.

D. Book Presentation

Authors Billy Wilder and Wanda Ramm gave a brief presentation on the book, "Knightdale," which gives a history of the Town and presented a copy to Mayor Killen.

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
Nothing at this time.

ITEM V. CONSENT AGENDA

A. Personnel Policy Revisions

Approve revisions to the personnel policy as recommended effective April 7, 2014.

B. Records Retention Schedule Update

RES #14-04-07-001

Adopt Resolution #14-04-07-001 regarding the Municipal Records Retention and Disposition Schedule issued by the North Carolina Department of Cultural Resources as of September 10, 2012.

C. Budget Amendment 2014 16

Approve Budget Amendment 2014 16 as requested.

D. Smith Moore Leatherwood Engagement Agreement

Approve the agreement as part of the Consent Agenda.

...Motion by Mayor Pro Tem Chalk to adopt the consent agenda.

Motion seconded by Councilor Tripp 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.

ZTA-3-14 Infill Lot Setbacks

Public hearing opened at 7:18 p.m.

Planning Director Chris Hills gave a presentation on Zoning Text Amendment 3-14 which will amend Sections 2.8.B.2 and 2.9.B.2 of the Unified Development Ordinance by eliminating the language pertaining to Infill Lot setbacks in each section, making development and redevelopment within RMX and NMX districts subject to the standards in the setback table. Mr. Hills answered questions from Council and recommended that Council refer ZTA-3-14 to the April 14, 2014 Land Use Review Board Meeting.

...Motion by Councilor Swan to close the public hearing at 7:27 p.m. and refer ZTA-3-14 to the April 14, 2014 Land Use Review Board Meeting. Motion seconded by Mayor Pro Tem Chalk and carried unanimously.

ITEM VII. SET PUBLIC HEARINGS

None at this time.

ITEM VIII. TOWN ATTORNEY
Nothing at this time.

ITEM IX. OLD BUSINESS

Knightdale Station Improvements

Planning Director Chris Hills and Parks and Recreation Director Tina Cheek gave respective presentations on lighting at Knightdale Station and on the sketch plan for the arboretum. Mr. Hills and Ms. Cheek answered questions from Council.

...Motion by Mayor Pro Tem Chalk to approve the Lease Option Lighting Plan and Fixture for Knightdale Station Park. Motion seconded by Councilor Tripp and carried unanimously.

Council directed staff to modify the arboretum plan for future presentation.

ITEM X. NEW BUSINESS

Town Ordinance Updates
ORD #14-04-07-001

Police Chief Jason Godwin gave a presentation on various Town Ordinances requiring update.

...Motion by Councilor Tripp to adopt deletions, additions, and revisions to the Town Ordinances as outlined by Ordinance Number 14-04-07-001. 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
Mayor Pro Tem Chalk reported reviewing departmental budget requests.

C. Public Safety
No report.

D. Nominating
No report.

E. Liaison Reports
No report.

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

ITEM XIV. ADJOURNMENT

...Motion by Councilor Swan to adjourn at 7:55 p.m. Motion seconded by Councilor Young and carried unanimously.



Mayor Russell B. Killen



Town Clerk Suzanne M. Yeatts