



# KNIGHTDALE TOWN COUNCIL MINUTES

950 Steeple Square Court, Knightdale, North Carolina 27545

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

ABSENT: No one.

Staff Members Present: Beth Trahos, Town Attorney; Jerry Oliver, Town Attorney; Seth Lawless, Town Manager; Marcey Bell, Assistant Town Clerk/HR Technician; Chris Hills, Planning Director; Tina Cheek, Parks and Recreation Director; Jennifer Currin, Senior Planner; Jimmy Overton, Finance Director; Jason Godwin, Police Chief; Jacqui Boykin, Police Captain; Keith Archambault, IT Administrator.

Meeting called to order by Mayor Killen at 7:00 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 Swan and carried unanimously.**

## ITEM II. APPROVAL OF MINUTES

June 18, 2014

**...Motion by Mayor Pro Tem Chalk to approve the minutes of June 18, 2014. Motion seconded by Councilor Swan and carried unanimously.**

ITEM III. PRESENTATIONS, RECOGNITIONS, AWARDS

Introduction of New Police Captain  
Police Chief Jason Godwin introduced Jacqui Boykin as the Police Department's new captain.

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

Norman Moak of 1110 Tashal Court expressed his concerns regarding the restriping of Lynwood Road.

Stephen Morgan of 1001 Japonica Court noted some main concerns of the Homeowner's Association.

Trent Walker of 904 Silent Retreat, the current vice president of the Planter's Walk Homeowners' Association, expressed some concerns of community members who could not attend the meeting.

Council discussed the restriping plan and agreed to organize a special meeting with the Planter's Walk HOA so that members of the community could express their concerns.

B. Report on Citizen Inquiries

Nothing at this time.

ITEM V. CONSENT AGENDA

Quality Comfort HVAC Service Contract

**...Authorize the Town Manager to enter into the attached contract with Quality Comfort.**

**...Motion by Councilor Young to approve 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.

ZMA-3-14 Thales Academy Conditional District Rezoning

Public hearing opened at 7:24 p.m.

Senior Planner Jennifer Currin presented ZMA-3-14 to rezone a parcel located in the Knightdale Station Subdivision development from Urban Residential-12 to Urban Residential-12 Conditional District in order to develop the property as a private elementary school. The applicant voluntarily submitted a conditional district rezoning for the proposed use as shown on the master plan and has also requested a few exceptions to the UDO. Council discussed those exceptions and agreed that they are acceptable. Ms. Currin recommended that Council close the public hearing and refer ZMA-3-14 to the July 14, 2014 Land Use Review Board Meeting.

**...Motion by Mayor Pro Tem Chalk to close the public hearing at 7:37 p.m. and refer Zoning Map Amendment 3-14 to the July 14, 2014 Land Use Review Board Meeting. Motion seconded by Councilor Swan and carried unanimously.**

ITEM VII. TOWN ATTORNEY  
Nothing at this time.

ITEM VIII. OLD BUSINESS

A. Smithfield Road Improvements  
CA/CMT Proposal – Stewart Engineering  
Town Engineer Fred Boone presented information regarding the Smithfield Road intersection and sidewalk improvements and gave a summary of the estimated cost for a six-month performance period.

**...Motion by Councilor Swan to allow the Town Manager to enter into a contract with Stewart Engineering for Construction Administration and Materials Testing Smithfield Road Intersection (CMAQ) and Sidewalk (STP-DA) Improvements. Motion seconded by Councilor Young and carried unanimously.**

B. Mingo Creek Greenway Phase II  
CA/CMT – Summit Design & Engineering CO #1  
Town Engineer Fred Boone presented information regarding Change Order #1 for the Mingo Creek Greenway - Phase II. Mr. Boone noted that DeVere Construction has an outstanding claim against the town for a two foot asphalt shoulder due to a miscommunication between Devere Construction and Summit Design & Engineering. Town Manager Seth Lawless recommended that if Council approves the change order that the

motion to allow him to sign only after the town attorney has approved the language.

**...Motion by Councilor Tripp to approve Change Order #1 for Mingo with the provision that the change order include the language that no money will be paid until the Devere claim is resolved to the Town's satisfaction and that there is a release from DeVere Construction. Motion seconded by Councilor Swan and carried unanimously.**

ITEM IX. NEW BUSINESS

Schindler Elevator Contract Extension

Finance Director Jimmy Overton presented an extension to the Town's current elevator contract with Schindler Elevator Corporation and recommended that Council approve the three year maintenance agreement with Schindler Elevator Corporation.

**...Motion by Councilor Roberson to approve the three year maintenance agreement with Schindler Elevator Corporation. Motion seconded by Mayor Pro Tem Chalk and carried unanimously.**

ITEM X. OTHER BUSINESS

Mayor Pro Tem Chalk noted that the Parks and Recreation department is hosting the eight to ten year old district tournaments at the community park tonight.

Mayor Killen thanked staff for their contributions and hard work at the 4<sup>th</sup> of July event.

ITEM XI. COMMITTEE REPORTS

A. Planning and Engineering

Councilor Tripp noted that the next Planning and Engineering meeting is cancelled, and they will meet again the second Monday in August.

B. Finance

No report.

C. Public Safety

No report.

D. Nominating

No report.

E. Liaison Reports

No report.

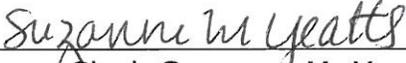
ITEM XII. CLOSED SESSION FOR LEGAL OR PERSONNEL MATTERS

**...Motion by Mayor Pro Tem Chalk to enter closed session at 7:58 p.m. pursuant to NCGS 143-318.11 to discuss a legal matter. Motion seconded by Councilor Tripp and carried unanimously.**

ITEM XIII. ADJOURNMENT

**...Motion by Councilor Tripp to adjourn at 8:31 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