



KNIGHTDALE TOWN COUNCIL MINUTES

950 Steeple Square Court, Knightdale, North Carolina 27545

September 17, 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; Suzanne Yeatts, Administrative Services Director; Tina Cheek, Parks and Recreation Director; Chris Hills, Planning Director; Fred Boone, Town Engineer/Public Works Director; Jeff Triezenberg, Senior Planner; Jennifer Currin, Senior Planner; Jimmy Overton, Finance Officer; Jason Godwin, Police Chief; Keith Archambault, IT Administrator; Brian Bowman, Communications Director; Joanna Gombatz, Accounting Operations Manager; Stephanie Carew, Customer Service Clerk.

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

WELCOME

Welcome by Mayor Killen.

INVOCATION

Invocation by Councilor Swan.

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

September 2, 2014

...Motion by Councilor Young to approve the minutes of September 2, 2014. Motion seconded by Mayor Pro Tem Chalk and carried unanimously.

ITEM III. PRESENTATIONS, RECOGNITIONS, AWARDS

Introduction of New Customer Service Clerk
Administrative Services Director Suzanne Yeatts introduced Stephanie Carew as the Town's new Customer Service Clerk.

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. Council Policy Revision – Disposal of Personal Property

...Approve revisions to the Disposal of Personal Property Policy as recommended effective September 18, 2014.

- B. Triangle Transit Amended KRX Service Agreement

...Authorize the Town Manager to execute the Amendment to the Interlocal Agreement between the Town of Knightdale and Triangle Transit.

- C. Brookfield Station II Subdivision Name Approval
RES #14-09-17-001

...Adopt Resolution# 14-09-17-001.

D. Brookfield Station II Street Name Approval
RES #14-09-17-002

...Adopt Resolution #14-09-17-002, Street Name Approval for Brookfield Station II Subdivision.

...Motion by Councilor Tripp 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.

A. Wake Stone Industrial UAA
ORD #14-09-17-001

Public hearing opened at 7:02 p.m.

Senior Planner Jennifer Currin presented a request from Wake Stone Corporation for a utility allocation and development agreement for Knightdale Industrial Park which would establish development standards, phasing, infrastructure improvements, and architectural and design standards for the Manufacturing and Industrial zoning district. Ms. Currin answered questions from Council and recommended that Council close the public hearing, approve the Knightdale Industrial Park Utility Allocation and Development Agreement and adopt Ordinance #14-09-17-001.

Tom Oxholm, Vice President at Wake Stone Corporation, spoke briefly about the proposed development and emphasized the benefits associated with the project.

David Lasley, of Piedmont Land Design, gave details of the site and proposed plans for the project.

Jason Barron, Attorney with Morningstar Law Group, presented details of the project and associated development agreement noting this industrial park proposal is a unique opportunity for the town.

No one else approached.

...Motion by Mayor Pro Tem Chalk to close the public hearing at 7:22 p.m. and approve the Knightdale Industrial Park Utility Allocation and Development Agreement and Adopt Ordinance

#14-09-17-001. Motion seconded by Councilor Young and carried unanimously.

B. AN-2-14 Town/Southern Developers Annexation
ORD #14-09-17-002

Public hearing opened at 7:23 p.m.

Senior Planner Jeff Triezenberg reported on the Town's petition to voluntarily annex approximately 8 acres of property off of Hodge Road along with approximately 3 acres of intervening right-of-way for the railroad tracks operated by Carolina Coastal Railway. Mr. Triezenberg answered questions from Council and recommended closing the public hearing and adopting Ordinance #14-09-17-002.

No one else approached.

...Motion by Councilor Swan to close the public hearing at 7:27 p.m. and adopt Ordinance #14-09-17-002. Motion seconded by Councilor Roberson and carried unanimously.

ITEM VII. SET PUBLIC HEARINGS

AN-4-14 Brookfield Station II Annexation
RES #14-09-17-003

Senior Planner Jeff Triezenberg reported on a petition by Brookfield Station Development, LLC to voluntarily annex approximately 19 acres on either side of Crosstie Street just west of South First Avenue along with approximately 1 acre of adjacent intervening public rights-of-way. Mr. Triezenberg answered questions from Council and recommended that Council adopt Resolution #14-09-17-003 setting the date of public hearing for October 15, 2014.

...Motion by Councilor Tripp to adopt Resolution #14-09-17-003 setting the date of public hearing for October 15, 2014. Motion seconded by Mayor Pro Tem Chalk and carried unanimously.

ITEM VIII. TOWN ATTORNEY
Nothing at this time.

ITEM IX. OLD BUSINESS

A. Construction Projects Update

Fred Boone, Town Engineer gave Council an update on all current construction projects. Council instructed Mr. Boone to have the contractor remove lane closing signs at Knightdale Boulevard and Smithfield Road until they actually close the right lane.

B. Knightdale Station Change Order #006

Town Engineer Fred Boone presented a change order to extend the electrical bench for the stage at the park, have additional sod coverage for the site, and add a pedestrian entrance to the park for a total of \$23,044.52.

...Motion by Councilor Swan to approve Change Order #006 for Knightdale Station Park. Motion seconded by Councilor Tripp and carried unanimously.

C. Wake Electric Underground Power Easement

Town Engineer Fred Boone presented an easement proposal from Wake Electric offering to remove a portion of the overhead utility easement from Knightdale Station Park and place it underground.

...Motion by Councilor Roberson to authorize the Town Manager to execute the proposed easement prepared by Wake Electric. Motion seconded by Mayor Pro Tem Chalk and carried unanimously.

D. ZMA-4-14 Knightdale Parrish Parcel

ORD #14-09-17-003

Planner Jeff Triezenberg presented a zoning map amendment to rezone approximately 0.92 acres located at the southeast corner of North First Avenue and Whistle Post Way from Residential Mixed Use (RMX) to Open Space Preserve (OSP). Mr. Triezenberg identified the town as the property owner and recommended adoption of Ordinance #14-09-17-003.

...Motion by Councilor Swan to adopt the statement of plan consistency and reasonableness of action, approve ZMA-4-14, and adopt Ordinance #14-09-17-003. Motion seconded by Councilor Tripp and carried unanimously.

E. ZTA-6-14 Various UDO Amendments

ORD #14-09-17-004

Planner Jeff Triezenberg presented a zoning text amendment to amend Chapters 4 and 5 adding regulations for mail kiosks, clarifying yard area calculations for accessory buildings, clarifying the applicability of setbacks recorded on subdivision plats to future building activity, and to amend Chapter 1.

...Motion by Mayor Pro Tem Chalk to adopt the statement of plan consistency and reasonableness of action, to approve ZTA-6-14, and adopt Ordinance #14-09-17-004. Motion seconded by Councilor Tripp and carried unanimously.

ITEM X. NEW BUSINESS

A. City of Raleigh Comprehensive Plan Amendment - Skycrest Drive Extension

Planner Jeff Triezenberg explained the City of Raleigh's request for Knightdale's input concerning a City-initiated amendment to their Comprehensive Plan. Mr. Triezenberg noted staff's recommendation for Council to support the Town's Arterial and Collector Plans as currently adopted in the Unified Development Ordinance.

...Motion by Councilor Tripp expressing continued support for the Town of Knightdale Arterial and Collector Plans as currently adopted in the Town's Unified Development Ordinance. Motion seconded by Councilor Swan and carried unanimously.

B. Knightdale Station Park Arboretum Plan of Action

Parks and Recreation Director Tina Cheek presented a memo formalizing the preliminary design, construction drawing approval, and physical construction processes for the Knightdale Station Park Arboretum. Council instructed staff to proceed as presented.

ITEM XI. OTHER BUSINESS

Nothing at this time.

ITEM XII. COMMITTEE REPORTS

A. Planning and Engineering

Councilor Tripp reported discussion of the greenway parking issue and grant research.

B. Finance

No report.

C. Public Safety

No report.

D. Nominating

No report.

E. Liaison Reports

No report.

Mayor Killen announced Knightdale's Turkey Leg 5k Family Fun Walk/Run to be held Thanksgiving morning at Knightdale Station Park.

ITEM XIII. CLOSED SESSION FOR LEGAL OR PERSONNEL MATTERS
Nothing at this time.

ITEM XIV. ADJOURNMENT

...Motion by Councilor Roberson to adjourn at 8:15 p.m. Motion seconded by Councilor Tripp and carried unanimously.



Mayor Russell B. Killen



Town Clerk Suzanne M. Yeatts