



KNIGHTDALE TOWN COUNCIL MINUTES

950 Steeple Square Court, Knightdale, North Carolina 27545

December 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; Chris Hills, Planning Director; Jimmy Overton, Finance Officer; Lawrence Capps, Police Chief; Keith Archambault, IT Administrator; Brian Bowman, Communications Director; Fred Boone, Town Engineer/Public Works Director; Jennifer Currin, Senior Planner.

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

WELCOME

Welcome by Mayor Killen.

INVOCATION

Invocation by Councilor Young.

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

December 1, 2014

...Motion by Mayor Pro Tem Chalk to approve the minutes of December 1, 2014. Motion seconded by Councilor Swan and carried unanimously.

ITEM III. PRESENTATIONS, RECOGNITIONS, AWARDS

A. New Police Captain Oath

Police Chief Lawrence Capps introduced Officer Tracy Solomon as the department's newly promoted Police Captain.

Mayor Killen administered Officer Solomon's Oath.

B. Appearance Award for Laurel Crossing Apartments

Jennifer Currin, Senior Planner, spoke about the 2014 Community Appearance Award for new construction.

Mayor Killen presented a certificate and acrylic piece to Tammy Hatchett, representing Laurel Crossing Apartments.

C. Mingo Creek Greenway Phase II - ACEC Award

Recognition of Stewart Engineering

Town Engineer Fred Boone reported that the town and Stewart Engineering were the recipients of the ACEC Award.

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

Nothing at this time.

B. Report on Citizen Inquiries

Nothing at this time.

ITEM V. CONSENT AGENDA

A. Donations to Knightdale Chamber of Commerce Silent Auction

...Approve the following donations to the Knightdale Chamber of Commerce Silent Auction:

- **Registration for a Pottery Class and Open Studio (\$104 value)**
- **Day Trip Bus Tickets for 2 seats on any two 2015 day trips sponsored by Knightdale Parks and Recreation (\$125 value)**

B. Budget Amendment 2015 04

...Adopt budget amendment 2015 04.

...Motion by Councilor Tripp to adopt 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. Glenmere Utility Allocation and Development Agreement

ORD #14-12-17-001

Public hearing opened at 7:09 p.m.

Senior Planner Jennifer Currin presented a proposed draft utility allocation and development agreement for Glenmere Subdivision.

No one else approached.

...Motion by Mayor Pro Tem Chalk at 7:16 p.m. to close the public hearing, approve the Glenmere Subdivision Utility Allocation and Development Agreement, and adopt Ordinance #14-12-17-001. Motion seconded by Councilor Tripp and carried unanimously.

B. ROW Abandonment for Hinton Oaks Boulevard

RES #14-12-17-001

Public hearing opened at 7:16 p.m.

Senior Planner Jennifer Currin presented a resolution regarding the abandonment of a portion of the right-of-way for Hinton Oaks Boulevard.

No one else approached.

...Motion by Councilor Young at 7:35 p.m. to close the public hearing and to adopt Resolution #14-12-17-001. Motion seconded by Councilor Tripp and carried unanimously.

ITEM VII. SET PUBLIC HEARINGS

Poplar Creek Village Assignment of Rights

RES #14-12-17-002

Senior Planner Jennifer Currin presented a resolution setting a public hearing to consider reassignment of the existing development agreements from the previous owner of Poplar Creek, Holly Homes, LLC, to the new owner, Dogwood Owner, LLC.

...Motion by Councilor Roberson to adopt Resolution #14-12-17-002 and schedule the public hearing for the Poplar Creek Village Assignment of Interest for January 5, 2015. Motion seconded by Mayor Pro Tem Chalk and carried unanimously.

ITEM VIII. TOWN ATTORNEY
Nothing at this time.

ITEM IX. OLD BUSINESS

A. Main Street Sidewalk – Duke Energy Progress
Utility Relocation Agreement Modification

Fred Boone, Town Engineer, presented a revised agreement from Duke Energy Progress to include the final location of the power pole at the corner of Main Street and Second Avenue adding an additional cost of \$3,725.26 to be reimbursed by Wake County CDBG.

...Motion by Councilor Tripp to authorize the Town Manager to enter into an agreement for the relocation of utilities as specified. Motion seconded by Councilor Young and carried unanimously.

B. Construction Projects Update

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

ITEM X. NEW BUSINESS

Annual Retreat Discussion

Council proposed February 7, 2015 for the annual Council retreat to be held at 9:00 a.m. at the Public Safety training room.

ITEM XI. OTHER BUSINESS

Nothing at this time.

ITEM XII. COMMITTEE REPORTS

A. Planning and Engineering
No report.

B. Finance
No report.

C. Public Safety
Councilor Roberson reported discussions including FY2015 capital outlay and capital improvement requests, exploring the possibility of a community relations committee, FEMA grant, and Wake County EOP revisions to be on a future agenda.

D. Nominating
No report.

E. Liaison Reports
No report.

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

ITEM XIV. ADJOURNMENT

...Motion by Councilor Roberson to adjourn at 7:41 p.m. Motion seconded by Mayor Pro Tem Chalk and carried unanimously.



Mayor Russell B. Killen



Town Clerk Suzanne M. Yeatts