



# KNIGHTDALE TOWN COUNCIL MINUTES

950 Steeple Square Court, Knightdale, North Carolina 27545

**November 3, 2008**

The Knightdale Town Council met at 7:00 p.m. at Knightdale Town Hall, 950 Steeple Square Court, Knightdale, NC.

**PRESENT:** Mayor Russell Killen; Mayor Pro Tem Mike Chalk; Councilors Jeff Eddins, Terry Gleason, Tim Poirier, and James Roberson.

**ABSENT:** No one.

**Staff Members Present:** Clyde Holt, Town Attorney; Gary McConkey, Town Manager; Seth Lawless, Assistant Town Manager; Suzanne Yeatts, Town Clerk; Chris Hills, Interim Planning Director; Jeff Triezenberg, Planner II; Keith Gifford, Engineering Supervisor; Ren Wiles, Finance Director; David Simmons, Interim Police Chief; Tracy Pedigo, Public Works Director.

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

**WELCOME**

Welcome by Mayor Killen.

**INVOCATION**

Invocation by Councilor Eddins.

**ITEM I. ADOPTION OF AGENDA**

**...Motion by Councilor Eddins to adopt the agenda with the following amendment:**

**DELETE: Item V – Consent Agenda A. Photo Red Light Enforcement Program Agreement**

**Motion seconded by Councilor Poirier and carried unanimously.**

ITEM II. APPROVAL OF MINUTES

October 6, 2008

**...Motion by Councilor Poirier to approve the minutes of October 6, 2008. Motion seconded by Councilor Gleason and carried unanimously.**

ITEM III. PRESENTATIONS, RECOGNITIONS & AWARDS

Mayor's Employee Award

Mayor Killen recognized Suzanne Yeatts as the third recipient of the Mayor's Employee Award and presented Ms. Yeatts with a gift certificate to the Knightdale business of her choice.

ITEM IV. PUBLIC

**Anyone may speak on an issue not included on tonight's agenda. Before speaking, please state your name and address.**

A. Open to the Public

No one approached.

B. Report on Citizen Inquiries

None at this time.

ITEM V. CONSENT AGENDA

A. Photo Red Light Enforcement Program Agreement  
***Deleted upon adoption of agenda.***

B. Non-Profit Awareness Month Proclamation  
**Proclaim November, 2008 "Non-Profit Awareness Month".**

C. Street Closing for Christmas Parade  
RES #08-11-03-001  
**Adopt Resolution #08-11-03-001 closing sections of streets for Christmas Parade.**

- D. Property Tax Adjustments - August  
**Approve August 2008 Property Tax report as presented by the Wake County Board of Commissioners.**
- E. Budget Amendment #0907 EWTV  
**Adopt Budget Amendment #0907 increasing revenues and related expenditures for EWTV22.**
- F. Expense Reallocation for Fire Division  
**No action necessary.**
- G. Lynnwood Road Right of Way Abandonment Order  
**Execute order to close portions of public right-of-way along Lynnwood Road in the vicinity of the Hinton Oaks Boulevard round-a-bout.**
- H. Authorization to Apply for eNC Grant  
**Authorize Town Manager to apply for an eNC Authority PEG Capital Grant.**

**...Motion by Councilor Eddins to adopt the Consent Agenda. Motion seconded by Councilor Gleason and carried unanimously.**

ITEM VI. ACTIONS REQUIRING PUBLIC HEARINGS

**When speaking during a public hearing, please state your name and address clearly before speaking. Please designate a spokesperson for large groups. If you anticipate speaking tonight, please print your name and address on the form located on the entry table. If the Mayor announces that the hearing is a quasi-judicial public hearing, all speakers must be administered an oath by the Town Attorney. Everyone must speak from the podium to assure an accurate record of testimony.**

ZTA-10-08 Indoor Storage as Permitted Use in RRI

Public hearing opened at 7:06 p.m.

Jeff Triezenberg, Planner II, presented an application to amend the Unified Development Ordinance to permit indoor storage as a permitted use in the Rural Residential (RR1) District.

Mr. Triezenberg answered questions from Council and recommended closing the public hearing after receiving any

public comment and referring the item to the Land Use Review Board's November 10, 2008 meeting.

No one approached.

**...Motion by Councilor Gleason to close the public hearing at 7:11 p.m. and to refer ZTA-10-08 to the November 10, 2008 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

A. ZMA-7-08 ETJ Extension Area  
ORD #08-11-03-001

Planner Jeff Triezenberg reported that the zoning map amendment request to rezone approximately 4,400 acres in the newly extended ETJ was recommended for unanimous approval by the Land Use Review Board at their October 13, 2008 meeting. Mr. Triezenberg noted two additional non-conformities identified since the public hearing and presented staff's recommendation to adopt the advisory statement, approve ZMA-7-08 as amended, and adopt Ordinance #08-11-03-001.

**...Motion by Councilor Poirier to adopt the statement of plan consistency and reasonableness of action, approve ZMA-7-08 as amended, and adopt Ordinance 08-11-03-001. Motion seconded by Mayor Pro Tem Chalk and carried unanimously.**

B. JDH Progress Update – Poole Road Lift Station

Interim Planning Director Chris Hills reported staff's repeated site visits to the Poole Road Lift Station and contact with the City of Raleigh Public Utilities Department regarding the status of the sewer system construction associated with Riverview Commons development. According to City of Raleigh staff, lift station pumps have been installed, all

gravity and force sewer main has been installed, tested, and accepted, and the entire pump station should be operational in about a month.

David Menaker, Holly Homes LLC, 7633 Poole Road, expressed concern over amending his developer agreement.

Mayor Killen instructed staff to calculate the fees and credits affected in revising the agreement.

Councilor Eddins requested copies of future correspondence regarding Mr. Menaker's project.

#### ITEM X. NEW BUSINESS

##### A. Street Trees Policy

Town Manager Gary McConkey presented pictures of existing street trees and explained that the street trees specified in the Town's Unified Development Ordinance violate NCDOT policy for state roads and could cause significant problems for utilities on town streets. Until staff revises the current ordinance, Management recommended adopting a policy statement on street trees directing staff to accept a payment in lieu or performance bond on planting any previously approved street trees; or to allow the developer to locate these trees behind the sidewalk; and to require street trees for new development under certain conditions.

Mayor Killen noted this issue will be discussed by our Planning and Engineering Committee.

David Menaker, Holly Homes LLC, 7633 Poole Road, offered suggestions in revising the UDO.

**...Motion by Councilor Roberson to adopt the Policy Statement on Street Trees as presented. Motion seconded by Councilor Eddins and carried unanimously.**

##### B. Knightdale Chamber of Commerce Proposed Lease Agreement

Town Manager Gary McConkey presented a proposed lease agreement with the Knightdale Chamber of Commerce for use of the town owned building at Harper Park. Mr. McConkey noted the proposed agreement has been reviewed and approved by the Chamber Board of Directors but will need to

be revised at the Town Attorney's suggestion to add one item regarding insurance.

Mr. McConkey answered questions from Council regarding use of the facility and noted the building will continue to be used for the Town's track out program and will be made available for public use.

**...Motion by Mayor Pro Tem Chalk to authorize the Town Manager to sign the proposed lease agreement with the Knightdale Chamber of Commerce with the revision regarding insurance as recommended by the Town Attorney. Motion seconded by Councilor Gleason and carried unanimously.**

ITEM XI. OTHER BUSINESS

None at this time.

ITEM XII. COMMITTEE REPORTS

A. Planning and Engineering  
No report.

B. Budget  
No report.

C. Public Safety  
Councilor Eddins reported the following from the Public Safety Committee meeting held earlier tonight:

Discussion of Star Ruby speed cushions

Discussion of parking along First Avenue with a recommendation to enforce parking for compact cars only for three spaces on the caboose side of the street.

Mayor Pro Tem Chalk recommended First Avenue be policed better for parking to include enforcement of no parking at the corner of First Avenue and Main Street.

Discussion of temporary detective position that was made permanent at the last meeting and recommendation to amend language from motion to include the correct pay grade.

Discussion of holding a community watch meeting in January and in the spring that all community watch members will be invited to attend.

**...Motion from Public Safety Committee to install speed cushions along Star Ruby Drive. Motion carried unanimously.**

D. Nominating  
No report.

E. Liaison Reports  
No report.

Mayor Killen mentioned the Strategic Planning Retreat scheduled for November 7, 2008.

Mayor Killen asked Council for comments on the committee structure implemented this year.

ITEM XIII. CLOSED SESSION FOR LEGAL OR PERSONNEL MATTERS

**...Motion by Councilor Eddins to enter closed session at 8:14 p.m. for discussion of a personnel matter. Motion seconded by Councilor Poirier and carried unanimously.**

Discussion of personnel matter.

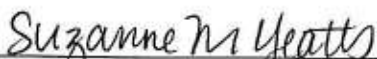
**...Motion by Councilor Poirier to exit closed session at 8:28 p.m. Motion seconded by Councilor Eddins and carried unanimously.**

ITEM XIV. ADJOURNMENT

**...Motion by Councilor Poirier to adjourn at 8:29 p.m. Motion seconded by Councilor Eddins and carried unanimously.**



Mayor Russell B. Killen



Town Clerk Suzanne M. Yeatts