

TOWN OF ROLESVILLE
REGULAR MEETING OF THE
TOWN BOARD

APRIL 21, 2015
MINUTES

PRESENT:	Frank Eagles, Mayor	Frank Hodge, Mayor Pro Tem
	Gil Hartis, Commissioner	Betty Whitaker, Commissioner
	Ronnie Currin, Commissioner	Shannon Whitley, Commissioner
	Bryan Hicks, Town Manager	Lynn House May, Interim Town Clerk
	David York, Town Attorney	JG Ferguson, Parks & Rec Director
	Thomas Lloyd, Planning Director	Bobby Langston, Police Chief
	Sandy Young, Farmers Market	Jenny Rowe, Chamber of Commerce
	Leslie Young, Farmers Market	Eugenia Pleasants, Farmers Market

Call to Order

Mayor Frank Eagles called the meeting to order and led the Pledge of Allegiance. Commissioner Hartis gave the invocation.

Approval of the Agenda

Commissioner Whitaker moved for approval of the agenda for the April 21, 2015 Town Board meeting. Commissioner Whitley seconded the motion. Approval was unanimous.

Consent Agenda

Mayor Eagles noted under the Consent Agenda the approval of minutes for March 2, 2015 needed to be removed because a page of the minutes was left out of the packet during copying. The March 2, 2015 minutes would be added to the meeting of May 4th Consent Agenda. There were no other changes.

Commissioner Whitley moved for approval of the Consent Agenda for the following items:

1. Town Board Minutes for March 17, 2015 and minutes for March 20, 2015 workshop
2. Proclamations-April as Child Abuse Prevention Month; April 22 Earth Day and May 7 National Day of Prayer
3. Development order for Case D15-01 (ice vending machine) involving the findings of the fact
4. Budget Ordinance amendment for FY 2014-2015
5. Pay Grade Classification Plan update (Police Dept. proposed "career ladder" initiative)
6. Policy on Summer Camp provided by Rolesville Parks & Rec. Dept.
7. Approval of contracts for services in Parks & Rec.-guitar classes; line dance classes; youth classes; movie night series; coach pitching officiating; youth baseball officiating and youth softball officiating.
8. Approval of contract for services in Police Department renovations

Commissioner Hartis seconded the motion. Approval was unanimous.

Public Comments

Mayor Eagles asked for any public comments. There were none.

Regular Agenda-Chamber of Commerce Report

Jenny Rowe, Executive Director for the Rolesville Chamber of Commerce reported there are

presently 179 members of the Chamber. She stated the Easter in the Park event was successful even though it was a windy day. The Chamber of Commerce will have the annual Golf Tournament May 7th and the Business Expo will be held on June 20th. Mrs. Rowe reported she will begin working 20 hours a week. The Chamber is advertising until May 1st for an hourly part time office assistant with experience in marketing and sales. She noted other events such as PDQ donating 10% of sales on certain nights to the 4th of July and the Chambers participation in collections for Golden Corrals Camp Corral which is a free camp for Veterans' children with needs or disabilities. Mrs. Rowe expressed her sadness in the death of Mr. Herbert Eddins, owner of Rolesville Flea Market on April 15, 2015. Mayor Eagles and the Town Board agreed Mr. Eddins would be missed.

Requesting Permission to use Parking Lot at 105 West Young St. as Farmer's Market in 2015

Mrs. Leslie Rudd, member of Farmer's Market Committee spoke on behalf of the Rolesville Farmer's Market Committee requesting the Town's permission to use the parking lot at 105 West Young Street as the site for the Farmer's Market. They would like to use this area on Saturdays only from May 9th through October, 2015. If there should be fewer than 5 vendors signed up for a Saturday then the Committee could cancel the Farmer's Market. Mrs. Rudd noted at this time there would be no fees charged to vendors because they need vendor support. The committee would supply the volunteers for those days and provide clean up service. This is the same location used last year. Mrs. Rudd noted vendors would sign a vendor's agreement assuming all risks and hazards incurred in the Farmers Market activities. This type of activity would be low risk but the Town Board discussed issues that could happen with Mr. York, Town Attorney and Mr. Hicks, Town Manager. Commissioner Currin said he thought this would be a low risk activity too. Commissioner Whitley asked if they would use electricity at the site. Mrs. Rudd stated they would not use electricity and if a vendor needed electricity the vendor would have to provide it with their own generator.

Commissioner Whitaker stated 105 West Young Street may not be available in the future for a Farmer's Market but could be done there this year. Mayor Eagles stated the committee might want to still hold the Farmer's Market even if there are fewer than 5 vendors because if there is a consistent use of the lot, the community would expect it to be open on Saturdays. Mrs. Rudd said the committee would discuss this.

Commissioner Whitaker moved for the Town to permit the Farmer's Market at 105 West Young Street on Saturdays from May 9th through October, 2015. Commissioner Whitley seconded the motion. Approval was unanimous. Commissioner Hodge asked Mrs. Rudd to come back and report on the Farmer's Market. Mrs. Rudd said she will.

Consideration of Case TA14-09 Involving a Text Amendment to Revise Article 11 (sign ordinance) as Requested by the Rolesville Chamber of Commerce

Mr. Thomas Lloyd, Planning Director reviewed the request from the Town Board to come back with an alternate option to the ones presented at the March 17, 2015 Town Board meeting concerning sandwich boards and feather signs in Article 11 Sign Standards. Mr. Lloyd presented these 4 options:

Option A: No change to the current approved ordinance. Neither sandwich board nor feather signs are allowed.

Option B: 3 signs allowed-Qty 1 feather and Qty 2 sandwich boards

Option C: 2 signs allowed-Qty 1 sandwich board and Qty 1 feather sign OR Qty 2 sandwich boards

Option D: 1 sign allowed-Qty 1 sandwich board OR Qty 1 feather sign

Commissioner Whitley wanted to know if this would affect Parks & Recreation banner signs for

events. Mr. Lloyd said these options would not affect them but their banners are covered under another part of the sign ordinance. The Town Board discussed the weekend realty signs and campaign signs. Mr. Lloyd said these are covered also in another section of the sign ordinance. Mr. Hicks said the businesses would be given warnings first when a decision is made on which option. Mr. York said the shopping center property is considered as “on site” for these options. Commissioner Whitaker stated she feels option C would be a fair compromise to Rolesville Businesses. Commissioner Hartis said option D is better but would agree to Option C.

Commissioner Whitaker moved to approve Option C Feather signs and sandwich boards are allowed with a renewable annual permit along the right of way, a business/institution may choose two (I.e., one sandwich board and one feather flag or two sandwich boards to Article II Sign Standards. Commissioner Whitley seconded the motion. Approval was unanimous.

Commissioner Hodge stated the sign ordinance needs to be enforced and asked will it be done on weekends. The Town Board and Mayor said a picture could be taken on the weekend of any sign violation and sent to Mr. Lloyd or Mr. Hicks. Mayor Eagles said Mr. Matt Clem, Rolesville Planner does a good job of enforcing the Town ordinances.

Commissioner Hodge read a letter from Mr. Cameron Shearon praising Mr. Thomas Lloyd, Planning Director for his professionalism and help with Mr. Shearon’s project.

Commissioner Whitaker asked when the sign enforcement would begin for this revised sign ordinance. Mr. Lloyd stated it would begin as soon as the Town Board wants.

Commissioner Whitaker moved to enforce the sign ordinance effective June 1, 2015. Commissioner Hartis seconded the motion. Approval was unanimous.

Presentation to Consider a proposed Policy to Guide Memorial Donations on Town Property

Mr. JG Ferguson, Parks and Recreation Director presented a policy for Memorial Donations located on Town properties. Mr. Ferguson stated he received a request to donate a park bench in the memory of Mr. Ellis Gregory. The Gregory family would like it to be placed along the greenway overlooking one of the waterfalls of Sanford Creek. Mr. Ferguson presented pictures of the park bench and its proposed location.

Commissioner Whitley moved to approve the Memorial and Donation Policy and the request from the Ellis Gregory family for a park bench. Commissioner Hartis seconded the motion. Approval was unanimous.

Discussion and Consideration to Changes in the Business License Procedure

Mr. Bryan Hicks, Town Manager explained the NC Legislature changed how towns collected business (privilege) license taxes in 2014 to only businesses with “brick and mortar” located inside the Town’s limits. Mr. Hicks asked Mr. York, Town Attorney if the Town could have a registration fee for businesses selling in Rolesville but not located here. Mr. York said no the Town could not charge for this but a business could volunteer to register in the Town. Mr. York said the Town can regulate itinerant merchants. The Town Board and Mr. Hicks feel there is a need to protect citizens from mobile type businesses. The Town Board asked Mr. York to bring more information on regulating itinerant merchants for business license procedures.

Discussion of Changes to the FY 14-15 Approved Fee Schedule

Mr. Hicks, Town Manager gave out copies of the breakdown of development fees divide between water/sewer, recreation and transportation from fees collected for single family homes and for

businesses. This chart was discussed at the Town Board Workshop March 20, 2015 and forwarded to the Budget Committee to revise the distribution of funds. Commissioner Whitaker stated the Budget Committee would like some guidance on reallocating these funds. Commissioner Hartis said none should be taken from recreation. Commissioner Currin agreed none should be taken from recreation but should be taken from water/sewer. Commissioner Whitley agreed funds should be reallocated from water/sewer to the recreation and transportation funds. The Town Board agreed the reallocation should be 30% recreation; 35% transportation and 35% water/sewer from single family home development fees. The Town Board agreed 50% transportation and 50% water/sewer distributed from business development fees.

Mr. Hicks discussed the Development Impact Fees for recreation facility fee on page 17.1 (c) and whether the Town Board would like to change this development impact fee of \$2,000 per unit for different types of residential densities such as single family; townhouses; apartments; senior/nursing home facilities and assisted living facilities. Mr. Hicks gave out copies of what recreation development fees are charged in other nearby towns. The Town Board reviewed this and discussed the amount of recreational use by senior/nursing home facilities or assisted living facilities residents and thought the amount of recreational use would be low.

Commissioner Hodge moved to reduce the recreation facility fee from \$2,000.00 per unit to \$500.00 per unit for senior/nursing home facilities and assisted living facilities. There was no second so the motion died.

Commissioner Whitaker moved to reduce the recreation facility fee from \$2,000.00 per unit to \$1,000.00 per unit for senior/nursing home facilities and assisted living facilities as more equitable. Commissioner Whitley seconded the motion. Commissioners Whitaker, Whitley and Hartis voted yes. Commissioners Hodge and Currin voted no. The motion carried.

The Town Board called for a short break and then reconvened the meeting.

Mr. Hicks reported the Rolesville Chamber of Commerce President, Mr. Bobbitt wants to partner with the Town on services. Mr. Hicks gave out copies of the breakdown of events; Chamber funds paid to the Town and the Town's in-kind cost. Mr. Bobbitt has offered the Town a Platinum Level Sponsorship for 2 extra Community Center dates rental cost.

Commissioner Hodge stated the Town Board needs to see how other towns help their Chamber of Commerce and Rolesville's Chamber needs help. Commissioner Hodge said the Rolesville Chamber of Commerce has these options; fund themselves, go out of business, the Town fund or merge with the Wake Forest Chamber of Commerce. Mr. Hicks gave out copies of amounts other local towns give to their Chambers. The Town Board agreed they are in favor of the Rolesville Chamber surviving and discussed possibility of waiving facility fees but not police officer expenses. Mayor Eagles also discussed the Rolesville Christmas Parade and 4th of July activities were good for the Town. Commissioner Hartis said he thinks free stuff leads to more free stuff and thinks it should be run like a business. Commissioner Whitley said the Town can't bail everyone out. The Town Board discussed the need of some professional help in the area of economic development. The Town Board decided to leave the Rolesville Chamber of Commerce as is for now.

Discussion of an Agreement to Maintain Landscaping along the Future 401 Bypass

Mr. Hicks presented NCDOT proposed landscaping agreement. NCDOT plans to plant minimal landscaping at this time but will consider upgrading landscaping if Rolesville agrees to take over the maintenance. Mr. Hicks said this landscaping would be on the corridor into Rolesville and with

the addition of a Rolesville Public Works Department there would be staff available for the maintenance if the Town Board is interested in the NCDOT agreement.

Commissioner Hodge stated he read through the agreement and saw no advantage to the Town. Mr. York, Town Attorney reported there is no guarantee of cost to the Town and feels agreement is one sided to NCDOT's favor. Commissioner Hartis said the Town would have to cut grass along bypass and doesn't feel the Town would have the equipment to safely do this. Mayor Eagles stated one day when there is more commercial growth the Town might be able to handle it but Rolesville is not there yet. The Town Board agreed it would be subject to funding by NCDOT and right now the area of the bypass is just countryside.

Commissioner Whitaker moved to not enter into an agreement as proposed by NCDOT. Commissioner Whitley seconded the motion. Approval was unanimous.

Consideration of the Draft Agenda for the Town Board meeting May 4, 2015

There were no changes to the draft agenda.

Other Business-Mayor and Town Commissioner's Report

Mayor Eagles gave out copies of letter to Chairman James West of Wake County Board of Commissioners requesting a library for the Rolesville community. Mayor Eagles said he attended the Wake County Commissioners meeting and has a copy of their preliminary budget. Mayor Eagles reported the VIP program would be at Rolesville High School on Thursday, April 23.

Commissioner Currin said the Triangle J Council of Governments is down to 3 applicants for the director position.

Commissioner Whitaker asked if the Town could check on the no parking area in front of the Rolesville Flea Market and police check on all the traffic cutting through Perry Street. Mr. Hicks said he would look into extending the no parking from Pulley Street to N. Main Street.

Planning Department Report-Thomas Lloyd, Planning Director

Mr. Lloyd noted some changes in ownership at several restaurants in Rolesville, Food Lion has new sign and the construction closing in the drive through section of the old credit union site in Rolesville Commons shopping center. There have been 17 new residential permits this month.

Recreation Department Report-JG Ferguson, Recreation Director

Mr. JG Ferguson reported the Sanford Creek Principal Rich was the Grand Marshal for the Recreation day and Parade on Saturday, April 18th. There were 49 ball teams in the parade and 24 games played that day. Mr. Ferguson reported recreation is very busy with ball games starting, movie night, concert in the park, football and cheerleading sign ups and pets rabies/microchip clinic.

Police Department Report-Chief Bobby Langston

Chief Langston reported they have done a lot of yearly police training this month. Mr. Jason Bradshaw and Mr. Larry Franklin were promoted to Rolesville Police Sergeants. Mr. Orlando Soto was selected as Rolesville Police Captain and he will be coming from Knightdale Public Safety to start work on May 4th. Chief Langston gave out copies of door hanger to be used to notify businesses that their building was checked. Chief Langston also reported a Bike Rodeo will be held on May 9th, Camp Care will be held July 27-31, 80 violations of cut through in CVS parking lot, DWI check point coming up and showed pictures of the construction at the Police Department's new extension.

Attorney Report-David York

Mr. York had no report.

Town Manager Report-Bryan Hicks

Mr. Hicks reported on the Board of Elections using the Rolesville Town Hall as Early Voting; Mrs. Ellen Ransom is moving the Roger's barn from Roger's Road to her property on Wellspring Farm Road; gave out copy of letter from Mr. Michael Bailey requesting permission to do metal detecting in Town parks and May 7th is National Day of Prayer.

Mr. Hicks, Town Attorney and Town Board discussed Senior Center approved in December 2014, the site plan didn't show right of way only portion of property, impact fee changed but not just for this Senior Center and bond for their road.

Commissioner Hodge challenged the Town Board to look to the future. Commissioner Whitaker said changing this fee is looking to the future and they are moving forward with budget.

Closed Session

Those present: Mayor Eagles, Commissioners Currin, Hartis, Hodge, Whitaker and Whitley, Town Manager Hicks and Town Attorney York.

At 10:38 PM Motion to enter closed session pursuant to NCGS 143-318.11(a)(6) to discuss a personnel matter, and NCGS 143-318.11(a)(6) to give instructions to the town attorney concerning a potential real estate acquisition involving property near the intersection of Young Street and Main Street, was made by Commissioner Whitley, seconded by Commissioner Whitaker; the vote on the motion was unanimous.

At 10:46 PM Motion to come out of closed session was made by Commissioner Whitley, seconded by Commissioner Currin; the vote on the motion was unanimous.

In Open Session.

At 10:46 PM Motion to adjourn was made by Commissioner Whitaker, seconded by Commissioner Hodge; the vote on the motion was unanimous.

Lynn House May, Interim Town Clerk

C. Frank Eagles, Mayor