

**Town of Angier
Board of Commissioners
Tuesday, February 4, 2020, 7:00 P.M.
Angier Municipal Building
28 North Raleigh Street
Minutes**

The Town of Angier convened during a regularly scheduled Board of Commissioners meeting Tuesday, February 4, 2020, in the Board Room inside the Municipal Building at 28 North Raleigh Street.

Members Present: Mayor Bob Smith
Mayor Pro-Tem Craig Honeycutt
Commissioner Alan Coats
Commissioner Loru Boyer Hawley
Commissioner Mike Hill

Members Excused:

Staff Present: Town Manager Gerry Vincent
Town Clerk Veronica Hardaway
Planning Director Sean Johnson
Police Chief Arthur Yarbrough
Lieutenant Lee Thompson
Finance Director Hans Kalwitz
Downtown Manager Christy Adkins
Parks & Recreation Director Derek McLean
Interim Library Director Katy Warren
Town Engineer Bill Dreitzler
Town Attorney Dan Hartzog, Jr.

Others Present:

Call to Order: Mayor Smith presided, calling the Board of Commissioners meeting to order at 7:01 p.m.

Pledge of Allegiance: Mayor Smith led the pledge of allegiance.

Invocation: Mayor Smith offered the invocation.

Approval of the February 4, 2020 meeting agenda: The Town Board approved the agenda with the following amendment: remove Item #5 under Consent Agenda and add it as Business Item #4.

Board Action: The Town Board unanimously approved the February 4, 2020 meeting agenda as amended.

Motion: Commissioner Coats

Vote: 4-0; unanimous

Presentation

None.

Public Comments

Seeing no one, Mayor Smith closed the public comment portion of the meeting.

Public Hearings

1. Alleyway Abandonment Public Hearing

Planning Director Sean Johnson stated the Planning Department has received a request to close the alleyway behind the property at 166 N. Raleigh Street. This alleyway extends north from W. Smithfield Street to the northern boundary of the parcel at 166 N. Raleigh Street. The Town is following the public alleyway closure procedures outlined in G.S. 160A-299 in order to have the alleyway closed and divided among the adjacent property owners. The Board approved the resolution setting the public hearing for this alleyway closure at their January 7th meeting.

Mayor Smith opened the Public Hearing.

Lester Stancil with Stancil & Associates expressed the owner's appreciation for the Board's consideration of closing the alleyway.

Seeing no one, Mayor Smith Closed the Public Hearing.

Board Action: The Town Board unanimously voted to approve the Resolution to close the alleyway behind the property at 166 N. Raleigh Street that extends north from W. Smithfield Street to the northern boundary of the parcel at 166 N. Raleigh Street and dividing the closed alleyway among adjacent property owners.

Motion: Commissioner Coats

Vote: 4-0, unanimous

2. Alleyway Abandonment Public Hearing

Planning Director Sean Johnson stated the Planning Department has received a request to close the alleyway extending north from E. Wimberly Street between N. Broad Street E. and N. Dunn Street. The Town is following the public alleyway closure procedures outlined in G.S. 160A-299 in order to have the alleyway closed and divided among the adjacent property owners. The Board approved the resolution setting the public hearing for this alleyway closure at their January 7th meeting.

Mayor Smith opened the Public Hearing.

Lester Stancil with Stancil & Associates stated he was representing the owner and has not received any complaints regarding the above alleyway closing.

Seeing no one, Mayor Smith Closed the Public Hearing.

Board Action: The Town Board unanimously voted to approve the Resolution to close the alleyway extending north from E. Wimberly Street between N. Broad Street E. and N. Dunn Street and dividing the closed alleyway among adjacent property owners.

Motion: Commissioner Hawley

Vote: 4-0, unanimous

Consent Agenda

1. Approval of Minutes

- a. December 17, 2019 – Work Session Meeting
- b. January 7, 2020 – Regular Meeting
- c. January 21, 2020 – Work Session Meeting

2. Resolution #R003-2020 – Records Retention Schedule for Gov't Agencies

- a. Consideration and approval of Resolution #R003-2020 adopting the 2019 General Records Retention Schedule for Local Government Agencies; Reaffirm that portions of the previously adopted 2012 schedule are still in effect; and adopt the Town of Angier's Record Retention and Disposition Schedule for Municipalities concerning when administrative or reference value ends.

3. Resolution #R004-2020 – Public Works Surplus Item

- a. Consideration and approval of Resolution #R004-2020 authorizing disposition of surplus property in the Public Works Department.

4. Vacant Meter Policy

- a. Consideration and approval of a Vacant Water Meter Policy

Board Action: The Town Board unanimously voted to approve the Consent Agenda as presented.

Motion: Commissioner Hill

Vote: 4-0, unanimous

New Business

1. Planning Board ETJ Application

The Town Clerk received an application from a candidate interested in becoming a Planning Board ETJ member.

Board Action: The Town Board unanimously voted to appoint Kelly Ennis to the Planning Board as an ETJ member.

Motion: Commissioner Hawley

Vote: 4-0, unanimous

2. Resolution #R005-2020 – Direct the Clerk to Investigate the Sufficiency of the Annexation Petition from Property Owners Jo Penny Dorman and Ruby U. Stephenson

Planning Director Sean Johnson stated the Planning Department has received an annexation petition for two parcels along Kennebec Road and Stratus Street in Wake County totaling approximately 115 acres.

Board Action: The Town Board unanimously voted to adopt Resolution #R005-2020 to direct the Clerk to investigate the sufficiency of the annexation petition and certify results at the March 3, 2020 meeting.

Motion: Commissioner Hawley

Vote: Unanimous, 4-0

3. Revision to Downtown Improvement Grant

Downtown Manager Christy Adkins stated the Main Street Advisory Board is proposing changes to the current Façade Grant application criteria that would allow downtown building owners to apply for reimbursement grants for improvements made to the interior of the buildings located in the Central Business District in addition to exterior façade improvements. The new grant would be called the “Downtown Improvement Grant” and would replace the “Façade Grant”. Any improvements made to buildings and covered by this grant would be required to stay with the building.

Board Action: The Town Board unanimously voted to approve the revision to the Downtown Improvement Grant.

Motion: Commissioner Hawley

Vote: Unanimous, 4-0

4. Board of Adjustment Ordinance

Town Attorney Dan Hartzog Jr. stated that he and the Planning Director are currently working on a draft amendment to Section 15.3 of the Zoning Ordinance that will go before the Planning Board for review. He recommended the procedure will be to disband the current Board of Adjustment, adopt the Ordinance, and then appoint the new Board pursuant to the new Ordinance.

Manager’s Report

- Department Reports (Informational Items included in Agenda packets)

Town Manager Gerry Vincent updated the Board on various items. Those items are the following:

1. Annual Board Retreat:
March 6th one day event
8:30am-6pm
Campbell University
2. The CAMPO Executive Board will consider the Town's request to move the Hwy 210 Sidewalk Project forward with approval of funding. There has been a considerable amount of delay since inception in 2017, but the Town is finally on track to proceed to construction.
3. Jack Marley Park Comprehensive Plan Update is proceeding nicely. To date, our consultants are recording inventory, base mapping and research. Next step is to send out a comprehensive survey to the citizens of Angier to receive feedback regarding services provided. Staff intends to utilize our existing resources to receive as much feedback as possible such as: the Library, Chamber of Commerce, Town Hall, Town's website, Facebook, and Parks & Recreation scheduled events.
4. Discussion topics at the monthly Manager's meeting included: water & sewer, solid waste convenience centers, litter sweeps throughout the County, economic development, etc. The next monthly meeting will be held in Angier on February 26th.
5. The Town Manager is attending events with the Raleigh Chamber of Commerce and NC Chamber of Commerce.
6. Met with Shelby Blackman of the Angier Chamber to discuss volunteers at events. Events over the years have become very successful and have grown to attract large numbers of people, but volunteers make it successful. The Town will partner with the Chamber to continue making these events successful for the Chamber, and for the Town.
7. Town Hall/Police Station Update: Met with the existing architects of Oakley Collier to discuss next steps. The previous studies, plans, designs will have to be restudied as it did meet the future growth pattern of Angier.

In addition, the Town Manager and Clerk visited the Garner Town hall to get a perspective of design, spacing, and the latest in technology. The Garner Town Hall was completed in 2017, approximately 27,000 square feet at a cost of \$7.5M. The next visit will be to Fuquay-Varina's Town Hall.

Mayor & Town Board Reports

Mayor Smith reported on several meetings he has attended.

Commissioner Hill thanked all of the Department Directors for their hard work along with Town Manager Gerry Vincent.

Staff Reports

Chief Arthur Yarbrough gave a report regarding the Police Department with highlights that included:

Traffic Enforcement activities

Security checks

Business contacts

Welcoming new officer Frank Hughes with considerable experience

Congratulating Officer Carmen Mitchell for receiving a Chief's letter of Commendation

Chief Yarbrough congratulated Lee Thompson who has just been promoted to Lieutenant. He's been with the department for eight years and serves many roles.

Chief Yarbrough also thanked the Board for the hiring of Town Manager Gerry Vincent; saying it's been a great year.

Each Department Director gave a brief update, respectively.

Board Action: The Town Board unanimously voted to go into Closed Session pursuant to NCGS 143-318.11 (a) (4) – to discuss matters relating to the location or expansion of industries or other businesses in the area served by the public body, including agreement on a tentative list of economic development incentives that may be offered by the public body in negotiations at approximately 8:08pm.

Motion: Commissioner Hawley

Vote: Unanimous, 4-0

Board Action: The Town Board unanimously voted to reconvene in Open Session at approximately 9:01pm.

Motion: Commissioner Hawley

Vote: Unanimous, 4-0

Adjournment: Being no further business, the Town Board voted unanimously to adjourn the meeting at 9:02pm.

Motion: Commissioner Hill

Vote: Unanimous, 4-0



Robert K. Smith, Mayor

Attest:


Veronica Hardaway, Town Clerk

