

**Town of Angier
Board of Commissioners
Work Session
Tuesday, January 21, 2020, 6:30 P.M.
Angier Municipal Building
28 North Raleigh Street
Minutes**

The Town of Angier convened during a regularly scheduled Board of Commissioners Workshop Session meeting Tuesday, January 21, 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 Loru Boyer Hawley
Commissioner Alan Coats
Commissioner Mike Hill

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

Others Present:

Call to Order: Mayor Smith presided, calling the Board of Commissioners Work Session meeting to order at 6:30 p.m.

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

Invocation: Mayor Smith offered the invocation.

Approval of the January 21, 2020 meeting agenda: The Town Board unanimously approved the agenda as presented.

Board Action: The Town Board unanimously approved the January 21, 2020 meeting agenda as presented.

Motion: Commissioner Hawley

Vote: Unanimous, 4-0

Public Hearing

1. Trevel Construction Rezoning Request

Planning Director Sean Johnson stated the Planning Board has received a rezoning application for the properties at 190 and 200 W. Williams Street. The current zoning of these properties is R-10 and the requested rezoning is R-6. The property is currently vacant and surrounding land uses include medium density residential, commercial and recreational uses. Public water and sewer services are available. The requested rezoning to R-6 is not compatible with the Land Use Plan. However, the adjacent property is zoned R-6 and the uses permitted by the requested district would be compatible with existing uses. The rezoning request would not have an unreasonable impact on the surrounding community and will not harm the public health, safety, or general welfare. The approval of this rezoning request may facilitate the redevelopment of an area targeted in the Future Land Use Plan for such. Staff recommends approval of the rezoning request. The Planning Board also recommended approval at their December 10th meeting.

Mayor Smith opened the Public Hearing.

Eugene Levert with Trevel Construction stated his plan is to change the zoning in order to build two single family homes on the above mentioned lots.

Seeing no one, Mayor Smith closed the Public Hearing.

Board Action: The Town Board unanimously approved the rezoning of 190 and 200 W. Williams Street from R-10 to R-6.

Motion: Commissioner Hawley

Vote: Unanimous, 4-0

Old Business

1. American Legion Post 436 Memorandum of Understanding

Ted Martin with the American Legion Post 436 came back to the Board to discuss the proposed 2,000 sq. ft.; 1 and ½ story building construction located on property adjacent to Jack Marley Park. Mr. Martin informed the Board that the Red Barn has offered to allow them to use their parking.

The Town Board had discussion regarding their concern with the proposed property not being large enough and having adequate parking.

Town Manager Gerry Vincent indicated the Town would need to take ownership of the parking spaces encroached on Mr. Martin's property.

Parks and Recreation Director Derek McLean stated the proposed building is a great idea but shared the same concerns as the Board. He suggested they look for another piece of property (such as the one off Dunn Street) to have larger space to build and off street parking.

The Board had discussion about having a 3D rendering of the proposed building.

It was the consensus of the Board to refer this item back to the Town Manager to see about having a 3D rendering of the proposed building.

Brian Hawley, 49 Kerrylane Drive, stated he may have a contact that can help with a 3D rendering.

2. Water Meter Policy & 3. Incentives for Infill/Vacant Lots

Commissioner Hill was concerned with dilapidated homes in Town. He suggested that if customers were to pay a flat rate fee to maintain water lines it may give them an incentive to better maintain their properties or sell them.

Town Manager Gerry Vincent stated by keeping water meters in place helps pay down debt service.

It was the consensus of the Board to add this item to the February consent agenda.

The Board had discussion regarding possible incentives for new home owners that have had meters removed by the previous owner.

Mr. Vincent stated the goal is to incentivize builders to build on infill lots. This may include hiring additional staff to provide water and sewer taps at Town cost.

It was the consensus of the Board to discuss this item further at the February work session meeting.

4. Annual Board Retreat

Town Manager Gerry Vincent informed the Board the annual Retreat will be held at Campbell University on Friday, March 6th and reviewed the preliminary agenda.

5. Downtown Advisory Committee Appointment

Mr. Vincent stated that one member has resigned due to professional reasons. This Board has specific requirements of those wishing to serve. The Downtown Manager has provided two applicants for the Town Board to review.

Downtown Manager Christy Adkins spoke about the two applicants mentioned above.

There was discussion regarding the terms of office of the Downtown Advisory Board.

It was the consensus of the Board to review the applicants at the February Board meeting.

6. Board of Adjustment Terms of Office

Town Attorney Dan Hartzog Jr. suggested not having the Board of Commissioners serve on the Board of Adjustment since the State statute indicates members are to serve a three year term. He

also stated that we could stagger as such Board members serve their three year term at the beginning of their elected term and then be re-appointed for a separate three year term or less to fill the vacancy.

Per G.S. 160A-388. Board of Adjustment

(a) Composition and Duties. – The zoning or unified development ordinance may provide for the appointment and compensation of a board of adjustment consisting of five or more members, each to be appointed for three years. In appointing the original members or in the filling of vacancies caused by the expiration of the terms of existing members, the city council may appoint certain members for less than three years so that the terms of all members shall not expire at the same time.

Mr. Hartzog Jr. recommended the Board amend the Town's Ordinance to reflect NC State Statute and suggested to dis-ban the Board of Adjustment and re-appoint Commissioners depending on how long left in their elected seats.

It was the consensus of the Board to add this item to the February agenda.

7. Grant Writer Opportunity

Mr. Vincent stated he spoke to Annette Dunlap with AB Dunlap Consulting that is willing to contract with the Town to apply for grants that include the Library, Police Department, Farmers Market, and Concert Series. Her cost depends on the size of the grant. For example, for her to apply for a \$5,000 grant, she would charge \$400.

Board Action: The Town Board unanimously voted to allow the Town Manager to proceed with Annette Dunlap.

Motion: Commissioner Coats

Vote: Unanimous, 4-0

8. VFW Request for Funds

Mr. Vincent shared with the Board that VFW Post 6983 has requested donations to help with the resources they provide to area veterans.

It was the consensus of the Board to review this request during the Budget process.

9. Records Retention Schedule

The Town of Angier has been adhering to the North Carolina Department of Natural and Cultural Resources Division of Archives and Records Retention and Disposition Schedule since 2012. In March of 2019, the NCDNCR released an additional records schedule for local government agencies that must be adopted by all Municipalities that follow the general schedule.

Upon adoption, the new schedule supersedes the following standards on all local schedules published prior to March 1, 2019:

- Administration & Management Records
- Budget, Fiscal, & Payroll Records
- GIS Records
- IT Records
- Legal Records
- Personnel Records
- Public Relations Records
- Risk Management Records
- Workforce Development Records

The signature page should be signed by the Clerk, Manager, and Mayor and then submitted to NCDNCR. The complete Record Retention Schedule will be available in the Clerk's office.

It was the consensus of the Board to add this item to the February consent agenda.

10. Public Works Surplus Item

Town Clerk Veronica Hardaway stated Public Works has a 1988 Case Backhoe up for surplus with a minimum bid of \$4,500. Once the Board approves a Resolution to declare this item as surplus it will then be up for auction on GovDeals.

It was the consensus of the Board to add this item to the February consent agenda.

Board Action: The Town Board unanimously voted to go into Closed Session pursuant to GS 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 8:13pm.

Motion: Commissioner Hill

Vote: Unanimous, 4-0

Board Action: The Town Board unanimously voted to reconvene in Open Session at approximately 9:30pm.

Motion: Commissioner Hawley

Vote: Unanimous, 4-0

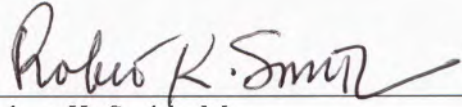
Board Action: The Town Board unanimously voted to seal the Closed Session minutes until it no longer frustrates the purpose of the meeting.

Motion: Commissioner Hawley

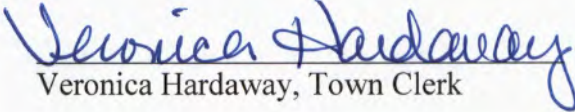
Vote: Unanimous, 4-0

Adjournment: There being no further business, the Town Board voted unanimously to adjourn the meeting at 9:31pm.

Motion: Commissioner Hawley
Vote: Unanimous, 4-0


Robert K. Smith, Mayor

Attest:


Veronica Hardaway, Town Clerk

