

Approved Sept 20, 2011



**Wake Forest Board of Commissioners
Minutes
July 19, 2011
7:00 pm**

Mayor Jones called the meeting to order at 7:00 p.m. She led everyone in the Pledge of Allegiance.

Council Members Present

Mayor Vivian Jones
Commissioner Anne Hines
Commissioner Chris Kaerberlein
Commissioner Margaret Stinnett
Commissioner Pete Thibodeau
Commissioner Frank Drake

Staff Present

Mark Williams, Town Manager
Roe O'Donnell, Deputy Town Manager
Eric Vernon, Town Attorney
Deeda Harris, Town Clerk
Eric Keravuori, Director of Engineering
Chad Sary, Assistant Planning Director
Ruben Wall, Parks and Recreation Director
Aileen Staples, Finance Director
Mike Barton, Public Works Director
Agnes Wanman, Planner

1. Approval of Agenda.

Commissioner Thibodeau shared that he was not able to attend the Work Session, but had viewed the online streaming.

ACTION: Commissioner Kaerberlein made a motion to approve the agenda.
Commissioner Hines seconded the motion, which carried (5,0).

2. Approval of minutes.

- A. Meetings held June 7, 2011 (Work Session & Joint Public Hearing), meeting held June 8, 2011 (Budget Work Session), and meeting held June 21, 2011 (Regular Board of Commissioners Meeting).

ACTION: Commissioner Thibodeau made a motion to approve the minutes.
Commissioner Hines seconded the motion, which carried (5,0).

3. Presentations.

- A. Introduction of candidates for the Youth Advisory Board.

The following youth attended and had a chance to introduce themselves to the Board:

Madison Byrd	Caitlan Caban
Yasemin Cole	Katie Davis
Scottlin Davis	Chloe King
Christopher Koon	Holden McLemore
Sydney McRoy	

Mayor Jones thanked them for coming out. She shared the Board would be making appointments later in the meeting on August 19, 2011. They were welcomed to stay if they wanted.

- B. Resolution in Appreciation of Service of Various Advisory Board Members.

ACTION: Commissioner Kaerberlein made a motion to approve the Resolution of Appreciation of Service of the Various Advisory Board Members.
Commissioner Drake seconded the motion, which carried (5,0).

- C. Proclamation Recognizing National Night Out – August 2, 2011.

Mayor Jones stated the Police Department had been holding an event for several years. It occurred on the night of the Work Session so the Board could not participate. She hoped the community would. She was very proud of it. It was declared as a National Night Out in Wake Forest.

- D. Resolution Recognizing the Purple Heart Recipients.

ACTION: Commissioner Hines made a motion to approve the resolution recognizing the Purple Heart Recipients.
Commissioner Thibodeau seconded the motion, which carried (5,0).

- E. Proclamation Recognizing the Week of August 6th as Purple Heart Week.

Mayor Jones suggested that everyone remember those that gave their time and blood and service for the country.

F. Presentation Discussing the Public Art Policy.

Town Manager Williams expressed that he had wanted to take some time to go over the process as this was the first budget year since the policy had been adopted.

Finance Director Staples mentioned this item came about from the budget work session. The policy was adopted almost a year ago. She had reviewed the policy and pulled out key components to refresh. She would identify the projects this affected and pass along to Ms. Wanman, staff liaison to the Public Art Commission.

The process would be the Finance Director would within 30 days of identifying a project, would give the amount to the Public Art Commission. They in turn would give a plan to the Board for approval.

Currently the projects she had identified were the Alston Massenburg Center, S. White Street Project and the construction of the Police Station. Going forward, she would list those in the CIP. If the project came under budget, they would work with the threshold amount. Town Manager Williams explained there was a cap that could be spent on any particular project. The project would be based on their numbers. The Board would have the flexibility of approving the recommended project or hold the funds until a larger project could be constructed.

As this was the first time this had been done and a learning process, Mayor Jones asked that everyone be patient with the Board, Staff and Commission as they worked through this process.

4. Public hearings / Public Comment.

- A. Public Hearing on Petition Requesting Contiguous Annexation Submitted by St. Ives 220 Commercial, LLC & WRI-Wake Union LLC for properties located on Wake Union Church Rd. comprising 18.26 acres.

There being no one in attendance to speak, Mayor Jones closed the public hearing.

ACTION: Commissioner Kaeberlein made a motion to approve the request of annexation. Commissioner Drake seconded the motion, which carried (5,0).

- B. Public Hearing on Smoking Ban (Parks/Trails) Limited to Designated Areas.

Mayor Jones stated the Recreation Advisory Board brought this to the attention of the Board of Commissioners. The recommendation was to have a ban on smoking and the use of tobacco products in parks and trails. Provided was the proposed ordinance. There was no one from the public to speak to the issue.

Sandy Thomlinson, Chair of the Recreation Advisory Board, Parks & Recreation Director Wall and others from the Advisory Board were in attendance. Commissioner Drake shared he had family members that died of lung cancer and mother of emphysema. He understood the rationale behind the ordinance, but took issue with the other forms of tobacco use.

He questioned other forms of tobacco use other than smoking since there was no harm to anyone but the user. Parks and Recreation Director Wall said they looked at safety risks,

littering and that aesthetically, they wanted the parks to look nice. Athletic associations were banning products in sports. Another advisory board member mentioned the fact of someone trying to determine if a youth was of age to have a tobacco product.

There being no one else to speak, Mayor Jones closed the public hearing.

ACTION: Commissioner Drake made a motion to approve the ordinance to ban smoking of any type in the Town Parks and Greenways.
Commissioner Kaerberlein seconded the motion, which carried (5,0).

C. Public Hearing to Receive Public Comment on the Financing of Street Improvements.

Mayor Jones stated over the past few years the Board had decided upon paving unpaved streets as well as to take on a major street resurfacing project. It had been planned, designed and determined the town would borrow up to 4 million dollars on the construction of the projects. She asked was there anyone to speak to it. There being none, she closed the public hearing. Town Manager Williams confirmed no motion was needed, just to hold a public hearing.

D. Public Comment: If anyone would like to address the Board of Commissioners on an item other than a public hearing item or an item on the agenda during the time of public comment, please sign up with the Town Clerk prior to the meeting. Each speaker is asked to limit comments to 5 minutes. Please provide the clerk with copies of any handouts you have for the Board. Although the Board is interested in hearing your concerns, speakers should not expect Board action or deliberation on subject matter brought up during the Public Comment segment. Topics requiring further investigation will be referred to the appropriate Town Staff and may be scheduled for a future agenda. Thank you for your consideration of the Board of Commissioners, staff and other speakers.

No one had signed up to speak.

5. Consent Agenda.

(A Consent Agenda is a group of items passed with a single motion and vote. These matters are of a generally routine nature. No debate is allowable on any item included on the Consent Agenda. If a Commissioner or any citizen of Wake Forest or its ETJ wants separate consideration of any item, it may be removed from the Consent Agenda by request.)

A. Approval of Tax Releases.

B. Consideration of Approval of Authorizing the Release of Right-of-way on Stadium Drive by Quit Claim Deed.

C. Consideration of Ordinance Change for Chapter 12; Cemeteries.

Mayor Jones read the items on the agenda. No one asked that one be removed.

ACTION: Commissioner Hines made a motion to approve the items on the consent agenda. Commissioner Drake seconded the motion, which carried (5,0).

6. Legislative Items.

A. Appointment of Members to the Youth Advisory Board.

Town Manager Williams reminded the Board they could appoint 9-15 members. He asked if they wanted to determine first how many to appoint. They decided upon 11 members. They also decided the candidate would have to get a minimum of 3 votes to be added to the list of names to be appointed. The Commissioners voted on the candidates. The students below had the highest votes after those that got 3 votes each, a vote was taken from the next pool of candidates.

Ms.	Madison	Byrd		Ms.	Kyndall	DySard
Ms.	Yasemin	Cole		Ms.	Savannah	Goodson
Mr.	Michael	Daniel		Ms.	Paige	Iapalucci
Ms.	Kiana	Daniel		Mr.	Cameron	Jennings
Ms.	Katie	Davis		Mr.	Holden	McLemore
Ms.	Scottlin	Davis				

ACTION: Commissioner Kaeberlein made a motion to appoint the candidate above to the Youth Advisory Board. Commissioner Hines seconded the motion, which carried (5,0).

7. Planning Items.

8. Administration and Financial Items.

9. Public Services Items.

A. Consideration of Awarding the Contract for the Street Rehabilitation Project.

Director of Engineering Keravuori stated 5 years ago, staff evaluated the streets and prioritized them. Cost estimates were provided and were proposed to the Public Works Committee. The project went out to bid and some streets involved resurfacing to bring up to standards.

The winning contract was more than the estimate, but he did recommend. Deputy Town Manager O'Donnell stated one reason was because the project would involve entirely asphalt which was higher because of the increase in the price of oil. It could fluctuate and bring the cost down.

ACTION: Commissioner Stinnett made a motion to award the contract to Barnhill Contracting Company.
Commissioner Thibodeau seconded the motion, which carried (5,0).

10. Parks and Recreation Items.

11. Public Safety Items.

12. Other Business.

13. Adjournment.

ACTION: Commissioner Kaerberlein made a motion to adjourn at 8:03 p.m.
Commissioner Hines seconded the motion, which carried (5,0).

Town Clerk

Mayor