



Town Board Organizational and Regular Meeting

December 7, 2021 – 7:00 PM

502 Southtown Circle, Rolesville, NC 27571

PRESENT: Ronnie Currin, Mayor
Sheilah Sutton, Commissioner
Dan Alston, Commissioner
Kelly Arnold, Town Manager
Eric Marsh, Asst. Town Mgr
Amy Stevens, Finance Director
Lisa Alston, HR Director
Meredith Gruber, Planning Dir

Michelle Young-Medley, Mayor Pro Tem
April Sneed, Commissioner
Paul Vilga, Commissioner
Dave Neill, Town Attorney
Robin Peyton, Town Clerk
JG Ferguson, Parks & Rec Director
Mical McFarland, Comm. & Econ Dev Mgr
David Simmons, Police Chief

Minutes

A. CALL TO ORDER

Mayor Currin called the meeting to order at 7:00 p.m.

1. Pledge of Allegiance

Mayor Currin led the Pledge of Allegiance

2. Invocation

Dr. Jeffrey Chapman of Raleigh North Christian Center gave the Invocation.

3. Swearing in Ceremony

- Commissioner April Sneed

Wake County 10th Judicial District Court Judge Ashleigh Parker Dunston administered the Oath of Office for Commissioner for the Town of Rolesville to returning Commissioner April Sneed.

- Commissioner Paul Vilga

Wake County 10th Judicial District Court Judge Ashleigh Parker Dunston administered the Oath of Office for Commissioner for the Town of Rolesville to returning Commissioner Paul Vilga.

- Commissioner-Elect Dan Alston

Wake County 10th Judicial District Court Judge Ashleigh Parker Dunston administered the Oath of Office for Commissioner for the Town of Rolesville to incoming Commissioner Dan Alston.

4. Nomination and Appointment of 2022 Mayor Pro Tem

Moved by Commissioner Medley to nominate Commissioner Paul Vilga as Mayor Pro Tem for 2022. The nomination was seconded by Commissioner Alston. Motion and

second were followed by a unanimous vote to appoint Commissioner Paul Vilga as Mayor Pro Tem for 2022.

5. Swearing-in of Mayor Pro Tem
Town Clerk Robin Peyton administered the Oath of Office of Mayor Pro Tem for the Town of Rolesville Board of Commissioners to Commissioner Paul Vilga.
6. Advisory Board Liaison Appointments
Mayor Currin made the following Advisory Board Liaison appointments for 2022:
 - **Planning Board – Commissioner Medley**
 - **Parks & Recreation Advisory Board – Commissioner Vilga**
 - **Economic Development – Commissioner Sutton**
 - **Public Safety – Commissioner Sneed**
7. Review of Agenda by the Board and Addition/Changes of Items of New Business to the Agenda for Consideration.
Moved by Commissioner Medley to approve the agenda as presented; seconded by Commissioner Vilga. Motion to approve carried by unanimous vote.
8. Public Invited to be Heard
NONE

B. CONSENT AGENDA

Moved by Commissioner Vilga to approve the Consent Agenda consisting of the following, with removal of item 6. *Planning Board Candidate Appointments for discussion:*

1. Minutes:
 - Minutes of November 4, 2021 Regular Town Board Meeting
 - Minutes of November 10, 2021 Town Board Work Session
 - Minutes of November 16, 2021 Town Board Work Session
2. Rezoning Case: MA21-05 Preserve at Moody Farm Conditions (Amazon Trail and Rolesville Road).
3. Annexation Case: ANX21-04 Tucker/Wilkins Property - Call for Public Hearing January 4, 2022 (0, 2012, and 2016 Rolesville Road).
4. Annexation Case: ANX21-05 Public Works Facility – Call for Public Hearing January 4, 2022 (805 E. Young Street).
5. Annexation Case: ANX21-06 Wallbrook Property – Investigate Sufficiency (S. Main Street and Burlington Mills Road).
- ~~6. Planning Board Candidate Appointments.~~
7. Budget Amendment – Additional Rollovers.

Motion to approve Consent Agenda with removal of item 6. was seconded by Commissioner Alston and carried by unanimous vote.

Commissioner Medley provided the reasoning of the Planning Board Candidate Appointment Committees decision to recommend re-appointment of Planning Board Members Mike Moss and Reynorda Pryor to an additional three-year term on the Town of Rolesville Planning Board.

Moved by Commissioner Medley to re-appoint Planning Board Members Mike Moss and Reynorda Pryor to an additional three-year term following their 2021 term expirations; seconded by Commissioner Sneed. Motion to re-appoint carried by unanimous vote.

C. BOARD ACTION

1. Text Amendments TA21-01 and Development Ordinance Technical Amendments Round 1. Planning Director Meredith Gruber reviewed each amendment being proposed to the Land Development Ordinance under TA21-01.

Mayor Currin opened the public Hearing on TA21-01 at 8:11 p.m.

PUBLIC IN FAVOR

None

PUBLIC IN OPPOSITION

None

MAYOR Currin closed the Public Hearing on TA21-01 at 8:11 p.m.

Moved by Commissioner Vilga to adopt Ordinance 2021-O-18 with the following amendments; seconded by Commissioner Sneed. Motion carried by unanimous vote.

- **Reinsert language into the Board of Adjustment making the membership 5 members and 2 alternates**
- **Main Street Corridor defined as the Main Street frontage itself plus 300' down each side street.**
- **Add Planning Board recommended language relating to the location of mail kiosks.**

2. Text Amendments TA21-02 Land Development Ordinance Nonconformity Amendments Round 2 – Nonconformity.

Planning Director Meredith Gruber reviewed each amendment being proposed to the Land Development Ordinance under TA21-02.

Mayor Currin opened the Public Hearing on TA21-02 at 8:29 p.m.

PUBLIC IN FAVOR

None

PUBLIC IN OPPOSITION

None

Mayor Currin closed the Public Hearing on TA21-02 at 8:29 p.m.

Moved by Commissioner Alston to adopt Ordinance 2021-O-19 Proposal to Amend the Land Development Ordinance under TA21-02; seconded by Commissioner Medley. Motion to adopt carried by unanimous vote.

3. Adoption of Schedule of Meetings for 2022.

Moved by Commissioner Sneed to adopt the Schedule of Meetings for 2022 with the revision of July 5th meeting to Wednesday, July 6th; seconded by Commissioner Alston. Motion to adopt schedule carried by unanimous vote.

D. COMMUNICATIONS

1. Communication from Town Attorney
Information on Extra-Territorial Jurisdiction (ETJ) will be forthcoming in a future work session.
2. Communication from Town Staff

Planning Director Meredith Gruber provided the following report

- Broughton Homes Development application has requested additional time. Case will come before Town Board in January.
- New Planner II Mike Elabarger started three weeks ago.

Finance Director Amy Stevens provided the following report

- Sales transaction tax received in the month of August 2021 was 33% higher than in July 2021 and 70% higher than August 2020. This increase is due to the increase in population in Rolesville within the timeframe as reported in the most recent census which dictates how Wake County distributes sales tax to each of its municipalities thus showing why participation in the census is so important to municipal revenues received.

Human Resource Director Lisa Alston provided the following report

- Holiday luncheon on Friday, December 17th where employee of the year will be recognized.
- Working on filling a position in the Police Department and the Parks & Recreation Department as well as the Human Resources Analyst position.

Parks & Recreation Director J.G. Ferguson provided the following report:

- Thanked staff for their hard work during a challenging year and continuing to provide quality programs for citizens.
- Blood drive 12/10. Great turn out every time one is held.
- Recreation Guide to come out shortly.

Community and Economic Development Manager Mical McFarland provided the following report:

- 2022 Economic Development guide provided.
- Community Growth Feasibility Study moving along. Next meeting with consultant on December 14th. Report back to board in January.
- Meeting with land owners in November went well.

Police Chief David Simmons provided the following report:

- Christmas Parade was a success.
- Shop with a cop Saturday, December 11th . Twelve children in the community will participate.

3. Communication from Town Manager

- Town Manager Kelly Arnold introduced new Assistant Town Manager Eric Marsh.
- Town Board Retreat scheduled for February 4th at Wake Electric.

4. Communication from Town Board

- Mayor Currin stated the Christmas Parade went well.
- Streets look good following being swept with the new street sweeper. Sidewalks could use edging.
- Mayors Show coming up with guests Rachel Morris, Executive Director of the Rolesville Chamber of Commerce as well as the Town of Rolesville's Mical McFarland and Commissioner Sheilah Sutton.

E. CLOSED SESSION PURSUANT TO N.C.G.S. 143-318.11(a)(6) Personnel

Moved by Commissioner Vilga ; seconded by commissioner Alston. Motion to enter closed session carried by unanimous vote.

F. ADJOURN

Ronnie I. Currin, Mayor

ATTEST:

Robin E. Peyton, Town Clerk