



## Minutes

**PRESENT:**

Ronnie Currin, Mayor	Michelle Young-Medley, Mayor Pro Tem
Jacky Wilson, Commissioner	Sheilah Sutton, Commissioner
Paul Vilga, Commissioner	April Sneed, Commissioner
Dan Alston, Commissioner-Elect	Dave Neill, Town Attorney
Kelly Arnold, Town Manager	Amy Stevens, Finance Officer
JG Ferguson, Parks & Rec Director	David Simmons, Police Chief

### A. CALL TO ORDER

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

1. Pledge of Allegiance  
**Mayor Currin led the Pledge of Allegiance**
2. Invocation  
Pastor Steve Davis from Bethlehem Baptist Church in Youngsville gave the invocation.
3. New Employee Introductions  
Chief David Simmons introduced the Town of Rolesville's new officers Mindy Pietras who comes to Rolesville from the State Capitol Police Department and Daniel Pigage who comes from the Raleigh Durham Airport Police Department.
4. Citizen Recognition  
Mayor Currin, on behalf of the Town Board, recognized Devin Versteegen, son of Derek Versteegen who gives a lot of his time to our Parks & Recreation program. Devin is a kicker on the Rolesville Football team, also played soccer for Rolesville High School and is attending Shaw University on scholarship.
5. Review of Agenda by the Board and Addition/Changes of Items of New Business to the Agenda for Consideration.  
**Moved by Commissioner Sutton to approve the agenda as presented; seconded by Commissioner Wilson. Motion carried by unanimous vote.**
6. Board Liaison Reports
  - Mayor Pro Tem Michelle Medley – Planning Board
    - No report.
  - Commissioner Sutton – Economic Development
    - Working with Community & Economic Development Manager Mical McFarland and sending him potential developers to contact. The focus is on responsible development by working with quality developers while keeping Rolesville's small town charm and increasing the tax base.
    - Rolesville Downtown Development Association met 10/27. Has changed its focus to the intersection of Main and Young Streets where Cobblestone is being developed. Has also developed a vision statement and is working on initial initiatives.

- Commissioner Sutton expressed that she appreciates the citizens who volunteer their time on the association.
- Commissioner Vilga – Parks & Recreation Advisory Board
  - PARAB met on 10/27 and discussed the timeline on development of the Farm and next steps for gaining information from the Town Board as to its wishes for the project.
  - The drop off location at the proposed community center at the Cobblestone development was discussed.
  - The newly installed greenway signs at Main Street Park were discussed.
  - Reviewed a draft of an update of the policy for facility naming and identity which includes procedures, rules and regulations for naming sites in town. A draft should be ready to present to the Town Board at the next meeting.
- Commissioner Wilson – Public Safety
  - The quarterly public safety meeting was held.
  - As of 10/15 there have been 1,129 fire calls of which 60% were not fire related, rather EMS related.
  - The Rolesville Rural Volunteer Fire Department currently has 33 volunteers and has a goal of 35 volunteers.
  - 71% of the RRVFD full-time employees have been vaccinated against COVID.
  - National Night Out held by the Rolesville Police Department was a success.
  - The Rolesville Police Department currently has 21 full-time employees.
  - Shop with a Cop and the annual turkey giveaway are upcoming events for the Rolesville Police Department.
  - Wake County has been averaging over 10K calls per month with 45 ambulances on the road. That equates to between 24-30 calls per hour. This call rate impacts Rolesville's response time because a local ambulance can be returning from a transport to a Raleigh hospital and have its AVLS (vehicle locator system) and need to respond to a call outside of Rolesville if closer.
  - 90% of Rolesville's Fire/EMS/PD response times are under 7 minutes for which they should be applauded.
- Commissioner Sneed - NCLM
  - No report.

## 7. Public Invited to be Heard

*Dr. Charles Johnson, 120 Wall Creek Drive, Rolesville, NC*

Dr. Johnson stated he has been a resident of the Wall Creek Subdivision for over 18 years. Dr. Johnson comes expressing his concern regarding the noise from Greenway Beer & Wine, specifically the music being played outside. Referencing the Findings of Facts from site plan approval by the Town Board during its October 2, 2018 meeting, Dr. Johnson stated that the noise does substantially injure adjoining properties as it is unbearable at times forcing residents inside their homes, the music and noise is not in harmony with the peaceful neighborhood adjacent to it, and parking and traffic are issues some evenings. Dr. Johnson would like to know specifically if the business was approved with the additional square footage of the outdoor space and if it was approved for outdoor music. If so, Johnson wishes to know at what volume, time, days of week and who enforces regulation of it. Dr. Johnson specifically stated he does not wish for the business to be shut down but expressed an agreement between the business and adjacent neighborhood residents must come to some agreement.

Mayor Currin asked Town Manager Kelly Arnold to follow up on researching if the business was approved with outside music and what the town noise ordinance states.

*Michael Paul, 35 Woodlief Farm Road, Rolesville, NC*

Mr. Paul is also a resident and owns a business in Rolesville located at 511 S. Main Street which is three doors away from Greenway Beer and Wine. Mr. Paul comes speaking in support of Greenway Beer & Wine, stating that, he understands Dr. Johnson's concerns but says any time someone plays music there will be those that do not like it, and that Greenway Beer & Wine is a family business with families and families with children present much of the time. Mr. Paul stated he does not hear the music when inside his place of business and that the music is only played perhaps 3-days a week until closing which is at 8:00 p.m. Mr. Paul stated his knowledge of the noise ordinance in Rolesville as being loud music prohibited after 11:00 p.m. In closing Mr. Paul stated we would be a far worse place if we did not have such places for patrons to go to and we should strive towards something that is fair to the business owners, musicians, patrons and residents.

*George Garcia, 52 Averette Road, Wake Forest, NC*

Following elections last Tuesday Mr. Garcia stated he reflected on how the Town Board has control over ETJ properties and what happens on those ETJ properties yet voters in the ETJ cannot vote to reflect their opinions on the Town Board decisions as to what is in their best interests like they can on the county level via their votes for Wake County Commissioners.

Mayor Currin asked Town Attorney Dave Neill to visit this subject in an upcoming work session so that Town Board is informed on how that works.

## B. CONSENT AGENDA

### 1. Minutes:

- October 5, 2021 Regular Town Board Meeting
- October 13, 2021 Joint Town Board Meeting with Wake Forest Board of Commissioners
- October 19, 2021 Town Board Work Session

### 2. Approval of Street Sweeper Bid.

**Commissioner Sutton asked that consent agenda item 2. be removed for discussion.**

Commissioner Sutton stated she thinks \$234,000 is a lot for one piece of equipment and questioned that it comes from the Netherlands as opposed to possible equipment manufactured in the United States. She also asked if it would be cheaper to rent and requested for further explanation. Town Manager Kelly Arnold stated that the equipment was budgeted for in the amount of \$250,000 in the approval of this year's budget by the Town Board. Finance Director Amy Stevens stated that this quote is only good for 60 days from the time of its submittal October 25<sup>th</sup>. Mayor Currin requested a brief presentation on the procurement be provided to the Town Board for its further consideration.

**Moved by Commissioner Sutton to approve the Consent Agenda with the removal of item 2. for discussion; seconded by Mayor Pro Tem Medley. Motion to approve consent agenda with removal of item 2. for discussion carried by unanimous vote.**

## C. BOARD ACTION

1. Continued Public Hearing on Case: ANX21-02 – Moody/Hollingsworth Annexation and Case: MA21-05.

Planning Director Meredith Gruber provided information on the two companion cases being presented for consideration, one being property annexation and the other zoning of the property for development as The Preserve at Moody Farm. The property is located off Rolesville Road. The property was posted and adjacent/affected property owners were notified. Current zoning applied to the property is R-30 WC (Wake County) and the applicant is proposing zoning to R-3 CZ or Residential-3 Conditional District for 82 single-family lots with a density of 1.62 units per acre. A sketch plan and rendering were supplied by the applicant and presented to the Town Board.

### **Mayor Currin re-opened the continued public hearings on Cases ANX21-02 and MA21-05 at 8:05 p.m.**

Jay Gilleece with American Engineers and applicant under the public hearing provided a brief presentation on the zoning and proposed concept plan for the project: The Preserve at Moody Farm. The presentation included information on open space and greenways, lots size, traffic and timing of the development.

Matt Pietsch with Stantec Engineering presented evidence on traffic analysis and impact for the proposed project.

#### **PUBLIC IN FAVOR**

Allen Moody. Mr. Moody owns the property with his two brothers. The property has been in his family for over 200 years. The quality of the homes to be built and the low density proposed helped in the decision to sell the property to the developer. Mr. Allen continues to live on the land he now owns a home on which will remain in the middle of the subdivision.

*Derek Versteegen, Virginia Water Drive, Rolesville, NC*

Mr. Versteegen sits on the Open-space and Greenway Committee (OSAG). Mr. Versteegen spoke in favor and asked that this development with its large lots not be penalized as a suspected traffic issue like possibly some of the higher-density development going in around it.

#### **PUBLIC IN OPPOSITION**

*Rico Glover, 1632 Rolesville Road, Wake Forest, NC*

Mr. Glover came, not in opposition but, with a question regarding how widening Rolesville Road and adding a turn lane helps traffic.

*Annette Shore, 1636 Rolesville Road, Wake Forest, NC*

Ms. Shore expressed concern that the proposed greenway space will produce an invitation for those using it to come and enjoy her property as well. Ms. Shore is requesting fencing be erected as she has animals on her property and is concerned for their welfare. Ms. Shore feels it should be the responsibility of the developer to erect fencing.

Mr. Gilleece approached the podium and responded to Ms. Shore saying that, following the

neighborhood meeting when she then expressed her concerns, the developer made plans to erect a fence to protect her property from those who will use the greenway. The greenway fencing will extend behind the houses and just past the greenway but not behind the pond which is slated to be drained and become a natural area.

Matt Pietsch, Stantec Engineering, approached the podium and provided answers to Mr. Glover's question on how addition of a turning lane helps traffic.

Planning Director Meredith Gruber returned to the podium to provide staff recommendation.

Town Attorney Dave Neil interjected that, as additional conditions came after the public hearing which did not allow for the applicant to agree to them, the following conditions need be presented for applicant's benefit and opportunity to express agreement.

A proposed motion of the board was read by Attorney Neill and is as follows:

**Move approval of Case MA21-05 with the following conditions:**

- All dwellings to be constructed on raised foundations with crawl spaces, no on-slab construction.
- Development to incorporate a public greenway as shown on the sketch plan incorporating option two, together with wayfinding signing and construction of a ten-foot, public multi-use path, connecting the greenway to the Kalas Falls greenway network as shown on the sketch plan.
- A solid board fence shall be erected along the property line boundary fronting the Eastern terminus of the greenway bordering the Shore property. (PIN to be provided. Attorney Neil requested the sketch plan be updated prior to adoption of the formal order and showing the location as it has been described.)
- On-site construction shall not commence until the Rolesville Road/Kalas Falls widening project is completed.

Jay Gilleece announced applicant's agreement with all that was stated out loud by Attorney Neill and noted above, and will anticipate receipt of the written order for approval.

Ms. Shore returned to the podium to ask if an environmental study had been conducted on the effects of draining the pond.

Mr. Gilleece responding that a study had been conducted on allowing the pond to deplete naturally but, being a farm pond for which no one knows the nature of how it was built initially, the pond will be drained for safety reasons as it was not found to meet pond safety standards and could possibly become a danger to users of the area or liability for the future homeowners' association.

Mr. Moody returned to the podium to state that the pond had stayed empty for a number of years and wildlife that used the pond, typically migrate to his pond or ponds north of there when empty.

**Mayor Currin closed the public hearings on Cases ANX21-02 and MA21-05 at 9:03 p.m.**

**Moved by Commissioner Wilson to approve ANX21-02 Moody annexation request; seconded by Commissioner Sutton. Motion to approve carried by unanimous vote.**

**Moved by Commissioner Wilson to approve Case MA21-05 with the following conditions:**

- All dwellings to be constructed on raised foundations with crawl spaces, no on-slab construction.
- Development to incorporate a public greenway as shown on the sketch plan incorporating option two, together with wayfinding signing and construction of a ten-foot, public multi-use path, connecting the greenway to the Kalas Falls greenway network as shown on the sketch plan.
- A solid board fence shall be erected along the property line boundary fronting the Eastern terminus of the greenway bordering the Shore property
- On-site construction shall not commence until the Kalas Falls/Rolesville Road widening project is complete.;

**Motion was seconded by Commissioner Vilga and carried by unanimous vote following a comment from Commissioner Sutton that the Town Board is aware of traffic concerns in the area and will continue to monitor.**

2. Financial Statements as Presented by Auditor.  
Finance Director Amy Stevens provided an introduction to April Adams of Cherry Beckert, LLC who presented financial statements ending FY2021, information on audit conducted by Cherry Beckert and results of the audit. Presentation incorporated herein by reference.

3. Consideration of Mask Mandate Extension.  
Mayor Currin reported that Wake County's mask mandate expired November 1<sup>st</sup> and has been extended until an undetermined date and will stay in place until the transmission rate and percentage of positivity have satisfactorily declined. Some Wake County municipalities are ending their mandates while others are extending.

Town Manager Kelly Arnold reports that it is the transmission rate that remains high in Wake County.

The Town Board deliberated on effects to local businesses, pending flu season, among other deciding factors.

**Moved by Mayor Pro Tem Medley to follow Wake County's mandate and guidelines; seconded by Commissioner Sutton. Motion to extend carried by the following vote:**

**Ayes: Medley, Sutton, Sneed**

**Noes: Wilson, Vilga**

#### D. COMMUNICATIONS

1. Communication from Town Attorney  
Town Attorney Dave Neill reported that he will bring back an Extra-territorial Jurisdiction (ETJ) report and information on ETJ and the public process at a later Town Board Work Session in coordination with the Town Manager.

Commissioner Sutton asked how this information could be provided to the Public. Attorney Neill replied that it would be appropriate on the Planning Department's page of the Town

website and that he will provide the information under the next Town Attorney communication.

## 2. Communication from Town Staff

### Mical McFarland, Community & Economic Development Manager

- Commercial Growth Feasibility Study is moving along, looking at land at the southern end of the 401 by-ass.
- O'Brien Atkins was chosen as the firm to conduct the study.
- O'Brien Atkins is working with Creative Economic Development out of Elkin, NC for the creative marketing aspect.
- November 18<sup>th</sup> meeting with property owners within the study area.
- Met with Barry Eagle, President & CEO of Crown Hotel & Travel Management at the request of Commissioner Sutton. Crown is based in Wilmington and has hotels on the coast of North Carolina as well as in the Hampton Inn in Knightdale. Their hotels only require three acres of land. Mr. Eagle states Rolesville is not quite there yet but looks forward to future conversations.
- Working with the Rolesville Chamber of Commerce to produce a community guide and business directory.

### Meredith Gruber, Planning Director

- Senior Planner starts November 19<sup>th</sup>.
- Staff is reviewing plan review software offerings which, once one is chosen, will help the process significantly.
- Working on round 1 of the Land Development Ordinance amendments to be presented to the Town Attorney, Planning Board and ultimately Town Board.
- Staff met with CAMPO representatives to look at the 2050 draft Metropolitan Transportation Plan (regional plan). The Town has until 12/8 to provide comments on the draft plan.
- Town Manager Kelly Arnold added the letter received from ETJ resident Stacey Pearce regarding his nonconforming use and how it pertains to his replacement/rebuild of his home which sustained damage by a vehicle recently. Attorney Neill provided an overview of current ordinance regulations of mobile homes.

### David Simmons, Chief of Police

- No report to give as Commissioner Wilson already covered all topics.
- Commissioner Sutton asked regarding diversity reporting once the municipality reached 10,000. Chief Simmons confirmed that the Town is in compliance with this reporting.

### Lisa Alston, Human Resources Director

- Human Resources Analyst Dieva Hill's last day was October 22<sup>nd</sup>.
- No immediate plans to fill the position. Establishing a baseline so that Human Resources can best support employees and the overall organization in the most effective and efficient way.
- Pontifex Consulting Group has been selected to conduct a pay and classification study.
- Preparing for Christmas celebration in the form of a luncheon on December 17<sup>th</sup> from 12:00 to 2:00.
- Awards ceremony recognizing employees for reaching length of employment milestones will also be held at the luncheon.

- Employee cookbook is being created.
- Ms. Alston was asked to provide information regarding pay for board members and how they compare to surrounding municipalities.

Amy Stevens, Finance Director

- CIP work session on 11/10 at 12:00 p.m. in the Community Center.

J. G. Ferguson, Parks & Recreation Director

- Kudos to staff for recent successful Fall Fun Fest. PD and Fire Department as well. Positive comments were received on the new location.
- Over 100 vendors were registered for Fall Fun Fest.
- Partnering with Rolesville Police Department and Food Security on Turkey Drop on 11/19. Over 150 turkeys will be given out.
- Annual tree lighting will be held on 12/7 at 6:00 p.m. as a virtual hybrid.
- Classes are ending and were held at capacity.
- New registrations are being taken.

3. Communication from Town Manager

- 11/6 work session will begin at 6:00 p.m.
- Strategic Plan Retreat is being scheduled for January.

4. Communication from Town Board

Christmas Parade will be held December 5<sup>th</sup>.

Wake County Mayors Association Dinner will be held December 20<sup>th</sup> in Cary at the Embassy Suites.

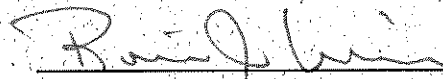
Veterans Day Event will be November 11, 2021 at 11:00 a.m. at Town Hall.

Mayors Show on November 11<sup>th</sup> will host Terry-Marcellin-Little from the Little House Museum and Mike Reynolds from The Pointe Development. The show will begin at 7:00 p.m.

The Rolesville Chamber of Commerce did a good job hosting the recent candidates' forum.

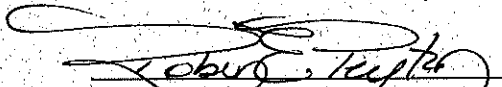
E. ADJOURN

Mayor Currin adjourned the meeting at 10:45 p.m.



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Ronnie I. Currin, Mayor

ATTEST:



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Robin E. Peyton, Town Clerk

