

**TOWN OF WEDDINGTON
SPECIAL TOWN COUNCIL MEETING
SATURDAY FEBRUARY 24, 2018 8:30 A.M.
FIRETHORNE COUNTRY CLUB
1108 FIRETHORNE CLUB DRIVE
WAXHAW, NC 28173
AGENDA**

1. Open the Meeting
2. Determination of Quorum
3. Welcome and Adoption of the Agenda
4. Administrative Items
 - A. Review of Successes and Priorities
 - B. Mayor/Council/Administrator mode of communication for internal and public purposes
 - C. Review of Town Policies
5. Roads
 - A. LARTP and General Road Discussion
 - B. Discussion and Consideration of Reimbursement Agreement with NCDOT for sidewalks along Rea Rd. Extension TIP U-6090
6. Town Services
 - A. Attorney Services
 - B. Town Property – Engineer Report/Master Plan/Shopping Center Access Road
 - C. Town Events and Newsletter
7. Town Budget
 - A. Fiscal Year 2018-2019 Preliminary Budget Discussion
8. Planning
 - A. Minimum lot size and lot width
 - B. Land Use Plan – 5 year
 - C. Extra Territorial Jurisdiction
 - D. Other text/ordinance amendments or needs
9. Review Key Objectives and Assignments
10. Adjournment

TOWN OF WEDDINGTON
SPECIAL TOWN COUNCIL MEETING-RETREAT
SATURDAY FEBRUARY 24, 2018 – 8:30 A.M.
FIRETHORNE COUNTRY CLUB
MINUTES
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Mayor Callis opened the Special Meeting at 8:30 a.m.

Quorum was determined with Mayor Elizabeth Callis, Mayor Pro Tem Janice Propst, and Councilmembers Scott Buzzard and Mike Smith in attendance.

Councilmember Jeff Perryman was absent.

Staff in attendance: Town Administrator/Planner Lisa Thompson, Town Clerk Karen Dewey, Finance Officer Leslie Gaylord

ADOPTION OF AGENDA

Motion: Councilmember Smith made a motion to adopt the agenda as presented.

Vote: The motion passed with a unanimous vote.

ADMINISTRATIVE ITEMS

A. Review of Successes and Priorities

Council Reviewed Action Items from the 2017 Council retreat and identified completed items, ongoing items, and items to monitor and resolve as they come up. The following items were left on the action item list for this upcoming year:

- Continue to get car counts and speed data to be able to give to NCDOT to support the Town's transportation needs (as needed)
- Town Survey (in the works)
- Review the Town's roadway priorities to determine if they are on the LARTP or if they need to be added or removed (on going)
- Identify other areas in Town to consider streetlights (as needed)
- Consider expanding the loop from the downtown area down 84 to Rea Road Extension and back down Providence Road (future consideration)
- Town to be a facilitator between neighborhoods wanting water and the County, but Town will not serve as funding agent. Mayor Callis to communicate with County to determine options to help facilitate.
- Engage landowners in the downtown overlay district to discuss the vision of downtown area. Review if a single developer can work with various property owners to develop a coordinated plan (sewer is an issue). Strengthen vision encompassed in the downtown overlay district to try to make it more cohesive
- Strengthen vision of downtown overlay district and coordinate with Planning Board to make sure ordinances appropriately convey that vision.
- Town Administrator/Planner to get price for excess right of way in front of the gymnasium. Not a priority.
- Install sink for staff use in the current deputy office
- Continue working on electrical and plumbing inspections of Town Hall

- Ongoing review of Minimum Lot Size requirements

B. Mayor/Council/Administrator mode of communication for internal and public purposes

The Council discussed the need to inform each other of any meetings involving a Council member and other officials being held at town hall.

There was discussion regarding the differences between the Sunshine list and the Residents list. The Sunshine list is mandated by general statute and includes any individual, newspaper, wire service, radio station, and television station that has filed a written request with the Town Clerk for notice of all special meetings of the Council. Requests by individuals must be renewed by the last day of each calendar quarter and are subject to a \$10.00 nonrefundable annual fee; requests by news organizations must be renewed annually by January 1 of each year and are not subject to any fee. Where notices of special meetings are provided electronically by email, no fees shall be charged. Staff indicated that the no one is listed on the Town's sunshine list.

The Residents list is compiled by residents opting in to town email list on the town website. All communication is done as a courtesy, meaning not mandated by general statute or rules of procedure. Residents receive emails with all regular meeting agendas and notices of Public Involvement Meetings and town events.

The Council requested that staff use the resident's list to email all notices and treat it like the sunshine list, even though it's not mandatory.

C. Review of Town Policies

The Council discussed the current Facebook policy which only allows staff to post information related to town events. They agreed to consider changes to the policy to allow additional posts on the Town's Facebook page. They also discussed additional social media outlets, like NextDoor but didn't feel it was necessary at this time.

The Council held a brief discussion of website posts and allowing Staff more flexibility to post information, news and updates.

The Council agreed to table the discussion of the other office policies to a later date.

ROADS

A. LARTP and General Road Discussion

Council held a general discussion on roads. They believe Antioch Church Road should be considered a major thoroughfare on the Western Union County LARTP. They agreed to have a continuing discussion of road priorities with Union County and get their position on the process of updating their maps and coordinate with them. Mayor Pro Tem Propst suggested that she communication with Wesley Chapel and Marvin to work with prioritizing Newtown Road.

B. Discussion and Consideration of Reimbursement Agreement with NCDOT for sidewalks along Rea Road Extension TIP U-6090

The reimbursement for sidewalks along Rea Road Extension was discussed. Concern about splitting the cost of overruns with no cap was expressed.

The Reimbursement Agreement included in the meeting packet was for the Tilley Morris Roundabout and will be considered at a later date. Councilmember Buzzard stated that he believed the money wasn't due from the Town until construction. He will check with Scott Cole from NCDOT for an extension of the deadline for the Tilley Morris agreement.

TOWN SERVICES

A. Attorney Services

The Town received 5 proposals for attorney services. The Council agreed to interview all five during the week of March 5, 2018. The Council directed Ms. Gaylord to calculate the hourly monthly average without litigation charges, over the past 3 years. They agreed to narrow the selection to two applicants after the interviews before holding a discussion in closed session. The Council will decide which members are available to interview and when, and will let Ms. Thompson know.

B. Town Property – Engineer Report/Master Plan/Shopping Center Access Road

The Council discussed the Matthews property. They received a structural engineer's report to help make a determination on whether to keep the home located on the property. The report did not show significant issues and the council agreed to obtain 3 or 4 estimates on the cost to make the house structurally sound and possibly add a room to the upstairs. They discussed prioritizing making the house structurally sound before deciding what to use it for.

The Council discussed the master plan for the downtown area, and agreed that Council member Buzzard will meet with the property owners, to discuss closure of the access road behind Harris Teeter, the Providence Rd and Weddington Matthews Connector Road, and what they envision for that area.

C. Town Events and Newsletter

The Council discussed the Town events and gave suggestions to for articles in the upcoming Town Newsletter.

TOWN BUDGET

A. Fiscal Year 2018 -2019 Preliminary Budget Discussion

The Council held a preliminary budget discussion. They discussed the Food Truck Friday event budget. They agreed to include the Matthews property for future ground maintenance. Councilmember Smith stated that he would get a cost and timeframe for mold cleanup and electrical repairs in Town Hall. He also requested 2 new radar trailers be considered.

Ms. Thompson stated that the IT contract expires in August and she would like to look at reducing costs and possibly going out for a RFP. This may require Town costs to get its own server. Ms. Thompson also stated that a price (50% of the premium) for adding a child to the medical insurance was added for

their review. Currently the town covers 100% of the employee only. They discussed adding an hour to Deputy Clerk Janet Peirano's work schedule and adding a retirement benefit for her.

The Council agreed that the 4 hours per week paid to the inspection contractor was very beneficial. They also agreed to notify Unity Landscaping of a non renewal of their contract. The Council also discussed adding a paid photographer to cover Town events.

PLANNING

A. Minimum Lot Size and Width

The Council discussed concerns over with minimum lot size and width. They agreed that the issue is the closeness of the homes to each other and adding to the lot size wouldn't accomplish mitigating that concern. They discussed the consequences of changing the lot width will have on the conservation subdivision and discussed the possibility of getting a land professional to come and consult them on adverse effects these changes would have on a subdivision.

They requested that when a sketch plan comes to the Planner, a few council members would like to look at it to give feedback on the overall design, without taking official review responsibility. They believed it's hard and at times unfair to make major changes to the plans after the engineering is completed which is when the council first sees the subdivision.

The Council discussed flexibility of changing viewshed buffers. They agreed to take a look at the options.

B. Land Use Plan – 5 Year

The Council agreed to readopt or change the Land Use Plan after seeing the results from the Town Survey.

C. Extra Territorial Jurisdiction

The Council discussed the probability of ETJ being approved by the County. They agreed to ask Union County.

D. Other text/ordinance amendments or needs

Council come up with vision for downtown and conveys their ideas to Planning Board to ensure ordinances cover their vision

REVIEW KEY OBJECTIVES AND ASSIGNMENTS


ADJOURNMENT

Motion: Councilmember Smith made a motion to adjourn the February 24, 2018 Town Council Special Meeting at 12:35 p.m.

Vote: The motion passed with a unanimous vote.

Adopted: 3/12/2018


Elizabeth Callis, Mayor


Karen Dewey, Clerk

