

**TOWN OF WEDDINGTON
TOWN COUNCIL RETREAT
FIRETHORNE COUNTRY CLUB
SATURDAY FEBRUARY 9, 2019
MINUTES
PAGE 1 OF 4**

Mayor Callis called the meeting to order at 8:35 a.m.

Quorum was determined with all Council members present: Mayor Elizabeth Callis, Mayor Pro Tem Janice Propst, Councilmembers Michael Smith, Scott Buzzard, and Jeff Perryman

Staff Present: Planner Administrator Lisa Thompson, Town Clerk Karen Dewey, Finance Officer Leslie Gaylord, Town Attorney Karen Wolter

Visitors: Planning Board Chairman Brad Prillaman, Board members Steve Godfrey, Walt Hogan, and Jim Vivian

ADOPTION OF AGENDA

Motion: Mayor Pro Tem Propst made a motion to adopt the agenda as presented

Vote: The motion passed with a unanimous vote.

1. ADMINISTRATIVE ITEMS

1. Review of Action Items

Council reviewed the completed and outstanding action items from the 2018 Council Retreat

2. Communication

Council discussed internal communication protocol. The Council agreed:

- Council will refer resident issues to staff
- Council will take on tasks after being assigned task in a meeting by the entire Council
- Councilmembers will report results/actions taken on assigned issues to entire Council at regular meetings
- Staff will continue the Friday memo and provide a log of complaints received by the Town.
- Council will reach out to staff via text to check availability for meetings, phone calls, etc.

3. Town Survey Results

Council agreed to hold a special meeting to review the results and discuss what steps to take to respond.

4. Cellphones for Council and Administrator

Council discussed necessity for cellphones and text recovery software to accommodate possible public record requests. Staff is directed to investigate costs.

2. PLANNING

1. Unified Development Ordinance

Council discussed implementing a UDO. Staff is directed to investigate cost and timeline of the project.

2. Greenways/Multi-Use Paths

Staff asked if Council is interested in contracting for a master plan of a greenway/path system. The Council agreed that no master plan was needed. The Council directed staff to work with Planning Board to identify and prioritize small areas to connect with sidewalk/paths and add to future budgets.

3. Conservation Design Changes to the Subdivision Ordinance and Tree Ordinance

Ms. Thompson presented the recommended changes for conservation subdivision regulations made by Randall Arendt after his June site visit. Staff suggests adopting Mr. Arendt's 4-step process and making both conventional and conservation subdivisions go through the same process. She stated that Planning Board and developers both need flexibility to accommodate the unique features of each property. The Council agreed to hold a joint meeting with the Planning Board before a follow up visit with Mr. Arendt to discuss and come to a consensus.

Staff suggested making tree mitigation a part of the conditional approval.

3. TRANSPORTATION

1. Level of Service Analysis for Priority Intersections

Council discussed priority intersections:

- Potter Road and Forest Lawn Drive
- Antioch Church Road and Forest Lawn Drive
- New Town Road and Twelve Mile Creek Road
- Antioch Church Road and Beulah Church Road
- Beulah Church Road and Twelve Mile Creek Road.

Council agreed to conduct a capacity analysis on all five intersections and directed staff to enter into contract with Kimley Horn at a lump sum for \$11,500 to begin work before June.

2. Road Widening – Mast Arm Poles

Staff has been in discussion with NCDOT regarding the NC16 and NC84 intersection because of the overlap with the Providence Road widening project.

- New NC84 and Rea Road Intersection – Council discussed powder coating the metal strain poles.
- Council requested complete list of all locations of mast arms.

Motion: Mayor Pro Tem Propst made a motion to spend \$6,800 to upgrade the metal strain poles to black powder coat them.

Vote: The motion failed with a vote of 1 for and 3 against.

4. PUBLIC SAFETY

Councilmember Smith gave information on the cost of police service and public safety. He stated that the municipalities want to analyze needs and have more say in what the sheriff's contract covers. He mentioned the possibility of the deputies being present at the monthly council meetings to give reports.

5. Town Park/Plaza and General Downtown Overlay

The Council discussed the options for the town park on the Matthews' property. The Council agreed to hold a work session with a consultant and to get started on bids for planning and engineering services. The Council discussed the road realignment options, requesting a public parking easement, and adding responsibility for grading to McCloud when re-negotiating the contract for the road. The Council discussed the short-term goals for the park and a scope of work for the planning services. They agreed:

- An amphitheater/temporary stage
- A covered event space (barn/bathrooms)
- Keep the current road with room to plan for moving it
- Walking paths
- Play area

- Parking with a farmers' market area
- Possible fenced area

The Council directed staff to request bids for site plans and construction design of the town park.

6. TOWN NEWSLETTER/PUBLICATIONS

Ms. Thompson explained that The Haven Creative is publishing an electronic version of the newsletter and is also publishing a Weddington Page in the Tri-W newspaper. She has invited Jeni Bukolt from The Haven Creative to speak to Council at the March regular meeting.

Mayor Pro Tem Propst stated that Food Truck Friday should be advertised in the Town publications throughout March and April.

7. TOWN TRASH COLLECTION/TOWN LITTER PICKUP

The Council discussed the results of the Town sign ordinance contractor, Bob Arias, conducting a litter sweep. The Council agreed to limit the hours of litter pick up to 4 hours a week and to request a deputy be present with flashing lights in areas where the road is dangerous.

The Council discussed trash collection. They agreed it was not in the best interest of the Town to move forward with provided trash collection.

8. FINANCE

1. Capital Improvement Plan

The Council agreed to work on a Capital Improvement Plan for transportation and a 5 year plan for the park.

2. CCOG/Chamber Contracts

The Council discussed the advantages of belonging to the Centralina Council of Governments and the Union County Chamber of Commerce. Ms. Gaylord explained that to cancel the contract with CCOG, they had to be notified within 60 to 90 days of the end of contract, so that notice would have to be given in October or November.

The Council unanimously agreed to cancel the CCOG contract and to return to the discussion of the Chamber of Commerce membership at a later time.

3. FY 2019-2020 Preliminary Budget Discussion

The Council reviewed the preliminary budget. Councilmember Perryman requested that the cost of certifications for staff be included in the budget.

9. REVIEW KEY OBJECTIVES AND ASSIGNMENTS

- Staff create communication protocol sheet
- Staff develop timeline for Council to review Survey results-special meeting (3 weeks-by early March)
- Hard copy of survey results to Planning Board
- Staff check cost of cell phones and software for text capture
- Staff/Attorney check cost and timeline for UDO
- Greenway: prioritize small sections to connect with sidewalks/paths and add to budget
- Hold joint meeting with Planning Board for discussion of conservation subdivision changes (prior to meeting with Randall Arendt)


- Contract for level of service analysis for all 5 intersections:
 - Antioch Church and Forest Lawn
 - Antioch Church and Beulah Church
 - Beulah Church and 12 Mile Creek
 - New Town and 12 Mile creek
 - Potter and Forest Lawn
- Staff add public safety reports to regular meeting agenda-deputy at meeting?
- In negotiations with McCloud for renewal of road contract: add regrading for new road to McCloud responsibility
- Compile scope of work for park-list what amenities are wanted
- Add Spring litter sweep and shredding event to next newsletter
- Food truck advertising in March and April newsletters
- Jeni Bukolt from Haven Creative to come to March regular Town Council meeting
- Deputy to help with safety for Bob Arias during trash pick up
- Add into Budget:
 - UDO
 - Connectivity plan
 - Matthews property maintenance
 - Newsletter
 - Cell phones
 - Bob Arias litter pick up
 - Possible settlement money
 - Round about landscaping
 - Fire and police cost increase
- Cancel CCOG contract (in autumn)

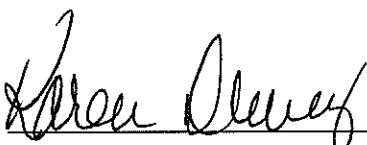
10. ADJOURNMENT

Motion: Mayor Pro Tem Propst made a motion to adjourn the February 9, 2019 Town Council Retreat at 1:24 p.m.

Vote: The motion passed with a unanimous vote.

Adopted: March 11, 2019


Elizabeth Callis, Mayor


Karen Dewey, Town Clerk