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**December 09, 2024 – 7:00 p.m.
Regular Town Council Meeting
Minutes**

COUNCIL PRESENT:

Herbert Hales II, Mayor
LaWanda Neal, Council Member
Keith Davis, Council Member
Beverly Knight, Council Member
Mark Smith, Mayor Pro Tem

COUNCIL ABSENT:

Garrett Stancil, Council Member

STAFF PRESENT:

Tony Sears, Interim, Town Manager
Tymeeka Williams, Town Clerk
Marcus Burrell- Town Attorney Partner
James Ayers- Police Chief
Leigh Gotshall- TOK Librarian
Dana Youst- Parks & Recreation Director
John Pitts- Public Works Director

1. CALL TO ORDER

- Call to Order – Mayor Herbert Hales, II
- Invocation – Council Member Keith Davis
- Pledge of Allegiance- Mayor Herbert L Hales II

2. PUBLIC COMMENT

This portion of the meeting is an opportunity for citizens to speak on any issue concerning the Town of Kenly. Please note that each citizen is limited to a total of 3 minutes. Please direct all comments/concerns to the entire council rather than individual members. Further, it should be noted that the Town Council reserves the right to not act on items first presented at this meeting.*

**This time may be adjusted based on the number of citizens who wish to speak.*

- **The floor was opened for public comments on topics not listed on the agenda. No comments were made**

3. ADJUSTMENT/ADOPTION OF THE AGENDA

1. Adjustments to the Agenda
 - **Separate UDO & Comprehensive Plan Public Hearings**

2. Adoption of the Agenda

ALL ITEMS ON AGENDA WERE ADOPTED BY COUNCIL

ACTION: Motion to adopt the Agenda as Presented

Motion: Council Member Neal

Second: Council Member Davis

Vote: Unanimous: 4-0

4. CONSENT AGENDA

(Items on the consent agenda are considered routine in nature or have been thoroughly discussed at previous meetings. Any member of the Board may request to have an item removed from the consent agenda for further discussion.)

1. Draft Minutes

➤ **November 12, 2024 – Regular Minutes**

**Closed Session DRAFT minutes was provided to council in a sealed envelope and following the meeting they returned to the Town Clerk for destruction.*

➤ **November 12, 2024 MINUTES WERE ADOPTED BY COUNCIL.**

ACTION: Motion to adopt the Agenda as Presented

Motion: Council Member Davis

Second: Council Member Stancil

Vote: Unanimous: 3-0

5. INTRODUCTIONS AND SPECIAL PRESENTATIONS

1. Proclamation for Ernie Brame

- **Ernie Brame Day December 13 2024.** Proclamation will be read and presented at Ernie's retirement celebration.

ACTION: Motion to adopt the Proclamation

Motion: Council Member Davis

Second: Council Member Knight

Vote: Unanimous: 4-0

6. PUBLIC HEARINGS

1. §160D-103 Unified Development Ordinance (UDO)

ACTION: Open Public Hearing at 7:09pm

Motion: Council Member Davis

Second: Council Member Smith

Vote: Unanimous: 4-0

- Sarah Snatchabolt from Inspire Placemaking Collective presented updates on the UDO.

ACTION: Close Public Hearing at 7:10pm

Motion: Council Member Davis

Second: Council Member Knight

Vote: Unanimous: 4-0

2. Town of Kenly §160D-102 (14)- Development Regulations

ACTION: Open Public Hearing at 7:11pm

Motion: Council Member Smith

Second: Council Member Davis

Vote: Unanimous: 4-0

- Sarah Snatchabolt from Inspire Placemaking Collective presented updates on the Comprehensive Plan.

ACTION: Close Public Hearing at 7:12pm

Motion: Council Member Davis

Second: Council Member Knight

Vote: Unanimous: 4-0

7. NEW BUSINESS

1. Town of Kenly Planning Board Appointment- Kristen Kirby to represent The Town of

Kenly ETJ

*Presenter: Tony Sears- Interim Town Manager & Dale Holland, Interim Planner
Kristen Kirby Appointment (JOCO Board of Commissioners)*

ACTION: Appointment will be made by JOCO Board of Commissioners

2. TOK NCDOT Road Closure Ordinances- MLK Committee Unity Walk

a. Ordinance 2024-09-01

Presenter: Tony Sears, Interim Town Manager & MLK Committee Representative

- **Roads Affected:** Railroad Avenue, Darden Street, SR2, 222 2nd Street at SR 301.
- **Closure Timing:** Scheduled from 7:30 to 9:00 a.m. on Monday, January 20th.
- **Event Details:** The MLK march will occur around 8:00 a.m., followed by breakfast and presentations at the American Legion.

ACTION: Approval of Ordinance

Motion: Council Member Neal

Second: Council Member Davis

Vote: Unanimous: 4-0

3. Adoption of Auxiliary Police Ordinance (§ 160A-282)

a. Ordinance 2024-10-01 (NCLM Insurance Coverage)

Presenter: Tony Sears, Interim Town Manager/ James Ayers TOK Police Chief

- To ensure that auxiliary officers are protected and insured during special events.

ACTION: Ordinance will be reviewed by Town Attorney and tabled for January 2025 meeting

4. Resolution to Investigate Sufficiency

a. Owner Initiated Voluntary Annexation Petition- Clara James Properties LLC

a. Resolution #2024-13 (Town Clerk to Investigate Sufficiency)

Presenter: Tony Sears, Interim Town Manager & Dale Holland; Interim Planning Director

- **Petition Details:** A petition for the annexation of Wharton Lot has been submitted.
 - **Planning Board Recommendation:** Approval of the annexation is recommended.
 - **Reason for Annexation:** The petitioner seeks town services for the property.
 - **Location:** The lot is adjacent to the corporate limit line on the southeast side of town.
 - **Infrastructure:** No additional costs for water lines as they are already in

place.

- **Future Plans:** A house is planned to be built on the lot, replacing a previously demolished structure.

ACTION: Approval of Resolution

Motion: Council Member Smith

Second: Council Member Davis

Vote: Unanimous: 4-0

8. OLD BUSINESS

1. **Resolution to Adopt a Statement of Consistency with Regard to Adoption of the TOK Comprehensive Plan & UDO & Associated Zoning Map**

a. Resolution #2024-12

ACTION: Approval of Resolution

Motion: Council Member Neal

Second: Council Member Davis

Vote: Unanimous: 4-0

2. Town of Kenly Comprehensive Plan & Unified Development Ordinance

a. Ordinance 2024-11-01

Presenter: Dale Holland, Interim Planning Director & Tony Sears, Interim Town Manager

ACTION: Approval of Ordinance

Motion: Council Member Neal

Second: Council Member Davis

Vote: Unanimous: 4-0

9. TOWN MANAGER / STAFF REPORTS

a. **Town Manager: Utility Adjustments---- NONE**

b. Town Clerk --- **Employee Christmas Party**

December 12, 2024 @ Town of Kenly Fire Department; 6:30-8pm

- Activities will include games, presents, and food, with Mr. Davis in charge of grill.
- Employees are encouraged to bring their families.

c. Town Attorney---**NONE**

d. Department Directors:

Parks and Recreation-

- Adult volleyball tournament starting this week with seven teams, up from five last year.
- One 10-E basketball team starting their first game on January 4th.
- Parks and Recreation met revenue goals in mid-November, reaching \$29,317, which is 121% above target.

- Excluding travel ball team rentals, gym rentals, or any programs, the expectation is to bring in another \$10,000, totaling close to \$40,000.
- Thanks to field renovations, the town was able to host games when others couldn't, contributing to increased revenue.
- Long-term rentals for travel ball teams have been secured, further boosting financial benefits.
- \$8,000 outstanding from a grant for the walking trail and sign, with a check expected soon.

Kenly Police Department-

- 26 incidents reported, 10 accidents, 2 arrests, and 95 citations issued.
- 219 business checks and 133 residential checks conducted.
- 4 community events held, focusing on providing food services during the holidays.
- Officer Dixon was promoted to Major in November.
- A new patrol car was acquired and rolled out on November 13th.
- The department increased its followers by 27, totaling 1,329 followers.
- A patrol car was reported to have bad lifters. The department is working on a solution.

Kenly Library

- **Adult Social:** Monthly adult social with a Dirty Santa gift exchange.
- **Creative Social Groups:** Meetings every Monday and Thursday.
- **Adult Book Club:** Held every other Saturday.
- **Family Float-In:** Activities planned for December 19th, 20th, 21st, 23rd, and 24th, including hot chocolate and crafts.

Public Works: Downtown Project

- THMs levels have decreased from .109 in August to .008, with ongoing efforts to manage water quality.
- Discussion on the possibility of selling water to Wilson and the logistics involved.
- Recent valve installations have minimized water disruption during leaks.
- Future projects will include more valve replacements to further reduce customer.

ACTION: Informational Only

10. OTHER BUSINESS

2.

Council Member Comments

Parade and Candy Distribution

- Significant amount of candy distributed during the parade, with challenges in cleanup.
- Acknowledgment of the Public Works team for their efforts in setting up and cleaning after the parade.

General Maintenance

- DOT responsible for cleaning gutters and maintaining areas along 301.

Appreciation and Acknowledgments

Dr. Woodall and DOT Efforts

- The town expressed gratitude towards Dr. Woodall and the Department of Transportation (DOT) for their efforts in improving local infrastructure.
- DOT was commended for leveling the roads and cleaning the gutters, enhancing the town's appearance.

Community Event Contributions

- Acknowledgment of the hard work by various individuals and departments during recent town events.
 - Special thanks to Tony, James Hogue, Monica Davis, Dana, Kristen Kirby, Jennifer Holliman, Jamie Holland, and Keith Davis for their contributions.
 - Keith Davis was praised for his role as the master of ceremonies during the parade.
- Recognition of the police department and town employees for their dedication and efforts.
- Concerns were raised about the condition of the railroad tracks, with grass growing in the cracks.
- Communication with the railroad company indicated potential delays in maintenance until the next year.

Flooding and Elevation Concerns

- Discussion on the elevation of new houses on Poe Street and their susceptibility to flooding.
- The county approved the construction, but concerns were raised

about the adequacy of flood prevention measures.

- Suggestions were made to develop a town-specific flood ordinance and map to address future construction and flooding issues.
- Acknowledgment of the busy schedule and successful execution of recent town events.
- Recognition of the cold weather as a minor drawback during the events.
- Discussion on the lack of flood disclosure for properties prone to flooding.
- Consideration of implementing a disclosure requirement for future property sales.

11. CLOSED SESSION

1. NO CLOSED SESSIONS

12. ADJOURNMENT

- a. Adjourn the Meeting

With there being nothing further, the meeting was adjourned at 8:04p.m.

ACTION: Motion to Adjourn
Motion: Council Member Davis
Second: Council Member Knight
Vote: 4-0

Duly adopted this the 13th day of January, 2025 while in regular session.

Herbert L Hales II
Mayor: Town of Kenly