



Morrisville Town Council

Regular Meeting
February 14, 2017, 6:30 P.M.

1. Call to order

Mayor Stohlman called the meeting to order at 6:30 p.m. Also present at the meeting were Mayor Pro Tem Rao, Council Members Cawley, Garimella, Johnson, Schlink, Scroggins-Johnson, and Attorney Frank Gray. Present staff included Martha Paige/Town Manager, Todd Wright/Assistant Town Manager, Jeanne Hooks/Assistant to the Town Manager, Patrice Andrews/Police Chief, Lauri Shedlick/Human Resources Director, Scott Criddle/Fire Captain, Courtney Tanner/Planning Director, Shandy Padgett/Inspections Director, Jerry Allen/Parks, Recreation and Cultural Resources Director, Rich Cappola/Town Engineer, Brad West/Planner, Sarah Baker/Community Relations Liaison, Stephanie Smith/PIO, and Erin L. Hudson/Town Clerk.

2. Invocation by Town Attorney Frank Gray

Attorney Gray delivered the invocation.

3. Pledge of Allegiance

4. Adoption of Regular Agenda

Call for any conflicts of interest in relation to the proposed agenda. No conflicts were noted.

MOTION: Mayor Pro Tem Rao made a motion to adopt the agenda. The motion was seconded by Council Member Scroggins-Johnson and carried unanimously.

5. Consent Agenda

Item		1 st Brief	Hearing	Action
2017-023	Budget Ordinance Amendment Appropriating Additional Powell Bill Revenues (<i>Emslie</i>)	2/14/17		2/14/17
2017-003	ANX 16-02 Voluntary Annexation of Wilson Road - Ordinance 2017-003 Extending the Town of Morrisville Corporate Limits for a Portion of Wilson Road (<i>Tanner</i>)	1/10/17	1/24/17	1/10/17 2/14/17

MOTION: Council Member Johnson made a motion to adopt the Consent Agenda. The motion was seconded by Council Member Garimella and carried unanimously.

6. Presentations

- New Employee Introductions
 - Jill Meyer, Permit Technician
Courtney Tanner, Planning Director, noted that Ms. Meyer has 15 years' inspections experience along with customer service experience.
 - Vinod Korategere, Projects Coordinator – *Blake Mills, Public Works Director*
Item postponed to February 24, 2017 Meeting
- WCPSS Board Member Introduction: Mayor Stohlman introduced Kathy Hartenstine, new Wake County School Board member. Ms. Hartenstine indicated she was encouraged to run for

the position by other school board members and family. She lauded Wake County Schools and the quality education that is provided to both small towns and large cities. Having been a teacher for almost 25 years, and a principal for almost eight years, she feels fortunate to take the place of former member Zora Felton, who was also an educator. There are a wide variety of needs within the district and she would like to repurpose resources where needed and highlight the good in each child in every school. She can be reached at khartenstine@wcpss.net.

- [Annual Hazard Mitigation Plan Report Presentation](#)

Brad West, Planner, provided the annual progress report, noting that the multijurisdictional hazard mitigation report was adopted in 2015, allowing communities to be eligible for hazard mitigation funding. The Town and several staff members were involved in the planning review process with FEMA. The five-year plan brings the town into compliance until 2020 and as a courtesy to citizens, staff provides annual implementation goal updates.

7. For the Good of the Order

- Manager and Staff Comments
There were no comments.

- Council Comments

Council Member Scroggins-Johnson noted that she attended the first Wake County Affordable Housing Steering Committee in January, which is a mix of elected officials, staff and community leaders, facilitated by two hired consultants, and that seeks to identify affordable housing options for the county. The committee will meet monthly for one year, with the goal of creating a plan for the county.

Council Member Cawley recognized Black History Month and congratulated local resident Jackson Newman on achieving his Eagle Scout designation, as well as the Panther Creek Men's Indoor Track Team for winning the State Championship.

Council Member Schlink asked if staff could compile a two-page budget review handout similar to last year to provide to the public.

Mayor Pro Tem Rao wished citizens a Happy Chinese New Year and recognized 2017 as the Year of the Rooster. He also congratulated the newly selected Fire Chief Foy Jenkins. He will be hosting a tennis clinic on Saturday in conjunction with the Western Wake Tennis Association. He expressed thanks to Sarah Gaskill and the Chamber of Commerce for the latest annual Chamber meeting and Dr. Steve Scott for his comments about Morrisville.

Council collectively thanked staff for a successful retreat.

- Administrative Reports

- Website Redesign Update

Stephanie Smith, PIO, noted that staff received six proposals in response to the RFP, which were scored and narrowed to the top three vendors. Product demos with the three selected vendors have been scheduled and staff will prepare a follow up briefing item for March 14.

- Legislative Update

Erin L. Hudson, Town Clerk, provided a recap of recent legislative activities for council. Staff is planning a number of engagement opportunities in the coming weeks and months with the Wake County Delegation. Staff is also tracking a small number of bills being considered by the General Assembly that could be impactful to the Town, as

recommended by the full council or by staff. A bi-weekly update will be provided to council, along with a monthly update to the Wake County and Federal delegates.

Mayor Stohlman requested that council have an open discussion at the February 28 meeting regarding the proposed local bill and how to move forward based on additional information that has been gathered. He requested that Town Manager Paige forward information to full council related to the proposed transportation impact fee.

8. Public Address

No one signed up to speak.

9. New Items

2017-006	(AMN 17-01) Unified Development Ordinance (UDO) Text Amendment Related to Political Signs: <ul style="list-style-type: none">- Resolution Adopting the Plan Consistency Review Statement- Ordinance Adopting the UDO Text Amendment
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Ms. Tanner noted that this item is legislative and discretionary and brought to council in response to a roundtable discussion item from June 2016. If adopted, Town policy would align with the State policy, and this would be phase one of future text amendments.

Mayor Stohlman asked staff to clarify that the proposed ordinance would allow political signs to be placed 30 days prior to early voting, which would provide roughly 60 days for signs to be in place. Ms. Tanner responded that political signs would be permitted beginning the 30th day prior to one-stop early voting and ending the 10th day after final voting.

Council Member Schlink asked if the Town's current policy allowed signs to be in place for 90 days, which staff confirmed it did.

Council Member Cawley stated there could be a feeling that shortening the window for sign placement could put new candidates at a disadvantage against incumbents with name recognition.

Council Member Scroggins-Johnson asked if the ordinance would clarify primary versus general election signage and staff confirmed that both primary and general elections would be included.

Council Member Schlink asked if property location would be included in the ordinance. Staff responded that there are restrictions specific to Morrisville locations but placement on state roads will be different.

2017-014	Resolution Allowing Payment in Lieu of Providing Required Replacement Trees in the Morris Place Development
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Ms. Tanner stated that the UDO currently limits unnecessary clearing of trees. On the referenced site, the applicant is required to save 35% of existing **preservation minimum** trees, and while they propose to save over 40% of existing trees, they would not be able to meet the requirement for deciduous tree preservation. The applicant has proposed a PIL of \$7,930 to replace the trees they will be unable to save.

Council Member Cawley asked if every adjustment to the tree preservation ordinance would need to be addressed one at a time or in the full capacity of the ordinance. Ms. Tanner responded that staff's recommendation would be to revise the full ordinance.

Council Member Johnson questioned if the PIL could be used on any parkland, such as the FoodHub site, and staff confirmed that it could.

Commented [MP1]: please check this phrasing. Doesn't sound right.

2017-028	Ordinance Amending the Town Code of Ordinances Ch. 58, Art. IV Related to Parking and Traffic Enforcement
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Patrice Andrews, Police Chief, indicated that the referenced chapter covers parking, stopping, standing and enforcement. The current no parking signage is inconsistent and causes issues related to traffic safety, as well as the police department's ability to enforce parking codes. Staff developed an internal parking committee which has met for almost one year, and has met with community stakeholders as well as the Public Safety Advisory Committee. Traffic citations are moving offenses while parking tickets are civil penalties that can be issued for violations. A list of violations was provided within the briefing item. July 1, 2017 is the proposed effective date, and staff will continually work on educational opportunities for the community. August 16, 2017 will be the assumed enforcement date. Any funds received will go to the General Fund, but staff forecasts the number of citations to be written as minimal.

Council Member Garimella posed a number of questions related to the ordinance and ticketing process. Chief Andrews clarified that the tickets will be processed through a third-party vendor, with no associated court costs, and citizens will be able to pay the fine in person or online. An appeals process will be developed as well. Citizens may call and report violators, but that does not direct an officer to respond and issue a ticket.

Council Member Scroggins-Johnson noted that Town streets with covenants, painted curbs and other mechanisms in place, should prohibit parking. Chief Andrews indicated the goal is to ensure fire lane parking will be marked as commercial, fire hydrants will be marked as no parking zones, and no parking areas will be clearly identified. There will also be no parking within 25 feet of an intersection.

Council Member Johnson noted that many of the items outlined in the proposal are state statutes and should be adhered to but other areas are being clarified by staff. Chief Andrews clarified the definition of an intersection.

Council Member Cawley asked if more no parking signs would be erected. Chief Andrews responded that current signage will be evaluated, noting what is effective and what needs to be improved, then additional or more clear signage will be placed where needed. Signage will only be placed on Town roads, and staff will be reviewing bicycle lanes. Staff will be enforcing any commercial areas, such as fire lanes. For communities that do not contain public roads, staff will have to research further and follow up.

Assistant Town Manager Wright noted that the fire code ordinance would need to be amended as part of this proposed change and an update with that inclusion would be brought forward at the February 28 meeting.

Recess- 7:30 p.m.
Reconvene- 7:40 p.m.

10. Work Sessions

- Town Council [Roundtable](#)
[Paid Parental Leave](#)

Council Member Scroggins-Johnson shared information and proposed that the Town consider changing its leave policy to allow six weeks of paid parental leave, and provided a sample proposed policy from the City of Greensboro. The Federal Family Leave Act provides 12 weeks' unpaid leave and she noted that Wake County and the Town of Cary have recently adopted similar policies.

Town Manager Paige provided basic employee demographic information and noted that staff would have to consider the potential financial costs of the proposal, which would be based on

salary costs. She indicated that lapsed salary could be used to fund this type of leave. The Town of Apex has begun discussion and consideration of a similar policy. She further indicated that staff will be bringing personnel policy updates in March if council would like to incorporate consideration of the proposed policy at that time.

Mayor Stohlman asked for further explanation on policy logistics. Lauri Shedlick, Human Resources Director, indicated the qualifying event application would remain the same, and if qualified, an employee would receive paid leave versus having to use accrued leave for the first six weeks of leave. Mayor Stohlman asked if the same policy would apply when parents get remarried and children are older. Ms. Shedlick indicated that certain parameters could be established.

Council Member Garimella asked if short-term disability (STD) covered childbirth and Town Manager Paige indicated that STD is a voluntary benefit that not all employees have. The Town budgets for 100% of salaries and there are natural gaps in employment that additional funds would not need to be budgeted for to support this initiative if desired. Council Member Garimella asked if Town-funded STD would be a better option. Town Manager Paige indicated that would not be a feasible approach.

Council Member Johnson requested to see the policies of other towns along with staff recommendations.

Council Member Cawley noted that retention and morale would be pros of incorporating such a policy, but running a lean organization would be a con and he would like to see more information.

Council consensus was to move forward with consideration of a proposed policy with the Personnel Update briefing item at the March 14 meeting.

HB-64 Municipal Elections in Even-Numbered Years

Council Member Scroggins-Johnson noted that bill sponsors cited cost-savings, but this shift could affect bonds and other municipal items. The bill has passed its first reading and she requested to add it to the Town's legislative watch list, and possibly provide a letter of opposition to the delegation.

Council Member Johnson indicated she would be attending an NCLM Board meeting on Thursday and would likely have more information to share then.

Mayor Pro Tem Rao noted the value in having local elections separate from general elections and expressed support for sending a letter to the local delegation, or a meeting with House of Representatives leadership.

Mayor Stohlman noted that even though there could be higher voter turnout in even years, he would not be in favor of the proposed legislation.

Council Member Schlink noted that Town Charters could be altered to accommodate if a town chose to hold a local election on an even-numbered year, but he would prefer for the authority to remain in control of the municipalities.

Council consensus was to make a recommendation at the February 28 meeting regarding a draft letter.

External Committee Appointment Support

Council Member Cawley questioned if elected officials appointed by outside committees could receive support from the town, such as staff support and travel resources.

Council Member Scroggins-Johnson noted that support should depend on the role being filled and if the appointment is internal or external to the state. Internally, there are some shared committees and interests with other municipalities. She also noted that serving on a committee is different than drafting and preparing information for presenting.

Council Member Schlink favored a formal policy for future consideration.

Council Member Cawley would like to review federal grants supporting solar energy and stormwater initiatives.

Town Manager Paige noted that the NLC meeting in Washington, D.C. is meant to engage in federal advocacy, and only when the meeting was held in Charlotte did council members previously attend and engage as a Council.

Council Member Johnson noted that when she previously attended the NLC Conference in Washington, the Town paid the registration fee and she covered remaining fees and travel expenses.

Mayor Pro Tem Rao noted that a policy or process should be determined whereby council defines who is representing and advocating for the elected body and the town.

Mayor Stohlman stated that Council Member Cawley was not appointed by the elected body, and the town does not have a federal agenda.

Council Member Cawley asked if the council would like for him to advocate on any matters.

Mayor Stohlman expressed concern with extra staff time being dedicated to this item.

Council Member Johnson noted that the NLC Conference will return to Charlotte in November and council may want to discuss the value in attending.

Sustainability

Council Member Cawley asked how the town valued sustainability and what resources would be dedicated moving forward.

Council Member Scroggins-Johnson noted the definition of sustainability is broad and the town is engaged in a number of sustainable activities today, which need to be acknowledged. Assessments could be completed, town areas defined, then determine how to move forward.

Council Member Schlink asked if a sustainability program was already in place. Town Manager Paige noted that a draft policy was started but the document remained un-reviewed and un-vetted. There is no staff with knowledge or time to resume the review.

Council Member Cawley asked if an advisory committee, possibly MERC, could review and provide direction on sustainability moving forward. Council Member Johnson noted that would be difficult without staff guidance and input.

Mayor Pro Tem Rao asked Council Member Cawley to consider how other municipalities are using sustainable initiatives and technology to promote sustainability. Town staff could also ask citizens what they would like to see regarding sustainable initiatives.

Council Member Garimella suggested that Council Member Cawley attend the NLC meeting then report back to discuss any additional opportunities learned.

Council Member Scroggins-Johnson noted that outside of town staff, TJCOG has grant opportunities and other local resources for sustainability initiatives. She indicated those resources could provide an example policy or example mission statement.

Town Manager Paige noted that sustainability is a fairly specialized field. To be included in the strategic plan, it would need to be identified as a priority with associated goals and initiatives, then it would become part of the budget and be much more impactful.

- **Teen Council [Update](#)**
Jerry Allen, Parks, Recreation and Cultural Resources Director, noted that during the fall, Council Member Garimella referenced the feasibility of a teen council in Morrisville. Staff reached out to other communities and determined that the state funds teen councils, which vary in size. Members can range from middle school to high school age and the closest in proximity is the Cary Teen Council. Some are volunteer organizations, advisory committees, service organizations or other structures, advised or overseen by government entities or independent operations. Some were funded solely by local government, some by fundraising and some by a combination of funding sources. Staff would recommend following the state youth council structure with adult staff advising and oversight, with participants recruited and elected by the youth group. Staff would work with the Morrisville Youth Leadership Council (MYLC) rather than creating a separate teen council. The MYLC now has approximately 35 members and has a 501c3 status. They attend and participate in current town events and are excited at the opportunity to participate in future events. Staff will meet with the MYLC in March to discuss the partnership and potential changes in bylaws to incorporate changes. A recommendation to council could come back in April, with recruitment and promotion taking place after approval.

Council Member Garimella questioned how the town would collaborate with the MYLC and how the group could be made more appealing to teens. Mr. Allen noted that over time, more opportunities with the town will grow, but the group is currently active in volunteer work.

Council Member Scroggins-Johnson asked that the charter modification include opportunities for the MYLC to be involved in an advisory capacity with the town or participate in town projects.

Council Member Johnson reiterated the importance of seeking recognition from the state teen council.

- **[Additional Roundtable Item: Kaleidoscope/Margaret Broadwell](#)**
Town Manager Paige received a call from Margaret Broadwell asking if council would be willing to offer a letter of support for high schools in Morrisville.

Council Member Johnson would rather not specify support for high schools only.

Council Member Cawley noted that the Town has been clear of its request for more schools in the area and does not see the need for a letter of support.

Council majority was to draft a letter of support for review.

11. Announcements

Next Meetings

February 28, 2017

Regular Meeting

Pre-Meeting Transportation Plan Open House

Town Council February 14, 2017 Meeting Minutes

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5:30 – 6:30 p.m.

March 14, 2017 Regular Meeting
Active Kids Strategic Plan Pre-Meeting Open House
5:30 – 6:30 p.m.

Upcoming Events

February 16, 2017 Special PZB Meeting – Comprehensive Transportation Plan Update
Work Session
Town Hall Council Chambers
6:30 – 8:30 p.m.

February 18, 2017 Morrisville Fire/Rescue Awards Ceremony
NetApp, 7301 Kit Creek Road, Durham
6:00 p.m.

For a full listing of events, please see the Town Calendar at www.townofmorrisville.org.

Recess- 9:10 p.m.
Reconvene- 9:20 p.m.

12. Closed Session

Pursuant to N.C.G.S. 143-318.11 (a)(5) to discuss the acquisition of real property by purchase, option, exchange, or lease.

MOTION: Mayor Pro Tem Rao made a motion to enter into Closed Session pursuant to N.C.G.S. 143-318.11 (a)(5) to discuss the acquisition of real property by purchase, option, exchange, or lease. The motion was seconded by Council Member Schlink and carried unanimously. Council entered into Closed Session at 9:18 p.m.

MOTION: Mayor Pro Tem Rao made a motion to end into Closed Session and resume Open Session. The motion was seconded by Council Member Schlink and carried unanimously. Council resumed Open Session at 10:27 p.m.

13. Adjournment

MOTION: Council Member Schlink made a motion to adjourn. The motion was seconded by Council Member Garimella and carried unanimously.

Mayor Stohlman adjourned the meeting at 10:28 p.m.