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December 14, 2010

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**MINUTES OF THE  
SUMMERFIELD TOWN COUNCIL  
SUMMERFIELD COMMUNITY CENTER  
DECEMBER 14, 2010  
6:30 PM**

**NOTE: The official minutes are a CD recording of the meeting. The following is a summary of the events of the meeting.**

The meeting was called to order at 6:31 pm by Mark Brown.

There was a moment of silence, followed by the Pledge of Allegiance.

**INTRODUCTIONS:**

**Council:**

Mark Brown, Mayor  
Dena Barnes  
Alicia Flowers  
Dianne Laughlin  
Bob Williams  
John Wray Jr.

**Staff:**

Michael Brandt, Town Manager  
Dana Luther, Finance Officer  
William Rozell for William Hill, Town Attorney  
Chris Anderson, Town Planner  
Valarie Halvorsen, Town Clerk

**CONSENT AGENDA:**

Brown recommended removing the Closed Session from the Consent Agenda, and adding a certificate presentation under announcements.

Wray made a motion to approve the Consent Agenda *as amended*, including the meeting agenda, Minutes of November 9 and December 8 meetings and Closed Session minutes of December 8, 2010 meeting, and the Financial Report. The motion was seconded by Barnes and carried unanimously.

**ANNOUNCEMENTS**

Brown presented a certificate of congratulations to Principal Lane and four football players who were representing the Northern Nighthawks Football Team. Brown congratulated the team on their outstanding season and for winning the 2010 3AA State Championship.

Brown announced the regularly scheduled December 20 Zoning Board meeting had been moved to January 3, 2011.

**SPEAKERS FROM THE FLOOR (limited to 5 min.)** None

**COMMITTEE REPORTS:**

- A. Finance:** Luther said there would be no December meeting; the next meeting is January 24, 2011.
- B. Historical:** No report
- C. Parks & Rec:** Jane Doggett stated the committee was working on upcoming events and discussing the trail system. The next meeting is scheduled for January 6, 2011.
- D. Public Safety:** Brandt stated the December meeting had been cancelled.
- E. Founders' Day:** Brandt stated the next meeting is December 16, 2010.
- F. SFD Rd/Development Ord.:** Anderson said there would be no December meetings. An open house for the Summerfield Rd Steering Committee will be held January 13, 2011 in the Summerfield Elementary School Cafeteria from 7:00-9:00 pm.

**UPDATE FROM COMMUNITY GROUPS**

**Summerfield Youth Council:** No report

**PRESENTATION– Audit Report – Rex Rouse**

Rouse presented the report, making particular note of the following: a reduction in cash and investments from 9,226,049 in 2009 to 7,524,869 in 2010; a decrease in total assets from 9,476,796 to 7,674,054; an increase in liabilities from 128,158 to 354,798 mainly due to SAP construction; an increase in total expenditures from 1,418,552 to 3,056,036 and in net capital assets from 3,363,558 to 5,642,052 both mostly due to SAP land acquisition; and a decrease in the fund balance from 9,348,638 to 7,319,256. Rouse further noted Summerfield was in an enviable financial situation, with 2 years of operating capital available, while most similar towns had only 5 months available. Rouse stated that the town does an excellent job of mitigating weaknesses in internal controls by outsourcing the bookkeeping, having independent check signers, and an independent finance committee.

**BUSINESS FROM TOWN MANAGER**

**A. Consideration/approval of Property Dedications**

Anderson noted there are many dedications of properties that have been offered to the Town in the last 15 years, much of which has never been accepted or rejected. Anderson recommended conducting an inventory of the properties and bringing the information back to Council for consideration of acceptance. By consensus, Council directed Anderson to conduct the inventory and report back.

**B. Discussion of Guilford County Animal Control Ordinance Changes**

Brandt noted there were changes to the ordinance that mainly addressed “puppy mills” and exotic animals. He noted that the Town already has an ordinance that states all county wide ordinances are also enforced in Summerfield, therefore, no action is necessary.

**C. Approval of payment of bills by Electronic Funds Transfer by Finance Officer**

Luther noted that new local banking practices the Town was unaware of necessitated paying the November Federal Employee Tax payments via electronic funds transfer. She further noted that this requirement is becoming more common with many entities. Brandt stated Council may wish to grant blanket authority.

Barnes feels the pre-audit process would be sufficiently stringent and recommended authorizing EFT when required.

Flowers made a motion allowing the Finance Officer to make payments via Electronic Funds Transfer when necessary. The motion was seconded by Barnes and carried unanimously.

**BUSINESS FROM COUNCIL**

**A. Appoint Founders’ Day Committee Members**

Halvorsen stated Cyndi Brown was inadvertently omitted from the committee roster. Following a brief discussion about staff members on the roster and that overtime was not included in the event budget, Barnes made a motion to appoint the members to the Founders’ Day Committee. The motion was seconded by Wray and carried unanimously.

**B. Appoint William North to Board of Adjustment (Alternate)**

**C. Appoint George (Jeff) Davis to Zoning Board (Alternate)**

It was decided to table consideration of these appointments until after they are interviewed by a committee of two Council members, one Zoning Board member, and one Board of Adjustment member. It was further decided that Jeff Davis, present at the meeting, would be interviewed by Barnes, Flowers, and Anderson directly following the meeting.

Barnes made a motion to appoint herself and Flowers as the Council representatives on the interview committee. The motion was seconded by Flowers and carried unanimously.

**BUSINESS FROM THE MAYOR**

**A. Discussion of ABC Store Contract Renewal**

Following a brief discussion, Barnes made a motion to approve the resolution as edited by Hill which allows for consideration of a voting seat after one year, removing the word "the" in the second line of the 5<sup>th</sup> paragraph. The motion was seconded by Wray and carried unanimously.

Barnes made a motion to appoint Brown as the ex-officio member representing Summerfield on the ABC Board. The motion was seconded by Flowers and carried unanimously.

**B. NCLM Request for Legislative Agenda Items**

Brown stated the NCLM is hosting a conference at the end of January to solicit input from members regarding issues facing municipalities. These Advocacy Goals are for Council review and comment. Council is asked to bring forward any other issues they deem important that are not included.

**C. Designate NCLM Advocacy Goals Conference Voting Delegate**

Flowers made a motion to appoint Brown as the NCLM Advocacy Goals Conference Voting Delegate. The motion was seconded by Barnes and carried unanimously.

**D. Legislative Meet & Greet**

Brown said this is a general get together to keep up contacts, slated for mid-January with Summerfield, Stokesdale, Oak Ridge, and Senator Phil Berger, with each Town contributing approximately \$100 for expenses. By consensus, Council approved moving forward with arranging the event.

**OTHER BUSINESS**

Brandt reminded Council to check their calendars about potential budget workshop dates.

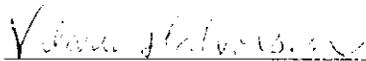
Rozell stated there was a personal injury lawsuit filed against the town, and outside counsel will be filing a response soon.

**COMMENTS FROM COUNCIL**

Williams asked about having a "Red Box" type of movie rental outside stores in town. Brandt said the area Williams referred to was governed by scenic corridor rules, which does not allow such. Anderson will look into the issue further.

With no further business before the Town Council, a motion was made at 7:50 pm by Wray to adjourn. The motion was seconded by Flowers and carried unanimously.

  
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Mark E. Brown, Mayor

  
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Valarie Halvorsen, Town Clerk