



C O U N C I L M I N U T E S O C T O B E R 1 4 , 2 0 1 4 , 6 : 3 0 P M , S F D C O M M U N I T Y C E N T E R

The meeting was called to order at 6:31pm by Tim Sessoms. The invocation was led by Linda Southard, followed by the Pledge of Allegiance. The following were present:

Council

Tim Sessoms, Mayor
Dena Barnes
Mike Adams
Alicia Flowers
Dianne Laughlin
Elizabeth McClellan

Staff

Scott Whitaker, Town Manager
William Hill, Town Attorney
Katrina Whitt, Finance Officer
Valarie Halvorsen, Town Clerk
Jeff Goard, Parks & Recreation Manager

CONSENT AGENDA

Flowers made a motion to approve the consent agenda, including the meeting agenda, open and closed session minutes for 9/9, the financial report, and Finance Officer budget amendment #2 (FY14-15). The motion was seconded by McClellan and carried unanimously.

ANNOUNCEMENTS

Whitaker announced the 11/22 Summerfield Christmas Tree Lighting at Summerfield Athletic Park.

PUBLIC COMMENTS

Principal Jill Walsh of Summerfield Elementary thanked all RUN supporters (\$34,000 was raised); asked all to vote regarding the ¼-cent sales tax on the upcoming ballot and stated it would provide much-needed funding for Guilford County schools; and spoke of volunteer opportunities available for citizens to get involved with the school.

Janet Wallace, candidate for Clerk of Superior Court, described the position and asked for support at the polls in November.

Adrian Williamson of 3901 Lewiston Road said he felt trails should be dirt/gravel, not paved; that eminent domain should not be used; and spoke about items published in the *Northwest Observer*.

William Donnell of 7507 Strawberry Road spoke in support of Clerk of Superior Court candidate Janet Wallace.

Dwayne Crawford of 1106 NC Highway 150 West discussed his Public Safety Committee application and qualifications.

Gail Dunham of 5805 Snow Hill Drive noted the Town spends \$26,500 yearly for animal control and town employees should not be caring for cats at the Gordon property; asked that when discussing real property in closed session that the address be listed on the agenda; felt that volunteers are not supported and committee membership is "by invitation"; and that town maintenance costs have not decreased as planned.

Council: Mayor Tim Sessoms, Mayor Pro-tem Dena Barnes, Mike Adams, Alicia Flowers, Dianne Laughlin, Elizabeth McClellan

Staff: Scott Whitaker (Manager), Jeff Goard (P&R Manager), Valarie Halvorsen (Clerk), Julie Reid (Planner), Katrina Whitt (Finance Officer)

COMMITTEE / EVENT REPORTS

- A. **Finance:** Whitt stated the 10/20 meeting was cancelled, the next scheduled meeting would be 11/17, and the audit would be presented during the November council meeting.
- B. **Historical:** Southard stated the Rock Gym historical marker had been installed; there would be an event to honor veterans during November; and the committee had been discussing priorities, including erecting historical markers around town.
- C. **Public Safety:** Wendelken stated the next meeting would be 10/15.
- D. **Trails and Open Space:** Whitaker stated officers were elected and Jane Doggett was the new committee chair; a former student had given a presentation about the A&Y Greenway along Summerfield Road; and the next meeting would be 10/22. Barnes suggested that the student present his brief trails presentation in November.

BUSINESS FROM TOWN MANAGER

- A. **Council budget amendment #1 for copier/printer purchase (FY14-15):** The expense had not been budgeted, but Council had requested a new copier/printer; therefore, Whitaker requested a budget amendment in order to act within the purchasing policy and his approval authority. The expected cost was just under \$10,000. Barnes motioned to approve the budget amendment in order to allow Whitaker to proceed. The motion was seconded by Flowers and carried unanimously.
- B. **Facilities lawncare and landscape maintenance service agreement:** Whitaker stated a goal of consolidating related services under one vendor. Bids were solicited and 11 contractors attended a mandatory pre-bid meeting. Seven proposals (ranging from \$53,288 to \$138,126) were evaluated internally by staff. Properties listed as references were visited, select bidders were interviewed, and references were checked. The recommendation was to contract with Clark's Lawn and Landscaping, which bid \$57,900, and the total budgeted for the year was \$58,000.

Following brief discussion, McClellan motioned to proceed with a two-year service agreement for Facilities Lawncare & Landscape Maintenance with Clark's Lawn & Landscaping in an amount not to exceed \$57,900 annually based on a review of the submitted proposal, property inspections, an interview, reference checks, costs in relation to the FY14-15 annual budget, and the staff recommendation. Upon the town attorney's contract review, the town manager was authorized to finalize details and execute the contract following vendor submittal and/or proof of all "Requirements Following Award of Service Agreement" components within the 9/29/14 RFP. The motion was seconded by Adams and carried unanimously.
- C. **Reports, updates, or comments:** Whitaker reported the following: the 9/13 Touch-A-Truck event was very successful despite the rainy weather; the 9/13 Music-in-the-Park event was postponed until 9/14 due to rain and attendance was much less than expected. Adams and Flowers spoke of the 10/11 SummerCycle event. Whitaker reminded all of the 1/24 council retreat; stated the Gordon property demolition was complete; discussed that he and Hill were dealing with a property tax issue related to the Gordon property; and noted that Summerfield's tentative trail plans were incorporated into the state's MST master plan. Barnes gave an update on I-73 and US 220 construction. Whitaker stated committee openings were advertised and

recommendations would be brought to the November council meeting; the town credit card line of credit had been increased from \$5,000 to \$7,500 total with reallocations of individual employee credit card amounts.

BUSINESS FROM MAYOR AND COUNCIL

- A. Unsealing of closed session minutes:** Adams motioned to release closed session minutes as outlined in the recommendation by Hill dated 10/8. The motion was seconded by Flowers and carried unanimously.
- B. Reports, updates, or comments:** Flowers appreciated the inclusion of event after-action reports in the packets. McClellan felt staff was doing a good thing by caring for the Gordon property cats on their own time with their own funds. Barnes thanked volunteers for their time and effort on behalf of the town and specifically recognized former Council member and longtime volunteer Bob Williams.

CLOSED SESSION

Adams motioned to enter into closed session at 7:59pm to instruct the public body's staff or negotiating agents concerning the price and other material terms concerning real property as provided under NCGS 143-318.11(a)(5). The motion was seconded by Barnes and carried unanimously.

Adams motioned to return to open session at 8:44pm seconded by McClellan which carried unanimously.

With no further business, a motion was made at 8:44 pm by McClellan to adjourn. The motion was seconded by Adams and carried unanimously.



Tim Sessoms, Mayor



Valarie R. Halvorsen, Town Clerk