



C O U N C I L M I N U T E S F E B R U A R Y 9 , 2 0 1 6 , 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 6:30pm by Mark Brown. The invocation was led by Linda Southard, followed by the Pledge of Allegiance. The following were present:

Council

Mark Brown, Mayor
 Dena Barnes, Mayor Pro-tem
 Mike Adams
 Dianne Laughlin
 John O'Day
 Reece Walker

Staff

Scott Whitaker, Town Manager
 Valarie Halvorsen, Town Clerk
 Katrina Whitt, Finance Officer

CONSENT AGENDA

Barnes motioned to approve the consent agenda, including the meeting agenda, open and closed session minutes for 1/12, and the financial report. The motion was seconded by Adams and carried unanimously.

ANNOUNCEMENTS

Whitaker announced the dates of the 20th annual Founders' Day event: Friday, 5/13, 6-10pm and Saturday, 5/14, 10am-4pm. Board/Committee volunteers are needed as follows: Board of Adjustment: 1 alternate member; Founders' Day: 2 resident members; Historical: 3 resident members; Public Safety: 3 resident members; Trails and Open Space: 1 resident member.

PUBLIC COMMENTS

Gail Dunham of 5805 Snow Hill Drive thanked Don Wendelken for his continued volunteer service, expressed shock in hearing that he had been removed from a committee, and felt the issue had been decided outside of a public meeting. Dunham felt there was conflict of interest regarding recommending land purchases among members of the Trails and Open Space Committee and that they should focus only on trails, and that the ethics section of the Consolidated Committee Ordinance was weak.

Pat Tillman announced his candidacy for a District 3 School Board position and noted the date of the primary as 3/15.

Guilford County District Court Judge Jon Kreider, who was appointed to his current seat, announced candidacy for the judgeship he currently holds.

Tim Sessoms of 6507 Horseman Trail stated as a former mayor, he knows how much work goes into governing and thanked Brown and the Council for all they do to serve citizens. He also thanked Finance Officer Whitt for her professionalism and quality work, noting she will be hard to replace.

PUBLIC COMMENTS FY2016-17 BUDGET

Dwayne Crawford of 1106 NC-150 West asked that citizens be granted the right to decide about trail expenditures via referendum.

Gail Dunham of 5805 Snow Hill Drive thanked Whitt for her service, stated the budget is "all over the place" and citizens should not pay for a fire department survey (referring to the water and fire protection study), asked how many more expensive projects were going to be started without knowledge of maintenance expenses, felt Whitaker micro-manages committees, and stated too much money had been spent already on planning consultants. She asked that the budget not be "grossly inflated" as it usually is, for greater prioritization, and to not levy a tax unless Council can show citizens the reasons for doing so.

Regarding budget planning, Whitaker stated priorities discussed during the planning retreat were to finish the UDO rewrite, create a master plan for the town hall area intersection, meet staffing needs, and complete SCP and SAP projects.

COMMITTEE / EVENT REPORTS

- A. **Finance:** Whitt stated the 1/11 meeting was canceled; the next meeting would be 2/15.
- B. **Historical:** Linda Southard stated additional members were needed; the next meeting would be 2/28.
- C. **Public Safety:** Dwayne Crawford stated the 1/20 meeting was canceled due to snow; the next meeting would be 2/17. Crawford asked Council to consider the committee's previous recommendation about a letter of support regarding the water point in Polo Farms.
- D. **Trails and Open Space:** Jane Doggett stated the committee met 1/27 and were working on trail standards; the committee requested Council resolve the Vineyards Trail repair situation as rapidly as possible as the trail serves as an important connector between the A&Y and adjacent neighborhoods; the next meeting would be 2/24.
- E. **Founders' Day:** Whitaker stated planning was progressing; the next meeting would be 2/18.

BUSINESS FROM TOWN MANAGER

- A. **Planning services contract (Benchmark):** Whitaker stated in anticipation of increased planning needs, \$35,000 had been budgeted for the current fiscal year. After looking at options, staff negotiated a contract with Benchmark, which would provide an on-site, seasoned professional two days per week from 2/16 until 6/30 for a fixed price of \$19,600. Laughlin asked that reference to "Town Board" on the Scope of Services contract addendum be changed to "Town Council." Walker stated that the few services provided to citizens should be done well and motioned to approve CON-2016-003 Benchmark Planning Service Contract, seconded by Barnes, which carried unanimously.
- B. **Consolidated Committee Ordinance and Ordinance Stipulating Manager Oversight of Certain Town of Summerfield Committees:** Whitaker stated numerous committee-related ordinances were merged into the Consolidated Committee Ordinance in October 2015; the



request is to also incorporate some items from, and then rescind, the Manager Oversight of Committees Ordinance. Following discussion about committee interview subcommittee members, Council decided to change the subcommittee membership from "Mayor and Mayor Pro-Tem" to "Mayor Pro-Tem and Designated Council Member" with O'Day as the designated Council member. Whitaker noted the subcommittee had the option of interviewing *or* evaluating potential members, that there was no requirement to interview potential Founders' Day members or applicants well known to the subcommittee in order to make a recommendation. Regarding "Committee Duties," Barnes recommended removing "conduct park and building safety inspections for town property" from the "Public Safety" section, as there was not a current member certified to do such. Regarding disbanding committees, Walker asked that "after reasonable notification to the full committee" be added to the end of the sentence.

Barnes motioned to approve ORD-2015-002 Consolidated Committee Ordinance with the following amendments: change the subcommittee membership from "Mayor and Mayor Pro-Tem" to "Mayor Pro-Tem and Designated Council Member"; remove "conduct park and building safety inspections for town property" from the "Public Safety Duties" section, add "after reasonable notification to the full committee" to the section about disbanding committees, and rescind ORD-2009-013 Manager Oversight of Certain Town of Summerfield Committees. The motion was seconded by Walker and carried unanimously.

- C. **Reports, updates, or comments:** Whitaker reported the following: construction of the SAP entrance road was out for bid with the bid opening scheduled for 2/22; recruitment for a new Finance Officer was underway; A&Y Greenway design contractor Stewart would be onsite again next week; the Trails and Open Space Committee would finalize a recommendation for trail standards soon, which would likely be presented to Council in March; the Vineyards Trail repair issue would come to Council in March; and, town hall's electric wheelchair lift was out of service and the repair should be completed by early next week.

REPORTS, UPDATES OR COMMENTS FROM MAYOR AND COUNCIL

Barnes said the 2/24 MPO meeting had been canceled.

CLOSED SESSION

Barnes motioned to enter into closed session at 7:28pm 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 Adams and carried unanimously.

Barnes motioned to return to open session at 8:23pm, seconded by Adams, which carried unanimously.

OTHER BUSINESS

Adams motioned as follows: I motion to direct the Town Manager to enter into an agreement to purchase the 26.38-acre tract owned by Ronald and Linda Vandergrift at a purchase price of \$500,000 with \$10,000 deposit as earnest money, with the contingency that the town will be able to



Town Hall: POB 970, 4117 Oak Ridge Road, Summerfield, NC 27358
 ph: 336-643-8655 / fax: 336-643-8654 / www.summerfieldgov.com

secure access to its satisfaction within the due diligence period. The lot referenced is tax parcel #0146998 in Book 76 on Page 68 and adjoins Summerfield Community Park to the north. The purchase is supported by the Summerfield Comprehensive Plan in the areas of "Community Character Preservation," "Parks and Recreation Improvements," and "Sidewalk, Bikeway, and Trail System." In order to make funds available, I also make a motion to amend the FY2015-16 Budget Ordinance within capital outlay line items 5010403 and 6011404, along with revenue line item 1010701, which combined appropriates \$350,000 of fund balance and transfers \$150,000 currently budgeted within Parks and Recreation. The motion was seconded by O'Day and carried unanimously.

Barnes noted Council is continuing to assess town-owned properties in hopes of selling those that are not strategic for its future.

With no further business, a motion was made at 8:26pm by Barnes to adjourn. The motion was seconded by Walker and carried unanimously.

Mark Brown, Mayor

Valarie R. Halvorsen, Town Clerk

Council: Mayor Mark Brown, Mayor Pro-tem Dena Barnes, Mike Adams, Dianne Laughlin, John O'Day, Reece Walker Manager: Scott Whitaker

Staff: Jeff Goard (P&R Mgr.), Cheryl Gore (Mgr. Asst./Events Coord.), Valarie Halvorsen (Clerk), Julie Reid (Planner), Katrina Whitt (Finance Officer)