



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

**C O U N C I L M I N U T E S – S P E C I A L M E E T I N G**

*JANUARY 9, 2014, 6:30PM, SFD TOWN HALL*

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

<u>Council</u>	<u>Staff</u>
Tim Sessoms, Mayor	Scott Whitaker, Town Manager
Dena Barnes	Katrina Whitt, Finance Officer
Mike Adams	Valarie Halvorsen, Town Clerk
Alicia Flowers	
Dianne Laughlin	

Laughlin motioned to formally excuse Elizabeth McClellan, seconded by Adams, which carried unanimously.

Barnes motioned to approve the consent agenda, seconded by Laughlin, which carried unanimously.

**SUMMERFIELD FIRE-FIGHTING VIDEO PRESENTATION**

Chief Chris Johnson stated that “water points,” such as ponds, are places where water can be retrieved in order to combat fires. There were 14 water points in the Summerfield Fire District, which can drop to 8 during droughts and water points are also affected by freezing weather. Water and personnel availability on fire scenes affect insurance ratings (ISO) for homeowners.

Johnson showed a video and described the process of extracting water from a water point and explained the fire equipment, uses, water capacity, process at a fire site, and the amount of water needed to put out a fire. He explained water retrieval difficulties due to access to water points, traffic issues, manpower, equipment, time requirements, distances between water points and fire sites, and personnel safety issues. Johnson noted fewer tankers are needed when hydrants are available, and water supply is a serious safety concern. He has been on scenes that could have been mitigated given an adequate supply of water.

Johnson would like to convene a water committee as a sub-committee of the Public Safety Committee to examine this critical safety issue. He stressed the safety of citizens and his crew.

The following was discussed: access related to water points and ISO ratings; location of water points; other options including water towers; numbers of full-time and part-time employees and volunteers; and background information on previous water alternative studies and efforts. Johnson felt a new study needs should be done to see what options are available and most appropriate. Whitaker noted the Town’s engineering contractor, Anderson & Associates, also approached the town at their own initiative regarding water and recommended looking into future water needs.

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



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## **BUSINESS FROM TOWN MANAGER**

- A. Update of current projects/priorities:** Whitaker discussed the following larger town priorities:
- 1) town hall exterior repairs are almost complete, but replacing window Plexiglas was being considered;
  - 2) a final suggested route would be forthcoming from the Trails and OS Committee;
  - 3) all major repairs to the SAP field house were complete;
  - 4) a survey was being revised for the proposed second entrance to SAP, and he was scheduled to meet with NCDOT to discuss the entrance in conjunction with Highway 220 construction;
  - 5) N-Focus was making progress on the Development Ordinance rewrite; and
  - 6) Rick Biggs has been hired to fill the part-time Parks & Recreation Attendant position, and recruitment for other open positions continued.

Other topics raised and discussed included:

1. Whitaker clarified that the "flag" building beside the former Gordon hardware store is not registered as an historic structure itself, but is located inside the designated historic district.
2. Flowers requested investigation into the presence of lead or asbestos in the Gordon property buildings; Adams stated concern with pesticide contaminants. Whitaker stated those items are typically not addressed during Phase I environmental assessments and Barnes suggested discussing this with the Guilford County Health Department.
3. Flowers requested that training time spent by staff and board members should be reported, and moving forward, wanted an accounting of staff time spent on Founders' Day to get a true overall cost for that event.
4. Regarding the proposed second entrance to SAP, Whitaker stated the Ayers family would dedicate the land in exchange for construction of an entrance road to NCDOT standards. It would run from 220 and then behind GasTown into the park, but also allow future connection to Moorefield Road.

*Recess from 7:59pm to 8:06pm*

Whitaker showed a map/rendering of the proposed SAP entrance alignment. Flowers asked for a cost estimate; Whitaker did not have enough information yet as the design was pending, but would report back to council in the future.

- B. Manager Assistant/Events Coordinator position:** Whitaker stated the challenge of finding the candidates with a solid balance of needed qualifications given the part-time nature of the position. There was brief discussion about position responsibilities, events, and whether it should be full-time, but there was no consensus to make it full-time.

## **BUSINESS FROM MAYOR AND COUNCIL**

### **A. Open discussion of ideas, organizational questions, or concerns:**

Sessoms noted most of this discussion took place under item 6.A. Flowers stated the contract with the town attorney called for a yearly performance review; it was decided by consensus to address this in May or June. There was discussion of the town-owned traffic counter, large

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trucks on local roadways, town signage, and code enforcement issues/procedures. Flowers felt the workshop was very productive and recommended holding 2-3 per year.

**B. Other business (as needed):** *none*

With no further business, a motion was made at 9:23pm by Adams to adjourn. The motion was seconded by Barnes and carried unanimously.

  
 Tim Sessoms, Mayor

  
 Valarie R. Halvorsen, Town Clerk