



Proclamation Appreciation for the Services of Troy Stantliff

WHEREAS, Troy Stantliff has faithfully volunteered with the Summerfield Fire Department for 50 years, joining January 28, 1964, and rising to the rank of Deputy Chief; and,

WHEREAS, Troy Stantliff has also served on Summerfield Fire District, Inc.'s board of directors for 36 years — 33 of those as President; and,

WHEREAS, Troy Stantliff has put forth substantial effort in serving unselfishly in his capacity for the good of the Town of Summerfield, making sacrifices in personal and family ties; and,

NOW THEREFORE BE IT PROCLAIMED by the Mayor of the Town of Summerfield, North Carolina, that Troy Stantliff is hereby officially commended by this Town Council on behalf of the citizens of Summerfield for valuable service rendered to the town.

BE IT FURTHER PROCLAIMED that this proclamation be made part of the permanent records of the Town of Summerfield and that a copy of this proclamation be presented to Troy Stantliff.

Proclaimed this the 14th day of January 2014.

Tim Sassons, Mayor

Dana Barnes

Mike Adams

Alicia Flowers

Dianne Laughlin

Elizabeth McClain

Introduction of P&R Attendant Richard Biggs

Attachment(s): no

MEETING DATE: JANUARY 14, 2014

STAFF COMMENTS / RECOMMENDATION:

Richard (Rick) Biggs is a Summerfield resident and graduate of Northwest High. He currently works full-time for Guilford County as a Crew Supervisor at Bur-Mil Park, and combined with his previous time with the City of Greensboro, Rick has over 23 years of related experience. He and staff there care for the park, golf course, swimming pool, tennis courts, trails, shelters, and grounds. His experience extends to maintenance, janitorial, plumbing, electrical, painting, irrigation repair, and operating many types of maintenance equipment and tools, and his references were impressive.

Rick will work under P&R Manager Jeff's Goard's supervision and he started January 6. The position is part-time and seasonal, and his regular schedule will roughly correspond to spring and autumn ball seasons at the athletic park. His duties will extend to both parks and involve controlling park access during evening hours and weekends and performing miscellaneous maintenance/repairs and janitorial services. Rick was brought on early this season for training and to assist with needed park projects. He's knowledgeable, versatile, and conscientious, and staff is happy to have him as part of the team.

NOTES:

TOWN COUNCIL COMMENTS / ACTION:

Founders' Day Committee appointments

Attachment(s): yes

MEETING DATE: JANUARY 14, 2014

STAFF COMMENTS / RECOMMENDATION:

Our ordinance (attached) dictates that: "The Committee shall be made up of the following at a minimum: Town Manager and/or his/her designee, Finance Officer, Mayor, and four Town of Summerfield residents. The Council may appoint additional members not to exceed eight citizens. Non-voting membership may be granted to a designated representative(s) of any partner organization or stakeholder group approved by the Town Council."

The recommended slate for 2014 thus far includes:

- 1) Scott Whitaker (Manager)
- 2) Valarie Halvorsen (Clerk/designee)
- 3) Katrina Whitt (Finance Officer)
- 4) Tim Sessoms (Mayor)
- 5) Don Wendelken (citizen and 2013 member)
- 6) Linda Southard (citizen and 2013 member)
- 7) Dail Perry (citizen and 2013 member)
- 8) *(one additional citizen member to be recruited)*
- 9) Jenna Daniels (SF Fire Dept. partner organization and 2013 member)

Citizens from this list have expressed interest in volunteering and appropriate applications and documentation materials are on hand.

NOTES:

TOWN COUNCIL COMMENTS / ACTION:



FY2014-15 budget calendar

Attachment(s): no

MEETING DATE: JANUARY 14, 2014

STAFF COMMENTS / RECOMMENDATION:

The Manager will distribute a calendar 1/14 that will outline a proposed budget schedule. It is unlikely that all Town Council members can make all dates throughout the process. The request is that Council members review the calendar following the meeting and advise the Manager by 1/17 of any major conflicts (multiple dates that would hinder substantial input). An initial budget workshop has already been scheduled for 6:00pm on Thursday, 1/30, at the community center. The calendar can be amended and adopted by consensus at the 2/11 meeting.

NOTES:

TOWN COUNCIL COMMENTS / ACTION:





Piedmont Triad Regional Council (PTRC) delegate appointment

Attachment(s): yes

MEETING DATE: JANUARY 14, 2014

STAFF COMMENTS / RECOMMENDATION:

Summerfield is allowed one voting delegate to its regional, 12-county Council of Governments (COG), referred to as the PTRC. Each member government appoints an elected official to serve on PTRC Board of Delegates, which sets policy and appoints the Executive Director who manages the affairs of the PTRC. There are 72 members of the PTRC board and it meets every other month in February, April, June, August, October, and December. More information is attached. Most recently, the mayor has served in this capacity, but any elected official can be appointed. *(The manager often attends to stay abreast of area activities, but a Council member must serve as the voting delegate.)*

NOTES:

TOWN COUNCIL COMMENTS / ACTION:





Finance Officer bond and staff blanket bond coverages

Attachment(s): no

MEETING DATE: JANUARY 14, 2014

STAFF COMMENTS / RECOMMENDATION:

This topic originated following the most recent audit review. Currently the Finance Officer is bonded for \$50,000 (in accordance with NCGS 159-29) and all other employees are covered by a blanket bond for \$10,000. This blanket bond only covers employees, not council members. The cost of these bonds is paid annually to Interlocal Risk Financing Fund of North Carolina. A question arose as to whether additional bond coverage is needed given the cash/investment balance exceeding \$8 million. Ryan Ezzell, Property & Casualty Underwriting Supervisor with the NC League of Municipalities, provided the following quote:

<i>Finance Officer's bond:</i>	<i>Current annual cost (FY2013-14)</i>	<i>\$427.50</i>
	<i>Increase from \$50,000 to \$100,000</i>	<i>\$712.50 (\$285 more)</i>
 <i>Blanket bond for all employees:</i>	 <i>Current annual cost (FY2013-14)</i>	 <i>\$76.95</i>
	<i>Increase from \$10,000 to \$20,000</i>	<i>\$102.95 (\$26 more)</i>

Additional pricing can be acquired if there is interest in exploring options, and the internal controls in place can be discussed further as needed.

NOTES:

TOWN COUNCIL COMMENTS / ACTION: