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February 14, 2012

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**MINUTES OF THE  
SUMMERFIELD TOWN COUNCIL  
SUMMERFIELD COMMUNITY CENTER  
FEBRUARY 14, 2012  
6:30 PM**

The meeting was called to order at 6:31 pm by Mark Brown.  
The invocation was led by Linda Southard, followed by the Pledge of Allegiance.

**INTRODUCTIONS:**

**Council:**

Mark Brown, Mayor  
Dena Barnes  
Alicia Flowers  
Dianne Laughlin  
Elizabeth McClellan  
John Wray

**Staff:**

Dana Luther, Interim Town Manager/Finance Officer  
Carrie Spencer, Interim Town Planner  
William Hill, Town Attorney  
Valarie Halvorsen, Town Clerk

Brown noted it is expected that the meeting will be quite lengthy and that Laughlin would need to leave at 10:00pm. Wray made a motion to excuse Laughlin at 10:00 pm. The motion was seconded by Flowers and carried unanimously.

Brown stated in the past committee applicants had been interviewed by the Town Manager, noting there were four applicants on the agenda who had not been interviewed prior to the meeting. He recommended moving Agenda items 12D-12G to the March 13, 2012 meeting so interviews could be conducted. Flowers stated she knew all the applicants and could personally recommend them for committee membership.

Following brief discussion, Laughlin made a motion to move Agenda items 12D-12G to the March 13, 2012 meeting. McClellan offered a substitute motion, that the items be moved to the February 15, 2012 Special Call meeting. Brown stated there was not enough time to speak to the applicants prior to that meeting. The substitute motion was seconded by Flowers and failed 2 to 3, with Barnes, Laughlin and Wray opposed. Wray seconded the original motion, which passed 3 to 2, with Flowers and McClellan opposed.

**CONSENT AGENDA:**

Wray made a motion to approve the Consent Agenda *as amended*, including the meeting agenda, minutes and Closed Session minutes of the January 10, and January 27, 2012 meetings, minutes of the January 23, 2012 SRSAP Presentation meeting, and Financial Report. The motion was seconded by Barnes. Flowers asked that the meeting date be changed from 2011 to 2012 in the January 10, 2012 minutes and that the meeting time listed in the January 27, 2012 minutes be changed from 10:30 pm to 10:30 am. The motion carried unanimously.

**SPEAKERS FROM THE FLOOR**

Doug Canavello, 7130 Rabbit Hollow Rd feels that sidewalks are a good addition to the community as they promote walking and exercise. He further stated based on the parking lot, it seems the A&Y is getting much use by citizens.

Gail Dunham, 5805 Snow Hill Dr discussed the following: her feeling that the proposed Public Comment Policy may place limits on speakers, that a needs based approach is appropriate regarding the budget; that the Town should have discussed sidewalk easements with individual property owners before moving forward; and asked Council to have a public hearing and pass a formal resolution – for or against -- regarding the 150 bypass.

Richard Lipinski, 5850 Stanley Huff Rd, stated the 87 pages he received in response to his public records request included approximately 60 pages that were not needed or redundant, and feels that portion of the documents was a waste of Town time and money.

Don Wendelken, 3406 Windswept Dr noted Guilford County property tax revaluation information would be out soon and the information is important for budget planning. He further stated the Parks and Recreation committee applicants should have been told that those items would be removed from consideration during tonight's agenda.

**COMMITTEE REPORTS:**

- A. Finance:** Luther stated there would be no February meeting; the next meeting is March 19.
- B. Historical:** Linda Southard said the next meeting is February 23; the committee is planning a mother/daughter tea for Saint Patrick's Day.
- C. Parks & Rec:** Sherrie Joseph invited interested committee volunteers to attend the next meeting, scheduled for March 1.
- D. Public Safety:** Roxanne Gilgallon said the next meeting was February 15.
- E. Founders' Day:** Spencer stated there would be a new ride vendor this year that would collect and keep money for rides, rather than the Town paying a ride vendor and resulting in lower wristband prices, and noted there were volunteer opportunities available on the committee.
- F. Development Ord.:** Spencer stated the committee is now meeting twice a month; the next meeting is February 21.

**PRESENTATION - SRA Presentation Regarding SAP Field Use Fees**

Rob Langston, SRA President, stated the SRA serves approximately 1500 children ages 5 to 18 through its programs, noting that construction of SAP has helped the programs grow; however, expenses have increased as well. He presented financial information and asked Council to consider a waiver of some fees, noting that SRA could provide items such as batting cages and/or maintenance in exchange. When asked about the percentage of children who are Summerfield residents, Langston noted player residency had not been tracked in recent years, but was estimated to be 60-70%. He further noted all children were eligible and a child would not be turned away due to residence location or inability to pay the registration fee. He stated the goal was to keep children active with healthy pursuits and out of trouble.

McClellan and Flowers noted the large portion of cost associated with SAP that was subsidized by the taxpayers, all of whom do not use the facility. Langston noted the same was true of the Summerfield Community Park. Following further discussion, including a request from Flowers for 3 years of financials that relate to SAP expenses only (rather than total SRA expenses), financial and liability implications of equipment ownership (batting cages), and the need for further consideration, Flowers made a motion approving a SAP field use rate of \$10 per player for SRA for the current season. The motion was seconded by McClellan and carried unanimously. Laughlin feels it is a good investment in the children of Summerfield.

Flowers made a motion to supply SAP with one batting cage. Laughlin offered the following substitute motion: the Town will pay for one SAP batting cage now and consider a second one during budget discussions. The motion was seconded by Wray and carried unanimously.

*Break from 8:16 pm to 8:28 pm.*

**BUSINESS FROM INTERIM TOWN MANAGER**

**A. A&Y Feasibility Study Presentation**

Spencer stated Council was being asked to *accept the study as a planning tool*, that acceptance does not obligate the Town to any particular action. Spencer introduced partners in the project: Alex Ashton, Guilford County Division of Parks and Open Space Planner; Peggy Holland, Bicycle and Pedestrian Coordinator for Greensboro Urban Area Metropolitan Planning Organization (GUAMPO); and Jennifer Wagner, Chuck Smith, and Mary Henderson of Withers & Ravenel.

Wagner presented the study, noting that it was funded by GUAMPO, and acceptance was needed to secure future funding from the MPO. Wagner gave an overview of the study, including the following: benefits, significance, goals, findings, public process/public involvement, proposed route, trail details, and phasing criteria. As to costs and funding, it is estimated that there will be 11.5 miles of greenway and 1.9 miles of sidewalk at a cost of \$8,437,660, and many of the proposed standards meet funding requirements. Maintenance and operation costs are estimated to be \$5,000 to \$7,000 per mile per year. All of these costs are dependent upon materials and amenities selected and do not mean the Town will be obligated to those amounts.

McClellan asked about other funding sources and Henderson replied NCDOT would be the largest provider of outside funding. Ashton noted Guilford County has funding as well. Ashton reiterated that costs would depend on the length and width of the trail, surfacing, sidewalks and other variables. Smith noted additional funding is likely because the trail is part of the A&Y Greenway as well as the Mountains to Sea Trail. Spencer noted that the \$8 million dollar figure includes many elements and amenities that the Town may or may not choose to include. She stated that the costs can only be known after easements are acquired and design work is done to determine the appropriate trail type. Flowers asked about the time frame and Spencer said the first step would be garnering easements followed by design, noting there was potential to piggy back construction with Guilford County, who would begin their construction in October. Ashton stated that was ambitious, saying beginning construction in 2013 in Summerfield was more realistic. McClellan is concerned about the maintenance costs; Flowers is concerned that only 80 citizens attended the open house. Responding to Flowers, Smith stated based on his experience the citizen feedback was exceptional and indicative that the citizens are largely supportive of the trail effort. Brown thinks the estimated costs are high and Spencer noted the cost estimates include amenities. Luther noted that total costs in the study including amenities and additional costs were actually over \$15 million, and she further stated that amenities could be scaled back and funding approval could be contingent on securing outside monies.

There was discussion about land dedications from developers and Spencer stated some dedications along the northern end of the proposed trail are part of the current alignment. Flowers asked about alternatives to the Summerfield Road alignment and Spencer discussed a loop that is four miles in length. There was also discussion of parking availability at the community park, which is a proposed trail head. Spencer recommended forming a committee to assist staff with issues such as these. Luther recommended consulting with SPARC to define their role and involvement in the process before further discussing an additional committee.

Flowers made a motion to accept the A&Y Greenway Feasibility Study as a planning tool. The motion was seconded by McClellan and carried unanimously.

*Break from 9:30 pm to 9:46 pm*

**B. Discussion of Town Procedures and Policies**

*Laughlin left during at 10:00 pm, as permitted by unanimous vote during the beginning of the meeting.*

Luther stated POL-2006-001 needed to be updated to reflect the change that speakers from the floor were now allowed to speak about agenda items. Flowers made a motion to approve POL-2006-001 with revisions dated February 14, 2012. The motion was seconded by Wray and carried unanimously.

Flowers made a motion to approve the Public Hearing Procedure as presented by Luther. The motion was seconded by Barnes and carried unanimously.

Regarding the Volunteer Committee Application Procedure, the following was decided by consensus: Change the text to allow a 30 day time period between receipt of the application and consideration during a Town Council meeting to allow time for a subcommittee of Council to interview the applicants; when there is no vacancy, to keep applications on file for 1 year and call to see if anything has changed when a vacancy becomes available; and bring the amended procedure to the March 13, 2012 Town Council meeting for further consideration.

**C. Consideration/Approval of Public Records Request Policy**

Flowers made a motion to adopt POL-2012-002 Public Records Request Policy. The motion was seconded by McClellan and carried unanimously.

**D. Consideration/Approval of POL-2012-001 Waste Reduction and Recycling Policy**

Flowers made a motion to adopt POL-2012-001 Waste Reduction and Recycling Policy. The motion was seconded by Barnes and carried unanimously.

**E. Request from MPO for Project Update Regarding 2035 Long Range Transportation Plan**

Spencer explained that her recommendations were based on her respect for DOT's process for analyzing transportation needs. Following brief discussion, Flowers made a motion to ask the MPO to remove item one in Spencer's memo, Re-alignment of NC 150, from the 2035 Long Range Transportation Plan list of potential highway projects. The motion was seconded by McClellan and carried unanimously.

**F. Preliminary Budget Calendar & Process Discussion**

Luther said rather than have committees present twice only one presentation was planned, and recommends a Question and Answer period following the May 23 budget presentation rather than a public open house for the budget, which has been poorly attended in the past. Flowers feels there should be a longer time period between the budget presentation and the public hearing.

It was decided by consensus to change the date of the April 2012 Town Council meeting from the 10<sup>th</sup> to the 4<sup>th</sup> and to accept the budget calendar with this change.

**BUSINESS FROM TOWN COUNCIL AND MAYOR**

**A. Town Hall Building Restoration Update**

Luther stated due to the need to remove the fire escape stairs during renovation, upstairs employees would need to temporarily relocate, perhaps to the Summerfield Athletic Park field house.

**B. Council Consideration of Disbanding Inactive Committees**

Barnes made a motion to officially disband any inactive Town committees with the exception of the Summerfield Road Special Area Plan Committee which is currently on hiatus. The motion was seconded by Wray and carried unanimously.

**C. Approval of Resolution Regarding Equestrian Facility Bill**

Brown and Spencer noted that more research was needed and recommended tabling the issue. Flowers made a motion to table consideration of Resolution Regarding Equestrian Facility Bill. The motion was seconded by McClellan and carried unanimously.

**D. Appoint Mark Mortensen to Parks & Recreation Committee**

**E. Appoint Joseph Haywood to Parks & Recreation Committee**

**F. Appoint Dwayne Crawford to Parks & Recreation Committee**

**G. Appoint John O'Day to Parks & Recreation Committee**

*\*\*\*These items will be considered during the March 13, 2012 Town Council Meeting\*\*\**

**H. Updated Founders' Day Committee Roster**

Luther stated the Founders' Day Committee Ordinance says the Finance Officer is a regular (voting) member of the committee and the Mayor could be appointed as either a regular (voting) or ex-officio member. Council was unaware of that choice when they approved the roster previously. She presented an updated committee roster designating the Mayor and Finance Officer as voting members.

McClellan made a motion to approve the updated Founders' Day Committee Roster listing the Mayor and Finance Officer as voting members of the committee. The motion was seconded by Barnes and carried unanimously.

Brown read the reasons for entering into Closed Session as follows:

**CLOSED SESSION:**

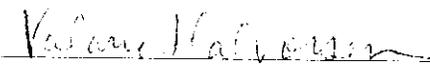
- A) consider the qualifications, competence, performance, character, fitness, conditions of appointment or conditions of initial employment of an individual public officer or employee or prospective public officer or employee as provided under NCGS 143-318.11(a) (6); and**
- C) to consult with an attorney employed or retained by the public body in order to preserve the attorney-client privilege between the attorney and the public body, which privilege is hereby acknowledged as provided under NCGS 143-318.11(a)(3)**

Flowers made a motion to enter into Closed Session at 11:19 pm. The motion was seconded by Barnes and carried unanimously.

Flowers made a motion to return to Open Session at 11:59 pm. The motion was seconded by McClellan and carried unanimously.

With no further business before the Town Council, a motion was made at 11:59 pm by Flowers to adjourn. The motion was seconded by McClellan and carried unanimously.

  
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Mark E. Brown, Mayor

  
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Valarie Halvorsen, Town Clerk