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March 13, 2012

Approval of the minutes and Closed Session minutes of the February 14, February 15, and February 28, 2012 meetings, Financial Report, Budget Amendment #4 FY2011-2012, R-2012-004 Speed Limit Modification-Centerfield Rd, R-2012-005 Speed Limit Modification-Summerfield Rd, and R-2012-006 Secondary Road Addition-Tanner Ct (passed unanimously with corrections to February 28, 2012 minutes)	Page 1
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**MINUTES OF THE
SUMMERFIELD TOWN COUNCIL
SUMMERFIELD COMMUNITY CENTER
MARCH 13, 2012
6:30 PM**

The meeting was called to order at 6:30 pm by Mark Brown.
A moment of silence was 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
William Hill, Town Attorney
Valarie Halvorsen, Town Clerk
Carrie Spencer, Interim Town Planner

Flowers stated a correction was needed on the February 28, 2012 minutes, noting her name was listed twice and Barnes' name was missing.

CONSENT AGENDA:

Barnes made a motion to approve the Consent Agenda, including the meeting agenda, minutes and Closed Session minutes of the February 14, February 15, and February 28 (amended), 2012 meetings, Financial Report, Budget Amendment #4 FY2011-2012, R-2012-004 Speed Limit Modification-Centerfield Rd, R-2012-005 Speed Limit Modification-Summerfield Rd, and R-2012-006 Secondary Road Addition-Tanner Ct. The motion was seconded by Wray and carried unanimously.

SPEAKERS FROM THE FLOOR

A. Speakers From the Floor

Don Wendelken, 3406 Windswept Dr stated he is running for District 5 Guilford County Commissioner and asked everyone to vote in the May 8 primary.

Gail Dunham 5805 Snow Hill Dr discussed the following: Becky Strickland had been invited to participate in Sunshine Day in North Carolina; her feeling that the bulletin board at Town Hall is insufficient as the only official place to get meeting notifications, also noting the website was a good source for such information; her feeling that both the Development Ordinance Committee and the Summerfield Road Special Area Plan Committee held illegal meetings; and discussion about the need to remove committee members who do not attend the percentage of meetings required for membership as stated in committee ordinances.

Amy Lindley, 8299 Berrywood Dr is creating a new charter school, Lindley Learning Academy, to serve the students of this area. The school will focus on math, science, technology and engineering. Lindley stated she is seeking input from the community as to what the educational focus should be and invites feedback during upcoming community meetings.

B. Public Comment Period for FY2013 Budget

Don Wendelken, 3406 Windswept Dr stated property revaluation notices were just sent out and that Guilford County will soon set the tax rate. He asked Council to set Summerfield's rate based on money needed, rather than collecting to fill coffers.

Mark Mortensen, 6110 Percheron Trail feels the amount of money spent on Parks & Recreation maintenance is very high and recommended cutting back somewhat on maintenance and asking community members and player parents to volunteer for tasks such as lining fields and running the concession stand.

Gail Dunham, 5805 Snow Hill Dr noted Summerfield has \$7.5 million in the bank and wants Council to disclose to the citizens any plans for that money. She also discussed a \$90,000 fine for construction delay that was neither collected nor formally waived by Council; and asked that there be more opportunity for questions and answers about the budget.

Dwayne Crawford, 1106 NC Hwy 150 W stated the Town is paying a lot for telephone service and recommended looking at other options, and feels the Town should ask citizens for input as to what they could do without and if there were any services the Town currently pays for that volunteers could do.

COMMITTEE REPORTS:

- A. Finance:** Luther stated the next meeting is March 19, during which the committee would discuss budgets, specifically revenue.
- B. Historical:** Linda Southard said the next meeting is March 22, and announced a mother/daughter tea scheduled for March 17.
- C. Parks & Rec:** Sherrie Joseph said the committee had completed their budget work and goals for the year and were preparing forms and documents to present to Council. They are also working on events including the following: Children's Fishing, Founders' Day, Touch-A-Truck, and Trail Day.
- D. Public Safety:** Roxanne Gilgallon said the next meeting is March 21, thanked all volunteers for their service and welcomed others to volunteer, and encouraged citizens to get informed about disaster resources and make their own disaster plans. Don Wendelken spoke about traffic concerns and asked the Town to look into installing a caution light on Strawberry Road in anticipation of increased traffic due to the widening of Highway 220 and increased use of the trail crossing by pedestrians.
- E. Founders' Day:** Spencer stated the next meeting is March 19 and asked citizens to give input and spread the word about the opportunity for partnerships between non-profits and businesses who could sponsor rides as fundraisers.
- F. Development Ord.:** Spencer said the next meeting is March 20.

BUSINESS FROM INTERIM TOWN MANAGER

A. Consideration/Approval of Volunteer Committee Application Process

Luther stated the changes discussed during the last meeting had been made. McClellan suggested adding a statement saying applicants would be given a copy of the ordinance relating to the committee they applied for upon application.

McClellan made a motion to approve the Volunteer Committee Application Procedure as revised with the additional statement. The motion was seconded by Wray and carried unanimously.

B. Discussion/Approval of ECS Contract – SCP Dam

Luther stated it had been determined by NCDENR that the lake dam was classified as low hazard, that the Town had previously contracted with ECS for *Principal Spillway Investigation and Design*, and it is recommended that the Town contract with ECS for additional services to include *Construction Support and Observation* in the amount of \$3,500. The scope of this work is outlined in the proposal dated February 24, 2012. Holub noted the proposed plan would include the removal of 25-28 large oaks and tulip poplars around the proposed plunge pool and graded slopes. Brown stated many of those trees have exposed roots due to erosion and will eventually fall.

Barnes made a motion to approve the contract with ECS for Construction Support and Observation with an amount not to exceed \$4200. The motion was seconded by McClellan and carried unanimously.

C. Discussion/Approval of Engineered Concepts Contract – Town Hall Building

C. Discussion/Approval of Engineered Concepts Contract – Town Hall Building

Luther introduced Rob Kinnerly of Engineered Concepts. Kinnerly stated after examination, the total estimated cost to repair the exterior walls of Town Hall is \$460,000, with the cost of the west wall alone, which seems to have the most significant damage, estimated at \$284,000. However, other damage may be uncovered when work begins that may increase costs. Flowers asked about life expectancy of the building after the repairs were completed and Kinnerly replied 50 years with proper maintenance, which would include applying sealant every 10 years.

By consensus, Council agreed to get feedback from Billy Tesh, former Building Committee member, before making a decision.

D. Introduction of and Report by John Ganus – Code Enforcement Administrator

Spencer introduced Ganus who will be working approximately 16 hours per month for the Town as Code Enforcement Administrator. Ganus stated there were several cases, some of which were already closed. He described the code enforcement process, which includes investigation of a complaint, issuing a violation notice, and working with the violator to resolve the issue in a timely manner. Spencer stated Ganus was also conducting sign sweeps and coordinating with the Development Ordinance Committee to ensure that standards and enforcement was clearly stated in the ordinance. Ganus stated citizen education is key to the process and compliance.

BUSINESS FROM TOWN COUNCIL AND MAYOR

A. Ratify Payment of Medical Bills for Injury to Volunteer

Hill stated a child was injured at a Town event and he had successfully worked with the parents to resolve the issue.

McClellan made a motion to ratify the settlement with the injured minor child. The motion was seconded by Barnes and carried unanimously.

B. Discussion of Parks & Recreation Committee Focus

Barnes stated that due to safety concerns, it is advised that staff coordinate events rather than the committee, and SPARC should return to the "big picture" focus as they have stated is their wish. As there is now a staff person dedicated to events, this makes sense to do. Barnes further noted it may be advisable to retire SPARC and reform it as a trails committee which may include members of the NC Horse Council and MPO.

Brown said it is with a heavy heart that he agreed. Wray stated his disagreement, noting that the community park is due to the hard work of SPARC and feels it is wrong to retire the committee due to one incident and recommended instead discontinuing the event, if that was the issue. He feels that a trails subcommittee is a good idea, but that the committee has not received proper notification of the entire issue. McClellan said the committee had been notified. Flowers stated the citizens want trails and feels trails should be the focus of the committee, and agreed with McClellan on notification to committee members. Laughlin said it was not just a safety issue, that the committee has done a great job accomplishing its goals and a new direction was now needed.

Flowers made a motion to retire the Summerfield Parks and Recreation Committee with the heartfelt thanks of Council and the community. The motion was seconded by Laughlin and carried 4 to 1, with Wray opposed.

C. Proclamation – Sunshine Week

Brown read the proclamation, which is hereby incorporated into these minutes.

Proclamation: Sunshine Week

WHEREAS, "Sunshine Week" is a national initiative to open a dialogue about the importance of open government and public record availability, and Sunshine Week is a good public relations opportunity to empower citizens to play an active role in their government, which can make their lives better and our community stronger; and

WHEREAS, an open and accessible government is vital to establishing and maintaining the people's trust and confidence in their government and in the government's ability to effectively serve its citizens, and officials and

employees of the Town of Summerfield understand and support both the spirit and the letter of North Carolina's Sunshine Laws.; and

WHEREAS, the Town of Summerfield commits during Sunshine Week and throughout the year to work diligently to enhance the public's access to government records and information, to ensure that all official meetings are fully noticed and open to the public and to proactively reach out to our public to learn how we can improve in this area.

NOW, THEREFORE, I, Mark E Brown, Mayor of the Town of Summerfield, North Carolina, do hereby proclaim that the week of March 11-17, 2012 be declared as "Sunshine Week", and commend this observance to all our citizens.

Proclaimed this the 13th day of March, 2012.

D. Proclamation – National Multiple Sclerosis Week

Brown read the proclamation, which is hereby incorporated into these minutes.

**Proclamation
Multiple Sclerosis Awareness Week**

WHEREAS, Multiple Sclerosis is a chronic and disabling disease of the central nervous system in which the progression, severity and specific symptoms cannot be foreseen; and

WHEREAS, every hour of every day someone new is diagnosed with MS, a disease that can erode a person's abilities and hopes, halt a career and unravel the fabric of families; and

WHEREAS, the North Carolina Chapters of the National Multiple Sclerosis Society reports that in our state more than 10,000 people are affected by this devastating disease, and multiple sclerosis generally strikes young adults aged 20 through 40, attacking them in the prime of their lives; and

WHEREAS, the North Carolina Chapters of the National Multiple Sclerosis Society have been committed throughout the years to heightening public knowledge and insight about this devastating and disabling disease, and raising millions of dollars to find the cure for MS and develop effective treatments for the disease, as well as provide a wide range of client programs; and

WHEREAS, research advances have brought us closer to finding the cure, much remains to be done, and services must continue to be provided to those who live with the disease; and

WHEREAS, finding the cause and developing a method of prevention for multiple sclerosis is an important task that all Americans and North Carolinians should support;

NOW, THEREFORE, I, Mark E Brown, Mayor of the Town of Summerfield, North Carolina, do hereby proclaim that the week of March 12-18, 2012 be declared as "Multiple Sclerosis Awareness Week", and commend this observance to all our citizens. **Proclaimed this the 13th day of March, 2012.**

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

CLOSED SESSION:

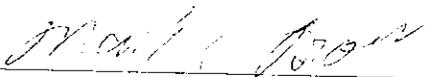
A) consider the qualifications, competence, performance, character, fitness, conditions of appointment or conditions of initial employment of an individual public officer or employee or prospective public officer or employee as provided under NCGS 143-318.11(a) (6); and

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)

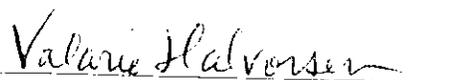
Flowers made a motion to enter into Closed Session at 8:05 pm. The motion was seconded by Barnes and carried unanimously

Barnes made a motion to return to Open Session at 9:07 pm. The motion was seconded by McClellan and carried unanimously.

With no further business before the Town Council, a motion was made at 9:07 pm by Wray to adjourn. The motion was seconded by Barnes and carried unanimously.



Mark E. Brown, Mayor



Valarie Halvorsen, Town Clerk