

**MINUTES OF THE
SUMMERFIELD TOWN COUNCIL
SPECIAL CALL MEETING
SUMMERFIELD TOWN HALL
April 30, 2012
6:30 pm**

The meeting was called to order at 6:35 by Mark Brown.

PRESENT:

Council:

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

Staff:

Dana Luther, Interim Town Manager
Valarie Halvorsen, Town Clerk

Business From Interim Town Manager

A. Discussion/Approval of SAP Safety Netting

Following discussion, it was decided by consensus to gather more information from other facilities, sports groups, and fencing companies and bring it forward at a future meeting.

B. Discussion of Town Hall Repairs

There was discussion about the extent of repairs needed and the possibility and effect of connecting the current Town Hall building to an annex building on adjacent property. Following brief discussion, it was decided by consensus to gather information about the adjacent property and the potential of an annex and to present the information to the new Town Manager when hired. It was decided to immediately make repairs to areas of missing brick for pest control purposes.

C. Discussion/Approval of Historical Committee Raffle

Luther stated the funds raised were to be used to offset the costs of interviewing veterans, which the committee had requested budget money to complete.

Flowers made a motion to approve the Historical Committee raffle at Founders' Day. The motion was seconded by McClellan and carried unanimously.

Budget Discussions

It was decided by consensus that if the opportunity became available, the Town owned lot at 7300 Summerfield Road would be sold to the Summerfield Fire Department with the contingency that they make the property available each year for Founders' Day. Brown stated he mentioned the idea to the Fire Department and has yet to receive a response.

Regarding Volunteer Appreciation, Council agreed to continue with the Grasshoppers baseball game as in the past.

Regarding Volunteer Participation, council discussed setting up a booth at Founders' Day to highlight committee opportunities, and providing committee brochures, information, and

applications. It was further decided to put committee opportunity information in a newsletter to be published following the hiring of a new Town Manager.

Regarding Staffing and Event Planning, it was decided to let the new Town Manager analyze staffing needs and to scale back events for now if necessary.

Regarding Safety, there was discussion of conducting regular park inspections, to consult with the attorney regarding "use at your own risk" signs for park equipment, and to get quotes for risk assessment.

Regarding capital improvement planning, it was decided to postpone planning discussions until the new town manager is hired. Council agreed that the main goals and objectives were repair of the Town Hall building, SAP concessions building, and the SCP dam-spillway. Luther stated she has not been provided adequate information from outside sources to get concrete budget numbers on many items and Council agreed that she should use estimates for line item figures rather than having to do budget amendments later.

As to specific budget items, the following were discussed: Town Council stipend (remain the same), Governing Body Retreat (increase to \$1500), Town Meeting Refreshments (increase to \$1500), Employee Benefits (address changes with new Town Manager), replacing the plotter (fund a plotter with copy and scan capabilities if deemed useful during the trial period and establish any necessary fees related to the provision of those services), Information Technology Expenses (increase for new server and related upgrades based on information from contractor Bill Stone), Newsletter (remain the same), Auditor (continue to contract with current audit firm), Contract Legal (remain at the increased amount of \$75,000), and to continue contracting with NFocus for Code Enforcement for another year.

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)

Flowers made a motion to enter into Closed Session at 9:16 pm. The motion was seconded by McClellan and carried unanimously.

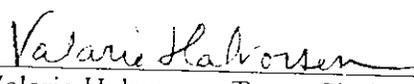
Flowers made a motion to return to Open Session at 10:31 pm. The motion was seconded by McClellan and carried unanimously.

Wray made a motion to hire Keith Scott Whitaker as Town Manager, based on the contract terms with any changes in terms by the Town Attorney. The motion was seconded by Laughlin and carried unanimously.

With no further business before the Town Council, a motion to adjourn was made at 10:32 pm by Flowers. The motion was seconded by Barnes and carried unanimously.



Mark Brown, Mayor



Valarie Halvorsen, Town Clerk