



**C O U N C I L M E E T I N G S U M M A R Y**  
**JUNE 14, 2016, 6:30PM, SFD COMMUNITY CENTER**

Present: Council: Mark Brown, Dena Barnes, Mike Adams, Dianne Laughlin, John O'Day, Reece Walker. Staff: Town Manager Scott Whitaker, Town Clerk Valarie Halvorsen, Town Attorney William Hill, Finance Officer Dee Hall, Interim Town Planner Richard Smith

During the meeting of the Summerfield Town Council on June 14, 2016, the following action was taken:

- **Agenda item 4. Consent agenda:** approve consent agenda including the meeting agenda, minutes for 5/10 and 5/24, financial report, Finance Officer budget amendment #5 (FY15-16), and Surplus Office Furniture resolution (unanimous).
- **Agenda item 10. Public hearing/action regarding FY16-17 budget:** approve the \$2,348,235 FY16-17 budget and budget ordinance, with a tax rate of 2.75¢, changing the fee for voluntary annexation from \$250 to \$0, which appropriates \$1,143,935 from fund balance (unanimous).
- **Agenda item 11 A. Clarifications of conditions of rezoning case RZ-01-13 c (CU-GB development in northeast quadrant of future I-73 and Oak Ridge Rd.):** tree conservation plan shall consist of an inventory of trees 12" in diameter or larger, the number (full stand, partial stand), location, and condition, with the purpose of providing information about which trees will be preserved (unanimous).
- **Agenda item 11 B. Interlocal Agreement on Tax Collection:** approved (unanimous).
- **Agenda item 11 C. Interlocal Agreement for the Provision of Animal Shelter and Control Services:** approved (unanimous).
- **Agenda item 11 D. Committee re-appointments (Finance and Historical):** Finance - reappoint Vicky Bridges for a two-year term, and Millie Hoffler-Foushee for a one year term (unanimous). Historical - reappoint John Plybon for a two-year term and Patricia Juszczak and Linda Southard for one year each (unanimous).
- **Agenda item 11 E. Zoning Board reappointments:** reappoint Nancy Hess and Kathy Rooney for a three-year term (unanimous).
- **Agenda item 11 F. Revision of Personnel Policies and Manual (paycheck distribution):** change the text of Section 2 on page 29 of the Personnel Policies and Manual as follows: *Payroll for town staff shall be prepared by the Finance Officer from timesheets approved by the Town Manager and appropriate supervisors. Monthly salaries shall be paid by direct deposit on the 7<sup>th</sup> day of each month for the pay period ending on the last day of the preceding month. Stipends for Town Council members will be paid by check monthly.* (unanimous).



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- **Agenda item 11 G. Summerfield Christmas Tree Lighting:** By consensus, the date of the Christmas Tree Lighting event will be 11/19.
- **Agenda item 12 A. Distribution of local sales and use taxes using per-capita basis:** concur with Finance Committee recommendation to not take action on this matter at this time (consensus).

Council: Mayor Mark Brown, Mayor Pro-tem Dena Barnes, Mike Adams, Dianne Laughlin, John O'Day, Reece Walker      Manager: Scott Whitaker

Staff: Jeff Goard (P&R Mgr.), Cheryl Gore (Mgr. Asst./Events Coord.), Dee Hall (Finance Officer), Valarie Halvorsen (Clerk), (Planner position vacant)