



Town Hall: POB 970, 4117 Oak Ridge Road, Summerfield, NC 27358  
ph: 336-643-8655 / fax: 336-643-8654 / www.summerfieldgov.com

C O U N C I L M I N U T E S J U N E 1 4 , 2 0 1 6 , 6 : 3 0 P M , S F D C O M M U N I T Y C E N T E R

The meeting was called to order at 6:30pm by Mark Brown. The invocation was led by Linda Southard, followed by the Pledge of Allegiance. The following were present:

Council

Mark Brown, Mayor  
Dena Barnes, Mayor Pro-tem  
Mike Adams  
Dianne Laughlin  
John O'Day  
Reece Walker

Staff

Scott Whitaker, Town Manager  
Valarie Halvorsen, Town Clerk  
William Hill, Town Attorney  
Dee Hall, Finance Officer  
Richard Smith, Interim Town Planner

CONSENT AGENDA

Barnes motioned to approve the 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. The motion was seconded by Adams and carried unanimously.

ANNOUNCEMENTS

Whitaker reminded all of the 6/18 children's Fishing Derby (8:30am) and Music-in-the-Park with the Special Occasion Band (6:00pm) at the Community Park. Whitaker noted there would be a meeting in July regarding the Water & Fire Protection Study.

NCSHAA Principal of the Year Ralph Kitley

Brown read the proclamation and presented it to Kitley.

PUBLIC COMMENTS

Adrian Williamson of 3901 Lewiston Road felt public water was inevitable and stated the lack of speakers at town meetings was because citizens were "either tired or just don't care."

COMMITTEE / EVENT REPORTS

- A. **Finance:** Hall stated the next meeting would be 6/20.
- B. **Historical:** Linda Southard said the committee would decorate town hall for July 4; Dewey Trogdon was recently interviewed as part of the veteran interview project.
- C. **Trails and Open Space:** Jane Doggett discussed Founders' Day; the next meeting would be 6/22, during which Palmer McIntyre of Piedmont Land Conservancy and Jesse Day of Piedmont Triad Regional Council would provide regional updates and Stewart would discuss their A&Y Greenway progress and alignment alternatives near the US-220 pedestrian tunnel.

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### EMERGENCY SERVICES REPORTS

- A. **Summerfield Fire District:** Captain Jenna Daniels reported on May calls (85 total, 19 fire, 54 EMS, 12 "other"); 27 safety seats were installed.
- B. **Guilford Co. Sheriff's Dept.:** Sgt. Clendenin stated the new District 1 detective is Michael (Brad) Stewart, reported on thefts from two coin operated machines (arrest made), and two stolen cars (one recovered). Clendenin reminded all to watch out for children at play now that school is out for the summer, and to report any suspicious activity.
- C. **Guilford Co. Emergency Services:** Whitaker read a report from Don Campbell: 57 calls in Summerfield during May; EMS has been re-accredited through the Commission of Accreditation of Ambulance Services (one of four agencies receiving the accreditation); EMS facilitated a county-wide exercise focusing on interagency communication during a widespread tornado outbreak.

### PUBLIC HEARING/ACTION REGARDING FY16-17 BUDGET

Whitaker discussed the following key aspects of the proposed \$2,348,235 budget: budget goals and priorities (pg. 6); tax rate (remains at 2.75¢); capital projects; revenues; and expenditures.

Laughlin noted there had been much opportunity for public input, all of which had been considered by council. Walker recommended reducing the voluntary annexation fee from \$250 to \$0.

*Brown opened the public hearing at 7:03pm.*

Don Wendelken of 3406 Windswept Drive expressed concerned about future maintenance costs of proposed projects, noting such costs may require expending fund balance or increasing taxes.

*Brown closed the public hearing at 7:10pm.*

O'Day thanked staff for their hard work; Barnes felt the town hall area intersection master plan was forward thinking and an important conservation project; Brown thanked staff for presenting a responsible budget.

Adams motioned to approve the \$2,348,235 FY16-17 budget, with a tax rate of 2.75¢, changing the fee for voluntary annexation from \$250 to \$0, which appropriates \$1,143,935 from the fund balance. Barnes offered a friendly amendment to also approve the budget ordinance. The amendment was accepted and the motion was seconded by Barnes and carried unanimously.

### BUSINESS FROM TOWN MANAGER

- A. **Clarifications of conditions of rezoning case RZ-01-13 (CU-GB development in northeast quadrant of future I-73 and Oak Ridge Rd.):** Whitaker noted the developer was requesting clarification regarding the tree preservation/tree conservation plan condition and the timing and process related to moving fill dirt. Developer David Couch of Blue Ridge Companies stated he submitted a phased master plan some months back, but was told he had to submit a fully completed plan, which he felt was onerous. He requested a modification of the language of the condition. Hill stated Council did not have the authority to modify conditions approved by the Zoning Board, that Couch would have to get any condition modification from the Zoning Board. Couch further stated that the Development Ordinance gives no direction regarding what

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should be included on a phased master plan. Hill reiterated that Council could clarify the intent of the tree inventory condition and what was normal practice but could not modify a condition of the rezoning. Following additional discussion, Barnes motioned as follows: the 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. The motion was seconded by Adams and carried unanimously. Hill advised Couch to request any modifications to existing conditions with the Zoning Board.

**B. Interlocal Agreement on Tax Collection:** O'Day motioned to approve the agreement as presented, seconded by Walker, which carried unanimously.

**C. Interlocal Agreement for the Provision of Animal Shelter and Control Services:** Barnes motioned to approve the agreement as presented, seconded by Walker, which carried unanimously.

**D. Committee re-appointments (Finance and Historical):** Whitaker discussed provisions for reappointment as stated in the Consolidated Committee Ordinance.

Finance Committee – Barnes motioned to reappoint Vicky Bridges for a two-year term, and Millie Hoffler-Foushee for one year per item 6 on page 2 of the current Consolidated Committee Ordinance. The motion was seconded by Walker and carried unanimously.

Historical Committee – Barnes motioned to reappoint John Plybon for a two-year term and Patricia Juszczak and Linda Southard for one year each per item 6 on page 2 of the current Consolidated Committee Ordinance. The motion was seconded by Walker and carried unanimously.

**E. Zoning Board reappointments:** Barnes motioned to reappoint Nancy Hess and Kathy Rooney for three-year terms, seconded by Adams, which carried unanimously.

**F. Revision of Personnel Policies and Manual (paycheck distribution):** Barnes motioned to 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.* The motion was seconded by O'Day and carried unanimously.

**G. Summerfield Christmas Tree Lighting:** By consensus, the date of the 2016 Christmas Tree Lighting event will be 11/19.

**H. Reports, updates, or comments:** Whitaker reported the following: the past weekend's state ASA girls' softball tournament at SAP was a big success; final grading and stonework for the SAP entrance road would be completed that week; SAP drainage repair work would begin Thursday of that week; SAP irrigation repairs were continuing that week; the Vineyards trail repairs would conclude that week; Stewart would report on progress during the 6/22 Trails and Open Space Committee meeting; discussions are ongoing with Duke Energy regarding new federal lighting guidelines and how they mesh with Summerfield's Dark Sky Ordinance, but staff had approved replacement lights; the fall SummerCycle event would be 10/8, 8am-2pm.

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**BUSINESS FROM MAYOR AND COUNCIL**

- A. Distribution of local sales and use taxes using per-capita basis:** During their 5/16 meeting, the Finance Committee recommended to not take action on this matter at this time; Council agreed by consensus.
- B. Reports, updates, or comments:** *none*

With no further business, a motion was made at 8:20pm by Adams to adjourn. The motion was seconded by Barnes and carried unanimously.

*Mark Brown, Mayor*

*Valarie R. Halvorsen, Town Clerk*

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