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July 10, 2012

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**MINUTES OF THE
SUMMERFIELD TOWN COUNCIL
SUMMERFIELD COMMUNITY CENTER
JULY 10, 2012
6:30 PM**

The meeting was called to order at 6:34 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 (joined mtg. at 6:49 pm)

Staff:

Scott Whitaker, Town Manager
William Hill, Town Attorney
Dana Luther, Finance Officer
Valarie Halvorsen, Town Clerk
Carrie Spencer, Town Planner (joined mtg. at 6:39 pm)

Brown stated Wray would be late. Barnes made a motion to formally excuse Wray until his arrival, seconded by Laughlin, which carried unanimously.

Brown recommended removal of agenda items 10D Noise ordinance regarding church chimes/bells, and 10E SAP alarm system options, noting more information was being gathered on these items.

CONSENT AGENDA:

McClellan made a motion to approve the Consent Agenda as amended, including the meeting agenda, minutes and Closed Session minutes of the June 12 and June 27, 2012 meetings, Financial Report, Bank Signatory Resolutions R-2012-014 and R-2012-015, and Finance Officer Budget Amendments #3 FY11-12 (amended) and #4 FY11-12. The motion was seconded by Barnes and carried unanimously.

PUBLIC COMMENTS

Beth Kaplan, 7979 Highfill Rd, spoke of George Holub's upcoming retirement, and expressed thanks and appreciation for all he has done for the Town and its citizens. She further noted her concern with appointing Gail Dunham to the Finance Committee.

Steve Kingsbury, 4202 Joseph Hoskins Rd, is concerned with items relating to the widening of US Highway 220, and the effect it will have on the Elmhurst Estates neighborhood. Specifically, he discussed the need for a traffic light and asked the Town to assist with the proposed sound barrier. He feels a sound barrier of smooth surface concrete panels will be unattractive, and would like to explore using a landscape barrier or a combination of landscape and concrete panels.

Regarding Kingsbury's comments, Brown stated NCDOT was remiss in the past in not installing sound barriers and received negative comments from affected homeowners, noting NCDOT may be erring on the side of caution in this case. Barnes stated she would make herself available to the Elmhurst Estate residents as a liaison to assist them with discussions with NCDOT. Kingsbury stated the residents had a meeting Friday with NCDOT.

Barnes made a motion to formally admit Wray to the meeting. The motion was seconded by Laughlin and carried unanimously.

COMMITTEE / GROUP REPORTS:

A. Finance: Ronnie Stafford, Chair, stated the committee would not meet in July; the next meeting is August 20, 2012 7:00 pm at Town Hall.

- B. Historical:** Linda Southard, Chair, stated the committee would not meet in July. Brown announced the Summerfield Elementary Rock Gym nomination to the National Register of Historic Places was approved by the state and was awaiting approval at the Federal level.
- C. Public Safety:** Roxanne Gilgallon, Chair, stated the next meeting is July 18, 2012 5:00 pm at the Summerfield Fire Station.
- D. Development Ord.:** Spencer stated the Draft Development Ordinance would be presented July 25, 2012, 6:30 pm at the Community Center, and not at 7:00 pm as stated in the committee minutes which have been corrected.

PUBLIC HEARING: JORDAN LAKE NEW DEVELOPMENT RULES

Brown stated the state requirement is that the rules be adopted by August 10, 2012; however, the both houses of the General Assembly approved a two year delay, which Governor Perdue has 30 days to either approve or veto. Brown stated a public hearing would still be held, but adoption by Council would be delayed pending the Governor's actions. Responding to an inquiry by Flowers, Spencer stated the Jordan Lake Rules were comprised of 13 separate components, some of which had previously been passed by Council. This set of rules applies to new development, and is a model ordinance which establishes a Storm Water Permit for all non exempted new development and redevelopment and establishes an Accounting Tool which determines the need for storm water control devices

Brown opened the Public Hearing at 6:54 pm

Don Wendelken, 3406 Windswept Dr, recommended tabling consideration based on the General Assembly delay, stating it needs further study.

Mark Mortensen, 6110 Percheron Trail, agrees with Wendelken, and suggests the Town take a proactive approach by purchasing buffer areas.

With no other speakers, Brown closed the Public Hearing at 6:57 pm.

Brown stated depending on the vote by Governor Perdue, Council may call a Special Meeting prior to August 10, 2012.

BUSINESS FROM TOWN MANAGER

A. Resolution of support for Bruce Park

Whitaker recommended removing the word "adopted" from the section of the resolution regarding Town plans and needs. Flowers asked if approval of the resolution obligated the Town to anything. Whitaker replied no, that it is a general resolution of support for the project. Brown read the resolution, which is hereby appended to these minutes (see Appendix A).

Barnes made a motion to approve R-2012-014, A Resolution in Support of the Creation of Bruce Park, as amended. The motion was seconded by Wray and carried unanimously.

B. Resolution to add Twin Leaf Trail (Henson Forest) to NCDOT State Maintenance System

Brown stated maintenance costs were prohibitive for Henson Forest residents so they petitioned NCDOT to add the street into the secondary road system. NCDOT determined that as a connector road that met minimum traffic counts, Town Leaf Trail qualified for inclusion in the secondary road system.

Barnes made a motion to approve R-2012-015 adding Twin Leaf Trail to the state secondary road system (see Appendix B). The motion was seconded by McClellan and carried unanimously.

C. N-Focus code enforcement contract addendum

Whitaker stated the addendum is to extend the current contract through the end of the fiscal year.

Flowers made a motion to approve the N-Focus code enforcement contract addendum. The motion was seconded by Wray and carried unanimously.

Agenda items 10 D Noise ordinance regarding church bells chimes and 10 E SAP alarm system options were removed from the agenda.

F. Staffing announcements/needs

Whitaker discussed the following: 1) Town Planner Carrie Spencer's last day of employment with the Town is July 27, 2012. Spencer stated she enjoyed her 10 years with the Town as both a volunteer and employee, was excited about her new job opportunity, and would continue to volunteer with the Town. 2) Parks & Recreation Supervisor George Holub's last day of employment with the Town is July 27, 2012. Holub will retire after many years of employment and volunteer service. 3) Staffing is a top priority, and Whitaker and Luther are examining salary ranges and benefits for vacant and soon to be vacant positions. This information will be presented at a future meeting. 4) Whitaker requested approval of an adjustment to FY13 Budget line items, moving \$15,000 from Parks & Rec Capital outlay to Planning Services in order to pay a contract planner as needed in Spencer's absence.

McClellan made a motion to approve Town Council Budget Amendment #1 FY13. The motion was seconded by Flowers and carried unanimously.

E. Reports, updates, or comments (as needed)

Whitaker reported the following: 1) installation of SAP safety netting will begin July 23; 2) SCP dam-spillway repair is underway and should be completed in two weeks; 3) SAP picnic tables have been placed in the park; 4) installation of SAP bleachers will begin later this week; 5) installation of a pathway around the SCP gate has been completed; and 6) tournaments are being scheduled at SAP.

BUSINESS FROM MAYOR AND COUNCIL

A. Appreciation of services of George Holub

Brown read the text of a plaque that will be presented to Holub, who was unable to be in attendance, and made note of Holub's years of dedication and hard work on behalf of the Town and citizens. Prior to employment with the Town, Holub served as volunteer construction manager during work on Phase I of SCP and his thousands of hours as a volunteer, as well as his service as an employee, are greatly appreciated.

B. Finance Committee vacancy/consideration of Gail Dunham

Flowers stated she and Barnes interviewed Mrs. Dunham; Flowers feels she is very qualified to serve on the Finance Committee.

Flowers made a motion to appoint Gail Dunham to the Finance Committee. Wray made a substitute motion to *not appoint* Gail Dunham to the Finance Committee, which was seconded by Laughlin. When asked why by Flowers, Wray stated he feels Dunham does not support Council and its initiatives and is not a good candidate. Brown called for a vote on the substitute motion, which passed 3 to 2. Flowers and McClellan opposed.

C. Guilford Co. Solid Waste Mgt. Plan update

Brown stated the plan is updated every three years per state requirements in an effort to improve solid waste management and the county includes towns and municipalities in the updates.

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

CLOSED SESSION:

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

B) to consult with an attorney and in order to preserve the attorney-client privilege as provided under NCGS 143-318.11(a)(3)

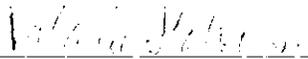
Laughlin made a motion to enter into Closed Session at 7:25 pm. The motion was seconded by Wray and carried unanimously

Laughlin made a motion to return to Open Session at 8:02 pm. The motion was seconded by Barnes and carried unanimously.

With no further business before the Town Council, a motion was made at 8:02 pm by Flowers to adjourn. The motion was seconded by McClellan and carried unanimously.



Mark E. Brown, Mayor



Valarie Halvorsen, Town Clerk

Appendix A



A RESOLUTION IN SUPPORT OF THE CREATION OF BRUCE PARK

WHEREAS, the Town of Summerfield recognizes the importance of Bruce Park as significant to our history as well as the history of the region; and

WHEREAS, the Town of Summerfield recognizes the importance of Summerfield Elementary School to our community; and

WHEREAS, the Town of Summerfield appreciates the cooperative efforts demonstrated by Summerfield Elementary School, Summerfield PTA, and the Daughters of the American Revolution, and joins them in their goal of moving forward with installation, renovations, and upgrades to Bruce Park and surrounding properties.

WHEREAS, the Town of Summerfield appreciates the acknowledgement of all parties of Town plans and needs, including the Town of Summerfield Comprehensive Plan, the Summerfield Community Park Master Plan, the A&Y Feasibility Study, and the public use of the walking track located on the school property.

NOW, THEREFORE, BE IT RESOLVED, that the Town of Summerfield supports the joint Bruce Park project which will benefit all citizens and help all three organizations meet important goals.

Adopted this 10th day of July 2012.

Handwritten signature of Mark E. Brown in cursive script.

Mark E. Brown, Mayor

ATTEST:

Handwritten signature of Valarie R. Halvorsen in cursive script.

Valarie R. Halvorsen, Town Clerk

Appendix B



A RESOLUTION CONSENTING TO THE ADDITION OF TWIN LEAF TRAIL, WITHIN THE HENSON FOREST SUBDIVISION AND WHOLLY WITHIN THE CORPORATE LIMITS OF THE TOWN OF SUMMERFIELD, NORTH CAROLINA, TO THE SECONDARY ROAD SYSTEM OF THE STATE OF NORTH CAROLINA.

WHEREAS, owners of property along the above referenced road have petitioned the North Carolina Department of Transportation to accept for state maintenance said road as defined on the Henson Forest Subdivision Plats as recorded August 24, 2005 PB 161, Pgs 33 and 34 of Guilford County, North Carolina; and,

WHEREAS, the North Carolina Department of Transportation has declared through its Secondary Road Addition Investigation Report (File G-25-06) dated April 3, 2012, that said street meets the minimum requirements for addition into the Secondary Road System of the State of North Carolina; and,

WHEREAS, the District Engineer of the North Carolina Department of Transportation does recommend the addition of said roads to the Secondary Road System of the State of North Carolina;

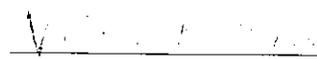
NOW, THEREFORE, BE IT RESOLVED THAT: the Town Council on behalf of the Town of Summerfield, North Carolina does herewith, after due consideration and deliberation and without any objection being heard, concur and consent to the addition of Twin Leaf Trail to the Secondary Road System of the State of North Carolina to the same degree and measure to which the property owners have petitioned said Department of Transportation of the State of North Carolina; and to the same degree and measure to which the said Department of Transportation does now recommend acceptance into the said Secondary Road System of the State of North Carolina.

Adopted this 10th day of July 2012.



Mark E. Brown, Mayor

ATTEST:



Valarie R. Halvorsen, Town Clerk