

**MINUTES OF THE
SUMMERFIELD TOWN COUNCIL
SPECIAL CALL MEETING
SUMMERFIELD TOWN HALL
September 26, 2011
6:30 PM**

NOTE: The official minutes are a CD recording of the meeting. The following is a summary of the events of the meeting.

The meeting was called to order at 6:31 pm by Mark Brown.

PRESENT:

Council:

Mark Brown, Mayor
Dena Barnes, Pro Tem
Dianne Laughlin
Bob Williams
John Wray
Alicia Flowers

Staff:

Michael Brandt, Town Manager
Dana Luther, Finance Officer
Carrie Spencer for Valarie Halvorsen, Town Clerk
Will Rozelle for Town Attorney

Consent Agenda

Barnes made a motion to approve the Consent Agenda, consisting of the Meeting Agenda. The motion was seconded by Williams and carried unanimously.

Presentation of Engineer's Report on Town Hall Repairs

Mayor Brown thanked Mr. Tesh and Mr. Nelson for the work they did in the restoration of the Brittain Building.

There was discussion about the history of the building, repair issues, and previous repair costs and estimates.

The current engineer's report includes what it would take to go from an aging structure to one that would be like new. The high cost involves reconstructing the entire outer shell of the building. The Engineer explained that understanding the complexity of the building structure and the way it was constructed helps explain the options. He noted the wooden beams were in great shape, and rafter beams and ceiling trusses that penetrate the wall were all good. He added that the back left wall and the west rear wall had suffered damage prior to the reconstruction in the late 1990s, as well as the chimney.

There were 4 options presented:

1. Follow the engineer's report to bring the building to like new condition
2. Investigate and repair the back west area as necessary, remaining portion of west wall, south and east parts of the building

Tesh reminded the council that the east wall was totally redone during the reconstruction.

Regarding this option, it is recommended to re-tuckpoint and re-dress all edge areas and damaged areas, and repair and close out the chimney. There are a lot of decorative components that are vulnerable to water damage and there is work needed to correct the cracks and crevices, as well as waterproofing the entire building including adding a water proof membrane, which can last up to 20 years. The air conditioning ducts needs deflection shields to prevent moisture from getting in.

Mr. Tesh and Mr. Nelson offered to provide a maintenance schedule for future maintenance.

3. All of Option 2 plus rebuilding the entire parapet wall. Mr. Tesh and Mr. Nelson stated that while the engineer had some concerns with the wall, they did not think it was necessary.

4. Tuckpoint everything you can and walk away.

Mr. Tesh added that the building does not show real signs of structural degradation like bulges and cracks. He also stated that the floor was replaced with a new concrete system and steel I-beams and all first floor walls support the second floor so all loads are carried internally, without relying on the exterior walls. Because the waterproofing from before is gone, water has been able to enter the building and cause damage. There are some sections with no deterioration from 130 years ago, indicating that there are parts of the building that are stronger than others. Mr. Tesh recommends engineering the work to include the waterproofing agent.

There was much discussion about what each option would entail and cost.

Mr. Wray thanked Mr. Tesh and Mr. Nelson for all the work they did in the reconstruction of the building. Mr. Tesh thanked other community volunteers who had worked on the building, insisting that it wasn't just him who did the work.

Mr. Wray stated he is much more comfortable with Option 2 than the costly Option 1.

Ms. Flowers stated that we have to fix the building no matter what: it's just a matter of how to do it. She added that Option 2 is a more reasonable and affordable option and she is comfortable after hearing the opinions of Nelson and Tesh.

Mr. Brandt stated that the council would have to look at other capital projects and decide where the money will come from. He added that staff time will be required to oversee the project so there will be some shifting around in work to accomplish it. Mr. Brandt is allocating \$25,000 right now. There was discussion about how much staff time would be involved since staff doesn't have the expertise and Mr. Brandt stated that he hoped it wouldn't be much but someone does need to minimally oversee work on a daily basis since Mr. Tesh and Nelson won't be there every day. Ms. Luther had considered making a \$100,000 loan payment and suggested she could delay that payment for now.

Mr. Tesh suggested that a masonry contractor come in and ensure the wall is stable enough to wait until spring to do the work. He suggested we do the coping work before December to protect the building over the winter and agreed that \$25,000 would be more than enough. The council agreed upon Option 2 by consensus.

Presentation of Capital Improvement Plan Process

Mr. Brandt stated that a CIP usually represents needs of the town and citizens to provide infrastructure and that a framework has begun but an actual CIP has not been done. Typically CIPs are done in the fall to avoid becoming lost with the budget process, and a CIP helps to identify top priorities. The process is new, and the town must decide if it wants to adopt a CIP. He stated that there is a process for creating a CIP that includes council priorities and specific ranking standards, with some categories such as expansion of existing programs to include adding to an existing park. An expansion into new programs could include creating the Armfield Park. He has created a criteria sheet that staff tested in house and found to work well. He explained the various factors for establishing priorities and gave examples.

Mr. Brandt listed the 20 projects that were discussed in the spring. He asked council to discuss which projects they should be looking at either tonight or at a later time. When asked about maintenance costs, he referred the council to page 11 Section 4 and pointed out "Operating Impact Budget". Not every project has maintenance cost right now, but staff would attempt to capture those numbers so council has an idea as they approve projects.

Ms. Flowers asked if the CIP addresses the needs of the town as well as wants of the council and Mr. Brandt said that it did.

Mr. Brandt recommended council address the CIP at the October meeting if they are not ready to discuss it tonight.

Mr. Wray suggested that in light of the fact that the town hall will need a \$100,000 budget the CIP should be postponed until Oct to give it due consideration.

Mayor Brown asked if Mr. Brandt has any ideas about how to get public input for the projects and he stated that once he knows what the projects actually are, he would put info out to the public and have a website survey as well as an open house similar to the Comprehensive Plan with each project on a board to rate "like" and "unlike" and use those comments to establish feedback. In answer to a question about not having a plan for a project, Mr. Brandt stated that a project would end up in a future year column.

Ms. Flowers stated a preference to hear what the citizens wanted, and Mr. Brandt stated that the public outreach process would include the opportunity for citizens to tell us about additional projects they want to recommend by including blank sheets of paper for citizens to write down new ideas and allow other citizens to vote on them. She added that council is not here to tell citizens what they want but rather to hear what the citizens want. Mr. Brandt reminded council that the citizens did tell council what they wanted in the Comprehensive Plan process and those projects are on the list. He added that we are taking information we got from the public through the Comp Plan for some projects, others are based on legislative issues, and others come from other factors such as repairing town hall. Several agreed that there has to be a start to go from rather than going to the public with no ideas.

The CIP will be on the October agenda. Mr. Wray suggested that the council will have results of the Summerfield Rd Area Plan by then as well.

Discussion/Approval of funding the Bur-Mil Wildlife Center

Mayor Brown stated that council had agreed on giving the Wildlife Center \$2,500 but the group does not have the paperwork required by the town for Community Based Organizations. The council must make a decision to fund the money through Greensboro Parks and Recreation, with a specific account for the Wildlife Center. Ms. Luther stated that it would be an intergovernmental expenditure which is outside CBO policy. The CBO policy was for non-profits and the Wildlife Center had first presented the request as a non-profit. Flowers made a motion to approve an intergovernmental transfer of \$2,500 one time only to the City of Greensboro to be reserved for operations of the Wildlife Center at Bur Mil which is a program that benefits Summerfield citizens. Mr. Wray seconded and the motion passed unanimously. She asked if Ms. Luther saw any repercussions for future intergovernmental requests and Ms. Luther said there is a risk that there would be future requests, adding that we do fund a sheriff safety program that is held in Summerfield and benefits mainly Summerfield residents.

COMMENTS FROM THE COUNCIL

Ms. Laughlin asked what the planning department is doing since there is no building going on. Mr. Brandt stated that they are working on the Summerfield Road Special Area Plan (finishing in the next 2 months) on the Development Ordinance rewrite, and the slow but steady stream of requests for permits for improvements to houses as well as code enforcement cases. Mr. Brandt stated that he is watching the planning staff and Ms. Laughlin suggested that the planning budget is very large. Mr. Brandt reminded council that the Planning budget includes major contracts with the Summerfield Road Special Area Plan and the Development Ordinance re-write.

ADJOURN

Laughlin motioned to adjourn; Barnes seconded, and passed unanimously to adjourn at 8:07.

*Wendy Smith
Mayor*


Deputy Town Clerk