



Town of Summerfield – Council Minutes

Summerfield Community Center

November 13, 2012 | 6:30PM | 5404 Centerfield Road

*Town Council: Mayor Mark F. Brown
Mayor Pro-Tem Dena Barnes*

Alicia Flowers

Dianne Laughlin

Elizabeth McClellan

John W. Wray, Jr.

*Valarie Halvorsen (Clerk)
Scott Whitaker (Manager)*

The meeting was called to order at 6:30pm by Dena Barnes, who noted Mayor Mark Brown was out of town and would not be in attendance.

The invocation was led by Linda Southard, followed by the Pledge of Allegiance. The following were present:

Council

Dena Barnes Mayor Pro Tem
Alicia Flowers
Dianne Laughlin
Elizabeth McClellan
John Wray

Staff

Scott Whitaker, Town Manager
Will Rozell for William Hill, Town Attorney
Dana Luther, Finance Officer
Valarie Halvorsen, Town Clerk

Wray made a motion to formally excuse Brown, seconded by Laughlin, which carried unanimously.

CONSENT AGENDA

Wray made a motion to approve the consent agenda, including the meeting agenda, minutes of the 10/9/12 meeting, and the financial report. The motion was seconded by McClellan and carried unanimously.

PUBLIC COMMENTS

Don Wendelken, 3406 Windswept Drive, stated "elections have consequences," and discussed five "Obamacare" plans that directly affect taxpayers and listed recent businesses that had layoffs and the number of affected workers.

Gail Dunham, 5805 Snow Hill Drive, discussed a Public Records request regarding Summerfield Youth Council.

COMMITTEE / GROUP REPORTS

- A. **Finance:** Luther said there would be no meeting in November; the next meeting is scheduled for December 3.
- B. **Historical:** Linda Southard said the committee assisted with the Veterans Day activities, during which approximately 200 people were in attendance.
- C. **Public Safety:** Roxanne Gilgallon discussed the importance of changing smoke alarm batteries and the alarms themselves if more than 10 years old. The committee continues to work on issues related to the Highway 220 widening. The next meeting is November 21.
- D. **Community groups:** No report.
- E. **Founders' Day:** Whitaker stated the 2013 event will be held May 17 and 18, noting May 18 is also Armed Forces Day. There was a meeting convened in October of the 2012 standing committee in order to secure a ride vendor. Staff will ask council to appoint the 2013 committee during the December council meeting; the first meeting will be January 11, 2013.

F. **Summerfield Christmas Tree Lighting:** Whitaker stated the event will be held December 1, 6:30pm, at Summerfield Athletic Park and will feature refreshments, the Caldwell Singers, and a canned food and warm clothing drive to benefit Summerfield United Methodist Church's Sonshine Room.

BUSINESS FROM TOWN MANAGER

A. Revision of Cash Management and Investment Policy, including designation of Town Manager as Assistant Finance Officer:

Luther stated the previous policy limited investments mainly to CDs, which are currently paying very low rates and did not allow the town to utilize the services of brokers and dealers. The revised policy allows brokers and dealers that may result in securing investment vehicles with higher interest rates. There was much discussion about wording changes, clarification of terms, and compliance with state statutes, Government Finance Officers Association, and the Local Government Commission regulations. The following revisions were discussed:

- Page 1, section 3: changing the word mitigate to minimize in paragraphs 3 and 4.
- Page 2, section 4: changing the last sentence in paragraph 4 to "The Finance Officer shall review which financial institutions and brokers/dealers have met the required criteria to provide investment services and shall provide them to the Town Council for approval.
- Page 3, section 7: remove the first sentence of the first bulleted section, remove "and Finance Committee" from the end of the third sentence in the same section.
- Exhibit A: replace Finance Committee Chairman with Designated Council Member as an authorized check signer.

Flowers made a motion to approve the revised Cash Management and Investment Policy with the revisions discussed by Council. The motion was seconded by McClellan and carried unanimously.

Flowers made a motion to designate the Town Manager as Assistant Finance Officer and as Budget Officer, seconded by Wray and carried unanimously.

B. Budget amendment for Summerfield Christmas Tree Lighting:

Whitaker stated the request was to increase the budget from \$1500 to \$2000. Flowers said council approved \$1500 when the FY13 budget was adopted and feels that is ample money for the event. She stated all events should stay within the allocated budget.

Following discussion about types of refreshments, Wray made a motion to approve a budget amendment in the amount of \$250, increasing the budget for the tree lighting event from \$1500 to \$1750. The motion was seconded by Laughlin and carried unanimously.

C. Budget amendment for traffic engineering related to Hwy. 220 widening project:

Whitaker stated the budget amendment stems from a council directive to engage a traffic engineer to assist with addressing concerns arising from the widening of Highway 220. This item was neither budgeted nor identified at the time the FY13 budget was adopted.

Flowers made a motion to approve Town Council Budget Amendment #3 for FY13 for traffic engineering services related to the Highway 220 widening project, in an amount not to exceed \$6000. The motion was seconded by Wray and carried unanimously.

D. Bid award for SAP Field House repairs:

Whitaker noted that after careful consideration, Council indicated that it was not yet ready to award a contract for such extensive repairs to the SAP Field House.

Wray made a motion to formally decline acceptance of bids received for repairs to the SAP Field House at this time. The motion was seconded by Flowers and carried unanimously.

E. Consideration of whether to pursue a text amendment for temporary and/or accessory uses not addressed in current UDO:

Whitaker stated the current development ordinance does not address temporary and/or accessory uses and the Zoning Board voted to ask Council their pleasure on considering a text amendment to the current ordinance in advance of approval of the Development Ordinance rewrite.

Following brief discussion, Wray made a motion directing staff to modify the language for the Zoning Board's consideration in order for the Board to make a recommendation to Council. Flowers offered a friendly amendment that the motion specifies "regarding unconventional businesses;" the amendment was accepted by Wray. The motion was seconded by McClellan and carried unanimously.

McClellan made a motion to allow the two existing business that are currently operating as accessory uses to be allowed to continue with no additional notice of violation issued for the same violation until resolution of the proposed text amendment. Wray offered a friendly amendment stating no new accessory businesses would be permitted until resolution; McClellan accepted. The motion was seconded by Flowers and carried 4 to 1. Laughlin opposed.

F. Reports, updates, or comments:

Whitaker reported the following: he attended the NCLM conference October 21-23, there were 141 cars counted at the Fall SummerCycle event, the tree honoring retired employee George Holub has been planted, he will attend an MPO meeting about trails later in the week, there is a new alarm company servicing Town Hall, a new vendor has been selected to erect the fence in front of Summerfield Elementary School and a new check will be issued when details are received.

BUSINESS FROM MAYOR AND COUNCIL

Reports and updates:

Barnes stated the noise wall contract for the Highway 220 project had been awarded to Paragon Noise Barriers.

CLOSED SESSION

Barnes stated the reasons for entering into closed session were 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 9:17pm, seconded by McClellan and carried unanimously.

Laughlin made a motion to return to Open Session at 10:12pm, seconded by McClellan and carried unanimously.

OTHER BUSINESS

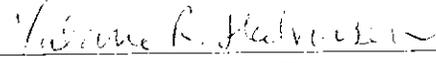
Whitaker asked Council to consider adding Veterans Day to the schedule of paid Town holidays.

Flowers made a motion to add Veterans Day as a staff holiday beginning in 2013, and to amend the Personnel Policy to reflect the change. The motion was seconded by Wray and carried unanimously.

With no further business before the Town Council, a motion was made at 10:16pm by Wray to adjourn. The motion was seconded by McClellan and carried unanimously.



Dena Barnes, Mayor Pro Tem



Valarie R. Halvorsen, Town Clerk