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

COUNCIL MINUTES *DECEMBER 9, 2014, 6:30PM, SFD COMMUNITY CENTER*

The meeting was called to order at 6:32pm by Tim Sessoms. The invocation was led by Linda Southard, followed by the Pledge of Allegiance. The following were present:

Council	Staff
Tim Sessoms, Mayor	Scott Whitaker, Town Manager
Dena Barnes	William Hill, Town Attorney
Mike Adams	Katrina Whitt, Finance Officer
Alicia Flowers	Valarie Halvorsen, Town Clerk
Dianne Laughlin	
Elizabeth McClellan	

CONSENT AGENDA

Barnes made a motion to approve the consent agenda, including the meeting agenda, open and closed session minutes for 11/10, and the financial report. The motion was seconded by Adams and carried unanimously.

ANNOUNCEMENTS

Whitaker stated the annual Stokesdale Christmas parade would be 12/13 at 2pm.

Sessoms stated there would be a meeting in January about a potential merchant's association.

PUBLIC COMMENTS

The following people spoke in support of The Shrimp Connection, which would like to relocate to a location on Highway 220 N and share space with The Garden Outlet:

Cheryl Andres of 7403 Cornus Court
Jodi Isenberg of 421 Kellam Mill Road, Madison
Monique Lallier of 7409 Somersby Drive
Jody Jones of 2502 Beech Cliff Lane, Greensboro
Diana Morrison of 7600 Frogs Leap Way
Guy Morrison of 7600 Frogs Leap Way
Grace Snow of 8509 Grace Meadow Court

Adrian Williamson of 3901 Lewiston Road spoke of the following: he is not in favor of sidewalks; felt Council should be cautious on considering changes to the Comprehensive Plan during their retreat; and felt that Summerfield is too spread out to feasibly provide municipal water.

Gail Dunham 5805 Snow Hill Road spoke in support of The Shrimp Connection; asked that town employees provide a weekly work log; felt it is improper for a potential quorum of Council to be present during a Christmas gathering as town business may be discussed; was concerned that there is no master plan for town-owned properties; felt the budget is overinflated every year; and noted her public records requests have not been filled.

Regarding The Shrimp Connection, Whitaker noted there is a process in place for any such business change, which includes application, review, and approval/disapproval. Businesses relocating to a

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new location are subject to that process. The town was only made aware of The Shrimp Connection's intention to move 8 days ago and that Mr. Morrison was clearly advised of the process immediately.

Sessoms thanked all for their comments and input. Responding to a query from Flowers, Hill stated the Development Ordinance revision draft does not allow temporary, tent businesses.

COMMITTEE / EVENT REPORTS

A. **Finance:** Whitt said the committee did not meet in November and would not in December; the next scheduled meeting would be 1/26, which was changed from the regular meeting date because of Martin Luther King, Jr. Day. *(Note: Check the town website as this may change again with the upcoming budget calendar.)*

B. **Historical:** Linda Southard said the committee met at the end of November and discussed projects; they would not meet in December.

C. **Public Safety:** Dwayne Crawford reported on the 11/19 meeting, during which there was discussion of: home fire safety measures; the importance of locking homes/vehicles; the need to improve the plan/steps for generator operation; and the need to perform a complete generator run-through, including periodic load testing. He also spoke of Fire Chief Johnson's fire protection presentation. The committee would not meet in December.

D. **Trails and Open Space:** Jane Doggett said the committee did not meet in November; the next scheduled meeting would be 12/17. It was working on compiling information on right-of-way acquisition and property availability.

Audit report presentation from Rouse, Rouse, Penn & Rouse, LLP

Rex Rouse presented the report, noting the following changes from 2013 to 2014: increases in total assets and fund balance; liabilities were about the same; revenues were down slightly (largely due to the loss of high-return investment income); expenditures increased due to land acquisition and capital outlay for construction and planning expenses; capital assets increased; and tax collection was impressive at a rate of 99.39%. Regarding the Statements on Auditing Standards letter, Rouse noted that weaknesses in separation of duties caused by having a small staff were greatly mitigated by the stringent internal controls the Town has in place. He further stated there were no difficulties in conducting the audit and no deficiencies found. Rouse said he had only experienced three instances within 54 years in which towns did not require adjusting entries, two of which occurred in Summerfield, and commended Whitt for her diligence.

BUSINESS FROM TOWN MANAGER

A. **Founders' Day Committee appointments:** Whitaker provided a recommendation of members. Following brief discussion, Barnes motioned to appoint the recommended members as presented. The motion was seconded by McClellan and carried unanimously.

B. **Project updates for GUAMPO 2040 Long Range Transportation Plan**: Whitaker asked Council for direction regarding a list of potential projects. Following brief discussion about the need for foresight regarding future needs, it was decided by consensus to present the list to GUAMPO as

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presented, with the exception of adding "or other way to ease traffic around the school area" to the item concerning "intersection improvements (potential round-about) at Pleasant Ridge Road and Summerfield Road."

C. **PS Committee's recommendation for feasibility study of pressurized hydrants:** Whitaker gave background information, noting the current discussion was related only to fire protection needs and not a municipal water system. Public Safety had heard a presentation of three options from Chief Johnson and voted to recommend that Council consider a feasibility study to evaluate the presented best-option conclusion described as "rated pressurized hydrants (with adequate storage) at key points in town." By consensus, Council directed the manager to schedule a presentation of the three options (not to exceed 30 minutes) by the fire department for the February Council meeting.

D. **Reports, updates, or comments:** Whitaker reported the following: an annual legislative meet-and-greet would be held 1/7/15 at 4pm at Oak Ridge Town Hall; the December TCC/MPO meetings had been cancelled; he would be meeting with the Council retreat facilitator 12/15 to prepare the agenda; he asked Council if the town would support the designation of SAP as an emergency landing zone (LZ) for fire/rescue personnel, which was approved by consensus pending Hill's review of liability issues; he stated NCDOT would meet with affected property owners 12/15 regarding potential improvements of Rhondan Road; and he would be attending a budget conference later that week.

BUSINESS FROM MAYOR AND COUNCIL

A. **Approval of 2015 meeting schedule:** McClellan motioned to approve the 2015 meeting schedule, seconded by Adams, which carried unanimously.

B. **Reports, updates, or comments:** Flowers spoke of a reception honoring two marines who walked to bring attention to another marine held in a Mexican jail and how honored she was to meet all involved.

CLOSED SESSION

Barnes motioned to enter into closed session at 8:24pm to consult with an attorney employed or retained by the public body in order to preserve the attorney-client privilege as provided under NCGS 143-318.11(a)(3) and to instruct the public body's staff or negotiating agents concerning the price and other material terms concerning real property as provided under NCGS 143-318.11(a)(5). The motion was seconded by McClellan and carried unanimously.

Barnes motioned to return to open session at 9:37pm, seconded by McClellan, which carried unanimously.

With no further business, a motion was made at 9:37pm by Adams to adjourn. The motion was seconded by Barnes and carried unanimously.

T. Sessoms

Tim Sessoms, Mayor

Valarie R. Halvorsen

Valarie R. Halvorsen, Town Clerk