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**MINUTES OF THE
SUMMERFIELD TOWN COUNCIL
SUMMERFIELD COMMUNITY CENTER
AUGUST 10, 2010
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 6:30 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 (excused absence)
Dianne Laughlin
Bob Williams
John Wray Jr.

Staff:

Michael Brandt, Town Manager
William Rozeli for William Hill, Town Attorney
Dana Luther, Finance Officer
Valarie Halvorsen, Town Clerk
George Holub, Parks & Rec Supervisor

CONSENT AGENDA:

Laughlin requested Board members to be considered for reappointment be discussed individually, which was agreed to by consensus.

Williams made a motion to formally excuse Flowers from the meeting. The motion was seconded by Barnes and carried unanimously.

Williams made a motion to approve the Consent Agenda *as amended*, including the meeting agenda, minutes of the June 1, and July 13, 2010 meetings, Financial Report, Town Council Budget Amendment #12 (FY09-10), and Town Council Budget Amendment #1 (FY10-11). The motion was seconded by Wray and carried unanimously.

ANNOUNCEMENTS

Barnes stated she had nominated Brandt for American City & County "Municipal Leader of the Year Award" and thanked him for his dedication and hard work on behalf of the Town and its citizens.

Brown announced the third Music in the Park event was scheduled for August 29, 2010 featuring the Linwood Parker Band.

Brandt stated the August Movie in the Park would be postponed until September due to excessive heat.

PROCLAMATION – Good Samaritan Week

Brown described a recent act of goodwill by employees of Republic Waste Services and presented Site Manager Jimmy Torrey and drivers Leonard Williamson and Anthony Morrison with a copy of the proclamation, which is hereby incorporated into these minutes:

WHEREAS, in each community Good Samaritans exist and set an example for us all as to how each of us should be good citizens and help and watch out for our neighbors; and

WHEREAS, an act by Good Samaritans which occurred in the Town of Summerfield was documented in an article in the Greensboro News & Record on July 20, 2010 and the Good Samaritans should be recognized by the Town of Summerfield.

WHEREAS, recently a resident of the Town of Summerfield, when taking out his garbage, accidentally dropped his wallet containing money and identification into the trashcan. The wallet was returned intact the next morning by personnel of Republic Waste Services.

WHEREAS, the Town of Summerfield and its citizens have been served by Republic Waste Services for in excess of eight years, during which time the Town and its citizens have received exceptional service from the management and staff; and

WHEREAS, the Town of Summerfield and its citizens wish to recognize Republic Waste Services employees Leonard Williamson and Anthony Morrison as an exceptional example of Good Samaritans that serve our community. We wish to also recognize the management of Republic Services for their community involvement and their example of how a business can use good customer service to serve their clients.

NOW, THEREFORE, I, Mark E. Brown, Mayor of the Town of Summerfield do hereby proclaim the week of August 15 thru August 21 as Good Samaritan Week and honor Republic Waste Services employees Leonard Williamson and Anthony Morrison for their honesty and as examples of Good Samaritans in our midst.

Proclaimed this 10th day of August 2010.

SPEAKERS FROM THE FLOOR (limited to 5 min.)

Bea Curtis, Greenlawn Dr, spoke of her concerns with Summerfield Elementary School ball fields and school traffic.

COMMITTEE REPORTS:

- A. **Finance:** Ronnie Stafford, Chair, stated the next meeting is August 16, 2010.
- B. **Historical:** Linda Southard, Chair, said there was no July meeting.
- C. **Parks & Rec:** Jane Doggett said the committee is working on events, including the August and September Music in the Park, and noted the next meeting is scheduled for September 2, 2010.
- D. **Public Safety:** No report.
- E. **Athletic Advisory:** Brandt stated the committee is almost finished, and they are currently working on planning the grand opening event.

UPDATE FROM COMMUNITY GROUPS

Summerfield Youth Council: No report.

BUSINESS FROM TOWN MANAGER

A. Consideration/approval of Updated Personnel Policy Manual

Following discussion about Personal Conduct, Employee Ethics, and Transfer of Sick Leave, it was decided by consensus to continue this item to the September meeting, when all council members would be present.

B. Discussion of Change Orders for SAP for electronic gate (per Fire Marshal) and Alarm System for buildings.

Holub stated installation of an automatic gate would come with certain requirements including automatically opening when emergency sirens are detected. Upon further review with the Fire Marshall, it has been determined that there was an error in interpretation of the regulations, and an automatic gate is not required.

Holub noted the cost to place alarms on the three SAP buildings is estimated at \$3,000 to \$6,000. Brown asked Holub to seek more bids.

There was also discussion about installing loudspeakers for safety announcements, with the cost estimated at \$16,000 for material and installation. Brown requested seeking additional bids.

Brandt noted the project is within budget and contingency, but these added costs will significantly lower the contingency funds available for other expenses. He further noted there is an additional \$15,000 in this year's budget for small construction projects at SAP, and that these funds could be allocated instead of

doing a budget amendment, however, other future projects may come up that may require a future budget amendment.

By consensus, Council directed staff to collect additional bids on the building alarms and move forward with installation.

C. Consideration/approval of Memorandum of Agreement with Coca Cola to provide electronic scoreboards in exchange for exclusive beverage rights at SAP

Brandt stated there were still a few things being discussed regarding the contract, so it was not ready to vote on yet, however, the scoreboards would need to be ordered now for installation prior to the SAP grand opening.

Following brief discussion, Wray made a motion to approve purchase of three scoreboards, with an amount not to exceed \$11,000. The motion was seconded by Williams and carried unanimously.

C.I. Discussion of Concession Stand Usage at SAP

E. Consideration of draft Memorandum of Agreement between Town and Summerfield Recreation Association for the use of SAP fields.

Brandt asked Council what their goal was relating to cost recovery, noting that higher costs to a league or recreation organization may result in less participation and field use. As to concession stand usage, several options were discussed, running the stand with town staff and volunteers, leasing to a third party concessioner, renting hourly to community groups or organizations, or allowing a community group to use as a means to raise funds. Brandt stated the Summerfield Recreation Association expressed interest in running the concession stand, which lead into a larger discussion of the Memorandum of Agreement for SRA field usage. There was much discussion about costs and fees and the exchange or reduction of fees for services such as field maintenance and for a percentage of gross concession stand sales.

Council agreed that the main goal was to keep costs down to allow for a broad level of participation. It was decided by consensus to revisit this issue during the August 24, 2010 Special Call meeting.

D. Consideration/approval of Policy for sale of advertising at SAP and proposed fee schedule

Holub described the advertising opportunities. Following a brief discussion, Barnes made a motion to approve the Policy for Sale of Advertising at SAP, and the fee schedule, with a 50% reduction in the cost of outfield fence banners. The motion was seconded by Wray and carried unanimously.

F. Consideration/approval of Memorandum of Agreement for the development of a Master Trail Plan for the Atlantic & Yadkin Greenway

Brandt noted this agreement has been adjusted based on previous discussion and recommends approval.

Wray made a motion to approve the agreement contingent on approval of the other parties involved- Guilford County, City of Greensboro, and Town of Stokesdale. The motion was seconded by Williams and carried unanimously.

G. Consideration/approval of Summerfield Elementary septic field easement

Brandt stated this had already been discussed and approved, but it was on the agenda again to sign since the county had approved the agreement in July.

Williams made a motion to approve the Summerfield Elementary septic field easement. The motion was seconded by Barnes and carried unanimously.

VFW Landscaping

Brandt stated due to the significant slope on the back side of the VFW monument, a retaining wall was necessary. He recommends landscaping to prevent soil erosion, which has been proposed as a red, white, and blue design resembling bunting. There is \$4,000 available and Brandt asked council for their thoughts. Holub noted the plants and labor would be \$3200 and the mulch \$600. By consensus, Council agreed to the landscaping.

Luther was excused at 8:59 pm.

CLOSED SESSION

Brown read the reasons for entering into Closed Session:

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

C) to consult with an attorney employed or retained by the public body in order to preserve the attorney-client privilege between the attorney and the public body, which privilege is hereby acknowledged, on matters related to property owned by 555 Management, Inc at 7026 Summerfield Road; and: To establish or instruct staff or agents regarding negotiating position on the price and other material terms of a real property acquisition contract.

Barnes made a motion to enter into closed session at 9:00 pm. The motion was seconded by Wray and carried unanimously.

Wray made a motion to return to open session at 9:25 pm. The motion was seconded by Laughlin and carried unanimously.

BUSINESS FROM COUNCIL

A. Reappoint Zoning Board members

There was discussion of the need for additional members and/or alternates on several committees.

Laughlin made a motion to *not* reappoint Kenneth Dunham to the Zoning Board. The motion was seconded by Williams and carried unanimously.

Barnes made a motion to reappoint Nancy Hess to the Zoning Board. The motion was seconded by Wray and carried unanimously.

Wray made a motion to appoint Kathy Rooney as a Zoning Board voting member (from an alternate). The motion was seconded by Williams and carried unanimously.

Council directed Brandt to ask Kenneth Dunham if he would be willing to serve on the Board of Adjustment, as there is an imminent need for both alternates and another voting member.

B. Appoint James Brady as regular BOA member (from alternate)

Williams made a motion to appoint James Brady as a Board of Adjustment voting member (from an alternate). The motion was seconded by Barnes and carried unanimously.

C. Discussion of Armfield property donation boundary issue

Brandt stated that the original boundary line for the 30 acres of donated property was incorrect, and the correction to the deed would result in a loss of 1.4 acres. Rozell noted this may have been due to an incorrect description of the meets and bounds and he feels it is an honest mistake.

Barnes made a motion to accept the corrected boundary of the donated property with the grantor paying the correction costs. The motion was seconded by Wray and carried unanimously.

D. Resolution of Intent to Consider Changing Summerfield’s Form of Government

Brown stated Council had the option of holding a Public Hearing if they so choose. Rozell noted that a Public Hearing was not required.

Williams made a motion to approve the Resolution of Intent to Consider Changing Summerfield’s Form of Government without a Public Hearing. The motion was seconded by Laughlin. The motion passed 3 to 2. Barnes and Wray opposed, with Brown voting in favor to break the tie vote.

E. Town Letter to School Board Regarding interest in Laughlin Elementary Property

Brandt stated the letter is a follow up to a letter sent five years ago indicating interest in the Laughlin Elementary School property if the school board decided to surplus it. He further noted the letter is in support of the Summerfield Comprehensive Plan Action Item 9.4 and is part of the Town Action Plan for Fiscal Year 2010-2011. Laughlin made a motion to approve the letter, changing “If you would like to further discuss...” to “We would like to further discuss...”. The motion was seconded by Williams and carried unanimously.

BUSINESS FROM THE MAYOR

A. Consideration/approval of Ordinance title adjustments for consistency

In reviewing items posted to the website, it was noticed that the title pages of several ordinances have slightly different text than the titles listed on the second, signature page. It is recommended that these ordinance names be adjusted for consistency throughout the document, and for consistency of all ordinance titles

Council approved the ordinance title adjustments by consensus.

B. Report on meetings and activities (if any)

Brown reported on a Marine Corp League event he attended.

COMMENTS FROM COUNCIL

Williams discussed the need for a water tank for Summerfield elementary School and recommended looking into the suitability of properties for sale on Summerfield Road, which could potentially be exchanged for land to provide additional parking for the park. Brandt noted the potential parking area is the hub for all the septic system pumps and it is unlikely the school will move that.

By consensus, Council directed Brandt to look further into the issue.

Barnes distributed a handout showing the percent of change to employee salaries and benefits by year, and noted the change from fiscal year 2010 to fiscal year 2011 was an increase of 5.01%, not the inaccurate figure of 20% purported recently by a town citizen.

With no further business before the Town Council, a motion was made at 10:06 pm by Williams to adjourn. The motion was seconded by Wray and carried unanimously.



Mark E. Brown, Mayor



Valarie Halvorsen, Town Clerk