

**MINUTES OF THE
SUMMERFIELD TOWN COUNCIL
SPECIAL MEETING
SUMMERFIELD TOWN HALL
JUNE 16, 2004
6:30 PM**

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

The meeting was called the meeting to order at 6:35 by Dena Barnes

INTRODUCTIONS:

Dena Barnes	Bill Trevorrow, Town Attorney
Bob Williams	Michael Brandt, Town Administrator
Carolyn Collins	Dianne Laughlin, Town Clerk
Mark Brown	
Jane Doggett	
Michael Stewart	

OLD BUSINESS:

**A. Consider Changes to Summerfield Development Ordinance
(Cont. from June 1, 2004)**

Brandt presented recommended changes to the Council of the Development Ordinance. He read first concerning public dedication of Open Space and the town's refusal or acceptance of property. Bill Trevorrow asked if there would always be a Home Owners Association and Brandt stated that we may need to require one be set up for the return of property. Trevorrow stated that this needs to be set up in the Ordinance.

There was discussion about active recreation planning and about the amount of land that would be needed for a ball field and Brandt replied that it takes 6.4 acres and that they would probably need about four acres for parking and ball field. Pat Prescott, president of the Summerfield Recreation Association spoke to various kinds of ball fields and space requirements for them. Bill Trevorrow stated that recreation is a consideration with minimum amount of property accepted at public hearing. Carolyn Collins spoke to concerns about traffic if there is not proper access to and from the property and fields especially in an emergency.

Nancy Hess referenced the Armfield property that was offered to the Town and stated that there needed to be better access and reported that even the construction workers are complaining about the access to that subdivision. There was further discussion about the percentages of land/conservation and whose responsibility it was to make all this happen. Bill Trevorrow stated that any donations must be considered case by case.

After further discussion, a motion was made by Carolyn Collins to put the changes on the July agenda as rewritten by Michael Brant and Bill Trevorrow. The motion was seconded by Bob Williams and carried unanimously.

Brandt explained the removal of Section 7-1.7 (Clustering). He stated that we don't have clustering and that there must be public sewer and water to cluster.

Brandt continued to page 7-6, Minor watershed Modification, explaining that Minor Watershed is areas of watershed critical not cover by state regulations and these are Tier 4. He explained that Major Watershed Modifications are tiers 1, 2 or 3 and that the governing body doesn't have the final decision.

There was discussion concerning Greensboro's water shed and that they don't seem to care about their water and steams and we are making it harder for property owners in Summerfield to use their property in our efforts to protect Greensboro's water supplies.

Brown asked if we should review the watershed provisions. Bill Trevorrow stated that there could be discussion about waivers to the Ordinance.

Brandt stated that references to a technical review board be stricken, since we don't have that committee and it wouldn't change the spirit of the Ordinance.

Brandt stated that on page 8, section 7-2.1(B) should be changed to read 60,000 square feet. He recommended a minimum density of not more than 60,000 square feet.

A motion was made to approve as read by Michael Stewart and seconded by Jane Doggett. The motion carried unanimously.

Mark Brown spoke to Article 9-2; Zoning Board (Section 9-1.5) suggesting changing the wording to say Board Member shall serve at the pleasure of the Council

A motion was made by Michael Stewart to approve the change to Article 9-2: Zoning Bard (Section 9-1.5) to state that the Board Member shall serve at the pleasure of the Council and seconded by Carolyn Collins. The motion carried unanimously.

Brandt announced to Town Council that the Board of Adjustment is ready to sit for the next case whenever scheduled and that Council would no longer serve as the BOA. He reported that the BOA will meet the fourth Thursday of each month.

4. NEW BUSINESS:

A. Discussion Concerning Finance Committee Responsibilities

Dena Barnes spoke to past activities of the Finance Committee and asked if they should be brought in to help with budgeting. Michael Stewart asked Brandt if he needed them to help weed out things.

Bill Trevorrow stated that the Budget has become the Administrators responsibility and since he knows the Town Councils desires, the participation of the Finance Committee needs to be changed.

Barnes suggested the Committee meet quarterly to discuss CD investments and to review requests for Town finances.

Brandt asked Council to consider giving the Town Administrator authority to move monies for the Town's checking, savings or Money Market accounts as needed.

There was discussion about present authorized signatures and tracking.

Bill Trevorrow suggested an amount certain, such as \$10,000.00, with Dena Barnes or Betsy Ingram moving larger amounts.

After further discussion, a motion was made by Dena Barnes assigning Michael Brandt, Town Administrator, the authority to transfer funds up to \$10,000. The motion was seconded by Jane Doggett and carried unanimously.

Barnes stated that she would tell the Finance Committee of the decision and see if they have any recommendations.

B. Discussion Concerning Text Amendment Committee Responsibilities:

Brandt reported that he planned to advertise for a town planner in about two weeks; hoping to hire at the end of August. He stated that it would be the first order of business for the planner to re-write and update the Ordinance. Michael Stewart suggested keeping the Text Committee as advisors.

There was discussion about how detailed this process would be in view of some steps that have not been taken at some of the past hearings. Brandt reported that the process of the planner is to get steps ready to be sent to county for permits, etc., and then procedural steps can be adjusted.

There was discussion about a moratorium being in place while the planner is being installed and updates on the Ordinance are occurring. Brandt stated that he had spoken with Guilford County about our plans and that any plans would continue to go through their offices until early December and on January 1, 2005, all active plans would switch to Summerfield offices.

EXECUTIVE SESSION:

A motion was made to recess to Executive Session for Personnel and Property Matters at 8:25 P.M. by Mark Brown and seconded by Bob Williams. The motion carried unanimously.

Council reconvened at 8:35 pm.

6. OTHER BUSINESS:

Brandt reported that he and Mayor Barnes attended the Piedmont Triad Council of Government luncheon and that the Town's application was accepted. He stated that this association will give access to their staff which will benefit the town.

Bob Williams spoke to the school system wanting to add mobile classrooms and that they say they can't move trailers in before school starts if something is not resolved quickly and Michael Stewart stated that a site plan must be viewed as required by the Ordinance.

There was discussion about building materials of the mobile units and the scenic corridor. Brandt stated he would check on this and make recommendations.

Bob Williams stated that some of the people who are volunteers on various committees do not live in the town limits and Dena Barnes stated that no limits were set by Council except for the Zoning Board and Board of Adjustment. Brandt stated that he felt that committee members should be residents of the town since they help spend tax dollars. After some discussion, Council decided to allow non-residents to be a part of the committees if the majority of the members reside in the Town. Brandt asked them to make a policy in case concerned taxpayers approached him.

A motion was made by Dena Barnes, to allow committee members to serve that do not live in the town limits as long as the majority of the members are residents and the chairperson can be a nonresident if elected by majority of members. The motion was seconded by Bob Williams and carried unanimously.

There was discussion about illegal dumps in the Town limits on Roselle and Draper Roads. Brandt reported that the County had been aware of this for several months and he will follow up.

With no further business before the Council, a motion was made to adjourn at 9:50 PM by Michael Stewart and seconded by Jane Doggett. The motion carried unanimously.

Dena Barnes, Mayor

Dianne Laughlin, Town Clerk