



C O U N C I L M I N U T E S *JUNE 14, 2022, 6:30PM, SFD COMMUNITY CENTER*

The meeting was called to order at 6:30pm by Tim Sessoms. Lynne DeVaney provided the invocation, followed by the Pledge of Allegiance.

The following were present:

Council

Tim Sessoms, Mayor
 Lynne Williams DeVaney, Mayor Pro-tem
 John Doggett
 Janelle Robinson
 Reece Walker

Staff

Scott Whitaker, Manager
 Dee Hall, Finance Officer
 Lance Heater, Clerk
 Brad Rentz, Planner/Code Enf. Officer
 Bob Hornik, Attorney

CONSENT AGENDA

Upon motion by DeVaney, seconded by Doggett and carried unanimously, the consent agenda was approved consisting of the following: 1) meeting agenda; 2) open session minutes for 5/10 and 5/31; 3) amendment to POL-2016-001, Remote Meeting Participation/Teleconferencing Policy; 4) FY21-22 Council budget amendment #3; and 5) Audit contract for FY21-22 with Wade Greene, CPA.

ANNOUNCEMENTS

Whitaker announced the 6/18 morning children's fishing derby to be followed by an evening music-in-the-park event, both at SCP. Hall congratulated the fire department for receiving the North Carolina Fire & Life Safety award of excellence for their youth fire-safety camp.

EMERGENCY SERVICES REPORTS

- A. Summerfield Fire District:** During May, the department responded to 35 fire calls, 80 EMS calls, and 24 "other" calls for a total of 139 incidents.
- B. Guil. Co. Sheriff's Dept.:** Sgt. Sutherland was present to report that the department responded to 135 calls in District 1 during May.

ATTACHMENTS FOR COUNCIL'S INFORMATION

Council received the following information with no action taken: committee/board minutes and the May financial report. Sessoms thanked Events Coordinator Cheryl Gore and the rest of staff for their work during Founders' Day weekend. Mark Brown, Historical Committee Chair, reported about the ground-penetrating radar survey of unmarked graves completed for Peace United Methodist Church Cemetery. DeVaney thanked all Founders' Day sponsors for their donations.

PUBLIC COMMENTS

Maria Adams, 5999 Morganshire Drive, commented negatively on conditions within the Guilford County Schools and issues related to sexual content in materials used by the system.

Cheri Pikett, 7804 Robinson Road, also commented on issues related to materials utilized by the Guilford County School District.



Gail Dunham, 5805 Snow Hill Drive, praised the fishing derby, noted that former Town Clerk Rebecca Nelson had passed away, and criticized raises and stipends proposed in the budget for the Manager and Council.

Beth Kaplan, 7979 Highfill Road, expressed appreciation to Heater for his service as Clerk.

COUNCIL, MANAGER, AND/OR ATTORNEY RESPONSE TO COMMENTS – *None.*

PUBLIC HEARING/ACTION RE: REZONING CASE RZ-02-22

Rentz explained the request was to rezone property located at 7400 Summerfield Road from RS-30 (Single Family Residential) to CZ-OI (Conditional Zoning Office/Institutional), with the use condition described as “facilities for EMS and/or fire support purposes.” Rentz reviewed the land uses of the surrounding properties and described the characteristics of the proposed district as intended to accommodate public, semi-public, and institutional uses or medical, professional, administrative, and government office uses that might have a substantial land use impact or traffic generation potential. Rentz reviewed the compatibility of the proposal with the Comprehensive Plan, noting its consistency with the Plan’s areas of Community Character Preservation, Summerfield Road Focus Area, and Appropriate, Limited, Commercial Development. Rentz noted that the proposed zoning fits the use of the property better than the RS-30 district.

Rentz noted that the Planning Board had conducted a public hearing during its 5/23 meeting and voted to recommend approval of the request to Council.

Present for the applicant, the Summerfield Fire Department, was Chief Chris Johnson who explained that the department was considering the addition of a maintenance facility for fire and EMS vehicles that would allow sufficient ceiling height to raise the hoods of fire trucks.

Sessoms declared the public hearing open at 7:08pm. Gail Dunham spoke in support of the request and stated that there should be an agreement to turn Town property adjacent to the fire department over to it. With no other comments, Sessoms declared the public hearing closed at 7:10pm.

DeVaney made a motion to approve case RZ-02-22 with the conditions proposed by the applicant, stating that the request was consistent with the Town’s adopted Comprehensive Plan because of: 1) Appropriate, Limited, Commercial Development; 2) Sidewalk, Bikeway, and Trail System; 3) Summerfield Road Focus Area; and 4) Summerfield as a Limited Services Local Government. DeVaney stated the request was reasonable and in the public interest because it: 1) maintains or promotes public health, safety, and general welfare; 2) complies with all regulations and standards of the Ordinance; 3) does not substantially hurt adjoining or abutting property value and is a public necessity; and 4) will be in harmony with the area in which it is to be located and with the general plans for land use and development of the Town of Summerfield and its environs. The motion was seconded by Walker and carried unanimously.

SPECIAL PRESENTATION

Council recognized Manager Whitaker for achieving 10 years of service to the Town. Whitaker was presented with a plaque and Council expressed appreciation for his service from 6/2012 to 6/2022.

PUBLIC HEARING/ACTION RE: FY22-23 BUDGET

Whitaker provided an overview of the budget document, highlighting areas which had been reviewed in detail during the 5/31 special called meeting. Overall, Whitaker proposed a FY22-23



budget of \$2,126,712, which was \$2,539,027 lower than the current year's budget of \$4,665,739. As presented, the tax rate remained at 2.75 cents per \$100 of property valuation (\$1,838,483,099). Whitaker recommended funding the difference between total expenditures and revenue projections by appropriating \$586,487 from ARPA reserves. Whitaker expressed appreciation to Hall, staff, and committee members for their work on the budget proposal.

Whitaker reviewed revenue projections and highlighted a proposed 7.5% increase in staff salaries (4% COLA adjustment and possible 3.5% merit increase). Also included was an increase in Council stipends (Mayor compensation increased to \$650 per month and Council member compensation increased to \$500 per month), which was better aligned with similar-sized localities.

Whitaker noted that the Town continued to have the highest percentage of unexpended fund balance in relation to the annual budget of any locality in the State (Summerfield ranked highest in fund balance percentage in 2020 at 498% {the average was 53.5%} and it was 504% as of June 2021). Whitaker highlighted capital projects and larger expenses totaling \$476,500.

Sessoms declared the public hearing open at 7:29pm.

Gail Dunham stated that: 1) Council could not increase their compensation above actual expenses incurred; 2) there had not been enough opportunity for public participation; 3) the audit report should be completed sooner; and 4) funds should be included for development of Bandera Farms and operation of the dog park.

Beth Kaplan spoke in support of the budget and the inclusion of salary increases in it.

There being no other comments, Sessoms declared the public hearing closed at 7:33pm.

In response to a question from Walker, Hall stated that the Town had spent \$373,317 for legal fees related to lawsuits.

Walker suggested that due to the increase in the cost of living, the proposed COLA for employees be increased from 4% to 5%, making the maximum possible raise equal to 8.5%. In response to a question, Hall stated that this adjustment would cost an additional \$4,300 if all budgeted salaries were expended. Hall noted two staff vacancies plus a new position in relation to budgeted levels.

Sessoms noted that compensation for the Mayor and Council members had not increased since at least 2010 and stated that the job was considerably different now due to the increased level of activity. He noted increased workload concerning the need to add a new staff position.

Walker made a motion to adopt the FY22-23 Annual Operating Budget and Ordinance O-2022-004 as presented by the Manager and as supported by the Finance Committee with the exception of adding 1% more to the COLA for employees (5% rather than the 4% proposed). The motion was seconded by DeVaney and carried unanimously.

FREESE & NICHOLS WATER FEASIBILITY STUDY PRESENTATION

Council heard a presentation from Bryan Jann, VP/Principal of Freese & Nichols, regarding a water feasibility study that he summarized as follows: 1) it considered where, how, how big, and how much; 2) evaluations were high level and based on engineering only; 3) connection considerations were to Rockingham County's system and the City of Greensboro's system; 4) central to the study was the location of a system backbone; 5) an elevated tank and booster pump station would be necessary, regardless of the connection point; 6) to determine the system size, flow projections were developed with projected line sizing to serve current and future demands (12-inch and 16-inch lines



were involved); and 7) cost estimates were developed based on the current bidding and construction climate. He suggested next steps to include discussing water purchasing with each potential provider, selecting a preferred route from among the alternatives, and providing a more detailed engineering study.

Jann outlined costs as follows: 1) connection to Rockingham County (Reidsville supply), 51,700 feet of line, \$25.7M; 2) connection to Greensboro 1010 pressure zone, 43,000 feet of line, \$24M; and 3) connection to a Greensboro future main; 43,400 feet of line, \$27M.

PRESENTATION RE: BANDERA FARMS PARK LWCF GRANT APPLICATION

Council heard a request from Palmer McIntyre of the Piedmont Land Conservancy (PLC) regarding a grant application submittal to the Land & Water Conservation Fund (LWCF) for funding development of Bandera Farms Park. McIntyre reviewed the project, including the change in entrance design due to the additional 4+-acre parcel recently purchased to complement the site.

McIntyre presented an updated cost estimate for the project of \$2.1M-\$2.8M. To date, grant funding has yielded \$650,000 and the request to the LWCF will be for \$500,000. McIntyre stated that funding would continue to be sought from other sources, including Guilford County ARPA funds as well as State funds. Part of the requirement for the LWCF grant is that both tracts of land be transferred to the Town by 7/15.

DeVaney made a motion that, to support continued efforts to fund development of the Bandera Farms Park project, approval be given to the LWCF grant application, as presented, for the 2022 funding cycle. The motion was seconded by Doggett and carried unanimously.

A recess was declared at 8:20pm.

The meeting was reconvened at 8:33pm.

BUSINESS FROM TOWN MANAGER

A. Preservation North Carolina (PNC) "Option to Purchase" agreements: Whitaker stated that Council had directed him at the 5/10 meeting to meet with the Historical Committee and return to Council with option prices for the Gordon Building and Martin House in order for PNC to facilitate the sale of each property (with agreed-upon conditions). This had been done and Whitaker presented option to purchase agreements for Council's consideration in the amount of \$100,000 for the Martin House and \$115,000 for the Gordon Building.

In response to a question from Walker, Hornik stated that covenants would be written that the properties would be preserved for historical purposes even if the existing structures were destroyed by an act of God. Robinson made a motion that the Town enter into "Option to Purchase" agreements with PNC, as presented and with one-year terms, using a purchase price of \$100,000 for the Martin House and \$115,000 for the Gordon Building. The motion was seconded by DeVaney and carried unanimously.

B. Council parliamentary procedure: Whitaker introduced an item to incorporate the "Suggested Rules of Procedure for a City Council" by Trey Allen into a formal Town policy. The Rules had been approved by Council 12/10/19 but hadn't been incorporated into a formal policy and there were a number of variables within the Rules that needed to be clarified. Whitaker reviewed the document and Council concurred with the following changes: 1) struck Rule 29B on written



ballots; and 2) under Rule 38, allowed the Mayor to make nominations. DeVaney made a motion to approve Council Parliamentary Procedure Policy POL-2022-003 as modified to serve as Council's parliamentary procedure. The motion was seconded by Doggett and carried unanimously.

C. Reports, updates, or comments: Whitaker noted that the Land Use Plan (LUP) was suggested for presentation in August and offered that a joint, special called meeting with the Planning Board might be the best way to have PTRC present the LUP. It was the consensus that this meeting be scheduled, with the understanding that the Planning Board and Council would then follow up with separate public hearings prior to adoption.

BUSINESS FROM MAYOR & COUNCIL

A. Designate Millie Hoffler-Foushee as member of informal Design Team: DeVaney requested that Council appoint Hoffler-Foushee to the design team in replacement of former Council member O'Day. In response to a question from Robinson regarding whether a team is still needed due to the elimination of the new town hall project, DeVaney stated there were still some items to be addressed at the Community Center and there was the possibility of a new town hall being located at Laughlin. After discussion, DeVaney agreed to table the issue until more clarity was reached regarding the Laughlin property.

B. Appointment to fill vacant Council seat: Upon motion by DeVaney, seconded by Doggett and carried unanimously, Council agreed to accept expressions of interest for appointment for the vacant Council seat until 4:30pm on 6/17 and agreed that DeVaney and Sessoms would interview candidates and report back to Council.

C. July Council meeting: Upon motion by Walker, seconded by DeVaney and carried unanimously, Council agreed to cancel the regular Council meeting scheduled for July.

D. Reports, updates, or comments: Walker reported about the first meeting he attended as a member of GUAMPO's Technical Advisory Committee (TAC).

OTHER BUSINESS

In response to a question from Walker regarding next steps for the water study, Council agreed that Sessoms would reach out to potential water suppliers to gauge their interest in providing water.

Upon motion by DeVaney, seconded by Robinson and carried by a unanimous vote, the meeting was adjourned at 9:49pm.

Tim Sessoms, Mayor

Lance G. Heater, Town Clerk