



Town Hall: POB 970, 4117 Oak Ridge Road, Summerfield, NC 27358

ph: 336-643-8655 / fax: 336-643-8654 / www.summerfieldgov.com

C O U N C I L M I N U T E S N O V E M B E R 9, 2016*, 6:30PM, SFD COMMUNITY CENTER

** Meeting date changed from regularly-scheduled 11/8 date due to election.*

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

Council

Mark Brown, Mayor
Dena Barnes, Mayor Pro-tem
Mike Adams
Dianne Laughlin
John O'Day
Reece Walker

Staff

Scott Whitaker, Town Manager
Valarie Halvorsen, Town Clerk
Carrie Spencer, Planning Director
Dee Hall, Finance Officer
William Hill, Town Attorney

CONSENT AGENDA

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

ANNOUNCEMENTS

Whitaker announced the following: the annual Tree Lighting event scheduled for 11/19, 5:30pm at SAP, during which food would be collected for Backpack Buddies; the Historical Committee writing contest and 12/5 deadline; the Veterans Day event scheduled for 11/13, 2:00pm at the SCP memorial; two openings for Board of Adjustment alternates and one opening on the Founders' Day Committee.

PUBLIC COMMENTS

Dwayne Crawford of 1106 NC-150 West. felt the followings statements made last month about trails were misleading or false: positive health and social benefits, that there are 5 crossings per hour, and that I-73 would reduce traffic on US-220.

COMMITTEE / EVENT REPORTS

- A. **Finance:** Dee Hall said the committee did not meet 10/17 and may not meet in November.
- B. **Historical:** Linda Southard asked all to encourage local children to participate in the writing contest and invited all to the Veterans Day event, noting Sheriff Barnes would be the speaker.
- C. **Trails and Open Space:** Jane Doggett said the committee discussed crossings and options and felt the route utilizing the tunnel was the best option. She noted the committee was working on getting improved information about Summerfield onto the MST hiking maps. The next meeting would be 11/30.
- D. **Founders Day:** Whitaker said committee officers were elected during this initial meeting.

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EMERGENCY SERVICES REPORTS

A. Summerfield Fire District: Chief Johnson reported October calls (103 total: 25 fire, 63 EMS, 15 "other"); 14 child safety seats were installed; 1504 adults and 2634 children were reached during October's Fire Prevention Month.

B. Guilford Co. Sheriff's Dept.: *no report*

C. Guilford Co. Emergency Services: Halvorsen read a report submitted by Emergency Management Division Director Campbell: EMS had a total of 66 calls in Summerfield for October.

AUDIT REPORT

Rex Rouse of Rouse, Rouse, Penn & Rouse presented the report, noting the following changes from 2015 to 2016: decreases in total assets, fund balance, and liabilities; revenues decreased largely due to the natural gas pipeline franchise tax, sales tax and cable franchise tax; expenditures and capital outlay increased significantly due to the acquisition of the Vandergrift property and the Martin property, improvements to Summerfield Athletic Park, and trails and open space construction in progress; and tax collection was impressive at a rate of 99.58%. He further stated there were no difficulties in conducting the audit, no deficiencies found, there were good controls in place, and commended Hall for her diligence.

PUBLIC HEARING/ACTION REGARDING REZONING CASE RZ-04-16

Request by Steve Barney to rezone +/- .475 acres from RS-40, TCD-R (Residential and Town Core Residential) District to CU-GB, TCD-M (Conditional Use General Business and Town Core Mixed) District. The property is located at 7507 Shadyside Drive in Bruce Township, Guilford County Parcel 0146694.

Spencer stated the applicant proposed development of the lot for indoor storage of automobiles with direct access to Shadyside Drive. The site is currently developed with a single-family residence that is vacant. The Conditional Use District provides the opportunity to establish mutually agreed-upon conditions. The following conditions were voluntarily offered by the developer: uses are limited to indoors storage of automobiles; controlled burn by the fire department for training; removal of residue, grading, and erection of a 40'x60' metal building with siding to meet TCD-M requirements.

Spencer described the intent of the GB and TCD-M districts. Staff found the request was consistent with the Town's adopted Comprehensive Plan and Development Ordinance (Appropriate, Limited Commercial Development, Community Character Preservation and Attractive Community Appearance, Summerfield Road Focus Area).

Staff recommended approval of Case RZ-04-16 as presented, noting the Zoning Board recommended approval unanimously.

Brown opened the public hearing at 7:10pm.

Owner/applicant Steve Barney of 5849 Stanley Huff Road said his intention was to raze the house via a controlled burn by the fire department and construct a storage building for antique cars that are currently housed in a facility in Stokesdale.

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Proponents: none

Opponents: none

Brown closed the public hearing at 7:16pm.

Following brief discussion, Barnes motioned to approve rezoning case RZ-04-16: I move that the request for rezoning from RS-40, TCD-R to CU-GB, TCD-M be approved with the conditions proposed by the applicant and accepted by Council. The request is consistent with the following policy areas of the town's adopted Comprehensive Plan: 1.8, 3.11, 6.10, 8.5, and 10.2, and this approval is reasonable and in the public interest because it maintains or promotes the public health, safety, and general welfare; complies with all regulations and standards of this ordinance and other applicable regulations; does not substantially hurt adjoining or abutting property; and will be in harmony with the area in which it is to be located and with the general plans for the land use and development of the Town of Summerfield and its environs.

The motion was seconded by Adams and passed unanimously.

Break from 7:21pm to 7:34pm.

BUSINESS FROM TOWN MANAGER

- A. **A&Y Greenway (south) crossing at US-220:** Since the October discussion and review of options, Stewart had further considered pros and cons of how to best address the needed crossing at US-220 and submitted a summary letter and recommendation. Ed Lynch of Stewart stated the route utilizing the existing tunnel and US-220 right-of-way was the best option based on pedestrian safety and NCDOT's posture, and would most likely not require drainage easements. Following brief discussion, Walker motioned to approve the route recommended by Stewart, seconded by O'Day, which carried unanimously.
- B. **All Aboard! Summerfield Trail of History video introduction:** Whitaker played two clips of a series of short videos created by Summerfield resident Christa Miller and UNCG student Tyler Keith-Pederson. The videos highlight the potential of the A&Y Greenway and the valuable historical assets connected to Summerfield trails.
- C. **Revision of Purchasing Policy & Procedures Manual:** Whitaker stated the policy had not been updated since 2008 and that suggested revisions were part of an on-going effort to improve processes and procedures. Substantive changes include changing the threshold for requiring 3 written quotes from \$500 to \$1,000 and removing the blanket Purchase Order requirement for service contracts, except for items staff wishes to track internally. Following brief discussion, Barnes motioned to approve the amendments to the Purchasing Policy & Procedures Manual as presented, seconded by O'Day, which carried unanimously.
- D. **Remote Meeting Participation/Teleconferencing Policy:** Whitaker said the policy intent was to allow teleconferencing as an occasional means of participation for Council members who are unable to attend a meeting. Hill stated the policy was drafted based on information provided by the School of Government with the exception of allowing the remote participant to cast a deciding vote. The remote participant could not be counted in order to reach a quorum.

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Walker motioned to adopt the Remote Meeting Participation/Teleconferencing Policy with the addition of item 10, to read "All final decisions regarding remote participation rest solely with council." The motion was seconded by O'Day and carried unanimously.

- E. Summer-Cycle shredding services:** Whitaker stated shredding services for past Summer-Cycle events had been at no cost to the town. Beginning with FY2017-18, this cost (approximately \$200/hour) would be shared with Guilford County if Council intends to offer this service during future events. By consensus, this will be included in the FY2017-18 budget.
- F. Reports, updates, or comments:** Whitaker reported the following: recruitment for the Planner position was continuing; there would be a special called Zoning Board meeting 11/15, 6pm at Town Hall to continue the 10/24 meeting discussion of the Planned Development text amendment; repair and closure on Gordon property wells would commence the following week; the town participated in a Halloween event at Summerfield Farms; the 10/29 Touch-a-Truck event was well attended and the most successful yet.

BUSINESS FROM MAYOR AND COUNCIL

- A. Veterans Day proclamation:** Brown read the proclamation thanking veterans for their service.
- B. Reports, updates, or comments:** Brown stated that during the recent NCLM Advocacy Goals Conference, the proposal to lobby for water impairment solutions (Jordan Lake Rules) was removed from the list of goals at his urging.

With no further business, a motion was made at 8:30pm by Barnes to adjourn. The motion was seconded by Walker and carried unanimously.



 Mark Brown, Mayor



 Valarie R. Halvorsen, Town Clerk