

**REGULAR MEETING OF
THE VILLAGE OF CLEMMONS COUNCIL
February 22, 2016**

The Village of Clemmons Council met on Monday, February 22, 2016, at 7 p.m. The meeting was held at the Village Hall, Clemmons, North Carolina. The following members were present: Mayor Nelson, Council Members Cameron, Combest, Farmer, Rogers and Wrights. Attorneys Warren and David Kasper were also present.

Call to Order & Pledge of Allegiance

Mayor Nelson called the meeting to order at 7 p.m. and led the Pledge of Allegiance.

Public Comments

There were approximately six citizens in attendance. There was one individual signed in to speak.

-C. Robin Dean, 3523 Lawrence Street, Clemmons, NC – spoke on broken promises and asked Council to be honest about their intentions.

Approval of the Minutes

Council Member Combest moved to approve the minutes of the February 8, 2016 regular meeting as presented. The motion was seconded by Council Member Cameron and unanimously approved.

Approval of the Agenda

Council Member Farmer moved to approve the agenda as presented. The motion was seconded by Council Member Wrights and unanimously approved.

Announcements

Mayor Nelson reminded everyone that the month of February is Neighbors Helping Neighbors and the Village of Clemmons, partnered with the Rotary and local Boy Scout troops are collecting food and monetary donations for the Clemmons Food Pantry.

- A. *Recognition from Donnie Lambeth on behalf of the Governor* – State Representative Donnie Lambeth, on behalf of Governor Pat McCrory, recognized Jill Osborn for her dedication and outstanding service to the Great State of North Carolina.

Business

- A. *Public Art Commission Nominee Selection for Village of Clemmons* - The following applicants applied for a nomination for a position on the Public Art Commission: Robin Bralley, Angela Hudson, and Pamela Lofland. By ballot, Council nominated Angela Hudson from the Village of Clemmons. (Tally Sheet and Ballots are attached hereto as Exhibit A and incorporated as a part of the minutes.) Village Clerk Lisa Shortt will advise Forsyth County Commissioners of the nomination.

- B. Personnel Policy – Manager Larry Kirby presented an updated personnel policy to Council. Eleanor Green, a consultant with The MAPS Group, provided changes within the current policy due to a review of current legislation, benefits provided to other organizations in the employment markets and of similar size, and issues identified which required greater clarity in the personnel policy.

Council Member Farmer moved to accept the Personnel Policy as amended. The motion was seconded by Council Member Rogers and unanimously approved.

- C. Call for Public Hearing
1. Zoning Map Amendment for Paul Hari (Zoning Docket C-211)

Council Member Rogers made a motion for Public Hearing to be held on Monday, March 14, 2016 at 7 p.m. at Village Hall for Zoning Map Amendment for Paul Hari (Zoning Docket C-211). The motion was seconded by Council Member Cameron and unanimously approved.

- D. Resolution 2016-R-03 Directing the Clerk to Investigate a Petition Received Under N.C.G.S. 160A-31 - Voluntary Annexation Request of Peacehaven Development LLC and William Alexander – Property located at Peace Haven Road and Harper Road.

Council Member Rogers moved to adopt Resolution 2016-R-03 Directing the Clerk to Investigate the Petition for Voluntary Annexation (attached hereto as Exhibit B and incorporated as a part of the minutes.). The motion was seconded by Council Member Wrights and unanimously approved.

- E. Resolution 2016-R-04 Declaring the Council's Intention to Consider the Closing of Kinnamon Court between Peace Haven Road and Synergy Lane – Assistant Manager Gunnell stated the property owners, Wake Forest University Health Services, requested the closure of Kinnamon Court. With Council's concurrence, public notice will begin with four consecutive weeks of advertisement in the *Courier*. A public hearing will follow on March 28, 2016.

Council Member Farmer moved to approve Resolution 2016-R-04 Declaring the Intention of the Clemmons Village Council to Consider the Closing of Kinnamon Court between Peace Haven Road and Synergy Lane (attached hereto as Exhibit C and incorporated as part of the minutes). The motion was seconded by Council Member Combest and unanimously approved.

- F. Discussion of Village Manager Search Process – Council discussed the need to begin the search process for a Village Manager as the process will take time. The contract for Manager Kirby goes through July 1, 2018. Manager Kirby presented a proposal from Piedmont Triad Regional Council (PTRC) in the amount of \$5,000.00 to handle the candidate search. Council Member Cameron advised of work done previously by PTRC and the great job that they do stating their work is wise, efficient and effective. Council Member Combest advised he had been told the same about PTRC, that they were “the Gold Standard”.

Council Member Cameron moved to approve the proposal from Piedmont Triad Regional Council (PTRC) in the amount of \$5,000.00. The motion was seconded by Council Member Combest and unanimously approved.

G. Attorney's Report

1. *Budget Amendment 16-G-6 for Purchase of Cook Avenue Property* – Attorney Kasper advised this budget amendment increasing the capital outlay by \$80,000.00 is to be used for purchasing the Cook Avenue portion of the library property. Incorporated into one budget amendment is the purchase price of \$74,000.00 plus incidental closing costs as well as the cost for demolition of the house.

Council Member Combest made a motion to approve Budget Amendment 16-G-6 for Purchase of Cook Avenue Property in the amount of \$80,000.00 (attached hereto as Exhibit D and incorporated as a part of the minutes). The motion was seconded by Council Member Farmer and unanimously approved.

H. Planner's Report

1. *Minutes from the February 16, 2016 Planning Board Meeting* – Minutes were presented.
2. *Minutes from Town Hall Meeting* – Minutes were presented.

Planner Ledbetter advised the next Planning Board work session on the Comprehensive Plan update will be held March 1, 2016.

- I. Marketing/Communications Director's Report – Marketing/Communications Director Ford provided an update on Coffee with a Cop being held at Dairy-O on Monday, March 28, 2016 from 1:30-3:00 p.m. She also reminded everyone that the theme for the month of February is Neighbors Helping Neighbors and the partnership with Clemmons Food Pantry. She provided the upcoming event dates: March is Clemmons Cares Month which will display random acts of kindness, April 4 from 10am – 1pm will be the Medicine Drop at the Clemmons Fire Department, and April 30 will be Clemmons Cleanup which corresponds with Creek Week.

J. Manager's Report

1. *NCDENR Permit* – Assistant Manager/Public Works Director Gunnell advised Council that a Storm Water Management Program Assessment has to be provided each year to NCDENR by the end of February. The assessment for the Village of Clemmons was submitted the beginning of February and included the following highlighted information:
 - Clemmons has over 50 BMPs (over 50 sites that have some type of storm water management that have to be inspected, reviewed and maintained yearly).
 - In 2015, 20 storm water permits were issued for new projects.
 - Four sanitary sewer overflows were reported and repaired.
 - Partnered with six different schools, preschools and businesses for

- classroom outreach programs.
- Public participation as far as clean ups along the streams and roadways in the fall and spring, an estimated 1.5 tons of trash was removed including trash, tires, furniture, etc.
 - 2. *Agenda for Retreat* – preliminary list of topics was presented.
 - 3. *Financial Summary Report January 2016* – report was presented.
 - 4. *Informational Items from Manager to Council* – Marketing/Communications Director Ford presented an update on the name change of Southwest Forsyth Little League to Southwest Athletics due to organizational affiliation. Due to the change, some of the funding from the tourism grant they received will be used toward attracting the 2017 World Series rather than the Jamboree which it was originally designated. Also, Forsyth Magazines will be promoting packages for Tanglewood’s Wine Festival rather than Tanglewood’s Festival of Lights. Manager Kirby provided a timeline to Council of his absence for a medical procedure which will begin on March 10 2016.
 - 5. *2015 Forsyth County Sheriff’s Report* – report was presented.

Attorney Kasper advised Council of a meeting that took place regarding the Greenway Project and of the great job that Staff had done in bringing that project to a close and also that the total project came in under budget.

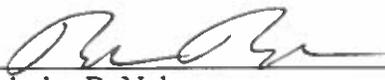
K. *Council Comments* – There were none.

I. *Closed Session for Discussion Under Attorney-Client Privilege in accordance with NCGS 143-318.11(a)(3)* - Council Member Combest moved to go into closed session for discussion under attorney-client privilege in accordance with NCGS 143-18.11(a)(3) at 7:46 p.m. The motion was seconded by Council Member Cameron and unanimously approved.

At 8:40 p.m., Mayor Nelson stated that by unanimous vote Council chose to reconvene the open session. No action was taken.

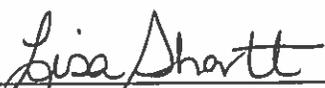
Adjournment

Council Member Combest moved to adjourn the meeting at 8:40 p.m. The motion was seconded by Council Member Wrights and unanimously approved.



Nickolas B. Nelson
Mayor

ATTEST:



Lisa Shortt, Village Clerk

**TALLY SHEET FOR
PUBLIC ART COMMISSION NOMINEE
February 22, 2016**

EXHIBIT A

One (1) nominee.

		Council Members					Totals
		Mary Cameron	Mike Combest	Lanny Farmer	Mike Rogers	Chris Wrights	
Applicants	Robin Bralley						
	Angela Hudson	*		*	*	*	4
	Pamela Lofland		*				1

* **Nominated**

BALLOT FOR PUBLIC ART COMMISSION NOMINEE
February 22, 2016

Need one (1) *nominee* to present to Forsyth County Commissioners from Clemmons.

Choose 1:

Place an "x" at your choice	Applicants
	Robin Bralley
✓	Angela Hudson
	Pamela Lofland

Mary H. Cameron

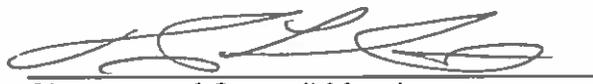
Signature of Council Member

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	Angela Hudson
X	Pamela Lofland



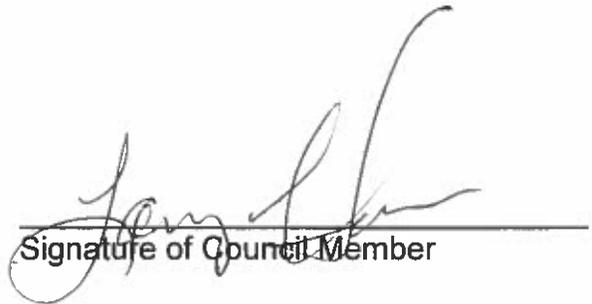
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	Pamela Lofland



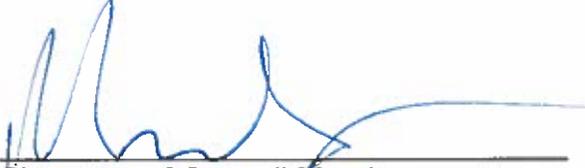
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Signature of Council Member

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Signature of Council Member

Resolution Number 2016-R-03

RESOLUTION DIRECTING THE CLERK TO INVESTIGATE
A VOLUNTARY ANNEXATION PETITION
RECEIVED UNDER N.C.G.S. 160A-31

WHEREAS, a petition requesting annexation of an area described in said petition was received on February 17, 2016 by the Village Council; and

WHEREAS, G.S. 160A-31 provides that the sufficiency of the petition shall be investigated by the Village Clerk before further annexation proceedings may take place; and

WHEREAS, the Village Council of the Village of Clemmons deems it advisable to proceed in response to this request for annexation;

NOW, THEREFORE, BE IT RESOLVED by the Village Council of the Village of Clemmons that:

The Village Clerk is hereby directed to investigate the sufficiency of the above described petition and to certify as soon as possible to the Village Council the result of her investigation.

This the 22nd day of February, 2016.



Nickolas B. Nelson
Mayor

ATTEST:



Lisa M. Shortt
Village Clerk

Resolution Number 2016-R-04
A Resolution Declaring the Intention of the Clemmons Village Council
To Consider the Closing of Kinnamon Court
Between Peace Haven Road and Synergy Lane

WHEREAS, G.S. 160A-299 authorizes the Village Council to close public streets and alleys; and

WHEREAS, the Village Council considers it advisable to conduct a public hearing for the purpose of giving consideration to the closing of Kinnamon Court between Peace Haven Road and Synergy Lane;

NOW, THEREFORE, BE IT RESOLVED by the Village Council that:

(1) A meeting will be held at 7:00 p.m. on the 28th day of March, 2016, in the Village Hall to consider a resolution closing that portion of Kinnamon Court between Peace Haven Road and Synergy Lane.

(2) The Village Clerk is hereby directed to publish this Resolution of Intent once a week for four successive weeks in the Clemmons Courier or other newspaper of general circulation in the area.

(3) The Village Clerk is further directed to transmit by registered or certified mail to each owner of property abutting upon that portion of said street a copy of this Resolution of Intent.

(4) The Village Clerk is further directed to cause adequate notices of this Resolution of Intent and the scheduled public hearing to be posted as required by G.S. 160A-299.

Upon motion duly made by Councilmember Farmer, and duly seconded by Councilmember Combest the above resolution was duly adopted by the Village Council at the meeting held on the 22nd day of February, 2016, in the Village Hall.

Upon call for a vote the following Councilmembers voted in the affirmative:

Cameron
Combest
Farmer
Rogers
Wrights

and the following Councilmembers voted in the negative:

None

This the 22nd day of February, 2016.



Nickolas B. Nelson, Mayor

ATTEST:

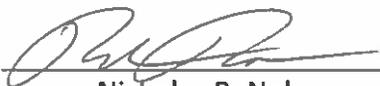
Lisa M. Shortt
Lisa M. Shortt, Village Clerk

16-G-6

VILLAGE OF CLEMMONS
BUDGET AMENDMENT
FOR THE FISCAL YEAR ENDING JUNE 30, 2016

BE IT ORDAINED by the Village Council of the Village of Clemmons, North Carolina at a regular meeting on February 22, 2016 that the following Budget Amendment is adopted to amend the budget for purchase of Cook Avenue Property (part of new library property).

	Original Budget	Previous Amendment	Increase (Decrease)	Revised Budget
Appropriations:				
Capital Outlay	\$ 557,780		\$ 80,000	\$ 637,780
Revenue:				
Fund balance appropriated	\$ 571,451	\$ 66,160	\$ 80,000	\$ 717,611
Total Budget:				
Total Revenues	\$ 5,908,395	\$ 249,615	\$ 80,000	\$ 6,238,010
Total Expenditures	\$ 5,908,395	\$ 249,615	\$ 80,000	\$ 6,238,010

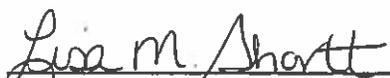


Nickolas B. Nelson
Village Mayor



K. Ann Stroud, CPA
Village Finance Officer

Attest:



Lisa M. Shortt, Village Clerk