

**REGULAR MEETING OF  
THE VILLAGE OF CLEMMONS COUNCIL  
MARCH 24, 2014**

The Village of Clemmons Council met on Monday, March 24, 2014 at 7 p.m. The meeting was held at the Village Hall, Clemmons, North Carolina. The following members were present: Mayor Pro Tem Rogers and Council Members Cameron, Lawry and Roark. Mayor Nelson and Council Member Denny were absent.

**Call to Order and Pledge of Allegiance**

Mayor Pro Tem Rogers called the meeting to order at 7:00 p.m. and led the Pledge of Allegiance.

**Public Comments**

None.

**Approval of the Minutes**

Council Member Cameron amended the minutes of the March 10, 2014 meeting to add that Council Members Cameron and Rogers were absent **so they could attend the National League of Cities Conference in Washington, D.C.**

Council Member Cameron moved to approve the minutes of the March 10, 2014 meeting as amended. The motion was seconded by Council Member Roark and unanimously approved.

**Announcements**

None.

**Business**

A. Consideration of Proposal for Website Service. Manager Looper presented the proposal with start-up costs ranging from Option A at \$7,520 to Option B at \$8,720 to Option C at \$11,120. The anticipated second year cost for all three would be \$1,700. The various options include to varying degrees the graphic design, drafts, revisions to drafts, custom banners, images and photographs for banners, mobile component, etc. The design process consists of graphic customization and content development. Staff will be trained on content development. Cost includes a startup package, migration of information from our current website to the new website, content management system, annual service for hosting and tech support, and Citizen Action SuperForms (ex. Public Works Complaints/Services, Employment Applications, Email Subscription, etc.). Council had previously requested an input session so citizens can share what they would like to see on the website. If Council chooses this vendor and an option, he asked for elaboration from Council on this input session. The vendor did not recommend Council members individually call the designers to share information on what they would like them to design stating this could be counter-productive. A five-year annualized cost for Option A is \$2,800, for Option B is \$3,100, and for Option C is \$3,600.

After a lengthy discussion where staff answered Council questions and Council shared their thoughts on the GovOffice proposal, Council Member Roark moved to approve GovOffice

Cost Proposal for Website Service, Option C for \$11,120. The motion was seconded by Council Member Cameron and unanimously approved.

B. Bid for Village Point Greenway. Bids were received; however, they all exceeded the revenue estimates and revenue available for the project by a moderate amount. Staff is working with the engineer of record that gave us the published cost estimates two years ago and we are analyzing the bids compared to the cost estimates. When finished, we have the option to negotiate with the lowest responsive bidder. If a conclusion is not reached, we can redesign the scope, readvertise or go back to the MPO and give them updated cost estimates to see if they are amenable to adjusted cost figures.

C. Construction Administration Contract for Village Point Greenway. While working through with the lowest responsive bidder mentioned above, Planner Ledbetter sought Council's concurrence in submitting the draft contract from Summit Design and Engineering for construction administration to NCDOT so they may review their direct labor costs in order to make sure they meet NCDOT's pre-audit requirements. Council concurred.

D. Interlocal Agreement with the Village of Tobacoville for Bulk Item Removal Service during FY 2013-2014. Clemmons provides annual bulk pickup in Tobacoville at a cost of \$750 a day plus fuel and lunch. It takes approximately a day and a half to complete.

Council Member Roark moved to approve the Interlocal Agreement with the Village of Tobacoville for Bulk Item Removal Service during FY 2013-2014. The motion was seconded by Council Member Cameron and unanimously approved.

E. Carolina Clinical Health Services Testing Agreement. To provide drug and alcohol testing required by NCDOT for licensing and provide it at a reasonable cost, this company from Lexington was recommended to Council.

Council Member Cameron moved to approve the Carolina Clinical Health Services Testing Agreement. The motion was seconded by Council Member Lawry and unanimously approved.

F. Report from Council Member Cameron on Community Marketing Meeting. In attendance at the meeting were Lewisville-Clemmons Chamber of Commerce, Village Inn Event Center, Village of Clemmons.com, Southwest Forsyth Little League, Clemmons Community Foundation, REALTORS Association, Home Builders Association, and a developer. A general discussion was held regarding individual marketing efforts, which they plan to continue, and their needs. Another meeting was not scheduled.

G. Report from Council Members Cameron and Rogers on NLC Experience. Mayor Pro Tem Rogers serves on the NLC Finance, Administration, and Intergovernmental Relations Steering Committee and reported on the federal issues being addressed by that committee. They include: the Marketplace Fairness Act, Flood Insurance Affordability Act, and Investing in Local Transportation Priorities. He also reported that the NCLM Advocacy Goals Conference will be held in December this year rather than January.

Council Member Cameron serves on the Board of Directors for the NLC Small Cities' Council. She reported on six goals for this year that they are asking Congress to address. They include: 1) Support Marketplace Fairness Act; 2) Fix the Nation's Broken Immigration System; 3) Invest in Local Transportation Priorities; 4) Support Community Resilience; 5) Protect Municipal Bonds; and 6) Strengthen the Nation's Education Pipeline.

Council Member Lawry took exception to the Marketplace Fairness Act and fixing the immigration system.

Three programs offered by the NLC were included in the agenda packet. Council was asked to review the material which can be discussed at a later date. The programs include a Prescription Discount Card Program; a Service Line Warranty Program; and a Community Showcase Video Program.

H. Attorney's Report. Nothing new to report.

I. Planner's Report.

1. *Minutes from the March 18, 2014 Planning Board Meeting.* Minutes were presented.

J. Manager's Report.

1. *Financial Summary Report for February 2014.* Report was presented.

2. *Amendment to Appointment Policy.* A policy was provided for Council's review which gave options for a policy for appointing applicants/candidates to vacant Council seats.

K. Council's Comments. None.

L. Closed Session to Discuss Property Acquisition in accordance with NCGS 143-318.11(a)(5). Council Member Cameron moved to go into closed session to discuss property acquisition at 8:15 p.m. The motion was seconded by Council Member Roark and unanimously approved.

Mayor Pro Tem Rogers reconvened the meeting at 8:49 p.m. and stated that no action was taken.

### **Adjournment**

Mayor Pro Tem Rogers entertained a motion to adjourn the meeting. Council Member Cameron so moved. The motion was seconded by Council Member Roark and unanimously approved. The meeting adjourned at 8:49 p.m.

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Nickolas B. Nelson, Mayor

Attest:

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Marsha E. Sucharski, CMC, NCCMC, Village Clerk