

**REGULAR MEETING OF
THE VILLAGE OF CLEMMONS COUNCIL
MAY 12, 2014**

The Village of Clemmons Council met on Monday, May 12, 2014 at 7 p.m. The meeting was held at the Village Hall, Clemmons, North Carolina. The following members were present: Mayor Nelson and Council Members Cameron, Denny, Lawry, Roark and Rogers. No Council member was absent.

Call to Order

Mayor Nelson called the meeting to order at 7 p.m.

Pledge of Allegiance

Mayor Nelson led the Pledge of Allegiance.

Public Comments

Jill Osborn, 3600 Clemmons Road, Clemmons, stated she writes an article for *The Clemmons Courier* called *Your Neighbor*. She compiled several of the articles together into a book called, *An Ordinary Town, Extraordinary Neighbors*. Ms. Osborn presented a copy of her book to the village.

Approval of the Minutes

Council Member Rogers moved to approve the minutes of the April 28, 2014 special and regular meeting as presented. The motion was seconded by Council Member Roark and unanimously approved.

Council Member Rogers moved to unseal the minutes from the following closed sessions: February 10, 2014, March 24, 2014, April 14, 2014, and April 28, 2014. The motion was seconded by Council Member Roark and unanimously approved.

Approval of the Agenda

Manager Looper offered two additions to the agenda, "Contract with Colter Electric Company for Traffic Signal at Lewisville-Clemmons Road and Allegacy/Towncenter Drive" and "Proposed Pedestrian Lighting Plan for New Roadway Construction at Village Point." Council Member Lawry stated he wanted to delay the Contract with Colter Electric Company until the next meeting to allow for its review.

Council Member Cameron moved to approve the agenda as modified (both items). The motion was seconded by Council Member Roark. The motion passed by a 4 to 1 vote with Council Member Lawry voting in opposition.

Announcements

Mayor Nelson announced that the next Council meeting will be Tuesday, May 27, 2014 at 7 p.m. due to Memorial Day falling on Monday.

Business

A. Village Point Lake Greenway Bid. Manager Looper reported on the rebidding process for this project. The number of bids increased from three to five. Two were 4% lower than the original bids. State statutes preclude us from giving the amounts of the bids until NCDOT concluded who is the lowest responsive bidder. Staff is ready to go back to the Transportation Advisory Committee (TAC) with a request for an increase in the grant award (from \$170,000 to \$227,000). The next TAC meeting is on May 27th in the afternoon and it is imperative that an elected official accompany the Manager when the request is presented. Council was asked to commit to the increase in the 20% match which will be approximately \$57,000 from General Fund. Council Member Rogers added that after talking with Finance Officer Stroud, he learned money can be used from the Cultural, Recreation, Economic Development (CRED) Fund for capital construction. Manager Looper concurred.

Council Member Rogers made a motion to approve additional funds up to \$60,000 to build the greenway around Village Point Lake. The motion was seconded by Council Member Cameron and unanimously approved.

B. Traffic Signal Contract. The contract for the signal at Lewisville-Clemmons Road and Allegacy Way/Towncenter Drive was presented.

Council Member Roark moved to approve the contract with Colter Electric Company not to exceed \$159,378.10. The motion was seconded by Council Member Cameron and unanimously approved.

C. Proposed Pedestrian Lighting Plan. Manager Looper presented a request from the petitioner to enter into an agreement similar to the one entered into with Novant for street lighting. The proposal is for 13 pedestrian lights, not street lights per se, for pedestrian safety from the Parr apartment complex to the commercial area in Village Point. The petitioner will pay the installation cost of approximately \$5,000 and the village would pay the recurring monthly cost at an annual cost of \$3,700.

After a discussion, Council Member Rogers moved to approve the 13 pedestrian lights. The motion was seconded by Council Member Cameron and unanimously approved.

D. Continuation of Budget Discussion. As a follow-up to the budget workshop, Council was provided more information on using CRED revenue for capital infrastructure and on Governing Board Travel & Meetings. Manager Looper reviewed his proposed amendment to the Personnel Policy using his Position Classification Plan for fiscal year 2015, which is in essence a succession plan. The plan allows for upward mobility and additional position descriptions with associated pay scales.

Council Member Roark moved to amend the Personnel Policy. The motion was seconded by Council Member Rogers and unanimously approved.

Mayor Nelson began a discussion on travel and meeting reimbursement. After a lengthy discussion regarding Council members attendance at the National League of Cities conferences

and committee meetings, Council Member Lawry suggested continuing this discussion at the next meeting.

The budget proposal will be presented at the May 27th meeting with the same budget numbers that were presented at the budget workshop. Council will have the option to make any changes they wish. Council will call for a public hearing on June 9th and then approve the budget before June 30.

E. Appointment Policy. Manager Looper reviewed the current Appointment Policy, comparing this policy for filling vacancies on citizen boards (scheduled and unscheduled) with filling vacancies on the Council (unscheduled). Manager Looper offered language from Rule 31 from *Suggested Rules of Procedure* for Council's consideration. Past practices for filling vacancies on the Council were discussed. Council agreed that the Manager should draft a template policy for appointments to Council allowing for flexibility. Key points for the policy included:

- advertise for the position,
- provide a 30-day application period,
- interviews can be conducted publicly or privately by individual Council members,
- the next meeting following the 30-day period, Council will vote using a ballot,
- appointment will be by majority vote with the Mayor either choosing to or choosing not to break any tie.

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

G. Planner's Report.

1. *Update on "All About The Bike" Event.* This event was held on May 3 at the Novant and Morgan Elementary School sites. Approximately 42 children were in attendance. Positive feedback was received. Council Member Rogers shared his comments on the event.

2. *Update on the first week of the Farmer's Market.* The Tanglewood Farmers Market started last week. The Saturday market was busier than the Thursday market. Several farmers sold out due to the heavy foot traffic.

H. Manager's Report.

1. *Spring Cleanup.* Information on the cleanup was shared - 70 people participated and 1.7 bags of trash were picked up per person. He stated he appreciated Stormwater Tech Emily Harrison's enthusiasm and support from the community sponsors and volunteers.

I. Council Comments. None.

Adjournment

Council Member Rogers moved to adjourn the meeting at 9:10 p.m. The motion was seconded by Council Member Roark and unanimously approved.

Nickolas B. Nelson
Mayor

Attest:

Marsha E. Sucharski, CMC, NCCMC
Village Clerk