



**REGULAR MEETING OF
THE VILLAGE OF CLEMMONS COUNCIL
April 13, 2020**

The Village of Clemmons Council met electronically on Monday, April 13, 2020, at 6 p.m. The meeting was held via Zoom Meeting due to the ongoing COVID-19 pandemic and guidelines and recommendations provided by the Centers for Disease Control and Prevention (CDC), as well as the State and Forsyth County. The following Board members were present: Mayor Wait, Council Members Barson, Binkley, Cameron, Rogers and Wrights. The following Staff members were present: Manager Buffkin, Attorney Fus, Clerk Shortt, Public Works Director Gunnell, Marketing and Communications Director Ford, Director of Operations Gearren and Planner Rahimzadeh.

Call to Order & Pledge of Allegiance

Mayor Wait called the meeting to order at 6 p.m. and led the Pledge of Allegiance.

Public Comments

There were no citizens in attendance. There was one individual comment submitted to be read into the record (attached hereto as Exhibit A and incorporated as part of the minutes).

Approval of the Minutes

- A. March 9, 2020 Regular Meeting.

Council Member Wrights moved to approve the minutes of the March 9, 2020 regular meeting as presented. The motion was seconded by Council Member Rogers and unanimously approved.

- B. March 12, 2020 Special Meeting (Retreat).

Council Member Wrights moved to approve the minutes of the March 12, 2020 special meeting (retreat) as presented. The motion was seconded by Council Member Rogers and unanimously approved.

- C. March 23, 2020 Regular Meeting (Cancelled).

Council Member Wrights moved to approve the minutes of the March 23, 2020 regular meeting (cancelled) as presented. The motion was seconded by Council Member Rogers and unanimously approved.

Approval of the Agenda

Council Member Cameron requested the addition of “State of Emergency Procedures Discussion” along with Action Item G. “Stay at Home Order Update”.

Council Member Cameron moved to approve the agenda as amended. The motion was seconded by Council Member Rogers and unanimously approved.

Announcements

Mayor Wait announced that the Public Works facility is currently not open for trash, compactor or mulch services.

Business – Information/Review Items for Future Action

- A. Marketing and Communications Director's Report – Marketing and Communications Director Ford provided an update on the following items and events:
- All of the Village's public events have been cancelled or postponed through the end of April.
 - Forsyth Creek Week has gone virtual this week.
 - The Village of Clemmons is partnering with the Clemmons Courier as they will be publishing a spread on restaurants in the area offering curbside and delivery options. It will be posted on the website www.clemmons.org/coronavirus.
 - The farmer's market is scheduled to open May 8, 2020 and may not be at the new location at the beginning as it could start as a drive-thru service in order to practice social distancing. There are a few vendors currently offering pre-order online service with delivery to Village Hall on Saturdays (information can be found on our Facebook page).
- B. Manager's Report.
1. *Financial Report for February 2020* – report was presented.
 2. *Sheriff's Office Report.*
 - a. *February 2020* – report was presented.
 - b. *Annual 2019* – report was presented.
 3. *Budget Workshop Date(s) and Time* – Manager Buffkin advised Council that current recommendations are that local governments wait as long as possible to adopt their annual budgets this year due to the uncertainty of the revenues that will be received. Sales tax is the second largest general fund revenue. Staff will send potential dates/times to Council.
 4. *Remote Participation Policy Discussion* – Manager Buffkin stated he had received feedback on possible amendments to the current remote participation policy. A discussion was held and Council members provided their input as it relates to the situations to be encompassed in the policy (i.e. emergency/extreme situations, vacation, limiting use, etc.).

Council consensus was to direct Staff to place Remote Participation Policy on the next agenda as an Action Item and present options to Council for consideration.

5. *Public Works Hours and Discussion* – A brief discussion was held regarding Public Works being open one Saturday morning a month last year for trash, recycling and mulch pick up and the lack of usage by residents. Council Member Barson inquired as to whether offering this service a weekday evening might be beneficial to residents.

Council consensus was to direct Staff to include this topic as our next quarterly survey to gauge interest level from the community.

- C. Attorney's Report – Attorney Fus advised Council of his attending the NC Attorney Association's Conference online and keeping up with municipal posts and blogs related to COVID-19.
- D. Planner's Report – Planner Rahimzadeh advised Council of the upcoming Planning Board public hearings on April 21, 2020. He advised how this will be handled virtually with board members and Staff being on Zoom and public participation via speakerphone and electronic comments to be read by Staff.

Business – Action Items

- E. Greenbrook & Mendelssohn CIP Projects – Manager Buffkin presented a Statement of Work from Jewell Engineering for design services for the Greenbrook & Mendelssohn CIP projects in Clemmons West development.

Council Member Rogers moved to approve the Statement of Work from Jewell Engineering for design services for the Greenbrook & Mendelssohn CIP projects in the amount of \$45,000.00. The motion was seconded by Council Member Wrights and unanimously approved.

- F. Springpath Trail Drainage Improvement Projects Bid - The following quote was received from RCJ Contracting was recommended.

Company	Quote
RCJ Contracting	\$194,058.00

Council Member Rogers moved to accept the bid from RCJ Contracting for Springpath Trail Drainage Improvement Project in the amount of \$194,058.00 plus a 20% contingency for a total of \$232,869.60 (attached hereto as Exhibit B and incorporated as part of the minutes). The motion was seconded by Council Member Cameron and unanimously approved.

- G. Stay at Home Order Update – Mayor Wait provided the background on our current State of Emergency Declaration and stated that the Governor's Stay at Home Order permits in-store traffic for non-essential items and the Village of Clemmons' does not. He advised that he expects most orders that are currently in place throughout the state to be extended. Council Member Cameron recommended taking a look at the current ordinance for state of emergency declarations to determine if needs to be updated or amended. She expressed her thoughts that this should be a decision by the governing body not just the Mayor. Attorney Fus will send a copy of NCGS 166A-19.31 to Council which is the NC Emergency Management Act Statute to reference.

Council consensus was to direct Staff to review the current ordinance for State of Emergency Declarations and provide recommendations.

- H. Council Comments – Mayor Wait expressed his appreciation of the communication level from Staff and dealing with these difficult circumstances.

Adjournment

Council Member Cameron moved to adjourn the meeting at 7:23 p.m. The motion was seconded by Council Member Barson and unanimously approved.



John Wait
Mayor

ATTEST:



Lisa Shortt, NCCMC
Village Clerk

From: [Carolyn Bennett-Sullivan](#)
To: [Lisa Shortt](#)
Subject: Clemmons Council Meeting
Date: Monday, April 13, 2020 2:02:43 PM
Attachments: [COVID-19 STATEMENT.pdf](#)

Carolyn Bennett-Sullivan, Vice President Softgolf
Tanglewood Park, Clemmons, NC

Please see the attached COVID-19 statement from Softgolf owners Raymond Baldorossi, Jr. and Carolyn Bennett-Sullivan.

Thank you,
Carolyn

Carolyn Bennett-Sullivan
Vice President
Softgolf
Golf For Everyone
It's Safe to Play Stay Six Feet Away
Business: 302-757-5927
Cell: 302-494-7977
www.softgolf.net



Please be aware that e-mail and attachments sent to and from this address are subject to the North Carolina Public Records Law and may be disclosed to third parties.

Carolyn Bennett-Sullivan, VP of Softgolf and I, Raymond Baldorossi, President of Softgolf, have stayed ahead of curve regarding the Coronavirus pandemic. We saw what was happening in China and as soon as the first case was identified in Seattle Wa., we had a strong premonition it was just a matter of time before the pandemic would spread across the USA and into our area. We've been practicing social distancing and other safety precautions since the beginning of March.

Before we decided to open Softgolf, we wanted to ensure:

1. We could make it a completely safe environment to keep our patrons and ourselves healthy and prevent the spread of the Covid-19 virus.
2. To know we're providing an essential service by providing a safe venue for exercise and stress relief.

We're aware Softgolf is not as important as food or toilet paper. And we are not saving lives, yet we believe when families are cooped up together for a long period of time they need to get outside, exercise and have some fun. During Thursday's Forsyth County Commissioners meeting, Dr. Christopher Ohl, an Infectious Disease physician at Wake Forest Baptist Health, recommended outdoor exercise and in particular golf as a safe way to get exercise during this time as long as one practices social distancing. Since we are one of the few businesses providing a safe environment, outdoor activity and fun we believe it is our duty to provide our service at a reasonable price. So we lowered our prices by 50% (\$6).

We are in the eye of the public and intend to be completely transparent. We invite anyone to take a close look at everything we are doing to keep the Softgolf course a safe environment and let us know if there is anything within reason we could do better.

Here are the precautions and procedures we have in place to operate safely:

1. Book and pay online to keep from physically handling credit cards and/or cash. We wear gloves when customers are paying manually.
2. We increased the tee off times from every 5 minutes to every 10 minutes to help keep people spread apart and on different holes on our 6.5 acre course.
3. Keep it safe to play... stay 6 ft. away. (If you are not living under the same roof .. stay 6 feet away from everyone at all times.
4. No more than 6 people in a group.
5. Use our online scorecard in your smart phone, do not touch our scorecard stands or flags... leave the flags in the hole at all times.
6. There are no golf carts nor is there a clubhouse.
7. We thoroughly sanitize all of the equipment after every use.
8. We offer disposable gloves to anyone who wants them while playing Softgolf.
9. We have hand sanitizer, soap and water for everyone.

10. The clean clubs and balls are laid out on a table so there is no need to get close to anyone... just grab your equipment and have fun.
11. Return your equipment on the used equipment table and wash your hands or use the hand sanitizer we provide when you finish playing.

SpringPath Trail Drainage Project

Bid Opening - Friday, April 3, 2020 @ 10:00am

Company Name/ Address	Received Date/Time	Representative Name & Contact Info.	TOTAL BID
RCJ Contracting 4895 Charnel Rd. East Bend, NC 27018	4/2/2020 8:38pm via email	Randy Nelson 336-345-6541 rnelsonranch@aol.com	\$194,058.00

Lowest qualified bid

Bid amount
20% contingency

\$194,058.00
\$38,811.60

\$232,869.60

Total

Approved on April 13, 2020



John Wait, Mayor