



**REGULAR MEETING OF
THE VILLAGE OF CLEMMONS COUNCIL
July 27, 2020**

The Village of Clemmons Council met on Monday, July 27, 2020, at 6 p.m. The meeting was held at the Village Hall, Clemmons, North Carolina. The following members were present: Mayor Wait, Council Members Barson, Binkley, Cameron, Rogers and Wrights. Attorney Elliot Fus was also present.

Call to Order & Pledge of Allegiance

Mayor Wait called the meeting to order at 6:00 p.m. and led the Pledge of Allegiance.

Public Comments

There were no citizens in attendance. There were no individuals that spoke during public comments.

Approval of the Minutes

Council Member Cameron moved to approve the minutes of the July 13, 2020 regular meeting as presented. The motion was seconded by Council Member Barson and unanimously approved.

Approval of the Agenda

Mayor Wait requested the addition of Item 6 under Manager's Report "Clemmons Community Day".

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

Announcements

Mayor Wait introduced Forsyth County Sheriff Deputy Summers as he has been recently assigned to the Village of Clemmons.

Business – Information/Review Items for Future Action

- A. *Marketing and Communications Director's Report* – Clerk Shortt advised that there is a crafter each week at the Farmer's Market now.

Business – Review and Items for Future Action

- B. *Manager's Report.*
1. *Financial Report for June 2020* – report was presented. Manager Buffkin advised that the July Sales Tax report has been received and was down substantially (approximately 25%). He stated that the auditors will be incoming within next few weeks to begin this year's audit process.
 2. *FCSO Report for June 2020* – report was presented. Manager Buffkin welcomed Deputy Summers.

3. *Disposition of Records per the Retention Schedule* – Manager Buffkin advised Council of the disposition of records per the retention schedule (attached hereto as Exhibit A and incorporated as a part of the minutes).
4. *Citizen Boards Remote Participation Policies* – Manager Buffkin advised that board members had expressed an interest in a remote participation policy for citizen boards (Planning Board and Stormwater Advisory Board). He stated this type of policy may not be advisable for Zoning Board of Adjustment as that is a quasi-judicial board. His suggestion is to keep a consistent policy for these two boards with the one that Council recently approved. This item will be placed on the next regular meeting agenda for consideration.
5. *Coronavirus Relief Fund Plan* – Manager Buffkin advised of the Coronavirus Relief Fund Plan, the amount that the Village would be eligible to receive (approximately \$221,000 which must be expended by the end of the current calendar year) and the deadline to adopt the plan (September 1, 2020). This item will be placed on the next regular meeting agenda for consideration.
6. *Clemmons Community Day* – Mayor Wait advised of a request he received from the Lewisville-Clemmons Chamber of Commerce. They are holding a Clemmons Community Day on Saturday, September 19, 2020. This will not be a vendor-style event this year as in years past, as they are planning on having fireworks at the Jerry Long YMCA and livestreamed entertainment via FM radio station. The logistics are still being worked out as far as cars. They are looking at purchasing pole banners (a minimum of 24) to highlight and promote leading up to the event and are asking to utilize the brackets on the poles along Lewisville-Clemmons Road and Peacehaven Road near the YMCA. They are asking for funding as they anticipate the fireworks cost to be approximately \$10,000. Council Member Barson pointed out that with the Village of Clemmons events, the Village requests sponsorships to be able to carry them out and this has been discussed previously as the Village has stated we are willing to provide an in-kind partnership with some of their needs (i.e. possibly hanging pole banners, parking cones, etc.) but is not comfortable with providing sponsorship dollars while requesting sponsorship for our events.

Council consensus was to provide an in-kind partnership with the Lewisville-Clemmons Chamber of Commerce for Clemmons Community Day but no financial consideration.

- C. *Attorney's Report* – Attorney Fus reported on two items to Council: 1) a billboard litigation development, and 2) a letter received challenging the peddling ordinance for the Village of Clemmons which will be discussed during closed session.
- D. *Planner's Report* – Planner Rahimzadeh updated Council on cases coming before the Planning Board.

Business – Action Items

- E. Closed Session for Discussion Under Attorney-Client Privilege in Accordance with NCGS 143-318.11(a)(3) and to Discuss Personnel Matter in accordance with NCGS 143-318.11(a)(6) - Council Member Cameron moved to go into closed session for Discussion Under Attorney-Client Privilege (relates to visible properties versus Village of Clemmons) in accordance with NCGS 143-318.11(a)(3) and to Discuss Personnel Matter in accordance with NCGS 143-318.11(a)(6) at 6:24 p.m. The motion was seconded by Council Member Barson and unanimously approved.

At 7:22 p.m., Mayor Wait stated that by unanimous vote Council chose to reconvene the open session with no action taken.

- F. Council Comments – there were none.

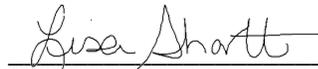
Adjournment

Council Member Rogers 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

Destruction of Records per the Village of Clemmons Records Retention Policy**Exhibit A**

The policy recommends that the items destroyed be entered into the minutes.

Standard Item	Title	Records Destroyed	
2	35 Powell Bill	1989-2010	Destroy in office after 3 years
2	1 Accounts Payable	FYE June 30, 2014	Destroy in office 3 years after payment
2	24 Finacial Journals & Ledgers	FYE June 30, 2014	Destroy in office after 3 years
2	2 Cash Receipts	FYE June 30, 2014	Destroy in office 2 years after collection
		Village Hall Bldg Invoice	
2	1 Accounts Payable	FYE 6/30/1991-1992	Destroy in office 3 years after payment