

Lewisville Town Council
Briefing and Action Meeting Minutes
May 7, 2015 - 6:00 p.m.

Conference Room 210 - Lewisville Town Hall - 6510 Shallowford Road

1. **Call to Order:**
 - a. Mayor Pugh opened the meeting at 6:02 p.m. Council Members present were Robert Greene, Mike Horn, Ed Smith and Jeff Zenger. Others present were Town Manager Hank Perkins, Assistant Town Manager/Finance Director Kathy Bruce, Attorney Bo Houff, Planner Marty Myers, Public Information Officer/Event Supervisor Lynn Hall, Public Works Director George Hauser, Maintenance Technician David Matthews and Town Clerk Joyce Walker. Student Leadership members present were Allie, Zoya and Ethan Thompson. Council Member Sandy Mock arrived at 6:05 p.m. and Council Member Sadler arrived at 6:15 p.m.
 - b. Adoption of Agenda
 - i. Mrs. Walker asked to add Resolution 2015033 as item 6.a. as a late received item.
 - ii. Council Member Smith moved to approve the agenda as amended. The motion was seconded by Council Member Mock and approved unanimously.

2. **Visit Town Facilities**
 - a. Council members and staff left at 6:07 p.m. to visit the Community Center, Town Hall Annex and Public Works Shed.
 - b. At 6:58 p.m., all returned.

3. **Manager's Briefing:**
 - a. Consent Agenda Items for Action at the May 14, 2015 Meeting:
 - i. [Resolution 2015030](#) - Acceptance and Approval of Monthly [Financials for March, 2015](#)
 - ii. Approval of Council Briefing and Action [Minutes - April 2, 2015](#)
 - iii. Approval of Council Meeting [Minutes - April 9, 2015](#)
 - iv. Approval of Council Closed Session [Minutes - April 9, 2015](#)
 - v. Approval of Council Budget Meeting [Minutes - April 15, 2015](#)
 - vi. Approval of Council Budget Meeting [Minutes - April 22, 2015](#)

4. **Guests and Presentations for May 7, 2015**
 - a. None

5. **Items That Require Council Direction**
 - a. None

6. **Items Requiring Action at Briefing**
 - a. Lewisville-Vienna Road Sidewalk Grant Project
 - i. [Ordinance 2015031](#) - amending Budget Ordinance 2014027 to fund the balance needed in the budget for construction and Construction/Engineering (CEI) work on the Lewisville-Vienna Road Sidewalk Grant Project in the amount of \$14,798.³⁵
 - (1) Mayor Pugh moved to approve Ordinance 2015031. The motion was seconded by Council Member Horn and approved unanimously. Ordinance 2015031 is herein incorporated by reference into the minutes.

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- ii. **Ordinance 2015041** - amending Ordinance 2009026 of the Lewisville-Vienna Road Sidewalk Grant Project by providing the additional funds needed to complete construction/engineering
 - (1) Council Member Horn moved to approve Ordinance 2015041. The motion was seconded by Council Member Smith and approved unanimously. Ordinance 2015041 is herein incorporated by reference into the minutes.
 - (2) There was consensus that when considering future project, other financing sources should be investigated that might be more efficient and less expensive. Size of the project should be considered.
- b. **Resolution 2015031** - awarding **contract** to Yadkin Valley Paving, Inc. 121 Cloverleaf Drive of Winston-Salem for various road paving resurfacing not to exceed \$103,840.⁰⁰ for Fairhaven Road, Oak Leaf Lane, Oak Run Court and Fairhaven Court
 - i. Council Member Greene moved to approve Resolution 2015031. The motion was seconded by Council Member Sadler and approved unanimously. Resolution 2015031 is herein incorporated by reference into the minutes.
- c. **Resolution 2015032** - awarding **contract** to Yadkin Valley Paving, Inc. 121 Cloverleaf Drive of Winston-Salem for treatment and resurfacing of various roads not to exceed \$46,076.⁸⁰ for Wright Street, Reid Acres Lane, and Oak Grove Avenue
 - i. Council Member Mock moved to approve Resolution 2015032. The motion was seconded by Council Member Smith and approved unanimously. Resolution 2015032 is herein incorporated by reference into the minutes.
- d. Shallowford Road Roundabout
 - i. **Ordinance 2015043** - amending Budget Ordinance 2014027 in the amount of \$900.⁰⁰ to pay construction contractor (Country Boy Landscaping) for Supplemental Agreement #1 for additional field and office surveying work due to drainage network utility conflicts
 - (1) Council Member Zenger moved to approve Ordinance 2015043. The motion was seconded by Council Member Smith and approved unanimously. Ordinance 2015043 is herein incorporated by reference into the minutes.
 - ii. **Ordinance 2015042** - amending Ordinance 2009025 of the Shallowford Road Roundabout Grant Project Ordinance
 - (1) Council Member Zenger moved to approve Ordinance 2015042. The motion was seconded by Council Member Smith and approved unanimously. Ordinance 2015042 is herein incorporated by reference into the minutes.
- e. **Resolution 2015033** - awarding contract to Yadkin Valley Paving for milling and 2" overlay of various roads not to exceed \$140,424.²⁰ for Bradford Place Lane, Bradford Place Court and Riding Ridge Lane
 - i. Council Member Horn moved to approve Resolution 2015033. The motion was seconded by Council Member Mock and approved unanimously. Resolution 2015033 is herein incorporated by reference into the minutes.

7. **Unfinished Business:**

- a. None

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8. **Administrative Reports:**

- a. Manager's Report
 - i. Sewer master planning
 - (1) Mr. Perkins advised Council that an RFQ reviewed by CCUC has been provided to four (4) firms. Information should be received by 5:00 p.m. on the 29th. Information should be coming to Council in June with final approval in July.
- b. Staff Reports
 - i. Public Works
 - (1) Mr. Hauser updated Council on the progress at the Shallowford Road Roundabout and the Williams Road Bridge.
 - ii. Parks and Recreation
 - (1) Ms. Hall advised Council of the availability of a garage structure that would be adequate for storing the stage for town plays at a cost of \$450 a month including utilities, noting that the meter for the garage is on the house on the property.
 - (a) The town will use the contract with the Baptist Church as an example.
 - (2) Council Member Horn moved to approve entering into a contract for the space as soon as possible. The motion was seconded by Council Member Zenger and approved unanimously.
 - iii. Clerk
 - (1) Council was provided information on the Hazard Mitigation Plan update which must be approved between July 1st and August 28th. The Plan has been expanded from a Forsyth County only to a seven (7) county plan. A resolution accepting the plan has been placed on the July agenda.
 - (2) Utilities Committee appointment
 - (a) Council was advised that no applications had been received to fill the vacancy on the committee. Rob Arnold had been interviewed for a position on the Planning Board but was not selected. He was interested in this vacancy.
 - (b) Mayor Pugh moved to approve the appointment of Mr. Arnold. The motion was seconded by Council Member Smith and approved unanimously.
 - (i) An appointment order will be prepared for the meeting on the 14th.

9. **For the Good of the Order:**

- a. Council Discussion
 - i. Agenda Items for Regular Meeting on May 14, 2015
 - (1) **Introductions, Presentations and/or Proclamations**
 - (a) Proclamation 2015004 - National Police Week (May 10-16, 2015) and Peace Officer's Memorial Day (May 15, 2015)
 - (b) Proclamation 2015005 - National Day of Prayer (May 7, 2015)

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- (c) Honoring Kay Wilfong - LBC member since 2008
 - (d) Honoring the anniversary of Vienna Village
 - (2) [Resolution 2015027](#) - setting a public hearing for comments on the 2015-2016 budget
 - (3) [Resolution 2015029](#) - appointing Richard “Dick” Herring to the Triad Municipal Alcoholic Beverage Control System Board
 - ii. Approval of agenda for regular meeting on [May 14, 2015](#)
 - (1) Council Member Smith moved to approve the agenda for May 14, 2015. The motion was seconded by Council Member Greene and approved unanimously.
 - iii. Ms. Bruce reminded everyone about sending questions for the next budget meeting to staff for compilation.
- b. Adjournment
- i. Having no other business to conduct, Council Member Zenger moved to adjourn the meeting at 8:10 p.m. The motion was seconded by Council Member Smith and approved unanimously.

Dan R. Pugh,
Mayor

ATTEST:

Joyce C. McWilliams Walker
Town Clerk