

**Lewisville Town Council**  
**Regular Meeting Minutes**  
**July 9, 2015 - 7:30 p.m.**  
**Town Hall - 6510 Shallowford Road - Room 110**

**I. Call to Order**

- A. Mayor Pugh called the meeting to order at 7:32 p.m. Council Members present were Robert Greene, Mike Horn, Sandra Mock, Ken Sadler, Ed Smith and Jeff Zenger. Also present were Town Manager Hank Perkins, Assistant Town Manager/Finance Director Kathy Bruce, Attorney Bo Houff, Public Information Officer/Events Supervisor Lynn Hall, Public Works Director George Hauser and Town Clerk Joyce Walker.
- B. Invocation was led by Mayor Dan Pugh and the Pledge of Allegiance by Boy Scout Troop 719 from Sharon United Methodist Church.
- C. Adoption of Agenda
  - 1. Mayor Pugh asked to have Closed Session added at item IX.C. and adjournment moved to item D.
  - 2. Council Member Zenger moved to approve the amended agenda. The motion was seconded by Council Member Mock and approved unanimously.

**II. Consent Agenda**

- A. Consent Agenda Items for Action:
  - 1. [Resolution 2015045](#) - Acceptance and Approval of Monthly [Financials for May 2015](#)
  - 2. Approval of Council Briefing and Action [Minutes - June 4, 2015](#)
  - 3. Approval of Council Meeting [Minutes - June 11, 2015](#)
  - 4. Approval of Council Special Meeting [Minutes - June 25, 2015](#)
  - 5. [Ordinance 2015001](#) - updating the Town Code Book of Ordinances loose leaf binder
- B. Council Member Zenger moved to approve the Consent Agenda. The motion was seconded by Council Member Smith and approved unanimously. Resolution 2015045 and Ordinance 2015001 are herein incorporated by reference into the minutes.

**III. Introductions, Presentations and/or Proclamations**

- A. **Introductions, Presentations and/or Proclamations**
  - 1. Presentations
    - a. The Certificate of Achievement in Financial Reporting (CAFR) was presented by Finance Officer/Assistant Town Manager Kathy Bruce. Mayor Pugh thanked Ms. Bruce and congratulated her on a job well done. This is the 11<sup>th</sup> year the town has received the award.

**IV. Public Forum**

- A. Mayor Pugh opened the Public Forum at 7:45 p.m.
- B. Having no speakers, the Public Forum was closed at 7:46 p.m.

**V. New Business**

- A. [Resolution 2015028](#) - adopting the Northern Piedmont Hazard Mitigation Plan
  - 1. Council Member Mock moved to approve Resolution 2015028. The motion was seconded by Council Member Zenger and approved unanimously. Resolution 2015028 is herein incorporated by reference into the minutes.

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- B. Town-wide sewer feasibility study
  - 1. **Ordinance 2015059** - amending Budget Ordinance 2015045 in the amount of \$39,500 for a community wide master plan and feasibility study for providing sanitary sewer service
    - a. Council Member Zenger moved to approve Ordinance 2015059. The motion was seconded by Council Member Mock and approved unanimously. Ordinance 2015059 is herein incorporated by reference into the minutes.
  - 2. **Resolution 2015047** - awarding attached **contract** to Municipal Services Engineering Company, P.A. for sanitary sewer service feasibility study per the attached **proposal**
    - a. Council Member Smith moved to approve Resolution 2015047. The motion was seconded by Council Member Zenger and approved unanimously. Resolution 2015047 is herein incorporated by reference into the minutes.
    - b. Staff was asked to discuss package plants at the kick-off meeting with the contractor. Also other items discussed at the briefing have been addressed and members of the Utilities Committee will be advised of the kick-off date.
- C. **Ordinance 2015060** - amending Budget Ordinance 2015045 in the amount of \$8,450.00 to contract for the removal of trees from the lakes in the Willow Run Municipal Service District
  - 1. Mr. Perkins explained the process for removing ten (10) trees from the lakes. He explained that asking for approval of the ordinance before receiving a recommendation from the Board is a change in protocol. Usually the Board would meet and make a recommendation for a budget amendment to be presented to Council. In the interest of saving time, since the Board doesn't meet until after Council meets, the budget amendment is being presented for approval first to provide the funds for the work. Once the Board meets, they will review the contract and if acceptable, the work will be able to move forward. If the Board decides not to approve the work, then no money will be spent.
  - 2. Council Member Zenger moved to approve Ordinance 2015060. The motion was seconded by Council Member Horn and approved unanimously. Ordinance 2015060 is herein incorporated by reference into the minutes.
- D. **Ordinance 2015061** - amending Budget Ordinance 2015045 in the amount of \$10,620.00 in order to purchase three (3) light poles and to install two (2) of the poles on Jennings Road
  - 1. Council Member Mock moved to approve Ordinance 2015061. The motion was seconded by Council Member Smith and approved unanimously. Ordinance 2015061 is herein incorporated by reference into the minutes.

VI. **Public Hearings**

- A. None

VII. **Unfinished Business**

- A. None

VIII. **Administrative Reports**

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- A. Upcoming [Events at Shallowford Square](#) and Town Holidays were reviewed.
- B. Mayor Pugh thanked Ms. Lynn Hall, Events Coordinator, and the rest of the staff for the recent play, the Street Party's success, and July 4<sup>th</sup> celebration. He also commended Deputy Davenport's traffic flow plan for the July 4<sup>th</sup> celebration. Council Member Mike Horn supported Mayor Pugh's appreciation to staff.
- C. **Approvals at the Briefing and Action Meeting**
  - 1. Transfer funds from Capital Reserve Greenways to Capital Reserve Sidewalks/Bikepaths/ Greenways per the new budget
    - a. [Ordinance 2015058](#) - Amend Capital Reserve Ordinance - Sidewalks/Bikepaths to receive all monies from the Greenways Capital Reserve Fund and to rename this capital reserve fund to the Sidewalks/Bikepaths/Greenways Capital Reserve Fund
    - b. [Ordinance 2015057](#) - amend Capital Reserve Ordinance - Greenways by transferring all funds (in the amount of \$100,127.24) into the Sidewalks/Bikepaths/Greenways Capital Reserve Fund
    - c. [Ordinance 2015055](#) - amending Budget Ordinance 2015045 to reflect the closing of the Greenways Capital Reserve Fund and movement of monies in the Sidewalks/Bikepaths/Greenways Capital Reserve Fund
  - 2. Regional Stormwater Plan Update - Extension of contract completion
    - a. [Ordinance 2015056](#) - amending Budget Ordinance 2015045 in the amount of \$11,481.00 to extend the completion date on the contract with Stantec Consulting Services, Inc. The amendment will allow payment of the balance in the new fiscal year when the contract is complete.
    - b. [Resolution 2015046](#) - approval of contract extension addendum - [Change Order](#) Number 01

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

- A. Public Comments
  - 1. Mayor Pugh opened Public Comments at 8:07 p.m.
  - 2. Having no speakers, Public Comments were closed at 8:08 p.m.
- B. Council Comments
  - 1. Council Member Greene said this 4<sup>th</sup> of July celebration was one of the best he had seen.
- C. Closed Session
  - 1. Mayor Pugh moved to go into Closed Session at 8:10 p.m. citing State Statute 143-318.11(a)(5) to establish or to instruct the public body's staff concerning the position to be taken by or on behalf of the public body in negotiations for the acquisition of real property. The motion was seconded by Council Member Zenger and approved unanimously.
  - 2. Council returned from Closed Session at 8:21 p.m.
- D. Council Member Zenger moved to amend the agenda to include discussion on the change in work at the roundabout. The motion was seconded by Council Member Mock and approved unanimously.

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1. Mr. Perkins updated Council on the finishing detail for the Shallowford Road Roundabout Project. The design calls for a concrete apron which will be plain.
  2. There was consensus to provide monies for tinting and stamping in the same color and herringbone pattern as the existing roundabouts.
- E. Adjournment
1. Having no other business to discuss, Council Member Zenger moved to adjourn the meeting at 8:26 p.m. The motion was seconded by Council Member Mock and approved unanimously.

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Dan R. Pugh,  
Mayor

ATTEST:

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Joyce C. McWilliams Walker  
Town Clerk