

Lewisville Town Council
Briefing and Action Meeting Minutes
November 5, 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 6:08 p.m. Council Members present were Robert Greene, Mike Horn, Sandra Mock, Ken Sadler, and Jeff Zenger. Others present were Town Manager Hank Perkins, Attorney Bo Houff, Assistant Town Manager/Finance Director Kathy Bruce, Planner Marty Myers, Public Works Director George Hauser, and Town Clerk Joyce Walker.
- b. Adoption of Agenda
 - i. Council Member Mock moved to approve the agenda. The motion was seconded by Council Member Greene and approved unanimously.

2. **Manager's Briefing:**

- a. Consent Agenda Items for Action at the November 12, 2015 Meeting:
 - i. [Resolution 2015064](#) - Acceptance and Approval of Monthly [Financials for September, 2015](#)
 - ii. Approval of Council Briefing and Action [Minutes - October 1, 2015](#)
 - iii. Approval of Council Meeting [Minutes - October 8, 2015](#)
 - iv. Approval of Council Special Meeting [Minutes - October 21, 2015](#)

3. **Guests and Presentations for November 5, 2015**

- a. None

4. **Items That Require Council Direction**

- a. None

5. **Items Requiring Action at Briefing**

- a. [Resolution 2015066](#) - awarding **contract** for placement of Christmas decorations to Elite Landscape Service & Nursery, Inc. of Pfafftown in amount not to exceed \$11,336.⁰⁰
 - i. Council Member Zenger moved to approve Resolution 2015066. The motion was seconded by Council Member Sadler and approved unanimously. Resolution 2015066 is herein incorporated by reference into the minutes.
- b. [Resolution 2015067](#) - awarding **contract** for snow and ice removal to Seth Cheek Grading of Pfafftown for an hourly fee of \$225.⁰⁰ per plow truck and \$75.⁰⁰ per hour for supervisor vehicle
 - i. Council Member Zenger moved to approve Resolution 2015067. The motion was seconded by Council Member Mock and approved unanimously. Resolution 2015067 is herein incorporated by reference into the minutes.
- c. [Ordinance 2015082](#) - amending Budget Ordinance 2015045 in the amount of \$4,900.⁰⁰ to increase funds for contract with Forsyth County Sheriff's Office for internet connection changes to allow faster downloading and uploading of data from deputies to the Sheriff's Office

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- (3) Staff will be doing a punch list for the roundabout project next week. There was a field modification to the original design which must be corrected.

Council Member Ed Smith arrived.

- (4) The contractor didn't complete the work by the date specified in the contract and the liquidated damages is \$1,000.⁰⁰ a day.
- iii. Town square tree removal
 - (1) Staff has been contacted on several ideas to save the wood from the trees. After some discussion, it was decided that the best course of action is just to haul away and to make sure the contractor can do so.
 - (a) Staff was asked to remove the picnic tables from the fenced area around the trees as a safety measure.
- b. Staff Reports
 - i. Town Attorney
 - (1) Legislative changes:
 - (a) Council members were briefed on the modification to City/County voting rules effective on or after August 1, 2015. Council members who have not been officially excused from a meeting or who do not vote on planning and zoning matters will no longer have that vote counted as a *yes*. It will now be counted as an abstention.
 - (b) Annual notices to chronic violators
 - (i) Statutes have been updated to apply to all chronic violators and not just those with overgrown weeds.
 - (c) Legislation has been approved to provide guidance on the removal or relocation of objects of remembrance.
 - ii. Clerk
 - (1) Charter change for Parks, Recreation and Cultural Development is being updated to conform with the committee's requested meeting schedule change for 2016.
 - (2) Amendment to [Resolution 2015061](#) - Intent to close a portion of Rainbow Avenue
 - (a) The surveyor was unable to complete the survey to allow the publication of the resolution in October and hold the public hearing in November. The resolution was amended to publish the resolution in November and hold the public hearing in December.
 - (i) Council Member Zenger moved to approve amending Resolution 2015061. The motion was seconded by Council Member Smith and approved unanimously. Resolution 2015061 Amended is herein incorporated by reference into the minutes.

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- (3) Town Hall will be closed on Wednesday, November 11, 2015 for the Veterans Day observance.
 - (a) Boy Scout Troop 715 will be holding a flag retirement ceremony at 6:30 p.m. at the Veterans Memorial at Shallowford Square.
- (4) Lewisville Civic Club's Annual Christmas Parade will be held on Sunday, December 13, 2015 at 3:00 p.m.

8. For the Good of the Order:

- a. Council Discussion
 - i. Agenda Items for Regular Meeting on **November 12, 2015**
 - (1) **Introductions, Presentations and/or Proclamations**
 - (a) Introductions
 - (i) Winston-Salem/Forsyth County Schools Representative
 - (b) Presentations
 - (i) Audit report - (Harold) Gibson & Company
 - (2) **Ordinance 2015081** - Amending the charter for Parks, Recreation and Cultural Development
 - (3) **Resolution 2015068** - setting a public hearing on Thursday, December 10, 2015 to receive comments on L-077 rezoning request for 6606 Shallowford Road from LD1-S to LD1-S Amended
 - (a) This is a site plan amendment related to fencing.
 - ii. Approval of agenda for regular meeting on **November 12, 2015**
 - (1) Council Member Zenger moved to approve the agenda for November 12, 2015. The motion was seconded by Council Member Smith and approved unanimously.
- b. Closed Session
 - i. At 7:32 p.m., Mayor Pugh moved to go into Closed Session citing State Statute 143-318.11(a)(6) to consider the qualifications, competence, performance, character, fitness and conditions of employment of an individual public officer or employee. The motion was seconded by Council Member Smith and approved unanimously.
 - ii. Council returned from Closed Session at 9:01 p.m.
- c. After returning from Closed Session, Mayor Pugh made a motion for a 2-year contract at a 2% increase in salary for the Town Manager and to clarify provisions regarding the requirement of performance plan by January 14, 2016. The motion was seconded by Council Member Smith and approved with a vote of 5-2. Mayor Pugh and Council Members Greene, Horn, Sadler and Smith voted in the affirmative and Council Members Mock and Zenger voted nay.
- d. Adjournment
 - i. Having no other business to discuss, Council Member Horn moved to adjourn the meeting at 9:15 p.m. The motion was seconded by Council Member Smith and approved unanimously.

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Dan R. Pugh,
Mayor

ATTEST:

Joyce C. McWilliams Walker
Town Clerk