

Lewisville Town Council
Briefing and Action Meeting Minutes
March 3, 2016 - 6:00 p.m.

Conference Room 210 - Lewisville Town Hall - 6510 Shallowford Road

1. **Call to Order:**

- a. Mayor Horn called the meeting to order at 6:01 p.m. Council Members present were Fred Franklin, Robert Greene, Sandy Mock, Ken Sadler, and Jeff Zenger. Also present were Town Manager Hank Perkins, Attorney Bo Houff, Planner Marty Myers, Public Works Director George Hauser, and Town Clerk Joyce Walker. Others present were Parks, Recreation and Cultural Development members Marci Gallman and David Smitherman, Student Leadership Committee member Emma Dull, and Sheriff's deputy Cpl. Douglas Fay. Council Member Ed Smith arrived at 6:08 p.m.
- b. Adoption of Agenda
 - i. Mayor Horn asked to amend the agenda by adding Chris Greene to b. under *Guests and Presentations*.
 - ii. Council Member Zenger moved to approve the agenda as amended. The motion was seconded by Council Member Mock and approved unanimously.
- c. Mayor Horn announced that several Council members need to leave at 7:15 p.m. in order to attend the public hearing for the Lewisville-Vienna Road/Robinhood Road school and that Dr. Sadler will need to leave at 6:25 p.m.

2. **Manager's Briefing:**

- a. Consent Agenda Items for Action at the March 10, 2016 Meeting:
 - i. [Resolution 2016016](#) - Acceptance and Approval of Monthly [Financials for January 2016](#)
 - ii. Approval of Council Briefing and Action [Minutes - February 4, 2016](#)
 - iii. Approval of Council Meeting [Minutes - February 11, 2016](#)
 - iv. [Resolution 2016010](#) - accepting the resignation of Jesse Kio from the Lewisville Public Safety Advisory Committee
 - v. [Resolution 2016011](#) - accepting the resignation of William Lorentz from the Lewisville Recycling Committee
 - vi. [Resolution 2016012](#) - accepting the resignation of Wayne Turner from the Lewisville Recycling Committee
 - vii. [Resolution 2016013](#) - accepting the resignation of Ken Wernick from the Lewisville Parks, Recreation and Cultural Development Board
 - viii. [Resolution 2016014](#) - accepting the resignation of Randolph C. Henning from the Lewisville Planning Board
 - ix. [Resolution 2016015](#) - accepting the resignation of Ronald Hutton from the Lewisville Zoning Board of Adjustment
- b. For the meeting on March 10th, staff was asked to change the wording on those members leaving the boards and committees to more adequately reflect their reason for leaving.

3. **Guests and Presentations for March 3, 2016**

- a. Parks, Recreation and Cultural Development Proposal - [Street Festival](#) - Marci Gallman and David Smitherman

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- i. Chair Marci Gallman introduced David Smitherman who provided a written proposal for allowing alcohol at the June Street Party.

Street Event with Alcohol

This proposal is designed to explain how we would control the use of alcohol at our upcoming street event. We understand the results of unmanaged alcohol usage and are proposing a solution that would allow local wineries or breweries to sell their products in a safe and controllable arena.

The alcoholic beverage vendors would be limited to a set area defined by the Parks & Recreation board on approval of Lewisville Town Council.

No coolers, bags or other means that would contain alcoholic beverages will be allowed during the event - this is not a BYOB (bring your own beverage) event. Should someone ignore this rule they would be asked to leave the event.

Wrist bands will be available to purchase, up to a total of 3. Wrist bands will be placed on individual's arm of choice. Each wrist band can be exchanged for 1 beer or 1 wine.

A current driver's license will be required to qualify legal drinking age of 21, the individuals hand will be stamped as visual identity and a limiter to prevent them from purchasing more arm bands.

Vendor of wine or beer would retain bands that they exchange - at end of function each vendor will supply number of bands equaling amount of alcohol served - collecting table (city) would then reimburse bands for cash taken.

A poster or letter stating the conditions on which alcohol will be served and/or consumed will be posted in plain sight at such location designated by City of Lewisville.

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- ii. There was discussion on allowing sales and consumption only in a designated area; however, there was also the thought that consumption could be with one's family.
 - (1) It was pointed out that alcohol is to accentuate this event and not to be the event.
 - iii. Council was advised that any vendor invited to participate must be the maker of the beverage and be licensed by the ABC Board to sell off-prem.
 - iv. It was pointed out that Town Code does not allow alcohol at either of the parks.
 - (1) Staff was instructed to examine Chapter 16 of the Town Code to see if alcohol can be allowed as a part of this event.
- b. Council Member Greene introduced Chris Greene.
 - i. Chris Greene is participating in a school project that includes the State dog, Plot, who is helping students at Trappe Hill social studies class to learn about North Carolina.

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Mr. Greene has taken photos around town and supplied information about the town to one of the students. He took a photo of the Council to include in the information package.

4. **Items That Require Council Direction**

- a. None

5. **Items Requiring Action at Briefing**

- a. **Ordinance 2015086 Amended** - is to correct the typing of SR 1166 to SR 1100 reaffirming the speed limit on that portion of Styers Ferry Road within the boundaries of the Town of Lewisville
- i. Council Member Zenger moved to approve Ordinance 2015086 Amended. Council Member Franklin seconded and the vote was unanimous. Ordinance 2015086 Amended is herein incorporated by reference into the minutes.

6. **Unfinished Business:**

- a. None

7. **Administrative Reports:**

- a. Manager's Report
- i. Roundabout drainage update
- (1) The DOT has approved the design and advised they can do the work. They are to provide an estimate of the cost for the DOT maintenance crew to do the work.
- ii. Water tank painting
- (1) Council was advised that the cost will be \$10,450.⁰⁰ which also includes the Town's logo. Painting will be done this summer after school is out.
- (a) Staff was instructed to ask the Beautification Committee if they wished to propose a color scheme for the tank and to check with CCUC if the colors can be changed.
- iii. Williams Road Bridge medallions
- (1) Medallions will be installed sometime in the spring. A warm climate is better for installation.
- b. Staff Reports
- i. Public Works
- (1) Staff has worked with Waste Management to help streamline the bulky item pick-up process. This will begin in September. The process calls for the residents to contact Waste Management directly and seems to work well in other cities. The Town will be working on advertising the change.
- (a) Staff is to confirm how items placed, but were not on the call list, will be handled.

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- (2) A double poplar tree in the right of way on Warbler Road has been struck by lightening and needs to be removed at a cost of \$1,000.⁰⁰.
 - (a) Council Member Zenger moved to have a budget amendment for the March 10th meeting. The motion was seconded by Council Member Smith and approved unanimously.
- (3) There is a maintenance issue at the square. There is a back flow preventer on the sewer line that needs to be corrected and the seals in rest rooms need to be replaced. A budget amendment in the amount of \$1205.⁰⁰ will be prepared for next week.
- (4) Currently there is \$1,000.⁰⁰ in the Beautification Committee's budget to place an irrigation system at Jack Warren Park in the perennial garden; however, that would have been accomplished using staff. Without full staff, this work will need to be contracted for an additional \$2500.⁰⁰. A budget amendment will be available at the next meeting.
 - (a) Staff was instructed to validate that the line will be expandable.
- (5) The Town's reserve lamp pole needs to be replaced after being used for one that has been hit. The Town is waiting on insurance. The cost is \$2906.⁰⁰ and a budget amendment will be on the agenda next meeting.
- (6) Council members were advised that there are five contracts for grounds maintenance being combined into one.

ii. Clerk

- (1) Emergency services
 - (a) Council was advised that the emergency ordinance may be more detailed and the manager and clerk will need additional time to prepare.
- (2) Calendar changes
 - (a) Budget date discussion
 - (i) Mayor Horn provided dates for the budget workshops. Council members were in agreement with the dates selected.
 - (b) Council was advised that all the board and committee meetings have been moved into Town Hall. An updated calendar will be on the agenda for approval next week that will include the budget schedule.

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

a. Council Discussion

i. 25th Anniversary Celebration

- (1) Mrs. Mock advised Council the anniversary committee met and discussed potential activities at the event, hours of operation, possible budget and budget items, time-line, arrangement of activities, and safety issues. The committee was presented several event alternatives that addressed the safety issue of crossing Shallowford Road. Mrs. Mock also has a rain day plan yet to be presented to the committee. The next meeting will be an update on

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those items that have been accomplished. August 19th and 20th are the dates set aside for the activities.

- ii. Web cam update
 - (1) WXII has been contacted and has technicians investigating what technology will be needed. A response has not been received.
- iii. Agenda Items for Regular Meeting on **March 10, 2016**
 - (1) [Ordinance 2016005](#) - Amending Town Code Chapter 10 Planning Organization Charter to correct the date for budget funding submittal
 - (2) [Ordinance 2016006](#) - Public hearing on L-077 amending the site plan and expansion of a garage on the property
 - (a) Mr. Myers provided a time-line of events that brought this request to Council for review.
 - (b) There was discussion on the fence portion of the site plan and the color palate that needs to conform with existing ordinances.
 - (3) [Ordinance 2016007](#) - amending the Beautification Committee's charter regarding when they can elect their chair and vice chair
 - (4) Appointments
 - (a) Boards
 - (i) [Parks, Recreation and Cultural Development](#) - 3 seats available - 3 applications
 - 1) Marci Gallman
 - 2) Wayne Hall
 - 3) Shaida Horner
 - (ii) [Planning Board](#) - 3 seats available - 5 applications
 - 1) Victor Brown
 - 2) Suzanne Fawley
 - 3) Jeanne Marie Foster
 - 4) Vance L. Horner
 - 5) Chester Patterson
 - (iii) [Willow Run Municipal Service District](#) - 1 seat available - [At Large](#) - 1 application
 - 1) Jeffrey Rawls
 - (iv) [Willow Run Municipal Service District](#) - 1 seat available - [District 3](#)
 - 1) No applications
 - (v) [Zoning Board of Adjustment](#) - 1 seat available - permanent member - 1 application
 - 1) Ken Wernick
 - (b) Committees
 - (i) [Appointment Order 2016002](#) - appointing members to the Lewisville Beautification Committee

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- (ii) [Appointment Order 2016003](#) - appointing members to the Lewisville Public Safety Advisory Committee
 - (iii) [Appointment Order 2016004](#) - appointing members to the Lewisville Recycling Committee
 - 1) With the approval of Council members, Mayor Horn suggested that he will meet with the chair to discuss the future of the committee since there are only three members.
 - (iv) [Appointment Order 2016005](#) - appointing members to the Lewisville Stormwater Advisory & Education Committee
 - (v) [Appointment Order 2016006](#) - appointing members to the Lewisville Utilities Committee
 - 1) Mr. Zenger updated Council on the feasibility sewer study which will be coming forward to Council in April.
- (5) **Introductions, Presentations and/or Proclamations**
- (a) Presentation
 - (i) Stogias Family in recognition of Liberty Restaurant's 30 years in business
 - iv. Approval of tentative agenda for regular meeting on [March 10, 2016](#)
 - (1) Council Member Zenger moved to approve the tentative agenda as amended above (budget amendments to be added). Council Member Smith seconded and approved unanimously.
 - v. Mayor Horn updated Council on the upcoming cycling event. He has been working with the business community on their involvement with the event.
 - vi. Adjournment
 - (1) Having no other business to discuss, Council Member Smith moved to adjourn the meeting at 7:12 p.m. The motion was seconded by Council Member Zenger and approved unanimously.

Mike Horn
Mayor

ATTEST

Joyce C. McWilliams Walker
Town Clerk