

**MINUTES OF THE BOARD OF ALDERMEN  
TOWN OF KERNERSVILLE, N.C.  
BRIEFING SESSION AUGUST 1, 2012**

The Board of Aldermen of the Town of Kernersville met in a briefing session at 6:30 P.M. on the above date in the Town Hall Executive Conference Room at the Municipal Building at 134 East Mountain Street.

**Present:** Mayor Dawn Morgan, Alderman Keith Hooker, Mayor Pro Tem Dana Caudill Jones, Alderman Tracey Shifflette and Alderman Neal Stockton.

**Absent:** Alderman Irving Neal.

**Staff Present:** Curtis L. Swisher, Town Manager; John G. Wolfe III, Town Attorney; Jayne Danner, Deputy Clerk; Jeff Hatling, Community Development Director; Ken Gamble, Police Chief; Walt Summerville, Fire Rescue Chief; Doran Maltba, Public Services Director; Brian Ulrich, Transportation Manager; Ernie Pages, Parks & Recreation Director, Franz Ader, Finance Director; Adam Hutchins, Systems Administrator and Ray Smith, Human Resources Director.

**Call to order and invocation.**

Mayor Dawn Morgan called the meeting to order and Mayor Pro Tem Dana Caudill Jones delivered the invocation.

**1. Presentation of National Night Out Proclamation to the Kernersville Police Department.**

Mayor Morgan presented the Proclamation to Police Chief Ken Gamble.

Chief Gamble reported on the activities for the event. He noted that this event provides the community the opportunity to get an inside look on the workings of the Police Department.

**2. Briefing on the August 7, Regular Meeting Agenda.**

- **Presentation of Certificate to Walt Summerville, Fire Rescue Chief for Completion of National Fire Academy's "Executive Fire Officer Program".**
- **Presentation of Proclamation for the 37<sup>th</sup> Annual Honeybee Festival.**

Mayor Dawn Morgan noted the ceremonial items on the Agenda. She asked Chief Summerville to give an account on the Executive Fire Officer Program.

Walt Summerville, Fire Rescue Chief gave an overview on the establishment of the program. He reported that it is a four year program; each core class requires extensive research and a written

report relating the topic to your community. He added that all reports that receive a grade of three or above are posted to the Academy website for use by fire departments nationwide. All of Chief Summerville's reports were graded three or above.

**Item # 1 PUBLIC HEARING: Curtis Swisher, Agent for the Town of Kernersville, for properties located at 133 and 141 South Main Street and 134, 136, 210, and 212 East Mountain Street, being all of PIN#'s 6886-33-4876, 6886-33-2626, 6886-23-8820, 6886-33-3922, 6886-23-9505, 6886-33-4699, 6886-23-8887, containing a total of 7.51 acres more or less. Petitioner requests a General Use District rezoning from GB (General Business) to CB (Central Business). Zoning Docket K-713**

Mr. Jeff Hatling, Community Development Director briefed the Board on this rezoning request. He stated that the Planning Board and Staff recommend approval as presented and that no opposition was received.

**Item # 3 Request by Kernersville Cruise-In Organization to amend the time of the event.**

Mr. Curtis Swisher, Town Manager briefed the Board on this request from the Cruise-In organization to close the streets at 3 p.m. instead of 4 p.m. He added that the events have become very popular and more time is needed to set up prior to people arriving at the Cruise In.

**Item # 4 Presentation of Semi-annual Report by the Chamber of Commerce for In-kind Services.**

Mayor Dawn Morgan stated that a representative of the Chamber would present this report to the Board on Tuesday as required in the funding agreement.

**Item # 5 Consideration of Amendment to the Design and Constructions Specifications Manual.**

Mr. Curtis Swisher, Town Manager briefed the Board on this amendment to the Town's Design and Constructions Specifications Manual. He stated that this measure is recommended due to the reduction in Town staff and that to contract this service out would be cost prohibitive. He added that any developer of roads or infrastructure would be required to submit a Certification to the Town signed by a duly licensed Professional Engineer in the State of North Carolina, certifying that all construction elements illustrated on the approved plans have been completed per required specifications, and that the project has been constructed in accordance with applicable Town of Kernersville construction standards. He also added that a similar procedure is used by NCDOT.

**Item # 6 Consideration of a Resolution Authorizing the Acceptance of a Temporary Intergovernmental Agreement for Law Enforcement Services at the 2012 Democratic National Convention with the City of Charlotte, Charlotte-Mecklenburg Police Department.**

Mr. Swisher briefed the Board on this Resolution authorizing Kernersville Police Officers to assist in providing law enforcement services during the 2012 National Democratic Convention in

Charlotte. He stated that police officers from most of the surrounding municipalities will be participating.

Police Chief Gamble added that this will be an invaluable experience for the officers. He further added that the Town will not incur any costs for this service, in fact the Town will net \$8,200 in additional revenue and the officers will be able to retain the equipment that is issued to them.

**Item # 7 Consideration of Feasibility Study for a Mountain Bike Trail.**

Mr. Swisher briefed the Board on a request from the Kernersville Cycling Club for a feasibility study for a mountain bike trail on the old proposed landfill site. He added that staff recommends approval of the request. He further added that the trail could potentially connect to Triad Park in the future.

Mayor Pro Tem Jones asked what the hours of operation would be and how this would impact the Parks & Recreation Department work load.

Mr. Swisher stated that the trail would remain open at all times; it would potentially only require maintenance due to storm debris and would not incur any major funds for maintenance.

Mr. Hatling stated that both adjoining property owners are in favor of the trail.

**Item # 8 CONSENT AGENDA: All of the following matters are considered to be routine by the Board of Aldermen and will be enacted by one motion. There will be no separate discussion unless a Board member or citizen so requests, in which event the matter will be removed from the Consent Agenda and considered under the following item.**

- C-1 Approval of Minutes for June 5, 2012 Regular Meeting  
Approval of Minutes for June 5, 2012 Closed Session  
Approval of Minutes for June 20, 2012 Briefing Session  
Approval of Minutes for June 20, 2012 Closed Session  
Approval of Minutes for June 26, 2012 Regular Meeting
- C-2 Forsyth County Tax Refund
- C-3 Consideration of Bids for a Piggyback Purchase of Two (2) Side Loading Refuse Trucks
- C-4 Consideration of a Resolution Authorizing the Financing of Various Equipment Purchases and the associated Notice of Intent to Reimburse.
- C-5 Consideration of Declaring Police Department Equipment Surplus and Authorizing a Trade-In with Motorola.

Mr. Swisher highlighted the Consent Agenda items.

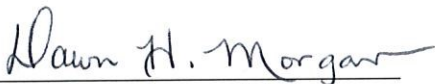
**3. Matters to be presented by the Town Manager and Town Attorney.**

None Presented.

**4. Adjournment.**

Mayor Pro Tem Dana Caudill Jones made a **Motion** to adjourn the meeting at 7 p.m. Alderman Keith Hooker seconded the motion and the vote was all for and motion carried.

Being no further business to come before the Board, the meeting was adjourned.

  
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Dawn H. Morgan, Mayor

Attest:

  
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Jayne Danner CMC, Deputy Clerk

I, Jayne Danner, Deputy Clerk of the Town of Kernersville, North Carolina, do hereby certify that this is a true and correct copy of the minutes of the meeting duly held on August 1, 2012.

This the 6<sup>m</sup> day of September, 2012.

  
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Jayne Danner CMC, Deputy Clerk