

**MINUTES OF THE BOARD OF ALDERMEN  
TOWN OF KERNERSVILLE, N.C.  
BRIEFING SESSION MAY 1, 2013**

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, Mayor Pro Tem Dana Caudill Jones, Alderman Keith Hooker, Alderman Irving Neal, Alderman Tracey Shifflette and Alderman Neal Stockton.

**Absent:** None

**Staff Present:** Curtis L. Swisher, Town Manager; Jayne Danner, Deputy Town Clerk; John Wolfe, Town Attorney; Jeff Hatling, Community Development Director; Captain Steve Bowman, Police Dept.; Terry Crouse, Fire Rescue Chief; Doran Maltba, Public Services Director; Russell Radford, Engineering Director; Ernie Pages, Parks & Recreation Director; Dale F. Martin, Town Clerk; 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 Proclamation Designating National Law Enforcement Week**

Mayor Morgan presented a Proclamation to Captain Steve Bowman designating May 12<sup>th</sup> – 18<sup>th</sup>, 2013 as National Law Enforcement Week. She expressed her appreciation for the dedication of all the Police Department employees.

**2. Presentation of Proclamation Designating National Public Works Week**

Mayor Morgan presented a Proclamation to Doran Maltba, Public Services Director and Russell Radford, Engineering Director designating May 19<sup>th</sup> – 25<sup>th</sup>, 2013 as Public Services and Engineering Week. She stated that the Town's Earth Day Celebration was a huge success and thanked all the employees in both departments for their collaborative efforts.

**3. Presentation of Proclamation Designating Municipal Clerk's Week**

Mayor Morgan presented a Proclamation to Dale F. Martin, Town Clerk and Jayne Danner Deputy Clerk designating May 5<sup>th</sup> – 11<sup>th</sup>, 2013 as Municipal Clerk's Week. She thanked Dale and Jayne for their dedication and expressed appreciation for their personal assistance. She also noted their involvement with the North Carolina Association of Municipal Clerks and their commitment to continued education of their profession.

**4. Consideration of a Resolution declaring May as Historic Preservation Month.**

Mayor Morgan stated that the local theme this year for Historic Preservation Month is “See”, “Save”, Celebrate”. She further added that a representative from the Historic Preservation Society will be at the meeting on Tuesday to accept the Resolution declaring May as Historic Preservation Month in Kernersville.

Mayor Pro Tem Dana Caudill Jones made a **Motion** approving the following Resolution declaring May as Historic Preservation Month in Kernersville. Alderman Neal Stockton seconded the motion and the vote was all for and motion carried.

**RESOLUTION NO. R-2013-08  
RESOLUTION DECLARING HISTORIC PRESERVATION MONTH  
IN  
KERNERSVILLE, NORTH CAROLINA  
MAY 2013**

**WHEREAS**, historic preservation is an effective tool for managing growth, revitalizing neighborhoods, fostering local pride, and maintaining community character while enhancing livability; and

**WHEREAS**, historic preservation is relevant for urban and rural communities across the nation, and for Americans of all ages, all walks of life, and all ethnic backgrounds; and

**WHEREAS**, it is important to celebrate the role of history in our lives and the contributions made by dedicated individuals in helping to preserve the tangible aspects of the heritage that has shaped us as a people; and

**WHEREAS**, “*See! Save! Celebrate*” is the theme for National Preservation Month 2013 established by the National Trust for Historic Preservation.

**NOW, THEREFORE, BE IT RESOLVED**, that the Mayor and Board of Aldermen of Kernersville do hereby declare the month of May 2013 as National Historic Preservation Month, and call upon the people of Kernersville to join their fellow citizens across the United States in recognizing and participating in this special observance.

**BE IT FURTHER RESOLVED** that this resolution be spread upon the minutes of the Board of Aldermen and that a copy be furnished to the Forsyth County Historic Resources Commission.

Adopted this 1st day of May, 2013

**5. Briefing on the May 7, Regular Meeting Agenda.**

Mayor Morgan noted the ceremonial items on the Agenda: Presentation of a Proclamation Recognizing A. L. “Buddy” Collins; Presentation of Proclamations Recognizing Outstanding Participation in Kernersville Cares For Kids and the “It’s My Call” Program to East Forsyth High School and East Forsyth Middle School; Recognition of Winners of Art For Earth Contest; Presentation of a Proclamation Designating May 12, 2013 as Fibromyalgia Awareness Day and Presentation of a Resolution Declaring May as Historic Preservation Month.

Mayor Morgan added that there are no Public Hearings on the Agenda; therefore the first item will be “Speakers from the Floor”.

**Item # 2 Update on Kilburn Way Lane Greenway Connection.**

Mr. Swisher, Town Manager stated that this update is on the screening options for a portion of the Kerners Mill Creek Greenway as follow up to the discussion on the matter at the April Board Meeting. He stated that staff will present several screening options for the Board’s consideration.

Mr. Phil Loflin asked when the project will start. He also commented on a tree close to the area that may need attention.

Mr. Swisher responded that it could possibly start in September, but was unsure of an exact date.

**Item # 3 Discussion on Parking Issues at Ivey M. Redmon Sports Complex and Bagley Fields and Consideration of an Ordinance establishing No Parking on a portion of Bagley Drive.**

Mr. Swisher stated that citizens have expressed concerns about the parking issues at both of these locations. He added that Staff is recommending a temporary lot for parking at the Ivey M. Redmon Sports Complex. He further added that an Ordinance has been prepared for the Board’s consideration to enforce “No Parking” along a portion of Bagley Drive.

**Item # 4 Discussion and Consideration of Infrastructure Improvements to Reduce Speeding.**

Mr. Swisher stated that initially staff looked into this matter after members of the Stonecroft homeowners association (HOA) contacted the Town requesting assistance with speeding issues on Old Orchard Road. Mr. Swisher distributed illustrations of several traffic calming options. He recommended that prior to any action being taken by the Town a petition signed by the majority of homeowners in the affected neighborhood would need to be received in favor of the recommended traffic calming option. He also stated that any costs incurred may have to be offset by the homeowners association.

Alderman Neal asked if we had additional neighborhoods in Town with traffic calming devices other than the speed humps in Doe Run.

Mr. Swisher answered not that he is aware of.

Mayor Pro Tem Jones stated that she believed the Police Department had addressed the major issue causing the Old Orchard Road problem.

Mayor Morgan stated that at the public meeting several citizens from other neighborhoods attended that are experiencing similar issues.

**Item # 5 Presentation of the “Downtown Parking Study.”**

Mr. Jeff Hatling, Community Development Director briefed the Board on this study to address downtown parking options and issues. He stated that he will present the results of the study to the Board identifying both public and private parking options in downtown.

**Item # 6 Presentation of the “Growth and Traffic Data 2012 Annual Report.”**

Mr. Hatling stated that this is the first annual report drafted by the Board appointed Growth and Traffic Data citizen committee. He added that this same report was reviewed by the Planning Board at their April 8, 2013 meeting and now will be presented to the Board of Aldermen for their recommendations and considerations.

**Item # 7 Discussion on Traffic light fixtures at the intersection of Medical Parkway and Hwy. 66.**

Mr. Swisher stated that Staff recommended bringing this matter before the Board because of the phase of the project, and because the prospective bidders for the VA Healthcare Center have indicated that they will install mast arm traffic signal poles at the intersection of the Medical Parkway and road to the VA Healthcare Center. He added that costs were not available at the time the Agenda went out; however since then Staff has received a quote of \$220,000 for this style of pole, therefore the Board could vote to remove this item from the Agenda or simply not take any action.

**Item # 8 Consideration of Personnel Policy Changes.**

Mr. Swisher noted the recommended changes. He added that he would be glad to answer any questions the Board may have. No questions were presented.

**Item # 9 Consideration of a Resolution to Preserve Town Revenues.**

Mr. Swisher stated that a Resolution has been prepared for the Board’s consideration expressing opposition to the changes proposed by the General Assembly to withhold various sources of revenues from municipalities, such as sales and use tax; utility franchise tax. He added that municipalities across the state are adopting similar Resolutions due to the financial hardship the loss of these revenues will present. He noted that the loss to the Town would be approximately \$1.3 million. He further noted that the draft FY 13-14 budget has been prepared based on the same revenues as FY12-13.

Alderman Stockton reported on his recent visit on behalf of the Town with representatives in Raleigh. He noted the lack of presence by the smaller municipalities at this event.

**Item # 10 Consideration of Agreement with Energy United.**

Mr. Swisher stated that this matter has been continued from previous months, however he is now unsure if it will be finalized by Tuesday.

**Item # 11 Consideration of a Request to Submit a Solid Waste Grant Application.**

Mr. Swisher briefed the Board on this \$25,000 Grant Application that would require a \$5,000 Town match. He noted that the match funds have been included in the FY13-14 budget.

Alderman Neal asked if the Town would be required to provide the data collected to the State.

Mr. Maltba advised that the Town is already doing so; however it is currently done manually and requires extensive man hours.

**Item #12 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 March 5, 2013, Regular Session  
Approval of Minutes for March 22, 2013 Special Session  
Approval of Minutes for March 22, 2013 Closed Session  
Approval of Minutes for March 27, 2013 Briefing Session  
Approval of Minutes for April 2, 2013 Regular Session**
- C-2 Consideration of a Cooperative Purchasing Contract with the Charlotte Cooperative Purchasing Alliance**
- C-3 Consideration of a Resolution to Declare Property Surplus and authorize the Disposal.**

Mayor Morgan noted Consent Agenda item C-1.

Mr. Swisher stated that item C-2 is a piggy-back style contract similar to the one used for the recent fire truck purchase. He noted that some of the surplus property in item C-3 is old police vehicles and old computers all of which are no longer of use to the Town.

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

Alderman Keith Hooker made a **Motion** to go into Closed Session to discuss personnel matters and land acquisition matters as permitted by NCGS 143-318.11(a) at 7:27 p.m. Mayor Pro Tem Dana Caudill Jones seconded the motion and the vote was all for and motion carried.

The Board returned to Open Session at 9:49 p.m.

Mayor Morgan asked if there was any other business.

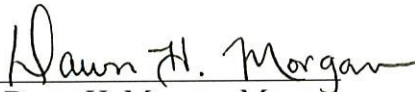
A question was asked of the Town Attorney regarding prayer in meetings.

Mr. Wolfe responded and there was a brief discussion on this matter by the Board.

**7. Adjournment.**

Mayor Pro Tem Dana Caudill Jones made a **Motion** to adjourn the meeting at 9:58 p.m.  
Alderman Tracey Shifflette 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.

  
Dawn H. Morgan, Mayor

Attest:

  
Jayne Danner, CMC, NCCMC 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 May 1, 2013.

This the 5<sup>th</sup> day of June, 2013.

  
Jayne Danner, CMC, NCCMC Deputy Clerk