

**MINUTES OF THE BOARD OF ALDERMEN
TOWN OF KERNERSVILLE, N.C.
BRIEFING SESSION FEBRUARY 26, 2014**

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 Joe Pinnix, Aldermen Kenny Crews, Keith Hooker and Tracey Shifflette.

Absent: Alderman Irving Neal.

Staff Present: Curtis L. Swisher, Town Manager; Jayne Danner, Deputy Town Clerk; John Wolfe, Town Attorney; Jeff Hatling, Community Development Director, Scott Cunningham, Police Chief; Terry Crouse, Fire Rescue Chief; Doran Maltba, Public Services Director; Ernie Pages, Parks & Recreation Director; Gray Cassell, Chief Information Officer; Franz Ader, Finance Director and Ray Smith, Human Resources Director.

Call to order and invocation.

Mayor Dawn Morgan called the meeting to order and Alderman Tracey Shifflette delivered the invocation.

1. Update by Staff on Bus Service.

Mr. Jeff Hatling, Community Development Director gave a brief overview of the previous senior/shopping shuttle service provided by Winston Salem Transit Authority (WSTA) in Kernersville. He added that WSTA has decided not to continue the service as originally proposed; therefore the Town is pursuing a \$60,000 grant to offset the costs of a similar bus service for one year provided by PART. This shuttle could potentially have an expanded route to include the hospital and the Piedmont Triad Regional Council (PTRC) offices, who provide services for seniors. He further added that the Town would be required to have a 10% match the first year, and a 20% match for the second year and all consecutive years thereafter. He stated that the bus service would be provided through a collaboration of the Town, MPO, PART and PTRC and could begin as soon as July 1, 2014.

2. Briefing on the March 4, Regular Meeting Agenda.

Mr. Curtis Swisher, Town Manager noted the ceremonial items on the agenda. He added that there are no public hearings therefore the first item on the Agenda will be Speakers from the Floor.

Item # 2 Continued Discussion by the Residents of Manorwood Drive.

Mr. Swisher advised that residents of the Manorwood subdivision have requested to be on the Agenda again. He stated that Deere Hitachi representatives have met with Manorwood residents. He added that he would get in touch with representatives from Deere Hitachi prior to the meeting on Tuesday to get an update on the outcome of that meeting.

Alderman Kenny Crews expressed concern about the residents meeting with Deere Hitachi representatives to address these issues without a Town representative being present. He added that he wants to ensure the solution is a good one for the Town as a whole and the neighbors.

Item # 3 2014 Annual Reports and Budget Requests:

**Korner's Folly
Sister City Commission
Tree Commission
Paul J. Ciener Botanical Gardens**

Mr. Swisher stated that a representative from each of these non-profit groups will present their annual report and FY 14-15 Budget request to the Board on Tuesday evening. He added that the other non-profit groups will present their reports at the April meeting.

Item # 4 Consideration of a Resolution Demolishing a Dilapidated Building on North Main Street.

Mr. John Wolfe, Town Attorney briefed the Board on this matter. He stated that the dilapidated building is on property owned by Triangle Machine and Electric Company. He added that Town staff has been in discussions with the property owners on a number of occasions regarding the safety hazards and zoning violations, however no action has been taken by the property owner to rectify the matter. Therefore the Court has granted an order allowing the Town permission to demolish the building. He further added that Town staff has received bids for the demolition which he will present to the Board on Tuesday evening and if the Board approves the action the Town can put a lien on the property to recoup costs incurred for the demolition.

Scott Cunningham, Police Chief noted the building has become an attractive nuisance and could be a risk to officers if there was a need to search the area.

Terry Crouse, Fire Rescue Chief stated that the building has become high hazard and fire personnel would not enter the building unless there was proof of imminent life threat due to the risk to personnel.

Item # 5 Consideration of Budget Amendment No. 2 to Fiscal Year 2013-14.

Mr. Swisher briefed the Board on Budget Amendment No. 2. He noted the transfer of funds for Sales Tax Hold Harmless to offset the approved road resurfacing projects and the General Services expenditures for HVAC repairs for the South Main Street properties.

Alderman Keith Hooker asked if we could clarify the Street expenditures so that looking back it would not appear that \$355,000 had been spent on personnel for leaf collection.

Mr. Swisher responded that the requested amendment would be made for Tuesday evening.

Item # 6 Consideration of amendments to the Kernersville Finance Policy in accordance with State Law.

Mr. Swisher advised that Staff is recommending this amendment to the Town's Finance Policy in order for it to be consistent with North Carolina General Statutes.

Item # 7 Consideration of a Professional Services contract with Raftelis Financial Services for a Long Range Strategic Plan for Stormwater.

Mr. Doran Maltba, Public Services Director briefed the Board on this contract for a 10 year strategic plan for the stormwater enterprise fund.

Mr. Swisher noted that the Stormwater Enterprise Fund is a restricted fund meaning only stormwater related expenses can be paid for from the revenues collected. He added that the stormwater fee is federally mandated, the Town collects \$39.51 annually from all single family homeowners, whereas the stormwater fee for commercial property owners is based on the impervious area. He added that the cost of the strategic plan can be paid for from this Enterprise Fund along with some equipment and salaries of employees related to the stormwater division.

Item # 8 Public Services Presentations:

- a. **Vehicle Use Analysis**
- b. **New Mobile Application Demonstration**
- c. **Snow Removal Routes Priorities and Process**

Mr. Swisher briefed the Board on the Public Services presentations. He added that information on a swap body truck will be presented to the Board as requested along with information on a new mobile application that citizens can use to report pot holes and other service requests. Mr. Swisher praised the Public Services staff for their excellent response to the recent snow storm.

Item # 9 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 January 7, 2014 Regular Session
Approval of Minutes for February 4, 2014 Regular Session**
- C-2 **Consideration of a Request by the Chamber of Commerce to hold various events in the Town Hall Courtyard.**
- C-3 **Consideration of a Resolution establishing dates for the Spring Folly.**

- C-4 **Consideration of an Amendment to the Municipal Records Retention & Disposition Schedule.**
- C-5 **Resolution of Intent to Close a Portion of Arbor Hill Road.**
- C-6 **Forsyth County Tax Refunds**
- C-7 **Renewal of the Agreement with the North Carolina High School Athletic Association for the use of the Cross Country Course at Ivey Redmon Park.**

Mr. Swisher highlighted the consent agenda items.

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

None Presented.

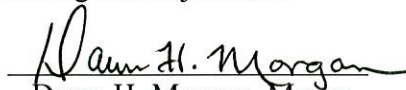
Mayor Dawn Morgan stated that Mr. Pat, Ivey, NCDOT representative had informed her that the Bodenhamer/Dobson Street roundabout would be open today or tomorrow morning.

Mayor Morgan congratulated Deputy Clerk, Jayne Danner for earning the designation of Master Municipal Clerk.

4. Adjournment.

Alderman Tracey Shifflette made a **Motion** to adjourn the meeting at 7:04 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.


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 February 26, 2014.

This the 4th day of April, 2014.


Jayne Danner, CMC, NCCMC Deputy Clerk