

Lewisville Town Council
Briefing and Action Meeting Minutes
June 2, 2022 – 6:30 PM
Lewisville Town Hall 2nd Floor Conference Room
6510 Shallowford Road

1. Call to Order:

- A. Mayor Horn opened the meeting at 6:30 PM. In attendance were Mayor Mike Horn, Mayor Pro Tem Jeanne Marie Foster and Council Members Fred Franklin, Melissa Hunt, David Smitherman and Jane Welch. Also attending were Interim Town Manager & Planner Stacy Tolbert, Town Attorney Bowen Houff, Finance Director Pam Orrell, Public Works Director Ryan Moser, and Town Clerk Dora Moore. Council Member Ken Sadler was absent.
- B. Adoption of Agenda – Council Member Smitherman moved to approve the agenda to include student leadership under Unfinished Business. The motion was seconded by Council Member Hunt and approved unanimously.

2. Introductions, Recognitions and Presentations for June 2, 2022 – None

3. Items Requiring Council Direction

- A. NCDOT Lewisville road project funding update – Mayor Horn reported NCDOT is permitting municipalities to swap like projects. Council consensus was to keep the Great Wagon Road at the top of the list.
- B. 2022 Council Retreat follow-up – Council ranked the 2022 Council Retreat follow-up items in terms of priority. Council Member Franklin requested the solar panels at Mary Alice Warren Community Center (MAWCC) be removed from the sustainability goals.

<u>2022 Council Retreat Follow-Up Topics</u>	<u>AVERAGE</u>	<u>Ranking</u>
Further discussion with Lewisville Fire Department	4.333333	5
Further discussion of staggered terms	5.166667	6
Determine if there is a need for a joint land use planning session between Town Council and Planning Board and, if so, determine meeting goals	3.833333	4
Look at current facility uses, potential reuse of current facilities, and future facility needs	1.666667	1
Look at land acquisition in relation to the PARC and Comprehensive plans	2.833333	2
Sustainability Goals	2.833333	3

- C. Dog Park status update – Mrs. Tolbert shared a dog park was discussed during the PARTF process. Overall, the Town is receptive to a dog park; however, they do not want it at Jack Warren Park. Mrs. Tolbert also shared that Vienna Civic Club has expressed interest to help with a dog park in the Vienna area. Council consensus was to seriously look at a dog park.

4. Items Requiring Action at Briefing

- A. Ordinance 2022-024 – Budget amendment to increase budget for vehicle gasoline, repairs and maintenance for \$3,000 – Council Member Franklin moved to approve Ordinance 2022-024 as presented. The motion was seconded by Council Member Smitherman and approved unanimously. (*Ordinance 2022-024 is herein incorporated by reference into the minutes.*)

- B. Ordinance 2022-025 – Budget amendment to increase budget for repairs and maintenance at Jack Warren Park for \$5,000 – Council Member Hunt moved to approve Ordinance 2022-025 as presented. The motion was seconded by Council Member Welch and approved unanimously. *(Ordinance 2022-025 is herein incorporated by reference into the minutes.)*

5. Unfinished Business

- A. Facility exempt users – Mrs. Moore proposed Council consider adding wording to Chapter 16 related to facility exempt users to mimic the Town’s current guidelines in the Special Projects Funding Policy. Other proposed changes were also discussed. Council requested this item be placed on the June 9 agenda for consideration.
- B. BAC status report
 - i. Plan of Work (POW) – Mayor Pro Tem Foster shared a Gantt chart reflecting the boards and committees (BAC) workgroup’s progress thus far noting the workgroup has made great progress. It was also noted a leadership meeting was held and well attended.
 - ii. Council Comp Plan Prioritization for BAC Plan of Work – Mrs. Tolbert shared comp plan prioritization that will be given to the Town’s boards and committees. Each board and committee will receive information regarding their role and/or supporting role related to the comp plan. The boards and committees will be requested to include some of the comp plan priorities into their respective plan of work. It is hoped the plan of works will be given to Council in August.
- C. Student Leadership – An application for the one-day Summer Student Leadership session has been uploaded to the Town website and distributed to Forsyth Country Day School and Winston-Salem/Forsyth County Schools. Staff was requested to develop a fillable, online form for the Summer Student Leadership application.

6. Administrative Reports

- A. Manager
 - i. Contingency funds – Mrs. Tolbert reported contingency funds in the amount of \$2,540.18 were recently spent to replace a backflow preventer at Jack Warren Park
- B. Attorney – None
- C. Public Works – None
- D. Planning – None
- E. Finance – None
- F. Clerk
 - i. Ethics Training – on-demand should be released soon
 - ii. Dinosaur naming contest – Lewisville Elementary School held a contest to name the two dinosaurs that will be placed behind MAWCC. The winning names were Lewis (Lewissaurus) and Ellie (Elliesaurus). Council approved the names. It was noted the site is ready and staff is working to have the dinosaurs moved.

7. Agenda Items for Regular Meeting on June 9, 2022

- A. Tentative Agenda
 - i. Consent Agenda
 - 1. Resolution 2022-039 – Acceptance and Approval of Monthly Financials for ten months ended April 30, 2022
 - 2. Approval of Special Meeting Minutes – April 25, 2022
 - 3. Approval of Agenda Briefing Minutes – May 5, 2022
 - 4. Approval of Budget Meeting Minutes – May 5, 2022

5. Approval of Closed Session Minutes – May 5, 2022
 6. Approval of Budget Meeting Minutes – May 9, 2022
 7. Approval of Regular Meeting Minutes – May 12, 2022
 8. Approval of Closed Session Minutes – May 12, 2022
- ii. Introductions, Recognitions, Presentations and/or Proclamations
 1. Presentations
 - a. Recognition of Army Air Corp Colonel by Representative Jeff Zenger, NC House District 74
 - b. Sheriff's Office
 - c. Reagan 2020-2021 Golf Team – The girls' golf team was number one in the nation.
 - iii. Public Hearings
 1. 2022-2023 Budget
 - a. Draft Final Budget Message
 - b. Ordinance 2022-001 – 2022-2023 Budget Ordinance
 2. UDO L167 Lewisville Rural Overlay
 - a. Ordinance 2022-029 - UDO L-167 Lewisville Rural Overlay
 - i. Mrs. Tolbert reported the Planning Board has reviewed the Lewisville Rural Overlay in terms of sewer capacity, planned residential developments (PRD), and private treatment plants. Mayor Horn noted three goals: 1) preserve heritage corridors; 2) manage density; and, 3) extend boundaries to Yadkin River. He noted there is a possible opportunity to work with Lissara and property owners in terms of the wastewater treatment plan, which would also mean voluntary annexation into the Town. Mayor Horn suggested the plan be sent back to the Planning Board for further consideration.
 - iv. Technical Review(s)
 - v. Preliminary Site Plan Approvals
 - vi. Evidentiary Hearings
 - vii. Old Business
 - viii. New Business
 1. Resolution 2022-040 – Newsletter printing contract with Sir Speedy for \$2,00.25
 2. Resolution 2022-041– Conflict of Interest Policy applicable to contracts and sub awards of the Town of Lewisville supported by federal financial assistance
 3. Resolution 2022-042 – Semi-annual HVAC maintenance contract with Air One Industries, Inc. for \$10,629
 4. Resolution 2022-043 – Street Sweeping contract change order with McCoy's Services, Inc. for \$4,650
 5. Ordinance 2022-026– Authorizing the establishment and maintenance of the Parks and Recreation Capital Reserve Fund
 6. Ordinance 2022-027 – amending the Great Wagon Road ROW/Construction Capital Reserve Fund
 7. Ordinance 2022-028 – Amending the Municipal Buildings and Land Capital Reserve Fund
 8. Ordinance 2022-030 – Amending Chapter 16 related to Mary Alice Warren Community Center
 9. Ordinance 2022-031 – Collection of 2022 Taxes
 10. Ordinance 2022-032 – Collection of 2021 and Prior Years' Taxes
- B. Approval of Tentative Agenda for regular meeting on June 9, 2022
 - i. Mrs. Orrell requested an amendment to the Sheriff contract be added to the agenda.

ii. Council Member Welch moved to approve the tentative agenda for June 9, 2022 to include an amendment to the Sheriff contract. The motion was seconded by Mayor Pro Tem Foster and approved unanimously.

8. **Closed Session pursuant to NCGS 143-318.11(a)(3)** – Council Member Hunt moved to enter into closed session at 8:08 PM. The motion was seconded by Council Member Smitherman and approved unanimously.

Council returned to open session at 10:00 PM.

9. **For the Good of the Order**

- A. NCLM Town and State dinner update – Mayor Horn attended this annual event and was able to sit with Representatives Amber Baker and Jeff Zenger

10. **Adjournment** – Council Member Welch moved to adjourn the meeting at 10:02 PM. The motion was seconded by Council Member Hunt and approved unanimously.

ATTEST:

Mike Horn, Mayor

Dora K. Moore, Town Clerk