

Lewisville Town Council Regular Meeting Minutes
January 14, 2021 - 6:00 p.m.
Digitally originating in Council Chambers 1st floor - Lewisville Town Hall
6510 Shallowford Road

Town of Lewisville, Regular Meeting

Please click the link below to join the webinar:

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Or

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1. Call to Order

- a. Roll Call
 - i. Mayor Horn opened the meeting being simultaneously streamed electronically at 6:00 p.m. Council members attending electronically were Jeanne Marie Foster, Fred Franklin, Melissa Hunt, Ken Sadler, and Jane Welch. Council Member Smitherman had advised that he would not be able to attend the meeting. Also attending electronically were Town Manager Hank Perkins, Attorney Bo Houff, Town Planner Stacy Tolbert, Finance Director Pam Orrell, Public Works Director Ryan Moser, and Town Clerk Joyce Walker.
- b. Invocation was provided by Attorney Bo Houff and the Pledge of Allegiance led by Mayor Mike Horn.
- c. Adoption of Agenda
 - i. Council Member Welch asked to add an update on COVID under Council Discussion.
 - ii. With that addition, Council Member Hunt moved to approve the agenda. The motion was seconded by Council Member Franklin and approved unanimously 6-0 with a roll call vote of ayes from Council Members Foster, Franklin, Hunt, Sadler, Welch and Mayor Horn.

2. Consent Agenda

- a. Consent Agenda for approval
 - i. [Resolution 2021003](#) - Acceptance and Approval of Monthly [Financials for the five months ending November 30, 2020](#)
 - ii. Approval of Town Council Briefing Meeting [Minutes - December 3, 2020](#)
 - iii. Approval of Closed Session [Minutes - December 3, 2020](#)
 - iv. Approval of Town Council Meeting [Minutes - December 10, 2020](#)
 - v. Approval of Closed Session [Minutes - December 10, 2020](#)
- b. Council Member Franklin moved to approve the Consent Agenda. The motion was seconded by Council Member Hunt and approved unanimously with a roll call vote of ayes from Council Members Foster, Franklin, Hunt, Sadler, Welch and Mayor Horn. Resolution 2021003 is herein incorporated by reference into the minutes.

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3. **Introductions, Presentations, Recognitions and/or Proclamations**
a. **Introductions, Recognitions, Presentations and/or Proclamations**

Sgt. Stringer was electronically admitted to the meeting at 6:08 p.m.

i. Presentations

(1) Public Safety Report

- (a) Sgt. Stringer updated Council on the number of alarms, traffic citations, and security checks for the previous month. In addition, he advised that the deputies educate and encourage the businesses to wear masks. They do not enforce COVID regulations. Current response time is 4.9 minutes.

Monty Pendry was electronically admitted to the meeting at 6:18

(2) Annual Audit Report - Monty Pendry from Gibson and Company

- (a) This audit report has been approved by the LGC (Local Government Commission). Mr. Pendry reported that again, the Town has received an “unmodified opinion”, a high report meaning that the Town is in a strong financial position. At the end of fiscal year June 30, 2020, the Town had an increase of \$573,595.⁰⁰ to the General Fund, bringing that total to \$7,254,712.⁰⁰. (See attached)
- (i) Mrs. Orrell will send where info can be found to Council.
- (ii) The CAFR information can be found on the web site under *Finance*.
- (b) After receiving information regarding the full report, Council Member Hunt moved to accept the report. The motion was seconded by Council Member Welch and approved unanimously with a roll call vote of ayes from Council Members Foster, Franklin, Hunt, Sadler, Welch and Mayor Horn.

Chair Susan Linker and member Genevieve Athens were electronically admitted to the meeting at 6:43 p.m. and 6:44 p.m. respectively.

ii. Recognitions

- (1) The Community Appearance Commission of Winston-Salem has awarded the Flora Ann Bynum Award to the Lewisville Beautification Committee for going above and beyond to improve the appearance of the Town and Jack Warren Park. Access to the award program follows with the presentation starting at 44:00: <https://www.youtube.com/watch?v=1PMmFonZXL8>.

- (a) Mrs. Linker thanked Council for the recognition, noting the importance of receiving this award. She also thanked the support of Council, staff and dedicated citizens. She also thanked

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- the support of Zeke Mock for all of his time and help.
- (b) Mrs. Athens commented that Mrs. Linker is a tenacious person that keeps everything together.

Chief Needham and Fire Department members David Kivett and Chris Craven were electronically admitted to the meeting at 6:51 p.m.

- (2) 2020 Higgins & Langley Award - Lewisville Fire Department
 - (a) The award was given for the department's professionalism, preparedness, and swift water rescue. The department was one of other international recipients.
 - (b) Chief Needham also advised Council of some of the other programs used by the department such as their drone program used for public safety. Their drones can cover large areas and are equipped with thermal imaging.

4. **Public Forum**

- a. The Public Forum was electronically opened at 7:03 p.m.
 - i. Deborah Pritchard, a member of the Lewisville Beautification Committee, missed the LBC presentation and was there in support of the Beautification Committee.
- b. Having no other comments, the Public Forum was closed at 7:05 p.m.
- c. Written comments may be sent to townclerk@lewisvillenc.net.

5. **Appointments**

- a. None.

6. **Technical Review(s)**

- a. None.

7. **Preliminary Site Plan Approvals**

- a. None.

8. **Evidentiary Hearings**

- a. None.

9. **Public Hearings**

- a. None.

10. **Annexation Requests**

- a. None.

11. **Unfinished Business**

- a. Board and Committee update
 - i. Mrs. Foster reported that the survey is out and the ad hoc group will be looking at the results. Information will be shared with Council and the boards and committees.

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More information will follow.

- b. Update on Comprehensive Plan and Parks, Recreation and Cultural Development Master Plan
 - i. [Ordinance 2021004](#) - amending Budget Ordinance 2020001 to increase the budget in the amount of \$34,300.⁰⁰ for the update of the Town's Comprehensive Plan and the Parks, Recreation and Cultural Development Master Plan
 - (1) Mrs. Tolbert has a target completion date for the entire process at April 2022.
 - (2) Mr. Perkins provided the additional cost of the project if each were done separately.
 - (3) This budget amendment is added to the monies already set aside for the plans and will bring the total to complete the project to \$164,300.⁰⁰.
 - (4) Council Member Welch moved to approve Ordinance 2021004. The motion was seconded by Council Member Foster and approved unanimously with a roll call vote of ayes from Council Members Foster, Franklin, Hunt, Sadler, Welch and Mayor Horn. Ordinance 2021004 is herein incorporated by reference into the minutes.
 - ii. [Resolution 2021004](#) - authorizing the manager to execute a contract in accordance with the proposal submitted by Kimley Horn of Charlotte, NC in an amount not to exceed \$164,300.⁰⁰ for the Comprehensive Plan and the Parks, Recreation and Cultural Development Master Plan updates
 - (1) Council Member Franklin moved to approve Resolution 2021004. The motion was seconded by Council Member Sadler and approved unanimously with a roll call vote of ayes from Council Members Foster, Franklin, Hunt, Sadler, Welch and Mayor Horn. Resolution 2021004 is herein incorporated by reference into the minutes.
12. **New Business**
- a. [Resolution 2021001](#) - Amending the policy on accepting applications to Lewisville Boards and Committees
 - i. This is an update from 2005 modernizes the process and allows the application to be filled in on the internet.
 - ii. Council Member Franklin moved to approve Resolution 2021001. The motion was seconded by Council Member Hunt and approved unanimously with a roll call vote of ayes from Council Members Foster, Franklin, Hunt, Sadler, Welch and Mayor Horn.
13. **Administrative Reports**
- a. Upcoming [Events at Shallowford Square](#) and Town Holidays
 - i. No events are scheduled due to Covid. Town Hall will be closed on January 18th for the Martin Luther King, Jr. Holiday.
 - b. Manager's Report
 - i. Web site re-design
 - (1) Mr. Perkins reported that staff is working on the Town's web re-design as part of the contract with VC3 and is shooting for an April 1st completion.

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- (a) Council Member Hunt was appointed to represent Council on the committee working on the update.
 - ii. Construction update on the Mary Alice Warren Community Center
 - (1) Mr. Perkins reported that the foundation is about to be laid.
 - (a) Council was interested in whether there is a video showing the building's construction process.
 - (i) Council Member Franklin suggested the possibility of using the drones from the Fire Department.
 - (ii) Staff will confirm with Ryan Reedy to see if he is documenting the construction.
 - iii. Mr. Perkins reported that there is \$4 million plus in reserve monies with CCUC at the end of September.
 - c. Clerk's Report
 - i. Reminder: Retreat meeting will be held on Saturday, February 6, 2020 - 8:00 a.m. Access information will be on agenda.
 - ii. There are openings on the boards. A complete report will be provided to Council in February.
 - d. **Approvals at the Briefing and Action Meeting on January 7, 2021**
 - i. 2021 Advocacy Goals approved for submittal to the North Carolina League of Municipalities
 - ii. Mayor Horn was appointed as the Town's delegate to the NC League to cast the Town's vote for the Advocacy Goals
 - iii. Drainage improvements at and intersection in the Sequoia subdivision
 - (1) [Ordinance 2021002](#) - amending Budget Ordinance 2020001 in the amount of \$10,895.⁰⁰ for drainage improvements at the intersection of Big Tree Drive and Chockecherry Lane
 - (2) [Resolution 2021002](#) - awarding contract for stormwater drainage repairs to Russell Construction Company for the intersection of Big Tree Drive and Chockecherry Lane for an amount not to exceed \$10,895.⁰⁰
 - iv. [Ordinance 2021003](#) - amending Budget Ordinance 2020001 in the amount of \$4,170.⁰⁰ to remove sidewalk trip and fall hazards in Brook Forest
 - v. [Ordinance 2020050](#) - approving UDO L-162 Downtown Overlay District references in Chapter A, Definitions; Chapter B Article II (H) boundary information; and adopting official map of Downtown allowing the required 24 hours following the close of the public hearing under NC Session Law 2020-3
14. **For the Good of the Order:**
 - a. Public Comments
 - i. Public Comments were electronically opened at 7:51 p.m.
 - (1) Fire Chief Needham said he would be glad to help with aerial videos of the construction progress at the new community center.
 - ii. Having no other hands raised electronically, Public Comments were closed at 7:52 p.m.
 - iii. Written comments may be sent to townclerk@lewisvillenc.net.
 - b. Council Comments/Discussion

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- i. Council Member Welch provided an update on Forsyth County’s COVID vaccine progress and that appointments are fr the Convention Center. Adults over 65 are now illegible to receive the vaccine.
 - (1) Council Members also advised that Davidson County will also be making vaccines available; residents do not have to live in their home county to receive the vaccine; and when the Johnson and Johnson vaccine is approved, only one vaccination will be needed and not two.
 - ii. Council Member Foster advised that the *Mask Up* campaign will be going onto the TV channel and web site.
 - (1) The retreat will be virtual.
 - iii. Council Member Franklin’s motto: He wants to be jabbed by June.
 - iv. Council Member Sadler advised neither he nor his wife had any significant symptoms after receiving their COVID shots, except that she had minor tenderness in her arm.
- c. Adjournment
- i. Having no other business to discuss, Council Member Franklin moved to adjourn the meting at 8:02 p.m. The motion was seconded by Council Member Hunt and approved unanimously with a roll call vote of ayes from Council Members Foster, Franklin, Hunt, Sadler, Welch and Mayor Horn.

ATTEST:

Mike Horn, Mayor

Joyce C. McWilliams Walker, Town Clerk