

Regular Meeting of the Town Council  
October 17, 2017  
6:30 pm  
Minutes & General Account

**Council Members Present:** Mayor Volz, Council Members Montgomery, Ragsdale, Nixon, & Straughn

**Staff Present:** Kenny Cole, Matthew Johnson, Paul Blanchard, Judy Gallman, Katie McBride, & Beth Koonce, Town Attorney.

**Visitors Present:** Forrest Littleton, Caleb Littleton, Taylor Mattes, Greg Venable, Rebecca Mann Rayborn, Martha Wolfe, Ann Taylor (PTRC), Wid Painter, Marie Painter, Robert Frederick, John Capes, & Carol Brooks

**Call to Order-** Mayor Volz called the meeting to order.

- Pledge of Allegiance- Mayor Volz led everyone in the Pledge of Allegiance
- Community Reflections- Mayor Volz highlighted the following upcoming community events:
  - **October is Breast Cancer Awareness Month-** Drop by Town Hall and donate \$1 and you will be able to honor someone you know that has faced breast cancer by writing their name on a pink ribbon. The ribbons are posted in the lobby of Town Hall. You will also be able to enter your name into a raffle to win prizes from Cakes by B, the Soap Lady, and French Twist. All proceeds will be donated to the Susan G. Komen Foundation
  - **October 20<sup>th</sup>-** JBA is sponsoring movie night from 5:00 pm to 8:00 pm. They will be showing Hocus Pocus. The event will be held at the soccer fields on East Fork Rd. Admission is free and there will be vendors and music!
  - **October 24<sup>th</sup>-** Annual loose leaf collection will begin
  - **November 5<sup>th</sup>-** Daylight savings ends. Everybody remember to set your clocks back!
  - **November 7<sup>th</sup>-** Election for Mayor and Town Council will be held. Make sure to come out and vote!
  - **November 23<sup>rd</sup>-24<sup>th</sup>-** Town Hall will be closed for Thanksgiving. There will be no garbage pickup on Friday, November 24<sup>th</sup>.
- Moment of Silence- Mayor Volz called for a moment of silence.

**Consent Agenda-** The consent agenda included the following items:

- Approval of minutes from the September 19, 2017 meeting
- Reappointment of three Parks and Recreation Members
- Donation of funds from Pinecroft Sedgefield firefighters for restoration of 1928 fire truck
- Budget Amendment
- Analysis of financial position of the Town of Jamestown
- Analysis of financial position of Jamestown Park & Golf Course
- Resolution writing off uncollectible utility accounts

Council Member Straughn noted his appreciation of the Pinecroft Sedgefield Fire Department for their donation to restore the 1928 fire truck.

Council Member Straughn made a motion to approve the consent agenda. Council Member Ragsdale made a second to the motion. The motion passed by unanimous vote.

## Old Business

- Consideration of approval of Personnel Policy- Cole stated that Council had seen a version of the updated Personnel Policy several months ago, but no decision had been made. Council had tabled the vote and it had not been presented to them again. He gave an overview of the different sections of the Personnel Policy to Council. He said that section one of the policy pertained to the Town Council's policy. The second section focused on procedures that the Town Manager would implement in order to enforce the Council's policy. The third section was an employee handbook.

Cole stated that he had received a call from Council Member Straughn who had several questions about the policy. He said that they could address all the questions that night or table the decision until the November meeting. Cole also stated that he had been working with Ann Taylor from the Piedmont Triad Regional Council (PTRC) to update the policy. She had written a summary of recommended changes that had been included with the Council's information. Taylor was in attendance and could answer any questions that Council may have. Cole was requesting approval of section one of the policy and section two and three would be supplemental information for Council.

Council Member Straughn stated that he had read the entire policy and had several ideas of how it could be more beneficial for employees. He said that he would like to meet with Kenny and work on changing a few things. He felt that the issue should be tabled and brought back to Council after the changes had been made.

There was discussion between Council Members and Cole about the impacts of tabling the policy until the November meeting.

Mayor Volz asked Taylor if she had anything that she would like to add. She stated that the policy was a different model than what the Town had been using before. The new model would allow for Council to approve the actual policy while giving the Manager the freedom to adjust minor details without bringing those decisions back to Council. She also noted that the new Policy included the Family Medical Leave Act which would be beneficial to employees.

There was a brief discussion between Council Members and Taylor about the new model.

Council Member Nixon made a motion to table the vote on the Personnel Policy until the November 21<sup>st</sup> Regular Town Council Meeting. Council Member Straughn made a second to the motion. The motion passed by unanimous vote.

## Public Comment-

- Robert Frederick, 706 Ragsdale Rd. - Frederick stated that he knew there was a public hearing scheduled for the meeting that evening. He noted that he was aware that all of the Council Members were diligent and prepared to vote on the public hearing on the same night that the hearing was held. He disagreed with having a public hearing on an issue and voting on it the same night. He did not think that the public was given an adequate opportunity to influence the Council's decision. He also believed that labeling an item under the section "Old Business" discouraged the public from attending meetings and participating in discussions. He urged Council to consider holding public hearings during one meeting and voting on it at the next Regular meeting.

## New Business-

- Discussion of High Point Metropolitan Planning Organization (HPMPO) Regional Bicycle Master Plan- Johnson stated that the Planning Department had been contemplating ways in which the Town could improve its bike lanes for cyclists. He noted that he had been in the process of applying for a grant to gain funding for this project through NCDOT. Johnson stated that if the Town were rewarded the grant that it would be responsible for a percentage of the cost to improve bike lanes.

Johnson stated that it has come to his attention that there may be a better alternative that would have no cost for the Town. The HPMPO has budgeted money for a Regional Bicycle Master Plan that would include the Town of Jamestown. He stated that Greg Venable, a HPMPO representative, was prepared to speak to Council about the Regional Bicycle Master Plan.

Venable stated that the HPMPO had been working on a plan that would include everyone within the region and would provide connectivity between the communities. They would like to work with each jurisdiction and create some routes/bike lanes in the areas. Venable noted that the money for the project had already been budgeted and would not result in any additional costs to the Town of Jamestown.

Mayor Volz stated that he would love to see the Town include more plans for bike lanes, running routes, etc. that would allow people to live a more active lifestyle. He said that he was excited to work with the MPO on the project.

There was discussion between Council Members and Venable about the timeline of the project and the influence Jamestown would have on the priorities.

- Proclamation declaring October 23<sup>rd</sup> through 31<sup>st</sup> as National Red Ribbon Week- Mayor Volz presented a Proclamation declaring October 23<sup>rd</sup> through 31<sup>st</sup> as National Red Ribbon Week to Young Marine Sgt. Taylor Mattes. National Red Ribbon Week honors fallen DEA Agent and former Marine Enrique "Kiki" Camerena and his fight against drugs and the crimes of the drug cartels.
- Consideration of purchase contract with Carolina Environmental Systems, Inc. for the purchase of a sanitation truck under the piggy-backing exception (waiver of competitive bidding for item previously bid)/consideration of approval of installment purchase financing sanitation truck- Gallman presented two items that were on the agenda at once. She stated that the purchase contract with Carolina Environmental Systems, Inc. and the approval of installment purchase financing were both required to purchase a new sanitation truck. Gallman said that the money to purchase the sanitation truck had already been placed in the budget for the current year. The truck would cost \$174,369.

She noted that the Town had not gone through the formal bidding process, however, the Town of Thomasville had and had purchased a sanitation truck from Carolina Environmental Systems, Inc. The truck they had purchased would also meet the needs of the Town of Jamestown.

Gallman stated that she was requesting that Council approve the waiver of bidding and the purchase contract with Carolina Environmental Systems, Inc.

Gallman said that she was also requesting that Council approve the financing of the sanitation truck. She had sent a Request for Proposal (RFP) to three banks. The payments for the truck would be broken into 24 equal quarterly payments. She stated that the best proposal came from BB&T Governmental Finance. She was requesting that Council approve the financing through BB&T. She asked Council if they had any questions.

Council Member Nixon asked if Gallman had any buyers for the old truck. Gallman stated that it will be posted on the Government Deals website.

Council Member Straughn made a motion to approve the waiver of bidding, the purchase contract with Carolina Environmental Systems, Inc., and the financing through BB&T. Council Member Ragsdale made a second to the motion. The motion passed by unanimous vote.

- Consideration of approval of purchase contract for new leaf truck to be purchased under a NC Sheriff Association bid through White's Tractor and Truck/Consideration of approval of installment purchase financing new leaf truck. - Gallman stated that the Town also had included the cost of a new leaf truck in the budget. She was requesting that Council approve the purchase of a new truck from White's Tractor and Truck. It would cost \$178,255.32. Gallman stated that the Town could purchase the truck under the "group purchasing program" without going through the bidding process. She was requesting to purchase the leaf truck under the NC Sheriff Association Vehicle Procurement Program. Under the program, the Town would have to pay for the truck and the chassis.

Gallman stated that she was also requesting the approval of financing of the leaf truck. She sent a RFP to three banks and BB&T had offered the best interest rate. The truck would be paid for through 24 equal quarterly payments.

Council Member Nixon asked Gallman if she was concerned about purchasing both trucks within the same year. Gallman stated that she was not concerned because the Town would be paying for the trucks over a six-year period.

Council Member Straughn made a motion to approve the purchase contract with White's Tractor and Truck and the financing through BB&T. Council Member Montgomery made a second to the motion. The motion passed by unanimous vote.

- Declaration of Official Intent to Reimburse- Gallman was also requesting that Council approve a resolution which would allow the Town to be reimbursed for the chassis.

Council Member Straughn made a motion to approve the Declaration of Official Intent to Reimburse. Council Member Ragsdale made a second to the motion. The motion passed by unanimous vote.

### **Committee/Department Reports**

- Jamestown Park & Golf Course Quarterly Report- Sanderlin presented the quarterly report on the Jamestown Park & Golf Course. Sanderlin stated that they had aerified the greens and expected to have decrease in comparable revenue to 2015. The numbers of rounds played this year were only four hundred less than in 2015 even though the greens had been aerified. There was a twenty-two percent increase in rounds played this August than there were in August

2015. There had also been a thirty percent increase in revenues not including money made by the Grill. Sanderlin said that there were four upcoming events scheduled and that the new Golf Course website would launch in about thirty days.

Council Member Straughn stated that he had been to the Golf Course recently with some friends and they were very impressed with the quality of the course, food, and customer service.

**Public Comment-** Nobody signed up.

**Other Business-** There was none.

**Adjournment-** Council Member Straughn made a motion to adjourn. Council Member Ragsdale made a second to the motion. The motion passed by unanimous vote.

The meeting ended at 7:15 pm.

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Mayor

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Town Clerk