

Regular Meeting of the Town Council
November 21, 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: Martha Wolfe, Richard Volz, Derick Church, Sam Kolbet, Gary Kolbet, Rebecca Mann Rayborn, Ben Foley, Jaiden Edwards, Freddy Harrill, Steven Vega, Andrew Christian, Jakob Katz, Logan Katz, Tom Owings, John Capes, Charles Hinsley, Carol Brooks, Jamestown News..

Call to Order- Mayor Volz called the meeting to order. Mayor Volz welcomed Boy Scout Group 17 to the Town Council meeting.

- Pledge of Allegiance- Mayor Volz led everyone in the Pledge of Allegiance
- Community Reflections- Mayor Volz highlighted the following upcoming community events.
 - **November 23rd-24th**- Town Hall will be closed for Thanksgiving. There will be no garbage pickup on Friday, November 24th.
 - **November 30th**- Flagpole Dedication Ceremony will be held at 3:00 pm at Jamestown Park & Golf Course. The Jamestown Civitan and Rotary Clubs sponsored the flagpole. The flagpole is being dedicated to Charles Dowdy and Chip Hicks. Both men were very active within their clubs and the community.
 - **December 3rd**- Jamestown Christmas Parade will be held at 3:00 pm. Everybody be sure to come out and enjoy the festivities!
 - **December 9th**- The Historic Jamestown Society will hold their Candlelight Tour of the Mendenhall Homeplace from 4:30 pm until 7:30 pm.
 - **December 19th**- The Regular Town Council meeting will be held at 6:00 pm.
- 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 October 17, 2017 meeting
- Budget Amendment
- Analysis of financial position of the Town of Jamestown
- Analysis of financial position of Jamestown Park & Golf Course

Council Member Montgomery 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 been presented the Personnel Policy at their previous meeting. Council Member Straughn had several comments about the policy and had met with Cole to discuss his recommendations. They worked together to make some adjustments to the policy. Cole was requesting that Council approve Section One of the Personnel Policy as presented.

Council Member Straughn stated that he was very pleased with the changes that had been made and that he was happy with the final draft.

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

Public Comment- Nobody signed up.

New Business

- Consideration of Approval of Donation from Renu Energy Solutions- Cole stated that he had been considering different ways to cut spending. He noted that one of the ways to save money would be through utilizing sustainable energy opportunities. Cole said that Renu Energy Solutions creates solar panels and has offered to donate a system including its installation to the Town. The system would be installed at Wrenn Miller Park and would be worth \$5,940. He said that Will Grant from Renu Energy Solutions was present and could answer any questions that Council may have.

Grant stated that Renu Energy Solutions would like to donate the solar system to the Town. The system would provide all the energy that the Park needs because it does not require much power.

Council Members briefly discussed the aesthetic impacts the panels would have to the Park's appearance and who would maintain the system.

Grant stated that there would only be a maximum of three black panels installed. He also said that Renu Energy Solutions would maintain the systems.

Mayor Volz asked Beth Koonce, Town Attorney, to discuss the Town's limitations if it were to accept the donation. Koonce stated that the Town could accept donations, but the Town's name could not be used in future advertising by the company.

Cole said that next fiscal year the Town may try to incorporate more sustainable energy into its other facilities. He stated that he appreciated Renu Energy Solutions' donation.

Grant noted that the company had no interest in using the Town's name in future advertising.

Mayor Volz stated that this would be a great opportunity for the Town.

Council Member Straughn made a motion to approve the donation from Renu Energy Solutions. Council Member Ragsdale made a second to the motion. The motion passed by unanimous vote.

- Audit Report for fiscal year end June 30, 2017- Gallman introduced Derick Church, a representative from Dixon Hughes Goodman LLP. She said that he would be presenting the audit results for the fiscal year end June 30, 2017.

Church stated that Dixon Hughes was issuing an unmodified opinion which means that the financial statements were correct. He also noted that the Town was receiving a Certificate of Achievement and Excellence in Financial Reporting.

Church gave a summary of the Town's finances by comparing June 30, 2016 to June 30, 2017. He highlighted that the General Fund balance had increased by \$282,503. He stated that Governmental Funds revenue had increased by \$392,147. Church said that the percentage of available fund balance to budgetary basis expenditures had increased in the current fiscal year and was above average within North Carolina for a municipality of this size. He said that the Town was in good financial standing. He stated that they had no negative findings and that they had a very good experience working with the finance staff at Town Hall. Church thanked Council for the opportunity to work with the Town of Jamestown.

Council thanked Church and congratulated Gallman on getting such a great report.

- Consideration of Approval of Budget Amendment #6- Gallman stated that the next three agenda items pertained to Phase III of the Oakdale Sidewalk project. She was requesting approval of a budget amendment that would set up a transfer of matching funds into a new Capital Project Fund. She noted that the Town would be receiving eighty percent of the funding for the project from federal grants. However, the Town would be responsible for the remaining twenty percent. Gallman stated that the best estimate of the cost to the Town was \$135,000. The budget amendment would allow Gallman to transfer that money into a capital project fund to pay for the construction of the sidewalk.

Council Member Nixon made a motion to approve the budget amendment. Council Member Montgomery made a second to the motion. The motion passed by unanimous vote.

- Consideration of Approval of Capital Project Ordinance and Budget for Oakdale Sidewalk Phase III- Gallman presented the capital project ordinance and budget for the project. She noted that the Town had been offered \$540,000 in federal funding and that the Town would match the remaining cost of the project. She reiterated that the Town would be responsible for about \$135,000 for the sidewalk. She stated that the ordinance and budget for the project must be in place before the contracts for the sidewalk could be approved.

Council Member Ragsdale made a motion to approve the capital project ordinance and budget for the Oakdale sidewalk project. Council Member Montgomery made a second to the motion. The motion passed by unanimous vote.

- Consideration of Approval of NCDOT contract for Oakdale sidewalk extension- Johnson stated that the Town has been diligently working to complete the sidewalk projects outlined in the comprehensive Pedestrian Transportation Plan adopted in 2010. In seven years, the Town has received over \$3.5 million in grant funding from NCDOT. He said that staff were currently working to complete Phase II of the Oakdale sidewalk project, and that Council had just voted to approve the funding for Phase III. The design for the sidewalk would begin during the next fiscal year. Johnson stated that he was requesting that Council give the Town Manager and Finance Director the authorization to sign the NCDOT contracts for the project.

Council Member Nixon made a motion to give the Town Manager and the Finance Director the authorization to sign the contracts. Council Member Ragsdale made a second to the motion. The motion passed by unanimous vote.

Public Comment- McBride stated that there was someone that had signed up, but they would no longer like to speak.

Other Business- Council Member Montgomery thanked Scott Coakley and Matthew Johnson for their help at the JBA movie night in the park.

She also stated that the JBA had been encouraging local businesses on Main Street to begin decorating for Christmas by putting up white lights. The JBA would like for everyone to have their lights up by December 3rd.

Mayor Volz asked if there was any other business. There was not.

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 7:01 pm.

Mayor

Town Clerk