

Regular Meeting of the Town Council  
December 19, 2023  
6:00 pm in the Civic Center  
Minutes & General Account

**Council Members Present** – Mayor Montgomery, Council Members Wolfe, Straughn, Capes and Rayborn

**Council Members Absent** – none

**Staff Members Present** – Town Manager Matthew Johnson, Director of Public Services Paul Blanchard, Finance Officer Faith Wilson, Deputy Finance Officer Heather Lunsford, Planning Director Anna Hawryluk, Interim Town Clerk Nancy Avery.

**Visitors Present** - Ed Stafford, Charles Hinsley, Olivia Hinsley, Sherrie Richmond, Lee Richmond, Richard Clapp, Georgia Nixon, Eric Kimball, Meg Roberts, Dora Jawmal, Robert Frederick, Jenny Graznak, Karen Lisenby, Tanneshia Dukes.

Town Attorney Beth Koonce was in attendance.

**Call to Order** - Mayor Montgomery called the meeting to order at 6:00 pm

Roll Call - Interim Clerk Avery called the roll as follows:

- o Council Member Wolfe - present
- o Council Member Capes - present
- o Council Member Straughn - present
- o Council Member Rayborn - present
- o Mayor Montgomery - present

Interim Clerk Avery stated that a quorum was present.

Pledge of Allegiance – Mayor Montgomery asked Council Members Capes and Straughn to lead the Pledge of Allegiance.

Moment of silence – Mayor Montgomery called for a moment of silence.

Approval of Agenda- Mayor Montgomery asked if anyone had any changes to make to the agenda.

Council Member Wolfe made a motion to approve the agenda with one amendment to move item II E (Schedule special meeting for Personnel) under the Consent Agenda to the regular agenda right after the Public Comment section which should be item III A. Council Member Straughn made a second to the motion. The motion passed by a unanimous vote.

Consent Agenda – The consent agenda included the following items:

- o Approval of minutes from November 21, 2023, meeting
- o Budget Amendment # 11
- o Amended contract with auditor for extension request

Council Member Capes made a motion to adopt the Consent Agenda as amended during the adoption of the regular agenda. Council Member Rayborn made a second to the motion. The motion passed by a unanimous vote.

(Budget Amendment # 11)

**Public Comment**

Robert Frederick, 500 Wyndwood Drive, stated:

Tonight Jamestown thanks its Council Members for their service and swears in two new Council Members. It is a historic occasion. For although we have among our founding documents the phrase all men are created equal, it was not a self - evident truth to our founders, that women were considered equal to men. So tonight, we have for the first time in Jamestown history an all-woman Council. But because we still separate our elected officials into categories of male or female, because we still note the color of our elected officials' skin, because we pay attention to the neighborhoods that our elected officials come from, we cannot be too congratulatory of our little town in this historic moment. That is because being an elected official in Jamestown is still a volunteer activity. So I urge our new Council to institute payments to elected officials. So that it is not an unstated requirement that to be in office, you need to be wealthy enough to volunteer your time, including volunteering your time during the work day. Indeed, at last month's Council meeting, Council Member Capes said that the conversations about the budget began in January, February, and March. And so if members of the public do not attend those meetings, then they are not talking with all the facts at the Public Hearing about the budget, which happens in April, May and June. But this year, those budget meetings were held at 9 am on January 24th, March 23rd, and April 14<sup>th</sup>. That is 9 am on a Tuesday, Thursday, and a Friday. It is pretty hard for most working people to give up a workday morning to come to a budget meeting. And I should note that at each of these three meetings, one Council Member was absent. Compensating Council Members for their hours of service is a common practice around our state. But here in Jamestown, volunteering for Council is the surviving legacy of our towns' patriarchy. Now, in this moment, anyway, we assume that patriarchy is in our past. So I hope that our historic Council will do historic things that benefit our little democracy, so that our future Councils are more representative of Jamestown's population. Thank you for your consideration.

**Schedule special meeting for January 9, 2024 for Closed Session on Personnel to administer Town Manager review**

Council Member Wolfe made a motion to schedule a special meeting for January 9, 2024 for a Closed Session on Personnel to administer Town Manager review. Council Member Straughn made a second to the motion. The motion passed by a unanimous vote.

**Old business -**

Continuation of Public hearing on adoption of Chapter 55: Storm Water Utility Fee in Title Public Works of the Town's Code of Ordinance - Town Manager Johnson stated this is a continuation of the Public Hearing held last month to consider the storm water utility fee ordinance.

Council Member Straughn asked the total amount this fee will bring into the Town. Manager Johnson responded the rough estimate is \$100,000 a year.

Mayor Montgomery opened the Public Hearing at 6:06 pm to anyone that did not speak at the hearing last month.

Nobody came forward.

Mayor Montgomery closed the Public Hearing at 6:07 pm.

Council Member Wolfe said we have discussed this for a while. This is a state unfunded mandated program that we have to comply with. To date, the Town has absorbed storm water expenses in the General Fund. We established a line item for storm water and fees in the budget. Our fees will be used to pay the expenses of the storm water permit and all elements of the storm water management plan that we are required to do. I hope to see actual storm water projects completed. We have had one storm water project on the CIP list for several years. I do see the necessity for implementing the fee.

Council Member Capes stated he agrees with Council Member Wolfe.

Council Member Wolfe made a motion to approve Chapter 55: Storm Water Utility Fee in Title Public Works of the Town's Code of Ordinances as presented. Council Member Capes made a second to the motion.

Roll Call Vote – Interim Clerk Avery called the roll for voting:

- Council Member Wolfe – aye
- Council Member Capes – aye
- Council Member Straughn – nay
- Council Member Rayborn – aye

Interim Clerk Avery stated the motion passed by a 3 to 1 vote.

Schedule a Public Hearing for consideration of a text amendment to the solid waste ordinance at the January 16<sup>th</sup> meeting - Director of Public Services Paul Blanchard requested Council schedule a Public Hearing for consideration of a minor text amendment for the Solid Waste Ordinance at the January 16, 2024, Town Council meeting.

Council Member Wolfe made a motion to schedule a Public Hearing on the proposed text amendment to the Solid Waste Ordinance at the January 16, 2024, meeting. Council Member Capes made a second to the motion. The motion passed by a unanimous vote.

Recommendation on unsealing 2023 Closed Session minutes

Town Attorney Koonce said she reviewed the minutes from the Closed Sessions held in 2023 and she recommends those minutes stay sealed for the present time.

Resolution of Appreciation Lawrence Straughn and John Capes

Mayor Montgomery read and presented the resolutions to both outgoing Council Members Lawrence Straughn and John Capes.

(Resolutions Lawrence Straughn and John Capes)

Mayor Montgomery called for a recess at 6:12 pm for the Clerk to reset the Council table for the new Council. Mayor Montgomery ended the recess at 6:17 pm.

**New business –**

Oaths of office for newly elected town Council Members

N.C Supreme Court Chief Justice Paul Newby gave a little history of his time growing up in the Town of Jamestown. He stressed the importance of a Town Council stating there is nothing closer to ‘we the people’ than a town council. In court, cases may be argued for months before a decision is made and people may forget, but Council Members will have their phones ringing by the time they get home when they make a decision. He expressed his admiration to the elected officials for being involved. Per the Mayor, this is the first time there is a staggered term on the Council; however all Council Members will renew their oath with the newly elected members.

Chief Justice Newby administered the Oaths of Office at one time to all five Council Members as follows:

- Council Member Pam Burgess – newly elected
- Council Member Sarah Glanville – newly elected
- Council Member Rebecca Rayborn
- Council Member Martha Wolfe
- Mayor Lynn Montgomery

Election of Mayor pro Tem

Council Member Wolfe made a motion to appoint Council Member Rayborn as Mayor Pro Tem. Council Member Burgess made a second to the motion. The motion passed by a unanimous vote.

Mayor Montgomery stated she has already asked each person if they will serve for the following positions and asked the Council to appoint them.

Appointment of Council Representative to Planning Board

Council Member Rayborn made a motion to appoint Council Member Burgess to serve as representative to the Planning Board. Council Member Wolfe made a second to the motion. The motion passed by a unanimous vote.

Appointment of Council Representative to the Parks & Recreation Advisory Committee

Council Member Glanville made a motion to appoint Council Member Rayborn to serve as the representative to the Parks and Recreation Advisory Committee. Council Member Wolfe made a second to the motion. The motion passed by a unanimous vote.

Appointment of Council Representative to the Transportation Advisory Committee

Council Member Glanville made a motion to appoint Council Member Wolfe to continue to serve as representative to the Transportation Advisory Committee. Council Member Burgess made a second to the motion. The motion passed by a unanimous vote.

Appointment of Council Representative to the Piedmont Triad Regional Council

Council Member Glanville made a motion for Mayor Montgomery to continue as the representative to the Piedmont Triad Regional Council. Council Member Rayborn made a second to the motion. The motion passed by a unanimous vote.

Consideration of appointment of Council Liaison to the Guilford County School Board

Council Member Rayborn made a motion to appoint Council Member Glanville as representative to the Guilford County School Board. Council Member Burgess made a second to the motion. The motion passed by a unanimous vote.

Appointment of Council Liaison to the Livable Communities Committee

Council Member Glanville made a motion to appoint Council Member Rayborn to continue to serve as liaison to the Livable Communities Committee. Council Member Wolfe made a second to the motion. The motion passed by a unanimous vote.

**Manager report/Committee Reports -**

Manager Report - Manager Johnson provided the following report:

Several major projects are currently underway or completed.

A. Recreation Maintenance Building – Finalizing punch list items and awaiting final certificate of occupancy by Guilford County. (Council Strategic Plan Goal 5.6). .

B. Golf Course bathrooms – 99% complete. Awaiting a final building inspection from Guilford County. (Goal 5.10)

Loose leaf collection began on Monday, October 23rd. Crews will make continuous rounds throughout the season which will run until February 23, 2024. Please keep piles clear of sticks and other debris. Be sure to place leaves in areas which are away from cars, trash cans, mailboxes, or other obstructions.

The Jamestown Business Association will be sponsoring the “Christmas on Main” event again this year. On December 6th, 13th, and 20th, businesses will remain open until 8pm to allow shoppers to come visit local shops and experience food, music, and the spirit of Christmas. More information can be found on the JBA Facebook site at:

<https://www.facebook.com/Jamestownbusinessassociation>.

The Town will be closed on Monday, December 25th through Wednesday, December 27th in observance of the Christmas Holiday, and on January 1, 2024, in observance of the New Year's

holiday. Garbage and recycling schedules WILL BE IMPACTED on December. 26th and 27th. Tuesday's normal pickup will be collected on Thursday, December 28th and Wednesday's normal pickup will be collected on Friday, Dec. 29th. That is a two-day delay from your normal pickup. There will not be any impact for the New Year's holiday week and all collections will be on their normal schedule. As a reminder, all waste MUST be placed within the can and the lid must close to allow our crews to service your container.

We are pleased to announce that our Finance team has received the Excellence in Financial Reporting award from the Government Finance Officers Association. The Certificate of Achievement is the highest form of recognition in governmental accounting and financial reporting and its attainment represents a significant accomplishment by a government and its management. Congratulations to our entire Finance team, particularly Faith, Heather, and Judy (retired) for their continued efforts to provide accurate and transparent financial reporting to our citizens. This marks the 17th consecutive year the

Council Member reports

Council Member Rayborn stated she has no report.

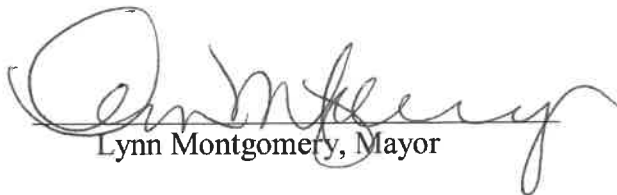
Council Member Wolfe stated the white traffic lines at Oakdale Road and Main Street have been painted by DOT and they look great. The bad thing is it now makes the crosswalks look really bad. This project has been on the CIP but was moved out. As we discuss budget in the upcoming year, I hope we can get this project in fiscal year 2024-2025. Thank you to the Jamestown Business Association for the hard work on Christmas on Main. I worked the first Wednesday and there was a great and steady turnout. The storm water display was good and thank you to the ladies for that.


**Public Comment - None**

**Adjournment**

Council Member Glanville made a motion to adjourn. Council Member Burgess made a second to the motion. The motion passed by a unanimous vote.

The meeting ended at 6:35 pm.

  
Lynn Montgomery, Mayor

ATTEST:   
Nancy Avery, Interim Town Clerk