

**Regular Meeting of the Town Council
February 18, 2020
6:30 pm in the Council Chambers
Minutes & General Account**

Council Members Present: Mayor Montgomery, Council Members Wolfe, Rayborn, Capes, & Straughn

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

Visitors Present: John McGinnis, Dee Fink, Robert Frederick, Mark Hensley, Anna Black, Malcolm Black, Jennifer Black, Rae Marie Smith, Ed Stafford, Robert Coon, Lt. Col. Lee Richmond, Tom DeVecchio, Joel Cranford, Tammy Boggs, Mason Smith, Brady Joerger, Adrian Rodriguez, Robin Thomas, Kim Joerger, Dennis Sholl, & Carol Brooks.

Call to Order- Mayor Montgomery called the meeting to order.

- Pledge of Allegiance- The Adams Farm Christian Preschool students led everyone in the Pledge of Allegiance.
- Moment of Silence- Mayor Montgomery called for a moment of silence.
- Approval of Agenda- Mayor Montgomery asked if anyone would like to change, add, or delete any items on the agenda.

Council Member Wolfe requested to move the Public Hearing for the Planned Unit Development (PUD) text amendment to item "III" on the agenda.

Council Member Wolfe made a motion to approve the agenda with the requested change. Council Member Capes made a second to the motion. The motion passed by unanimous vote.

Consent Agenda- The consent agenda included the following items:

- Approval of minutes from the January 10, 2020 Town Council Retreat
- Approval of minutes from the January 21, 2020 Regular meeting
- Approval & Sealing of the January 21, 2020 Closed Session minutes
- Proclamation declaring February 2020 Black History Month
- Proclamation Arbor Day 2020
- Analysis of financial position of the Town of Jamestown
- Analysis of financial position of the Jamestown Park & Golf Course

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

(Proclamation Black History Month & Proclamation Arbor Day)

Public Hearing

- Public Hearing to consider a text amendment to the Land Development Ordinance (LDO) to add a new zoning district, "Planned Unit Development" (PUD) to Article 8 "Zoning Districts"- Mayor

Montgomery opened the public hearing. Johnson stated that staff was requesting that the public hearing be continued until March 10th at 6:30 pm in the Ragsdale Civic Center.

Council Member Wolfe made a motion to continue the public hearing for the text amendment to the Land Development Ordinance to March 10th at 6:30 pm in the Ragsdale Civic Center, 301 East Main Street, without further advertisement. Council Member Capes made a second to the motion. The motion passed by unanimous vote.

Public Comment-

- Bob Battista, 109 Channel Cove Court - Battista stated that he had lived in Jamestown for ten years. He said that he has noticed a real issue with crows getting into the trash bags that citizens put out on the curb for garbage pickup. He noted that the crows were constantly tearing up the bags and trash was getting scattered all over the neighborhood. He encouraged Council to consider providing garbage totes for citizens to use for pickup to resolve the problem.
- Joel Cranford, 113 Thora Drive- Cranford stated that he was frustrated about animals consistently getting into the trash that was placed outside in bags. He noted that he waits until the last possible minute to put the bags out, but it has not helped the issue. He said that it was a problem that needed to be addressed. He encouraged Council to make utilizing totes for garbage collection a priority.

Old Business-

- Consideration of adoption of Guilford County Smoking Policy- Cole stated that Council had discussed the Guilford County Smoking Policy at a previous meeting. He noted that the initial draft that the County had submitted to the Town had been amended. He stated that he had added a few things to the Town of Jamestown's policy to reflect the new Guilford County policy. Cole introduced Mary Gillette, Guilford County Board of Health Representative, to update Council on the issue.

Gillette gave Council a brief history of the County's policy regarding smoking. She said that the County had recently tweaked their policy to include all tobacco products. She noted that restrictions had been placed on the use of electronic cigarettes in government buildings and local government vehicles.

Cole gave Council a brief overview of the changes to the policy. He recommended that Council approve the amended Town of Jamestown policy that reflected the new restrictions on electronic cigarette usage.

Council Member Rayborn made a motion to approve the amended smoking policy for the Town of Jamestown. Council Member Capes made a second to the motion. The motion passed by unanimous vote.

- Request to set the date for the Town Council Budget Retreat- Cole stated that Council had discussed setting the date for their annual budget retreat at the previous meeting. He noted that Council had selected March 20th as the potential date for the retreat. He requested that they formally set the date for March 20th at 8:30 am in the Clubhouse at the Jamestown Park & Golf Course.

Council Member Straughn made a motion to set the date for the budget retreat for March 20th at 8:30 am in the Clubhouse at the Jamestown Park & Golf Course. Council Member Capes made a second to the motion. The motion passed by unanimous vote.

- Update on Sidewalk Projects- Blanchard gave Council an update on the ongoing sidewalk projects. He stated that the contractor was continuing to work on the installation of underground features for the East Main Street sidewalk project. He said that the road had been closed on February 3rd in order for the East Fork Pedestrian Bridge to be constructed. He added that the closure was an inconvenience, but commuters were able to reach their destinations. Blanchard stated that staff was working with NCDOT to get the project completed in a timely manner.

New Business

- Discussion of the AARP Livable Communities Program- Mayor Montgomery called Mark Hensley forward to discuss the AARP Livable Communities Program.

Hensley stated that he represented 1.1 million members of AARP in North Carolina. He noted that there had been a movement across the nation towards AARP livable and age-friendly communities. He said that livable communities had gained popularity because people were living longer than ever before. Hensley added that the amenities that these areas would provide would be beneficial to people of all ages. He gave Council a brief overview of the AARP Livable Communities Program. He informed Council about additional resources that they could use to identify areas that they could improve to make the Town of Jamestown more livable.

There was a brief discussion between Council and Hensley about the Livable Communities Program.

- Consideration of appointment of Planning Board Alternate- Weiner stated that there was currently a vacancy for a Planning Board Alternate. She noted that Dennis Sholl had applied to fill the position and that his application was in their packet. She said that staff was requesting that Council appoint Dennis Sholl to fill the vacancy.

Council Member Wolfe thanked Sholl for his patience. She added that his application had been on file for quite some time.

Council Member Wolfe made a motion to appoint Dennis Sholl to be an Alternate on the Planning Board. Council Member Capes made a second to the motion. The motion passed by unanimous vote.

- Budget Amendment #14- Gallman said that Budget Amendment #14 would increase the amount of money in the budget for legal services. She had spoken with the Town's attorney to get an estimate of how much additional funding would be necessary. Gallman stated that she had determined that \$50,000 would be required to pay for legal services in the current fiscal year. She added that the increase in expenditures was directly related to the Lori Herron matter at 2216 Guilford College Road.

Council Member Capes made a motion to approve Budget Amendment #14. Council Member Rayborn made a second to the motion. The motion passed by unanimous vote.

(Budget Amendment #14)

- Consideration of approval of Town Manager or Designee to make cash advances from the General Fund to Sidewalk Capital Project Funds- Gallman stated that the sidewalk projects were underway and construction had begun. She added that staff was beginning to receive invoices from the contractors that needed to be paid in a timely manner. She noted that the projects were funded by state and federal grants, and the Town had not been reimbursed that funding yet. Gallman stated that money needed to be advanced from the general fund into the capital project fund in order to pay the invoices. She said that the funding that the Town would be reimbursed in the future would be used to pay the advances back to the general fund.

Gallman noted that the current ordinance allowed the Town Manager to make cash advances for periods that did not extend sixty days. She was not sure how long it would take to receive the reimbursement. Therefore, she requested that Council approve the Town Manager or his Designee to make cash advances as needed into the sidewalk capital project fund without a time restriction.

Council Member Wolfe made a motion to grant the Town Manager or his Designee the authority to make cash advances to the sidewalk capital project funds. Council Member Straughn made a second to the motion. The motion passed by unanimous vote.

- Discussion of Nonprofit Policy and potential Grant Funded Services- Cole said that he and Gallman had met with the nonprofit agencies in regard to the change in grant funding. He added that Council Member Rayborn and Council Member Straughn had met to discuss potential Town funded services.

Council Member Rayborn stated that the nonprofits had submitted information detailing the services that they provide to Jamestown residents. She said that she had reviewed that information with Council Member Straughn and Gallman. She added that the nonprofits had been given a deadline to submit additional information prior to the Town Council's Budget Retreat.

Council Member Wolfe discussed the details of the nonprofit meetings with Council and staff.

Manager/Committee Reports-

- Manager Report- Cole presented his monthly report to Council. He noted that Flowers Bakery had requested some additional revisions to a legal contract before allowing the Town to place a sign on their property. He added that he anticipated that March 30th would be the bid date for the construction of the recreation building. He also gave Council an overview of a sewer spill that had occurred.

Blanchard gave Council additional information about the sewer spill incident.

- Council Member Committee Reports-
 - Council Member Wolfe stated that she had been going to the Complete Count Census Committee meetings. She said that she had been placed on the Government Subcommittee. She added that there were several representatives from neighboring

communities that were working together to increase public awareness about the census. She stated that Paul had attended the TAC meeting in her absence and that the construction of the Jamestown Bypass was still on schedule. Council Member Wolfe also gave an overview of the Comprehensive Plan Steering Committee meeting. She noted the various ways that the consultants were seeking to receive feedback from citizens in regard to the Comp Plan update.

- Council Member Straughn briefly updated Council about Part 150 Team’s noise study that they were completing for the airport.

Public Comment- Nobody signed up.

Other Business- There was no other business discussed.

Closed Session Per General Statutes 143-318.11(a)(3) to discuss matters related to Attorney Client Privilege- Lori Herron (2216 Guilford College Road) vs. the Town of Jamestown- Council Member Rayborn made a motion to go into closed session per General Statutes 143-318.11(a)(3) to discuss matters relating to attorney client privilege in regard to Lori Herron at 2216 Guilford College Road and the legal contract with Flowers Bakery. Council Member Capes made a second to the motion. The motion passed by unanimous vote.

-----Closed Session-----

Council Member Wolfe made a motion to resume open session. Council Member Rayborn made a second to the motion. The motion passed by unanimous vote.

Council Member Capes made a motion to direct Beth Koonce, Town Attorney, to proceed with the legal contract revisions with Flowers Bakery. Council Member Rayborn made a second to the motion. The motion passed by unanimous vote.

Adjournment- Council Member Capes made a motion to adjourn. Council Member Rayborn made a second to the motion. The motion passed by unanimous vote.

The meeting ended at 8:05 pm.

Mayor

Town Clerk