

**Regular Meeting of the Town Council  
February 19, 2019  
6:30 pm in the Council Chambers  
Minutes & General Account**

**Council Members Present:** Mayor Montgomery, Council Members Wolfe, Capes, and Rayborn

**Council Members Absent:** Council Member Nixon

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

**High School Representative:** Micah Marston

**Visitors Present:** Shawn Rogers, Ben Robinson, Jim McGaha, Andrew Edmonds, Kevin Bottomley, Tommy Cole, Crystal Cole, Wid Painter, & Carol Brooks

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

- Pledge of Allegiance- Mayor Montgomery called Trail Life NC Troop 925 forward to lead everyone in the Pledge of Allegiance. Trail Life NC Troop 925 led the Pledge of Allegiance.
- Moment of Silence- Mayor Montgomery called for a moment of silence.
- Approval of Agenda- Mayor Montgomery asked if anyone wanted to change, add, or delete any items on the agenda.

Cole stated that he would like to add “Tax Foreclosure Bid Required” as item “I” under “New Business.”

Council Member Wolfe made a motion to approve the agenda as presented with the requested addition. Council Member Rayborn 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 12, 2019 Retreat
- Approval of minutes from the January 15, 2019 meeting
- Proclamation declaring February as Black History Month
- Proclamation declaring March 23-31 2019 as Creek Week
- Analysis of financial position of the Town of Jamestown
- Analysis of financial position of the Jamestown Park & Golf Course
- Purchase Order Policy
- Budget Amendment #13
- Budget Amendment #14

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

(Proclamation for Black History Month, Proclamation for Creek Week, Purchase Order Policy, Budget Amendment #13, & Budget Amendment #14)

**Public Comment-**

- Wid Painter, 114 Village Drive- Painter stated that he wanted to thank Andrew Edmonds and Matthew Johnson for their leadership in the bicycle lane project. He highlighted the importance of having bike lanes throughout Town. He noted that it would increase safety for cyclists and drivers. Painter also stated that it would improve the health of the residents.

**Old Business-**

- Consideration of approval of Members of the Steering Committee for the Jamestown Park Strategic Plan- Johnson stated that staff had been working on a strategic plan for an area at the Jamestown Park and Golf Course. He said that he was hoping to obtain funding through the Parks and Recreation Trust Fund (PARTF) grant. He stated that staff would like to have a Steering Committee assist with interviews of different firms and give guidance on the implementation of the planning process. Johnson gave an overview of the backgrounds of the potential members of the Steering Committee.

There was a brief discussion between Council Member Wolfe and Johnson about whether the Steering Committee would also be involved with updating the Parks & Rec Master Plan.

Council Member Rayborn made a motion to approve the Steering Committee nominations. Council Member Capes made a second to the motion. The motion passed by unanimous vote.

- Update on Town of Jamestown website- Apple gave Council an update on the Town of Jamestown's website. She gave an overview of all the changes that had been made. She noted that most of the same information was there, but it had been organized differently. Apple stated that some things had been consolidated and the website would be mobile friendly.

Several Council Members said the updates were great and thanked Apple for her hard work.

**New Business**

- Resolution honoring Tommy Cole, Assistant Chief of Pincroft Sedgefield Fire Department, and his service to the Town of Jamestown- Mayor Montgomery presented a resolution to Cole and thanked him for his service to the Town. She stated that Cole was leaving to serve another municipality, and she noted that he would be missed.

Cole said he enjoyed working with the staff of the Town of Jamestown and thanked everyone for the kindness they had shown him.

(Resolution honoring Tommy Cole)

- Jamestown Public Library Grant Progress Report- Jim McGaha presented the grant progress report on behalf of the Jamestown Public Library. He spoke about the importance of bringing children to the library and keeping them involved. He stated that the library had served about twenty thousand visitors over the last six months and that they were continuing to offer literacy programs. He noted that staff were attempting to increase their outreach in order to get more

people involved in the community. McGaha stated that the library's goal was to continue to provide free library access to all print and electronic materials.

He also thanked the staff of the Town of Jamestown for assisting the library. He specifically noted how helpful Jeff Greeson, James Conrad, and Jamie Johnson had been.

McGaha gave an overview of the financial highlights. He said that a lot of the library's expenses resulted from building repair and maintenance. He stated that the library received funding from the Town, Guilford County, and the Friends of the Library group.

Council Member Rayborn stated that she appreciated how thorough the library staff were with their financial reporting.

Council Member Wolfe thanked the library staff for reviving the Christmas tree lighting.

McGaha thanked Council for their time.

- Jamestown Historic Society Grant Progress Report- Shawn Rogers presented the grant progress report on behalf of the Jamestown Historic Society. He noted that there had been about two thousand visitors over the last year. Rogers also stated that he had been given the opportunity to speak at a number of different events and provide outreach. Rogers noted that the Village Fair and the Candlelight Tour had been very successful.

Rogers spoke about grant money the Historic Society had received and how it had been used. He highlighted the expense of maintaining and restoring the historic structures. He also gave an overview of the artifacts that the Historic Society had obtained.

Council Members thanked Rogers for his hard work.

- Jamestown Youth League (JYL) Grant Progress Report- Ben Robinson presented the grant progress report on behalf of JYL. Robinson thanked Council for their support. He stated that the money the Town had granted them had been used for rent at the athletic complex, rent at athletic fields, and the purchasing of uniforms. He said that the organization was in a time of transition as a result of Kevin Hege's retirement. However, he noted that they had hired a new Director of Sports. He stated that they were maintaining their membership and planned on becoming more involved in the Town's special events.

Robinson asked Council if they had any questions. There were none. Mayor Montgomery thanked Robinson for his work.

- YMCA Grant Progress Report- Kevin Bottomley presented the grant progress report on behalf of the YMCA. He gave an overview of the free and reduced services the organization had provided and the funds they had raised. Bottomley stated that the YMCA had a surplus of just under \$40,000 last year. That money had been used to purchase capital improvement items for the organization. He also highlighted several new programs and sporting opportunities that were available to members.

Bottomley stated that the YMCA had received \$22,350 from the Town last year. That money had gone towards the capital debt in order to pay off the building. He said that the Town had originally committed to \$2.5 million to support the YMCA with a non-binding pledge. Bottomley stated that the amount of funding they had received from the Town had dwindled over the years. It had gone from \$100,000 to \$22,350. He noted that they were still paying the capital pledge off and the funding that came from the Town went towards that.

There was a brief discussion about the YMCA's membership between Bottomley and Council Member Wolfe.

Bottomley asked if Council had any other questions. There were none. Mayor Montgomery thanked him for his time.

- Presentation of the High Point Regional Bike Plan- Andrew Edmonds stated that he was the transportation planner with the High Point Urban Area Metropolitan Planning Organization (HPMPO). He stated that the HPMPO had started the process of trying to create a regional bike plan. Edmonds noted that the plan was a set of recommendations that would be approved by the Transportation Advisory Committee (TAC). He stated that Steve Bzomowski would give Council an overview of the plan.

Bzomowski stated that the bike plan was for the region as a whole. He highlighted the importance of a bike plan and the potential impact that cycling could have on transportation. He stated the cycling was an efficient mode of transportation. Bzomowski gave an overview of the different stakeholders that were involved in the planning process and the extent of public input. He spoke about the possible designs for biking infrastructure and the connectivity throughout the region. He stated that he was working on bicycle brochure maps that would highlight specific destinations. Bzomowski said that they would promote the community and draw people to the area.

- Discussion of staggering Town Council Member terms- Koonce stated that it was her understanding that Council was interested in exploring the possibility of having staggered terms. She said that she had researched the process and it would require an amendment to the Town charter. Koonce stated that Council needed to approve a resolution of intent in order to amend the charter. The next step would be to set a public hearing date. Council could vote on the proposed change at the next meeting following the public hearing.

Cole stated that there was an election coming up and he believed it was the right time to discuss the issue. He said that it was not something that Council had to do, but he would like their input.

There was a discussion between Mayor Montgomery and Koonce about the timeline of the process. Koonce said that it would take about three months.

Council Member Wolfe and Koonce briefly discussed the process of amending the Town's charter.

Council Member Wolfe stated that she saw the benefit of staggering the terms. She noted that there was a possibility that there could be an entirely new Council elected. She said that it could be very disruptive.

Council Member Capes noted that it was important to explain the reasons for extending the terms to the public.

Mayor Montgomery said that she believed it would allow for continuity and would be beneficial to staff. She noted the difficulties of training new Council Members every two years.

Council Member Rayborn stated that longer terms may encourage people to run for office. She also said that it could provide more opportunities for mentorship.

Council Member Capes made a motion to request that the Town Attorney prepare the documents necessary to begin the process to amend the Charter to allow for staggered terms. Council Member Rayborn made a second to the motion. The motion passed by unanimous vote.

- Discussion of 2019/2020 Budget Year Calendar- Cole stated that the 2019/2020 budget year calendar was included in the meeting packet. He noted that he and Gallman had conducted meetings with department heads to determine their priorities for the upcoming year. He stated that Council would have a budget workshop at the Golf Course on March 2<sup>nd</sup> at 8:00 am.

Council Member Wolfe made a motion to approve the budget calendar as presented. Council Member Capes made a second to the motion. The motion passed by unanimous vote.

(2019/2020 Budget Year Calendar)

- Tax Foreclosure Bid Requested- Cole stated that one of the conditions of a contract the Town had with Guilford County required that the Town bid on properties in tax foreclosure if there were no other bidders. He noted that a property at 205/207 Yorkleigh Lane was in foreclosure and that the Town would have to place a bid. He requested that Council approve Budget Amendment #15 which would allow staff to place the bid. He also requested that Council give authorization to the Town Manager, Assistant Manager, and Finance Director to bid on behalf of the Town of Jamestown.

Council Member Capes made a motion to approve Budget Amendment #15 and to grant authorization to the Town Manager, Assistant Manager, and Finance Director to bid on the property. Council Member Rayborn made a second to the motion. The motion passed by unanimous vote.

#### **Manager/Committee Reports-**

- Manager's Report- Cole presented his Manager's report to Council. He stated that he and Johnson had attended the North Carolina City County Management Seminar a few weeks ago. He noted that it had been very educational and they appreciated the opportunity to attend. Cole also noted that he had attended a TAC meeting on behalf of Council Member Wolfe. He stated that they had given updates on current projects.
- Council Member Committee Reports- Cole asked Council if they had any reports to give. There were none.
- High School Representative Report- Marston stated that students were getting used to their schedules for the spring semester. He also said that the National Honor Society was going to participate in the Relay for Life event instead of the previous fundraiser he had mentioned.

Marston noted that Ragsdale had just hired a new Assistant Principal after the tragic death of Jean Ransom.

**Public Comment-** Nobody signed up.

**Other Business-** Council Member Wolfe had a discussion about the status of ongoing construction projects with Blanchard and Johnson.

Council Member Wolfe and Council Member Capes discussed the status of the Oakdale Cotton Mill with Johnson and Cole.

**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 8:34 pm.

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Mayor

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Town Clerk