

Regular Meeting of the Town Council
March 15, 2022
6:00 pm in the Civic Center
Minutes & General Account

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

Staff Members Present: Town Manager Matthew Johnson, Director of Public Services Paul Blanchard, Town Planner Anna Hawryluk, Accounting Specialist Faith Wilson, Town Attorney Beth Koonce, Interim Town Clerk Nancy Avery

Visitors Present: Carol Brooks, Phil Byrd, Ron Cross, Gwen Flood

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

- Roll Call- Avery took roll call as follows:
 - Council Member Wolfe- Present
 - Council Member Capes- Present
 - Mayor Montgomery- Present
 - Council Member Straughn- Present
 - Council Member Rayborn- Present

Avery stated that a quorum was present.

Pledge of Allegiance- Member Capes led the Pledge of Allegiance.

Moment of Silence- Mayor Montgomery called for a moment of silence

Approval of Agenda- Mayor Montgomery stated item E on the agenda under New Business needs to be removed and item II-F, amended auditor contract, needs to be added to the Consent Agenda and asked for a motion.

Member Wolfe made a motion to approve the amended agenda and Consent Agenda with changes as presented by the Mayor. Member Capes made a second to the motion. The motion passed by a unanimous vote.

Consent Agenda

The Consent Agenda included the following items:

- Minutes from February 15, 2022 meeting
- Analysis of financial position of the Town
- Analysis of financial position of the Park and Golf Course
- Notification of advances
- Budget amendment #15
- Amended audit contract

Member Straughn made a motion to approve the amended Consent Agenda. Member Wolfe made a second to the motion. The motion passed by a unanimous vote.

(Budget Amendment #15)

Public comment

- Phil Byrd, 5910 Bartlett Drive, Greensboro- Byrd stated he is a candidate for the office of Sheriff for Guilford County. He has worked in Jamestown for years with the Sheriff’s Office and retired in 2014. He thinks it is important to have proactive law enforcement. He was born and raised in Guilford County. He wanted to introduce himself to everyone.

Old business

Public Hearing on Question for Annexation pursuant to G. S. 160A-31 for 2221 Guilford College Road, 5300 Mackay Road, 2207 Guilford College Road, and 5303 Mackay Road- Hawryluk stated this hearing was opened November 16th of 2021 but is not ready yet for discussion and requested the Town Council continue to the April 19th meeting at 6:00 pm in the Civic Center without further advertisement.

Mayor Montgomery read the following message from the Council stating it will be in reference to the next three Public Hearing requests that we will be extending:

“Our Council noted from the beginning of this process that the development of these tracts will impact the character and function of our historic Town forever. We decided that development would proceed in two ways.

First, with meaningful input from our Town citizens under the guidance of one of the country’s leading urban planners. This was accomplished last fall.

Second, we decided that this project would be guided by a tightly written, highly specific, and well prepared Development Agreement that went far beyond the details and regulations in our zoning ordinance. Our Town staff and legal counsel prepared an extensive document that touches on everything from street standards, sidewalk design, signage, architectural specifications, utility requirements and fire and public protection, to name a few. These documents are not drafted overnight, but through discussion and negotiation. Our staff and legal counsel have done their part and met the agreed upon schedule. We continue to wait for timely responses from the developer. When we do we will have a document for you to review. Our attorneys advise that we are still not obligated to accept the agreement or any part of its terms. Once we have a meaningful response from the developer, we will move to the next stage. At this time, we appreciate your patience with this process.

That is what the Council would like to put on record”.

The Mayor opened the Public Hearing at 6:06 pm to anyone that would like to speak. Nobody came forward.

Member Wolfe made a motion to continue the Public Hearing until the April 19th meeting at 6:00 pm in the Civic Center without further advertisement. Member Straughn made a second to the motion. The motion passed by a unanimous vote.

Public Hearing on rezoning request from D. R. Horton for properties at 2221 Guilford College Road, 5300 Mackay Road, 2207 Guilford College Road, and 5303 Mackay Road from AG (Agricultural) to PUD (Planned Unit Development) - Hawryluk stated that this hearing is not ready yet and requested that Council continue the hearing to the April 19th meeting at 6:00 pm in the Civic Center without further advertisement.

The Mayor opened the hearing at 6:09 pm to anyone that would like to speak. Nobody came forward.

Member Capes made a motion to continue the hearing on the rezoning to the April 19th meeting at 6:00 pm in the Civic Center without further advertisement. Member Straughn made a second to the motion. The motion passed by a unanimous vote.

Public Hearing for consideration of Development Agreement for D. R. Horton properties located at 2221 Guilford College Road, 5300 Mackay Road, 2207 Guilford College Road, and 5303 Mackay Road from AG (Agricultural) to PUD (Planned Unit Development) - Hawryluk said this hearing is also not ready yet and goes along with the hearing on the rezoning request that was just discussed. She asked Council to continue the hearing to the April 19th meeting at 6:00 pm in the Civic Center without further advertisement.

The Mayor opened the hearing at 6:11 pm.

- Gwen Flood, 5600 Wellsley Drive- Flood asked why there is not going to be any more advertising to the public for this hearing.

The Mayor responded that it has already been advertised.

Nobody else came forward.

Member Straughn made a motion to continue the hearing to the April 19th meeting at 6:00 pm in the Civic Center without further advertisement. Member Capes made a second to the motion. The motion passed by a unanimous vote.

New Business

Bicycle Pedestrian Committee Appointment- Hawryluk stated a Bicycle and Pedestrian Committee is a requirement for the NCDOT grant awarded to the Town earlier this year. Member applications are before you for consideration. Staff requests appointment of the committee with the list of member applicants as follows:

Members

- Mark Bingham

- Wes Cashwell
- Josie Cothran
- Lori Ecklund
- Brant Gomez
- Alison Greeson
- Dan McDaniel
- Wid Painter
- Jeff Sebens

Technical Representatives

- Andrew Edmonds, HPMPO, Transportation Planner
- Stephen Robinson, NCDOT Division 7
- Alex Rotenberry, NCDOT Integrated Mobility Division
- Mitchell Johnson, VP Operations and Facilities, GTCC Jamestown Campus

Staff

- Anna Hawryluk, Town Planner
- Paul Blanchard, Director of Public Services

Member Wolfe asked if there is a stipulation for a member to be a resident as one of the applicants does not live in town.

Hawryluk said there is no requirement to be a resident.

Member Straughn motioned to appoint the committee with the list of applicants as presented. Member Capes made a second to the motion. The motion passed by a unanimous vote.

Consideration of approval of rate change at Jamestown Park & Golf Course- Sanderlin stated every year we look at rates compared with where the Town is and where other courses are to be competitive. As the season kicks off this is a good time to request any increases. He stated he feels the proposed rates are fair for the value.

Member Wolfe asked if proposed rates for weekday 18 and 9 Hole Senior Resident Walk are new rates. She also expressed concern that some rates are going up \$2.00 and some are going up \$3.00 and wondered why increases were not consistent across the board. She said that the current cost of grocery and gas increases were affecting everyone, but she understands now is the time to do it. She asked him to explain about the school golf per season fee, because she thinks it is high. She also asked Mr. Sanderlin if he had taken the temperature of those using the course regarding rate increases.

Sanderlin said those two rates are new and there are standard rates with a Jamestown resident discount. The increase in rates were based on what other courses were charging, so are not a consistent increase amount for each rate. The proposed fee listed for schools is what Jamestown Middle School paid at another course. Other courses are charging schools some sort of fee, generally minor fees, for practice and use of the course. He said he did speak with those using the course about rate increases.

Member Straughn said they had discussed fees for the course being closer to actual costs in the range of \$34 - \$40 per day. Why can we not give schools a discount just as we do for residents?

Member Rayborn said this is money from the county that goes to the schools, not from the kids paying out of pocket, so do we want money from the county schools or do we want to leave it on the table. She stated we are lucky we have Sanderlin as an expert and she is in favor and trusts his knowledge on what he is proposing. She is all for not losing money at the golf course as the Town spends a lot of money in keeping it up.

Member Straughn said he thinks it is from the fees parents pay for the kids to be on the team, so this will increase that.

Sanderlin said schools are having children pay a one- time fee of \$50 for however many sports the child plays.

Member Capes said he thought parents were paying for kids to play based on what is going on at the school. The proposed rate increases keep the Town competitive, which helps us in not losing money. He stated he agrees with what Member Rayborn said about trying to lose less money effectively.

Member Rayborn moved to approve changes in golf fees as presented. Member Capes made a second to the motion. The motion passed by a 3 to 1 vote with Council Member Straughn voting in opposition.

Schedule public hearing to consider amendments to Article III (definitions) of the Land Development Ordinance for the April 19th meeting- Hawryluk requested Council schedule a Public Hearing to consider one amendment to the Land Development Ordinance (LDO) to the Definitions section regarding Planning Director for the April 19th meeting at 6:00 pm.

Member Straughn made a motion to schedule a Public Hearing for the April 19th meeting at 6:00 pm in the Civic Center. Member Rayborn made a second to the motion. The motion passed by a unanimous vote.

Reschedule June 21st meeting to Thursday, June 23rd due to conflicts- Johnson asked Council to consider rescheduling the June 21st meeting to Thursday, June 23rd due to scheduling conflicts. This also requires an amendment to the Council's 2022 meeting calendar.

Member Straughn made a motion to reschedule the June 21st meeting to Thursday, June 23rd. Member Capes made a second to the motion. The motion passed by a unanimous vote.

Member Capes made a motion to amend the Council's regular 2022 meeting calendar. Member Straughn made a second to the motion. The motion passed by a unanimous vote.

Manager's Report

Johnson stated that after some careful consideration, the Town of Jamestown is pleased to announce the appointment of Katie Weiner as Assistant Town Manager effective immediately. As Assistant Manager, Weiner will assist in overseeing the day to day operations of the Town and assist and direct the staff in the implementation of the Town's Strategic Plan which was recently adopted and will be updated on a bi-annual basis. She will work directly with the Council and Manager in developing strategies to propel Jamestown into the future. She was hired by the Town in 2017, has a bachelor's degree in Political Science and a master's degree in Public Administration from Appalachian State University. She has been serving as Town Clerk and will continue to serve in that capacity as well. Over the last five years, she has received her Certified Municipal Clerk designation and completed UNC School of Government's Municipal and County Administration (MCA) program. The MCA program is a comprehensive course designed for officials whose responsibilities require understanding of local government beyond their individual areas of specializations and prepares them for a larger role within the organization. She has been an integral part of the Town's leadership team, brings a fresh perspective to public service and has an approachable personality. Her practical approach and experience on the Town's leadership team made her the perfect candidate.

Member Straughn asked about his concerns regarding the clerk serving a dual role. Johnson said the Town Attorney and School of Government do not see a conflict with that.

Johnson said the Town will celebrate Arbor Day this year with the assistance of the Publix Grocery Store by planting shrubs along the new walkway on East Main Street.

The Town is working with Piedmont Council of Government on a continuity plan that will assist in identifying where additional staff may be needed. This is a goal identified in the Strategic Plan.

We are working on the budget to present at the workshop on March 25th.

We are working on an application for a Parks and Recreation Trust Fund (PARTF) grant, also a goal on our Strategic Plan. We will bring information on this to the April meeting.

He recognized Justin King, a member of the golf course team as a mechanic. He recently completed the Equipment Management Certificate Level One program presented by the Golf Superintendents of America. He passed eight exams. Of particular note, he did this on his own and paid for it himself without any incentive from the Town. We have rewarded him for this and offered to reimburse him. It is a demonstration of his dedication to the Town.

Litter Sweep will be held on April 9th from 9 to 11 am. If interested in participating, contact Elizabeth at Town Hall.

We received the draft of the ADA transition plan today. The purpose is to determine which facilities need intervention to be ADA compliant. This will most likely be on the April agenda.

Member Straughn asked Blanchard about our lack of lighting on our side of the Guilford Technical Community College (GTCC) side of the train tracks.

Blanchard said we have Duke Energy on board to install lighting and we will mirror what GTCC has.

Committee reports

Member Wolfe said she will attend the MPO TAC meeting next Tuesday and she and Blanchard are meeting with the NCDOT engineer next Thursday.

Member Capes reported that the Parks and Recreation Board met and approved minutes from the January 7, 2019 meeting. Because of Covid we have not been in the same space in a while. There was a lot of discussion around Parks and Recreation Trust Fund (PARTF) grant opportunities and support for the grant project recommendation was approved.

Member Rayborn informed Council that the AARP Livable Communities committee met on March 3rd. We primarily talked about upcoming programming. On March 31st from 10:30 am to 12:00 pm there will be a Broad Watch Network event about protecting yourself from scammers. It will be held via Zoom and also in person at the Civic Center. Registration is online through the Town's website. We also talked about bringing more programming to the Town such as having speakers.

Last night there was a Planning Board meeting about an amendment to the "Definitions" section of the Land Development Ordinance.

Member Wolfe asked Johnson to see about getting a quarterly report from Animal Control calls they receive from Jamestown.

Mayor Montgomery presented Interim Town Clerk Avery with a resolution thanking her for her time with the Town.

Member Rayborn mentioned a luncheon was held today for Avery and former Interim Town Manager Dave Treme and thanked them both for their services.

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

The meeting ended at 6:39 pm.

Lynn Montgomery, Mayor

Nancy Avery, Interim Town Clerk