

Regular Meeting of the Town Council  
March 19, 2024  
6:00 pm in the Civic Center  
Minutes & General Account

**Council Members Present** – Mayor Montgomery, Council Members Rayborn, Wolfe, Burgess and Glanville

**Council Member Absent** – None

**Staff Members Present** – Town Manager Matthew Johnson, Director of Public Services Paul Blanchard, Finance Director Faith Wilson, Head Golf Pro Marcy Newton, Assistant Town Manager/Town Clerk Katie Weiner, Parks & Recreation Director Scott Coakley

**Visitors Present** – Michael Pendleton, Emily Wilson, Carol Brooks, Jorge Ortega, Hank Henning, Brian Mangan, Duane Willis, Robert Frederick, Betsy Lerner, & John Tipton

**Call to order** – Mayor Montgomery called the meeting to order at 6:00 pm.

Roll Call- Weiner took roll call as follows:

- Council Member Glanville Present
- Council Member Rayborn Present
- Mayor Montgomery Present
- Council Member Burgess Present
- Council Member Wolfe Present

Weiner stated that a quorum was present.

Pledge of Allegiance - Scout Troops 5068, 68 and 17 led everyone in the Pledge of Allegiance.

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

Approval of Agenda - Council Member Rayborn made a motion to approve the agenda with two amendments:

1. Move the Proclamation declaring April as Parkinson’s Awareness Month and April 11th as Parkinson’s Awareness Day from the Consent Agenda to the first item after the Public Comment period.
2. Remove the presentation of the audit report summary fiscal year 2022-2023 from the agenda.

Council Member Wolfe made a second to the motion. The motion passed unanimously.

**Consent Agenda** – The consent agenda included the following items:

- Approval of minutes from the February 13th Regular Town Council Meeting
- Budget Amendment #14
- Resolution declaring March 22nd as Arbor Day in the Town of Jamestown

- Analysis of the financial position of the Town

Council Member Burgess made a motion to approve the Consent Agenda with those changes. Council Member Wolfe made a second to the motion. The motion passed by a unanimous vote.

**Public Comment** – None

**Proclamation declaring April as Parkinson’s Awareness Month and April 11<sup>th</sup> as Parkinson’s Awareness Day** - Mayor Montgomery read and presented the proclamation to Betsy Lerner.

(Proclamation Parkinson’s Awareness Month/Day)

**Duke Energy Local Government Relations Manager Hank Henning** - Mr. Henning stated that he was the District Manager for Government Community relations for Duke Energy and has been in the role for about two years now. He said Duke was a regulated utility that strived to deliver affordable, reliable, and clean energy. He added that they were trying to transition their grid to ensure they were ready for the EV boom that might be around the corner with renewables and battery storage. They were working to upsize their power lines along the road. Henning stated that there would be disruption to traffic and constituents at times as a result. He said they would send out flyers and contact people directly related to work that may cause disruption.

Council Member Wolfe said she had reached out to Mr. Henning when she had received questions from constituents. She added that she was glad to see them doing lots of work in the area because it may mean less power outages in the future. She requested a contact number to pass along to those that had specific questions in the future.

Henning said he would provide Council with a contact number. He also stated that he would work with Johnson to notify the Town of upcoming grid improvements.

Council Member Glanville said that she had experienced an outage recently. She discussed the details of the incident with Henning.

**Guilford County Animal Services Director Jorge Ortega** - Mr. Ortega said he joined Guilford County in 2018. He said that Animal Services had been prioritizing public safety and public health while also addressing the root causes for animals entering the shelter system. He said the main reason was a lack of affordable housing. Ortega said that it was very difficult for those that were struggling with housing issues to keep their pets. He added that Animal Services received annual donations that they tried to provide to community members that were in need. He said that they now had an eligibility social services caseworker from DSS that had been assigned to Animal Services. He noted that her role was to help families identify underlying issues and work with them so that they may be able to keep the pet in their home.

Ortega said that they wanted to be a resource for the community. He stated that they were predicting to see about 8,000 animals come into and out of the facility in the upcoming year. He said there had been 193 calls for service in Jamestown during the 2022/2023 fiscal year. He also spoke about the foster program that they had for animals within the facility.

### **Old Business**

#### Consideration of approval of amendment to the contract to audit accounts with Strickland Hardee, PLLC

Finance Director Wilson said the original plan was to present the audited financial statements during tonight's meeting. However, she noted that staff had encountered delays due to several factors. She stated that the ever-evolving landscape of governmental accounting, the retirement of the former Finance Director, and the utilization of a new auditing firm had all contributed to the delay. She assured Council that staff was on track to submit the financial information to the Local Government Commission (LGC) before the March 31<sup>st</sup> state deadline. Wilson stated that they had a final trial balance and could proceed with planning for the upcoming budget. She said that their current focus was to complete the Annual Comprehensive Financial Report (ACFR). She requested that Council approve the amended audit contract with updated dates.

Council Member Wolfe made a motion to approve the amended audit contract as presented. Council Member Rayborn made a second to the motion. The motion passed by a unanimous vote.

### **New Business**

#### Consideration of approval of rate changes at the Jamestown Park & Golf Course

Golf Pro Newton presented proposed rate increases at the golf course. She noted that it had been two years since the Town had increased golf rates. She added that staff was proposing a 10% to a 15% increase to the golf rates. However, she noted that there would be no increase to the rates for Jamestown residents. She said that the Jamestown Park and Golf Course was one of the best public courses in the area. Newton added that she believed that the increases were in the best interest of the Town, and she did not think it would result in a reduction in play. She highlighted the need to remain competitive with other courses in the area.

Council Member Wolfe asked if the rate for junior and youth players would be effected. Newton said that rate would not change.

Council Member Rayborn made a motion to approve the proposed rate changes at the Jamestown Park & Golf Course as presented. Council Member Glanville made a second to the motion. The motion passed by a unanimous vote.

Consideration of appointment of a full time Parks and Recreation Member - Weiner stated that there was currently a vacancy on the Parks and Recreation Committee for a full-time member. She added that Maria Ashburn and Duane Willis had both submitted applications for Council's consideration for appointment. They were currently serving as alternates on the Committee. She said that Ashburn had been appointed in March 2023 and Willis had been appointed in October 2023. She requested that Council appoint an applicant to serve as a full-time member on the Parks and Recreation Committee.

Council Member Glanville said that Council had historically appointed the candidate that had been serving on the Committee the longest when they had comparable qualifications. Therefore, she recommended that Council appoint Ashburn.

Council Member Glanville made a motion to appoint Maria Ashburn to serve as a full-time member on the Parks and Recreation Committee. Council Member Rayborn made a second to the motion. The motion passed by a unanimous vote.

Request to set a Public Hearing date for Water Shortage Response Plan- Blanchard stated that he needed to request to set a public hearing date for the Water Shortage Response Plan. He added that it needed to be updated once every five years. He requested that Council set the public hearing date for the April 16<sup>th</sup> Town Council meeting at 6:00 pm in the Civic Center.

Council Member Wolfe made a motion to set the Public Hearing date for the consideration of the adoption of the revised Water Shortage Response Plan for the April 16<sup>th</sup> regular Town Council meeting at 6:00 pm in the Civic Center. Council Member Rayborn made a second to the motion. The motion passed by a unanimous vote.

### **Manager's Report**

Manager Johnson updated Council on ongoing projects.

He spoke about the projects at the Jamestown Park that were funded by the Parks and Recreation Trust Fund (PARTF) and Accessibility for Parks (AP) grants. He noted the following:

1. Replacement of a septic tank was staff's top priority at Jamestown Park and work would begin this week or early next week.
2. Demolition would be taking place soon, and bids for playground equipment would be posted in the near future.

He noted that the dam repairs at the Jamestown Park and Golf Course were complete. He added that staff were waiting for North Carolina Department of Transportation (NCDOT) to return their comments on the final Oakdale Sidewalk plans. He noted that staff were in the process of acquiring right-of-way easements for the project. He stated that a Request for Qualifications

(RFQ) would be advertised before the end of the month for the Penny Road Water Line Project. Johnson said that staff planned to award a contract for the Oakdale Cotton Mill Aerial Replacement project at the May 16<sup>th</sup> Town Council meeting. He added that crosswalks were being identified for repainting, and that the work would be completed by the end of the fiscal year. Johnson said that staff hoped that Council could award a contract for the East Main Street Sidewalk project at the May 16<sup>th</sup> Council meeting.

Johnson stated that Music in the Park would begin on Friday, May 3<sup>rd</sup>. He noted that the Alek Ottaway Band would perform. He also said that the Spring Litter Sweep would take place on April 20<sup>th</sup> from 9:00 am to 11:00 am. He highlighted that staff was planning some special events to celebrate the 50<sup>th</sup> anniversary of the Jamestown Park & Golf Course. He congratulated Mecie Simmons on her retirement after 32 years of service with the Pinecroft Sedgfield Fire Department.

### **Council Member Committee Reports**

- Council Member Burgess stated that the Planning Board met on March 11<sup>th</sup> to consider two rezoning requests. She said that the first request was for the Equestrian Center located at 1903 and 1905 1915 Guilford College Road. The request was to rezone the parcel from Single Family Residential (SFR) to Conditional Zoning-Multifamily Residential (CZ-MFR). She noted that the Planning Board had continued the public hearing for the request to the April 8<sup>th</sup> Planning Board meeting. Council Member Burgess added that the second request was for 100 near Lennox Drive. She noted that the request was to rezone the parcel from Residential Main Street Transitional (RMST) to Conditional Zoning-Residential Main Street Transitional (CZ-RMST). She stated that the Planning Board had continued that hearing to the April 8<sup>th</sup> Planning Board meeting.
- Council Member Glanville said she attended a School Board meeting in February. She said that she had not had the opportunity to meet Jamestown's School Board Representatives because of closed sessions that had been held during the meeting, but she planned to engage with them in the future. The Board had discussed some items that would affect the entire County, but there was nothing discussed specifically related to Jamestown.
- Council Member Wolfe stated that the TAC meeting was cancelled in February and the next meeting was on Tuesday. She spoke about a Piedmont Triad Regional Transportation (PART) meeting that she had attended. She noted that the Board had ordered several passenger buses, but they would not be received for several months. Council Member Wolfe highlighted that everyone was still struggling with supply issues and delays on receiving equipment.

**Public Comment - None**

**Adjournment**

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

The meeting adjourned at 6:51 pm

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Mayor S. Lynn Montgomery

ATTEST: \_\_\_\_\_  
Katie Weiner, Assistant Town Manager/Town Clerk