

**Regular Meeting of the Town Council**  
**April 16, 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** – Matthew Johnson, Paul Blanchard, Faith Wilson, Katie Weiner, Rebecca Ashby, Anna Hawryluk, & Scott Coakley

**Visitors Present** – Darlene Fete, Russ Walker, Eddie Oakley, Tanneshia Dukes, Jose Dunst, John Capes, & Carol Brooks

**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 - Jose Dunst, Boy Scout with Troop 42, led 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 Rayborn made a motion to amend the agenda as follows:

1. Add new item C under New Business – Resolution authorizing Town Clerk to investigate an annexation petition
2. Remove item IV Resolution honoring Ed Stafford
3. Add new item A under Old Business – Consideration of approval of amendment to the audit contract with Strickland Hardee, PLLC
4. Remove audit report presentation under Old Business

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 March 19<sup>th</sup> Regular TC Meeting

- Approval of minutes from the March 19<sup>th</sup> TC Budget Retreat
- Proclamation Spring Litter Sweep
- Analysis of the financial position of the Town
- Budget Amendment #15
- Resolution to close out Capital Project Fund for ARPA Stormwater project
- Resolution adopting Local Supply Plan

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

(Proclamation Spring Litter Sweep, Budget Amendment # 15, Resolution to close our Capital Project Fund for ARPA Stormwater project, Resolution adopting Local Supply Plan)

**Public Comment** – Nobody spoke.

**Resolution honoring Russell Walker, Jr.** – Council Member Burgess read and presented a resolution honoring Mr. Walker.

(Resolution honoring Russell Walker, Jr.)

**Capital Improvement Plan (CIP) Public Input Session** – Johnson stated that the Capital Improvement Plan (CIP) was a five-year plan that was updated each year with input from Council, staff, and the public. He said that it outlined projects that would be funded in the budget for the upcoming fiscal year.

Mayor Montgomery opened the floor to anybody that would like to speak regarding the CIP. Nobody came forward.

Mayor Montgomery encouraged anyone that would like to provide input on the CIP to contact Council.

### **Old Business**

- Consideration of approval of amendment to audit contract with Strickland Hardee, PLLC- Wilson requested that Council approve the amended contract with the auditing firm of Strickland Hardee, PLLC. The amended contract extended the contract to April 30, 2024.

Council Member Wolfe made a motion to approve the amended audit contract with Strickland Hardee, PLLC. Council Member Glanville made a second to the motion. The motion passed by a unanimous vote.

- Public Hearing for the consideration of the approval of amended Water Shortage Response Plan – Blanchard stated that the state mandated that the Water Shortage Response Plan be revised every five years. He said that the purpose of the Water Shortage Response Plan was to identify actions to be taken if a drought were to occur.

Mayor Montgomery opened the public hearing to anyone that would like to speak regarding the Water Shortage Response Plan.

No one came forward to comment.

Mayor Montgomery closed the public hearing and opened the floor to Council for discussion.

Council Member Wolfe asked if the Plan had been posted on the Town's website.

Blanchard responded that it had been posted as required.

Council Member Glanville made a motion to approve the resolution approving the Water Shortage Response Plan. Council Member Rayborn made a second to the motion. The motion passed by a unanimous vote.

(Resolution approving Water Shortage Response Plan)

### **New Business**

- Appointment of Planning Board members – Weiner said there were two vacancies on the Planning Board for full-time members. She stated that the applicants included the following: John Capes, Hope Inge, Duane Willis, Brant Gomez, Darlene Fete, Eddie Oakley, and Susan Dickenson. She requested that Council appoint an applicant to serve the unexpired term of Ed Stafford, and that Council appoint an applicant to serve the unexpired term of Russ Walker. Weiner said that Council will also need to appoint new Alternates to serve if current Alternates, John Capes and Hope Inge, were appointed to full time positions.

Council Member Burgess made a motion to appoint Hope Inge to serve the unexpired term of Ed Stafford. Council Member Wolfe made a second to the motion. The motion passed by a unanimous vote.

Council Member Wolfe made a motion to appoint Darlene Fete to serve the unexpired term of Russ Walker through August of 2025. Council Member Glanville made a second to the motion. The motion passed by a unanimous vote.

Council Member Glanville made a motion to appoint Brant Gomez to serve as an Alternate on the Planning Board. Council Member Wolfe made a second to the motion. The motion passed by a unanimous vote.

- Jamestown Park and Golf Course quarterly report– Coakley presented his quarterly golf update as follows:
  - Rounds were up in March with 2800 rounds compared to 2300 rounds last March
  - Driving range usage was also up except for January
  - Golf maintenance projects included installation of stones to keep holes from rotting, the repair of drainage issues, and fertilization of the course.

- Staff had contacted playground designers about the new playground.
  - Music in the Park events had been finalized and would begin on May 3<sup>rd</sup>.
  - The Certificate of Occupancy had been received for the maintenance building.
  - Arbor Day was celebrated last week, and the Jamestown Golf Association planted trees.
  - Flowerpots in the Park event was held last week as part of a grant application. There was a great turnout.
- Resolution authorizing Town Clerk to investigate an annexation petition- Hawryluk informed the Council that the Town received an application for annexation for 1903 and 1905 1915 Guilford College Road, and the Clerk needed to be directed to investigate the annexation petition. She said that this was the first step in the annexation process. She added that there had also been a rezoning request submitted for the property. Hawryluk stated that annexation and rezoning should be done at the same time. She provided an overview of the timeline of the annexation process and noted that a public hearing for the annexation and rezoning would be scheduled for the June 25<sup>th</sup> Town Council meeting. She requested that Council approve the resolution authorizing the Town Clerk to investigate the annexation petition.

Council Member Wolfe made a motion to approve the resolution authorizing the Clerk to investigate the annexation petition. Council Member Rayborn made a second to the motion. The motion passed by a unanimous vote.

(Resolution authorizing the Town Clerk to investigate an annexation petition)

- Request to set a Public Hearing date for a rezoning request for 1903 and 1905 1915 Guilford College Road from Single - Family Residential (SFR) to Conditional Zoning – Multi-Family Residential (CZ-MFR) –Hawryluk stated that a rezoning request had been received and reviewed by the Planning Board for the property located at 1903 and 1905 1915 Guilford College Road. She requested that Council schedule a Public Hearing for the June 25<sup>th</sup> regular Town Council meeting at 6:00 pm in the Civic Center for the consideration of the request.

Council Member Glanville made a motion to set a Public Hearing for the rezoning request for 1903 and 1905 1915 Guilford College Road from Single Family Residential to Conditional Zoning-Multi-Family Residential for the June 25<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 unanimous vote.

- Request to set a Public Hearing date for the rezoning of 100 Near Lennox Drive – Hawryluk informed the Council that a rezoning request had been received and reviewed by the Planning Board for the property located at 100 near Lennox Drive. She requested that Council set a Public Hearing date for the consideration of the rezoning of a 1.7+/- acre portion of the parcel located at 100 Lennox Drive for the May 21<sup>st</sup> regular Council meeting at 6:00 pm in the Civic Center.

Council Member Burgess made a motion to set a Public Hearing date for the consideration of the rezoning of the parcels located at 100 near Lennox Drive for the May 21<sup>st</sup> regular Town Council meeting at 6:00 pm in the Civic Center. Council Member Wolfe made a second to the motion. The motion passed by unanimous vote.

- Set a Public Hearing date for recommended Budget and CIP for fiscal year 2024-2025 – Wilson requested that Council set a Public Hearing for the May 21<sup>st</sup> regular Council meeting at 6:00 pm in the Civic Center for the consideration of the recommended budget and CIP for fiscal year 2024-2025.

Council Member Glanville made a motion to schedule a Public Hearing for the recommended budget and Capital Improvement Plan (CIP) for the 2024-2025 fiscal year for the May 21<sup>st</sup> Council meeting at 6:00 pm in the Civic Center. Council Member Burgess made a second to the motion. The motion passed by a unanimous vote.

- Request for Motion of Support for Accessible Parks (AP) Grant – Ashby asked for motion of support for the application for the Accessible Parks grant funded through the North Carolina Parks and Recreation division. She said that support had been received from the Parks and Recreation Committee and letters of support were being gathered from local agencies. She added that the grant required a one to five match, and that the Town would use the money received from the state as a match. Ashby said that applications were due by May 1<sup>st</sup> and awards would be announced towards the end of August.

Council Member Glanville made a motion to support the Accessible Parks grant application. Council Member Burgess made a second to the motion. The motion passed by a unanimous vote.

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

- Manager report – Johnson gave an update on ongoing grants and projects. He also reminded everyone of the 3<sup>rd</sup> budget retreat scheduled for April 19<sup>th</sup> at 9:00 am. He spoke about upcoming early voting dates.
- Council Members Committee Reports
  - Council Member Glanville reported that she and Council Member Burgess visited Jamestown Middle School and spoke to their student council about volunteerism.
  - Council Member Rayborn reported that a Parks and Recreation Committee meeting was held on April 1<sup>st</sup>. She added that they had a great presentation about planned park improvements and grant opportunities.
  - Council Member Burgess reported that the Planning Board met on April 8<sup>th</sup> and voted to move the next meeting to May 20<sup>th</sup> due to use of the Civic Center for early voting. She said that a lot of constituents attended the meeting. She noted that the Board recommended denial of the rezoning request for 1903 and 1905 1915 Guilford College Road stating that it was not consistent with the Comprehensive Plan. The Board also recommended the approval of a rezoning request for 100 Lennox Drive. She added that the meeting may be viewed on YouTube.

- Council Member Wolfe reported that she had attended a TRC meeting where municipalities were advised to consider 3-4% inflation rates on estimates when budgeting.

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

The meeting ended 6:41 pm

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Mayor

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Town Clerk