

**Regular Meeting of the Town Council
July 16, 2019
6:30 pm in the Council Chambers
Minutes & General Account**

Council Members Present: Mayor Pro Tem Nixon, Council Member Capes, & Council Member Rayborn

Council Members Absent: Mayor Montgomery & Council Member Wolfe

Staff Present: Kenny Cole, Katie McBride, Paul Blanchard, Judy Gallman, Ross Sanderlin, & Beth Koonce, Town Attorney

Visitors Present: Dee Fink, Art Wise, Cliff Paddock, Jane Payne, & Carol Brooks

Call to Order- Mayor Pro Tem Nixon called the meeting to order.

- Pledge of Allegiance- Mayor Pro Tem Nixon requested that Cole lead everyone in the Pledge of Allegiance. Cole led the Pledge of Allegiance.
- Moment of Silence- Mayor Pro Tem Nixon called for a moment of silence. Mayor Pro Tem Nixon noted several upcoming community events after the moment of silence.
- Approval of Agenda- Mayor Pro Tem Nixon asked if anyone would like to change, add, or delete any items on the agenda.

Cole requested to add item "II-G. Budget Amendment #4," to the consent agenda." He requested to strike section "b" under fund 30 in Budget Amendment #2. He also requested to add item "IV-A. Amended Resolution for Special Election on Staggered Terms under "Old Business."

Council Member Capes made a motion to approve the agenda with the requested changes. 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 June 18, 2019 meeting
- Approval & Sealing of minutes from the June 18, 2019 Closed Session
- Analysis of financial position of the Town of Jamestown
- Analysis of financial position of the Jamestown Park & Golf Course
- Budget Amendment #1
- Budget Amendment #2
- Budget Amendment #4

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

(Budget Amendment #1, Budget Amendment #2, & Budget Amendment #4)

Public Comment- Nobody signed up.

Old Business-

- Amended Resolution for Special Election on Staggered Terms- Koonce stated that Council had approved a resolution regarding staggered terms at their last meeting. However, the timing of when the change should take effect had come into question. Koonce had spoken with Guilford County's attorney, the Board of Elections, and Professor Joyce at UNC School of Government about the issue. She noted that they had recommended that the staggered terms go into effect after the 2021 municipal election if the voters approved the change.

Council Members briefly discussed the amended resolution. They all supported the idea of implementing the change after the 2021 municipal election.

Council Member Rayborn made a motion to approve the amended resolution. Council Member Capes made a second to the motion. The motion passed by unanimous vote.

(Amended Resolution for Special Election on Staggered Terms)

- Consideration of funding requests from non-profits- Cole stated that Council had approved the 2019/2020 budget that had included \$100,000 in grant funding for non-profits. He said that the grant funding had been approved as a lump sum and now Council had to determine how to allocate the money to the individual non-profits. He gave an overview of the requested amounts and recommended that Council allocate the money the same way that they had the previous year.

Council Members discussed how to allocate the \$100,000 in grant funding to the non-profits.

Council Member Capes made a motion to allocate \$62,000 to the Library, \$10,500 to the Historic Society, \$20,254 to the YMCA, \$5,000 to JYL, \$1,074 to the Jamestown Rotary, and \$1,172 to the Jamestown Veterans. Council Member Rayborn made a second to the motion. The motion passed by unanimous vote.

(Budget Amendment #3)

- Recommendation to accept the lowest, responsive responsible bidder for the East Main Street Sidewalk Project- Blanchard stated that staff received one bid on the East Main Street sidewalk project from Atlantic Contract Company, Inc. He noted that the bid was \$75,000 less than their previous bid, but the project was still over budget. Blanchard stated that the Cole had spoken with NCDOT and had tentatively received funding for the base bid. He said that staff were seeking funding for the alternate bid items. He noted that a supplemental agreement would have to be provided by NCDOT before Council could accept the bid on the project. He stated that staff would have more information on the funding at the August 20th Town Council meeting.

Council Member Capes made a motion to continue the consideration of the acceptance of the bid to the August 20th Town Council meeting. Council Member Rayborn made a second to the motion. The motion passed by unanimous vote.

New Business

- Consideration of special event permit request for the Jamestown Christmas Parade- Cliff Paddock spoke on behalf of the Rotary Club. He stated that he was requesting Council's permission to have the Jamestown Christmas Parade on Sunday, December 1st. He noted that the special event permit request was almost identical to the ones that they had submitted in the past. Paddock thanked Council for the non-profit allocation that would support the Christmas Parade, the necessary law enforcement, and postage for the mailings.

Council thanked Paddock and the Rotary Club for organizing the Christmas Parade for the enjoyment of the entire Jamestown community.

Council Member Rayborn made a motion to approve the special event permit request. Council Member Capes made a second to the motion. The motion passed by unanimous vote.

- Jamestown Park & Golf Course Quarterly Report- Sanderlin presented his quarterly report to Council. He noted that the Golf Course had a really strong fourth quarter. He said that there was a 13% increase in rounds of golf played in comparison to the previous year. He also stated that total revenue had increased by 12%. He added that the number of Clubhouse rentals for special events had gone up. Sanderlin highlighted that the Honor the Veterans Tournament would be held on August 9th.
- Request to set a public hearing date for the consideration of a text amendment for the definition of "Limited Agriculture"- Cole requested that Council set a public hearing date for the August 20th Regular Town Council meeting in order to consider a text amendment for the definition of "Limited Agriculture."

Council Member Capes made a motion to set a public hearing date for the August 20th Regular Town Council meeting. Council Member Rayborn made a second to the motion. The motion passed by unanimous vote.

- 2020 Census/Guilford County Complete Count Committee- Cole stated that he recently received a letter from the Guilford County Manager. The letter requested that Jamestown appoint an elected official to serve on the Guilford County Complete Count Committee. Cole noted that Guilford County was attempting to get all the municipal governments involved in order to obtain an accurate count of the population for the census. He requested that Council appoint someone to serve on the Committee.

Council Member Capes made a motion to appoint Council Member Wolfe to serve on the Guilford County Complete Count Committee. Council Member Rayborn made a second to the motion. The motion passed by unanimous vote.

Manager/Committee Reports

- Manager Report- Cole presented his Manager's report to Council. He stated that the Music in the Park event in July was very well-attended. He highlighted his appreciation for the staff that had worked hard to make it a success. He also noted that he had requested an easement from Flowers, Inc. for the new Jamestown sign.

- Council Member Committee Reports-
 - Council Member Capes stated that he and Council Member Rayborn attempted to gain information from citizens about the Parks & Recreation Strategic Plan at the last Music in the Park event. He noted that there was a good amount of participation and that it was helpful to gain some feedback.
 - Council Member Rayborn said that the Planning Board met and discussed the Comprehensive Steering Committee that was being formed. She encouraged citizens to apply to serve as a Committee Member. She also briefly spoke about the public hearing held by the Planning Board regarding the text amendment to the definition of “Limited Agriculture.”

Public Comment-

- Dee Fink, 315 Guilford Road- Fink thanked Council for evenly disbursing the funds to the non-profits. She noted the importance of the work that the non-profits do in the community. She also stated that she lived next to a sidewalk. She said that there was a lot of foot traffic near her home and that people did not always clean up after their dogs. She asked if staff would consider maintaining the area.

Other Business- Council Member Capes stated that he took a picture at the corner of Main Street and Penny Road. He noted that everyone had the picture at their seat. He said that he wanted to begin a discussion about improving the aesthetics of the area. Council Member Capes asked if it were possible to request that the property owners clean up the area. Mayor Pro Tem Nixon noted that she thought that the first step would be to submit a specific complaint to Johnson. Cole stated that he would discuss the issue with Johnson.

Mayor Pro Tem Nixon stated that she believed the Town needed to begin the process to condemn the Oakdale Cotton Mill. Council Members discussed the issue with Cole. Mayor Pro Tem Nixon requested an update on the property at the August Town Council meeting.

Closed Session Per General Statutes 143.318.11(a)(6) to consider the qualifications, competence, performance, character, fitness, conditions of appointment, or conditions of initial employment of an individual public officer or employee or prospective public officer or employee- Council Member Capes made a motion to go into closed session per general statutes 143.318.11(a)(6) to consider the qualifications, competence, performance, character, fitness, conditions of appointment, or conditions of initial employment of an individual public officer or employee or prospective public officer or employee. Council Member Rayborn made a second to the motion. The motion passed by unanimous vote.

-----**Closed Session**-----

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

Council Member Rayborn made a motion to add 3 months of severance pay to the Town Manager’s contract in the event of termination without cause. Council Member Capes 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 7:31 pm.

Mayor

Town Clerk