

Regular Meeting of the Town Council
July 18, 2023
6:00 pm in the Civic Center
Minutes & General Account

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

Council Members Absent: Council Member Capes

Staff Members Present: Matthew Johnson, Katie M. Weiner, Paul Blanchard, Anna Hawryluk, Jamey Claybrook, Marcy Newton, Dave Ingram, & Beth Koonce

Visitors Present: Denise Johnson, Cliff Paddock, & Carol Brooks

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

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

Weiner stated that a quorum was present.

- Pledge of Allegiance- Council Member Rayborn led everyone in 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 requested to remove the “Approval of minutes from the June 20, 2023 Regular Town Council Meeting” from the consent agenda and to add “Budget Amendment #1” to the consent agenda.

Council Member Rayborn made a motion to approve the July 18th Town Council agenda as amended. Council Member Straughn made a second to the motion. The motion passed by unanimous vote.

Consent Agenda- The consent agenda included the following items:

- Approval & Sealing of the April 18th Closed Session Minutes
- Approval of minutes from the May 16th Regular Town Council Meeting
- Approval of minutes from the June 22, 2023 Special Town Council Meeting
- Approval & Sealing of the June 22nd Closed Session Minutes
- Approval of Amended Regular Town Council Meeting Schedule 2023
- Proclamation declaring July as Parks and Recreation Month 2023
- Acceptance of Donation of Materials
- Resolution Approving Authorized Signatures
- Analysis of the Financial Position of the Town of Jamestown

- Analysis of the Financial Position of the Jamestown Park & Golf Course
- Budget Amendment #1
- Budget Amendment #2

Council Member Straughn asked Koonce if she had reviewed the “Acceptance of Donation of Materials” and the “Resolution Approving Authorized Signatures.” She reviewed those documents and said she had no issue with them.

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

(Amended Regular Town Council Meeting Schedule 2023, Proclamation declaring July as Parks and Recreation Month 2023, Resolution Approving Authorized Signatures, Budget Amendment #1, & Budget Amendment #2)

Public Comment- Nobody signed up.

Presentation of Resolution Honoring David “Dave” Lee Ingram, Groundskeeper III, on his Retirement- Mayor Montgomery presented the resolution to Dave Ingram in honor of his retirement and thanked him for his service to the Town of Jamestown.

(Resolution Honoring David “Dave” Lee Ingram, Groundskeeper III, on his Retirement)

Old Business-

- Public Hearing for the consideration of amendments to Chapter 51: Solid Waste in the Town’s Code of Ordinances- Blanchard gave an overview of the proposed amendments to Chapter 51: Solid Waste. He stated that the changes were necessary because the City of High Point no longer accepted yard waste in plastic bags and the Town was now being required to take mattresses to a separate disposal site.

Council Member Wolfe asked if the Town would continue to do loose leaf pickup. Blanchard stated that the loose leaf pickup service would not be affected.

Council Member Straughn clarified that staff would continue to collect cardboard boxes for recycling, but they were not an acceptable container for yard waste.

Council Member Straughn discussed the wording of section (f) in “Article VIII. Refuse not collected by the Town” with staff. He requested that the word “engines” be added to the list of materials not collected by the Town.

Mayor Montgomery opened the public hearing to anyone that would like to speak regarding the amendments to the Solid Waste Ordinance.

Nobody came forward.

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

Council Members discussed the sections that pertained to bulky item pickup.

Council Member Rayborn made a motion to adopt the amendments to Chapter 51: Solid Waste in the Town's Code of Ordinances with the requested changes. Council Member Straughn made a second to the motion.

Weiner took a roll call vote as follows:

Council Member Wolfe- Aye
Council Member Straughn- Aye
Council Member Rayborn- Aye

The motion passed by unanimous vote.

New Business-

- Consideration of approval of special event permit request for the Jamestown Rotary Christmas Parade- Cliff Paddock presented the special event permit request on behalf of the Jamestown Rotary Club for the Christmas Parade. He requested that Council approve the special event permit for December 3rd. He also asked that the Town provide \$1,075 for law enforcement, \$300 for portable toilets, \$150 for postage, and assistance from the Public Services staff.

Council Member Straughn praised the Rotary Club for their organization and their hard work on the event.

Council Member Wolfe made a motion to approve the special event permit request for the Jamestown Rotary Christmas Parade with \$1,075 in funding for law enforcement, \$300 for portable toilets, \$150 in funding for postage, and assistance from the Public Services staff. Council Member Rayborn made a second to the motion. The motion passed by unanimous vote.

- Jamestown Park & Golf Course Maintenance Quarterly Report- Claybrook presented his quarterly report to Council. He said that several problem areas on the cart paths had been repaved. He thanked the Public Services staff for their hard work on the project. He stated that the construction of the golf course bathrooms and the recreation maintenance building was steadily progressing. Claybrook said that 68 tree stumps had been ground down around the course and staff planned to add sand to the bunkers that needed it the most. He added that they had also begun the aerification process.
- Jamestown Park & Golf Course Quarterly Report- Newton presented her quarterly report to Council. She said that the golf course had been really busy. She noted that there were now 7:30 am tee times offered on the weekends to accommodate more golfers. She added that offering an earlier time slot had been very popular with their customers. Newton stated that profits for the driving range had increased by \$4,500 that quarter. She stated that staff had begun to incorporate the new logo on scorecards, merchandise, etc. She added that she had received lots of compliments on bringing the blue bird back. Newton noted that premade sandwiches were being sold at the golf course because the grill was closed. However, she said that food sales had remained the same as the previous June. She also highlighted that there had been 7 Clubhouse rentals that quarter.

Council Members praised Newton for adding the additional tee time and for her work on the new logo.

- Request to set a public hearing date for the consideration of amendments to Chapter 17: Signs in the Land Development Ordinance (LDO)- Hawryluk stated that Council Member Rayborn had requested that staff review the sign ordinance as it relates to digital signs in Jamestown. She said that staff had prepared updates to Chapter 17: Signs in the LDO. She noted that the amendments corrected errors, revised specific development standards, and provided consistency. She said that the Planning Board had considered the proposed amendments on June 12th and had recommended that Council adopt the changes with some minor additions. She requested that Council set a public hearing date for the August 22nd Town Council meeting at 6:00 pm in the Civic Center at Town Hall.

Council Member Rayborn made a motion to set a public hearing date for the August 22nd Town Council meeting at 6:00 pm in the Civic Center at Town Hall. Council Member Straughn made a second to the motion. The motion passed by unanimous vote.

- Consideration of approval of EMS Space Lease Agreement with Guilford County- Johnson stated that the space lease agreement that the Town had with Guilford County EMS had expired. He stated that staff was requesting that Council approve a renewal of the 5-year lease agreement for the space. He said that it had been reviewed by the Town Attorney, and she had found it to be sufficient. Johnson added that the County had requested a minor amendment to “Section 6. Inspections.” They asked that the wording “To the extent permitted by law” be added at the beginning of the last sentence of that section.

Council Member Wolfe made a motion to approve the EMS Space Lease Agreement with Guilford County as amended and to authorize the Town Attorney, Town Manager, Assistant Town Manager/Town Clerk, and Finance Officer to execute any required documents. Council Member Straughn made a second to the motion. The motion passed by unanimous vote.

Manager/Committee Reports-

- Manager Report- Johnson presented his monthly report to Council. He updated them on ongoing projects. He stated that the estimated completion date of the recreation maintenance building was August 2023, Town Hall renovations were about 80% complete, and significant progress had been made on the golf course bathrooms. He said that National Night Out would be held at Wrenn Miller Park on Tuesday, August 1st from 6:00 pm to 9:00 pm. Johnson reiterated that the Town could no longer dispose of mattresses in the regular solid waste stream and that plastic bags would not be acceptable containers for yard waste. He stated that a flyer was being mailed to all solid waste customers with additional information on those changes. He also recognized Hawryluk for her acceptance into the Fellows Program at the UNC School of Government.
- Council Member Committee Reports-
 - Council Member Wolfe stated that there had been a TAC meeting on June 27th. She said that they would vote on the adoption of NCDOT’s project priority list in August. She added that the MPO had requested that municipalities approve the renewal of a Memorandum of Understanding (MOU) before September. She stated that Council would need to consider that MOU at the August meeting.

- Council Member Straughn asked the Town Manager to research and draft a policy that would provide lump sum merit awards to staff members that saved the Town a significant amount of money. Johnson agreed to work with Strausser on that policy.
- Mayor Montgomery said that PTRC met recently. She spoke about a program called Veterans Benefits Live which allowed veterans to discuss specific issues with trained professionals and gain access to healthcare. She added that it would be offered from July 20th-22nd at Congdon Yards in High Point.

Public Comment- Nobody signed up.

Other Business- Council Member Straughn encouraged anyone that wanted to run for Council to sign up before the deadline.

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

The meeting ended at 6:44 pm.

Mayor

Town Clerk