

**Regular Meeting of the Town Council**  
**July 19, 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:** Matthew Johnson, Katie M. Weiner, Anna Hawryluk, Paul Blanchard, Judy Gallman, & Beth Koonce, Town Attorney

**Visitors Present:** Denise Bowie, Cheri Pikett, Ted Kallam, Cliff Paddock, Derek Carson, & William McLean

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

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

Weiner stated that a quorum was present.

- Pledge of Allegiance- Council Member Capes 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. There were none.

Council Member Wolfe made a motion to approve the agenda for the July 19<sup>th</sup> Town Council meeting. 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 6<sup>th</sup> Special Town Council Meeting
- Approval of minutes from the June 23<sup>rd</sup> Regular Town Council Meeting
- Approval & Sealing of the June 23<sup>rd</sup> Closed Session Minutes
- Approval of addition of Juneteenth to the Town of Jamestown's scheduled holidays
- Appointment of ETJ Alternate Planning Board Member
- Proclamation National Night Out
- Analysis of the Financial Position of the Town of Jamestown
- Analysis of the Financial Position of the Jamestown Park & Golf Course
- Notification of Advances
- Budget Amendment #1

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

(Proclamation National Night Out & Budget Amendment #1)

**Public Comment-**

- Cheri Pikett, 7804 Robinson Road, Summerfield- Pikett said that she came to the meeting to speak about Guilford County Schools. She stated that a transformative social/emotional learning curriculum was being taught in schools. She noted that it was extremely dangerous. She claimed that the program was radicalizing the youth.

**Proclamation recognizing Parks and Recreation Month-** Capes presented the Proclamation recognizing Parks and Recreation Month to Scott Coakley and Josh Brown. He thanked them for all the hard work they do for the Town.

(Proclamation recognizing Parks and Recreation Month)

Council Member Wolfe thanked Council Member Capes for being the Parks and Recreation Council Representative. She also thanked all the Parks and Recreation Members for their service.

**Old Business-**

- Consideration of adoption of American with Disabilities Act (ADA) Plan- Ted Kallam, WithersRavenel Representative, came forward to present information on the updated ADA Transition Plan. He stated that his team had made all of the requested changes that had been discussed at the June 23<sup>rd</sup> Town Council meeting. He also addressed some of the questions that had arisen at the previous meeting. Kallam noted that the Jamestown Public Library's historic status exempted the property from being required to be brought to ADA standards. However, he stated that if improvements were made to the facility that it would have to be brought into compliance. He also said that publicly owned buildings constructed prior to 1990 were considered grandfathered, but renovations would trigger the requirement for them to be brought into compliance.

Koonce briefly spoke about the renovations that could trigger the requirements.

Council Member Wolfe thanked Kallam for making the revisions that she had requested.

Council Member Wolfe made a motion to adopt the ADA Transition Plan for the Town of Jamestown as presented. Council Member Capes made a second to the motion. The motion passed by unanimous vote.

- Consideration of approval of Capital Project Ordinance for Penny Road Sidewalk Project- Gallman stated that staff was requesting that a capital project fund be set up to budget and account for revenue and expenditures for the Penny Road Sidewalk Project. She said that Budget Amendment #2 would budget for the 20% of funding that was required from the Town to be transferred from the General Fund to the Penny Road Sidewalk Capital Project Fund. She added that the remaining 80% would be received from NCDOT grant funding. Gallman requested that Council approve the Resolution adopting a Capital Project Ordinance for the Penny Road Sidewalk Project and approve Budget Amendment #2 as presented.

Council Member Wolfe made a motion to approve the Resolution adopting a Capital Project Ordinance for the Penny Road Sidewalk Project and Budget Amendment #2 as presented. Council Member Capes made a second to the motion. The motion passed by unanimous vote.

(Resolution adopting a Capital Project Ordinance for Penny Road Sidewalk Project & Budget Amendment #2)

**New Business-**

- Consideration of approval of special event permit request for the Jamestown Rotary Christmas Parade-Cliff Paddock, Jamestown Rotary Club Representative, came forward to present information on the special event permit request. He stated that the Christmas Parade would be held on Sunday, December 4<sup>th</sup>. Paddock said that the Rotary Club was requesting that the Town provide postage for the mailings, reimbursement for the cost of Sheriff deputies, and that the Public Services staff provide support for the event.

Council Member Straughn said that the Christmas Parade was a Town gem. He stated that everybody enjoys it.

Council Member Wolfe thanked the Rotary Club for their work on the event.

Council Member Rayborn made a motion to approve the special event permit request and to reimburse the Rotary Club for requested costs. Council Member Straughn made a second to the motion. The motion passed by unanimous vote.

- Consideration of acceptance of property donation located at 6007 West Gate City Blvd. (parcel #156246) from NCDOT- Johnson stated that Pinecroft Sedgefield Fire Department (PSFD) had conducted a study for their service district which had identified the need for a potential future station along the West Gate City Blvd. corridor. He said that Chief Carson had worked with NCDOT to discuss the possibility of acquiring the parcel located at 6007 W. Gate City Blvd. Johnson added that NCDOT could donate land for public use to municipalities and Chief Carson had asked the Town to assist in the process. He requested that Council accept the donation of land. He also asked that they authorize the Town Manager and Town Attorney to begin drafting a long-term lease with PSFD for consideration by Council at a future meeting.

Council Member Straughn spoke with Johnson and Blanchard about the potential topographical issues on the property. Johnson said that PSFD would be responsible for the site moving forward. Koonce stated that the lease would state that PSFD would assume any liability for the property.

Council Member Straughn made a motion to accept the property located at 6007 W. Gate City Blvd. from NCDOT and authorize the Town Manager and Town Attorney to begin drafting a long-term lease agreement with PSFD. Council Member Wolfe made a second to the motion. The motion passed by unanimous vote.

**Manager/Committee Reports-**

- Manager Report- Johnson thanked Scott Coakley, Josh Brown, and Sonny Cash for their hard work during the Music in the Park event. He stated that National Night Out would be on August 2<sup>nd</sup>. He said that the Town would begin transitioning to picking up solid waste in toters and staff were in the process of working on public announcements regarding the change. He added that the new marketing video would be the introduction to the streamed Town Council meetings on YouTube. He noted that the Golf Course had completed aerification of the greens. Johnson said

that Golf Course staff had begun work on the Strategic Plan. He highlighted that the Town had advertised several new employment opportunities on the Town's website.

Johnson stated that the Town's Finance Department staff had received the Government Finance Officers Association's (GFOA) Certificate of Achievement in Financial Reporting for the 15<sup>th</sup> consecutive year. Mayor Montgomery presented the Certificate of Achievement to Gallman.

Council Member Wolfe spoke with Johnson about the progress of the Recreation Maintenance Facility.

- Council Member Committee Reports-
  - Council Member Rayborn stated that there was a Planning Board meeting on July 18<sup>th</sup>. She added that the Board considered a rezoning request from Windsor Homes for the property located at 4718 Harvey Road. She noted that the developer had agreed to complete a Traffic Impact Analysis (TIA) and abide by the recommendations from NCDOT. She added that the Planning Board had unanimously recommended that Council approve the rezoning request.
  - Council Member Wolfe stated that there had been a TAC meeting on June 28<sup>th</sup>. She stated that the chevrons had been installed on East Fork Road. She noted that the completion date for the bypass was scheduled for spring 2023.

**Public Comment-** Nobody signed up.

**Other Business-** Council Member Wolfe spoke with Johnson about the 5k special event permit request that was approved with conditions at the previous meeting. She also discussed the Wi-Fi installation at Wrenn Miller and Jamestown Park with Johnson.

Mayor Montgomery said that there would be an open house for the Bicycle and Pedestrian Plan at Potent Potables on July 28<sup>th</sup> from 5:00 to 7:00 pm.

Council Member Straughn stated that he had read some information online about the Council Members and the budgeting process. He said that he would like for those that were distributing information to provide a full picture of the efforts that Council put into approving the budget. Council Member Straughn reiterated that Council does their due diligence, the Town pays for a third party to audit the financial statements, and staff has continuously received awards for their financial achievements. Johnson stated that staff does a tremendous job and encouraged anyone that had questions about the process to reach out.

**Closed Session per G.S. 143-318 to discuss a Personnel Matter-** Council Member Capes made a motion to go into closed session per G.S. 143-318 to discuss a personnel matter. Council Member Straughn made a second to the motion. The motion passed by unanimous vote.

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

Council Member Wolfe made a motion to resume open session. 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 8:23 pm.

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Mayor

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Town Clerk