

**Regular Meeting of the Town Council**  
**July 21, 2020**  
**6:30 pm in the Civic Center**  
**(only 10 people allowed in meeting at a time in accordance with social gathering restrictions due to Covid-19)**  
**Minutes & General Account**

**Council Members Present:** Mayor Pro Tem Wolfe, Council Members Rayborn, Capes, & Straughn

**Council Members Absent:** Mayor Montgomery

**Staff Present:** Kenny Cole, Matthew Johnson, Katie Weiner, Judy Gallman, Paul Blanchard, Ross Sanderlin, & Beth Koonce, Town Attorney

**Visitors Present:** Art Wise & Win Scott

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

- Pledge of Allegiance- Mayor Pro Tem Wolfe led everyone in the Pledge of Allegiance.
- Moment of Silence- Mayor Pro Tem Wolfe asked that the minutes reflect that Dan Jackson a former Town employee had passed away. Jackson had driven the sanitation truck. He was beloved by his fellow employees and the residents of the Town. She asked that everyone keep his family in their thoughts.

Mayor Pro Tem Wolfe called for a moment of silence.

- Approval of Agenda- Mayor Pro Tem Wolfe asked if anyone would like to change, add, or delete any items on the agenda.

Cole requested to add item "II-K. Budget Amendment #4" to the consent agenda. He also requested to add item "IX. Closed Session per General Statutes 143-318.11(a)(3) to discuss matters related to Attorney Client Privilege- Lori Herron (2216 Guilford College Road) vs. Town of Jamestown and Michael Young (301 Lee Street)" to the agenda.

Council Member Capes made a motion to approve the agenda for the July 21<sup>st</sup> Town Council meeting with the requested amendments and the consent agenda as presented. Council Member Rayborn made a second to the motion. The motion passed by unanimous vote.

**Consent Agenda-**

- Approval of minutes from the June 16, 2020 Regular Meeting
- Approval of minutes from the June 23, 2020 Special Meeting
- Resolution concerning overcrowding in schools
- Analysis of financial position of the Town of Jamestown
- Analysis of the Jamestown Park & Golf Course
- Budget Amendment #1
- Budget Amendment #2
- Budget Amendment #3

- Notification of Advances
- Update on Sidewalk Projects
- Budget Amendment #4

(Resolution concerning overcrowding in schools, Budget Amendment #1, Budget Amendment #2, Budget Amendment #3, & Budget Amendment #4)

**Public Comment-** Nobody signed up.

**Old Business-**

- Consideration of amendment to the lease agreement with the Jamestown Public Library- Cole stated that staff had been working on amending the lease agreement with the Jamestown Public Library. He added that there were a few sections that needed to be updated to reflect the current operating procedures. Cole said that there had not been adequate time to review the amended lease. He requested that Council continue the item to be considered at the August 18<sup>th</sup> Regular Town Council meeting.

Council Member Capes made a motion to continue the consideration of the amendment to the lease to the August 18<sup>th</sup> Town Council meeting. Council Member Rayborn made a second to the motion. The motion passed by unanimous vote.

**New Business-**

- Resolution Honoring Arthur “Art” Wise- Mayor Pro Tem Wolfe presented the resolution to Wise. She thanked him for his service on the Town of Jamestown’s Planning Board.

Wise stated that he had the honor of serving on the Board with Kerry Miller. He added that Miller had been a fantastic mentor to him. He thanked Miller for being willing to teach him and the citizens of Jamestown for the opportunity to serve.

(Resolution honoring Arthur “Art” Wise)

- Consideration of appointment of new Member & Alternative Member to the Planning Board- Weiner stated that there was currently a vacancy on the Planning Board. She noted that Dennis Sholl, Jane Payne, and Al Stewart had applied to be considered for the position. She added that Dennis Sholl was currently serving as an Alternate Member to the Planning Board. She said that Council would also need to appoint someone to fill the vacant Alternate Member position if Dennis Sholl were selected to be the new Planning Board Member.

Council discussed the applicants for the vacancy.

Council Member Straughn made a motion to appoint Dennis Sholl to be the new Planning Board Member and Jane Payne to be the new Alternate.

Council Member Rayborn stated that she knew historically the person that had been serving as an Alternate would be appointed to the next open position on the Board. However, she said that Jane Payne had a wealth of knowledge that may be very valuable to the Planning Board. She discussed ways in which Alternate Members could be more involved with Weiner.

Council continued to discuss the qualifications of the applicants and the potential increased involvement for Alternate Members.

Council Member Capes made a second to the motion on the table. The motion passed by unanimous vote.

- Jamestown Park & Golf Course Quarterly Report- Sanderlin presented his quarterly report to Council. He noted that there had been 5,307 rounds played compared to 10,041 last year. He added that there had been 24,066 total rounds played for the 2019/2020 fiscal year compared to 27,663 the previous year. Sanderlin stated that he was satisfied with the numbers considering how many days the Golf Course had been closed. He said that the Golf Course was still closing a little early in the evenings in order for staff to sanitize everything, but they were slowly working towards operating on their normal schedule. Sanderlin said that the dining area was still closed, but the grill was open for takeout.

Council Member Capes discussed potential marketing options for the upcoming year with Sanderlin.

Council Member Wolfe discussed the process of maintaining the greens with Sanderlin.

Council Member Straughn praised the staff at the Golf Course for keeping the greens in great condition.

- Consideration of approval of funding for library, recreation, and cultural/historical services- Gallman stated that there had been discussion between Council and staff about the new process in which the Town would fund different services. She added that the Town would typically provide funding to the Jamestown Public Library at the beginning of the fiscal year through the former grant process. She requested that Council approve the funding for the first quarterly payment to the library for its services. She noted that the current budget included \$52,000 for library services. She added that the first quarterly payment would be \$13,000.

Council Member Straughn made a motion to approve the quarterly payment of \$13,000 to the Jamestown Public Library for providing library services. Council Member Rayborn made a second to the motion. The motion passed by unanimous vote.

- Consideration of approval of Eagle Scout candidate project- Johnson introduced Win Scott to Council. Scott said that his family had lived in Jamestown for decades. He stated that he wanted to combine his love for the Town with his passion for exercise for his Eagle Scout project. Scott gave Council an overview of his project. His idea was to promote healthy living by putting mileage markers on the Town's brick pavers for walkers, joggers, and bikers to show how far people had traveled. He planned to mark every quarter mile going in both directions from a starting point at Wrenn Miller Park. The markers would be a light, sandy-colored brick and would stand out from the current bricks along the sidewalks. Scott stated that there would be a sign at the Park that explained the different routes. He said that the estimated price for the project was \$600, and that he would raise the money.

Council Member Wolfe asked Scott about who would maintain the markers. He stated that he would raise additional funding for the maintenance of the bricks.

Council Member Rayborn made a motion grant Scott permission to proceed with his project and pledged support of Town staff to assist with installation. Council Member Capes made a second to the motion. The motion passed by unanimous vote.

- Consideration of amendment to Town Council Rules and Procedures- Cole stated that Council had suggested changing the Regular Council meeting time from 6:30 pm to 6:00 pm at their last meeting. He noted that Council would have to amend their Rules and Procedures and the Town Code of Ordinances in order to make that change. He added that a public hearing was required to amend the Code of Ordinances. He requested that Council set a public hearing date for August 18<sup>th</sup> at 6:30 pm.

Council Member Straughn made a motion to set a public hearing date for the August 18<sup>th</sup> Town Council meeting at 6:30 pm. Council Member Capes made a second to the motion. The motion passed by unanimous vote.

Council Member Rayborn noted that Council had met at 6:00 pm in the past. She added that they had decided to meet later in order to allow for a former Council Member to attend that had a conflicting work schedule.

- Consideration of approval of Parks and Recreation Master Plan- Johnson stated that an overview of the Parks and Recreation Master Plan had been presented at the previous meeting. He noted that Nick Lowe with McAdams Company had corrected a few grammatical issues that Council had found. He noted that the plan was included in the packet and stated that he was available to answer any questions that Council may have.

Council Member Wolfe stated that she was concerned that the baseball fields were left out of the master plan. She noted that there had been discussion about whether or not the Johnson development would include baseball fields in the future. She added that there was no guarantees with the potential development, and she did not think it was logical to leave them out of the master plan.

Johnson said that staff had discussed the state of the ball fields with Council several years ago. He added that the usage had gone down by JYL and there was a lot of expensive maintenance that needed to be done to them. He noted that the Johnson property development was not taken into consideration during the creation of the master plan.

Johnson stated that the main reason to have a master plan was to seek grant funding. He noted that staff could apply for the PARTF grant in upcoming years and that money would allow for the master plan to be implemented in phases.

Council Member Rayborn said that it had been her understanding that the addition of lighting for the baseball fields would be considered during the creation of the master plan. She added that she was really concerned about taking the baseball fields out altogether.

Council Member Capes stated that the master plan included potential upgrades, but that nothing was final. He noted that it would take millions of dollars to implement every aspect of the plan. He said that it was an idealized version of what was possible and it would take years to complete a project of that magnitude.

Johnson discussed the details of the PARTF application and funding process with Council. They also discussed the potential maintenance and inclusion of the baseball fields within the plan.

Council Members discussed the incorporation of age specific recreational amenities within the plan.

Council Member Wolfe spoke about the possibility of having a Plan B that included the baseball fields. Council Member Straughn stated that he would not be in favor of a plan that did not include baseball fields.

Council Member Capes stated that the plan could be implemented in phases. He noted that the baseball fields could remain while other areas of the park were upgraded according to the plan.

Council continued to discuss the possibility of the inclusion of the baseball fields in the master plan.

Johnson stated that PARTF would not fund a renovation project. He added that the plan had to depict a completely different use.

Johnson stated that he would speak with McAdams Company about creating a secondary plan. He noted that the plan would remain the same except for the inclusion of the ball fields. He said that he would get a cost estimate for upgrading the ball fields as they stand.

Council Member Straughn made a motion to continue the consideration of the Parks and Recreation Master Plan to the August 18<sup>th</sup> Town Council meeting at 6:30 pm. Council Member Capes made a second to the motion. The motion passed by unanimous vote.

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

- Manager Report- Cole presented his monthly report to Council. He noted that the Governor's Executive Order regarding the Coronavirus had been extended. He added that staff would continue working with Town Hall closed to the public. He stated that he had given the owner of the Oakdale Cotton Mill thirty days to board up doors on the homes that were not in good condition. He said that the sign at Flowers Bakery was complete. Cole stated that East Fork Road was open and curb and gutter had been installed on East Main Street. He highlighted that Chris Eaton had been hired for the vacant sanitation position. Cole noted that David Ingram was featured for the Employee Spotlight that month.

Council Member Wolfe praised Blanchard for his hard work on the entrance sign.

- Council Member Committee Reports-
  - Council Member Wolfe stated that the TAC had a virtual meeting on June 23<sup>rd</sup>. She noted that they had reiterated that NCDOT was dealing with some budgetary issues. She added that the Penny Road project deadline had been extended to the fiscal year 2023.

Council Member Wolfe said that the Comprehensive Steering Committee held a zoom meeting on July 6<sup>th</sup> and had discussed options for community engagement.

Council Member Rayborn reiterated that Council would like to hear from the citizens that live within the Town limits regarding the Comprehensive Plan Update.

**Public Comment-** Nobody signed up.

**Other Business-** Council Member Straughn spoke with Cole about potential options for citizens that were frustrated with solid waste pickup. Cole said that citizens were welcome to purchase a container to place their garbage bags into that would prevent animals from scattering the trash on their property. However, the container would have to be low enough to the ground that the sanitation employees could reach to the bottom of the bin. Council Member Wolfe requested a list of citizens that had complained about the issue.

Council Member Straughn stated that he had been made aware that someone serving on one of the committees had been distributing misinformation about the Town. He asked if staff had reached out to him in order to make sure that the information had been corrected. Cole said that he had reached out to the committee member and had offered to meet with him. Cole said that he had not received a response from him. Council Member Straughn asked if he had been present at all the meetings. Johnson said that he had been absent from several.

Council Member Straughn made a motion to remove the committee member from their appointed position.

Council discussed whether or not the person should be removed.

The motion died for lack of a second.

Council Member Wolfe requested that Cole contact the person by phone in order to address the issue. Council Member Straughn stated that he was concerned that someone was representing the Town while spreading misinformation. He said that he was also disappointed that the committee member had not been coming to meetings. Council Member Straughn stated that he was a firm believer in freedom of speech. However, he said that misinformation being spread could be very disruptive.

**Closed Session per General Statutes 143-318.11(a)(3) to discuss matters related to Attorney Client Privilege regarding Lori Herron (2216 Guilford College Road) vs. Town of Jamestown and Michael Young (301 Lee Street)-** Council Member Straughn made a motion to go into Closed Session per General Statutes 143-318.11(a)(3) to discuss matters related to Attorney Client Privilege regarding Lori Herron (2216 Guilford College Road) vs. Town of Jamestown and Michael Young (301 Lee Street). Council Member Capes made a second to the motion. The motion passed by unanimous vote.

-----Closed Session-----

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

The meeting ended at 8:21 pm.

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Mayor

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Town Clerk