

**Regular Meeting of the Town Council**  
**August 17, 2021**  
**6:00 pm in the Civic Center**  
**Minutes & General Account**

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

**Staff Members Present:** Dave Treme, Matthew Johnson, Katie Weiner, Paul Blanchard, Judy Gallman, & Beth Koonce, Town Attorney.

**Visitors Present:** Katherine Stamey, Josie Cothran, Al Stewart, Ray McFillin, Carol McFillin, & 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- Present  
Mayor Montgomery- Present  
Council Member Straughn- Present  
Council Member Rayborn- Present

Weiner stated that a quorum was present.

- Pledge of Allegiance- Mayor Montgomery 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 would like to change, add, or delete any items on the agenda.

Council Member Wolfe requested to add item "V-E. Budget Amendment #5" to the agenda.

Council Member Straughn made a motion to approve the agenda with the requested change. Council Member Capes 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 July 15<sup>th</sup> Special Town Council meeting
- Approval of minutes from the July 20<sup>th</sup> Regular Town Council meeting
- Approval & Sealing of the July 20<sup>th</sup> Closed Session Minutes
- Reappointment of Ed Stafford to the Planning Board
- Reappointment of Rich Glover to the Piedmont Triad Regional Water Authority (PTRWA)
- Analysis of the financial position of the Town of Jamestown
- Analysis of the financial position of the Jamestown Park and Golf Course
- Notification of Advances
- Budget Amendment #4

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

(Budget Amendment #4)

**Public Comment-**

- Josie Cothran, 206 Woodfern Drive- Cothran stated that she ran regularly throughout Town. She stated that the intersection at East Fork and Guilford Road was very busy. She encouraged Council to consider placing a pedestrian crossing sign at the intersection. Cothran added that warning signs leading to the intersection would also be beneficial.

**Resolution honoring Katherine Stamey Reese-** Mayor Montgomery presented the resolution to Katherine Stamey Reese. She thanked her for everything that she had done for the Jamestown community.

(Resolution honoring Katherine Stamey Reese)

**Old Business-**

- Status Report on Code Enforcement Violations in the Town of Jamestown- Treme introduced Brandon Emory with Alliance Code Enforcement (ACE). Emory presented his status report to Council. He stated that his team had been working about two days a week to address any complaints that had been filed. He noted that six cases had been abated and two were unfounded. Emory stated that several of the cases that had been resolved involved junk piles or junk vehicles. He said that those properties had been cleaned up and the owners had been receptive to working with his team. He added that there had been several signs that had been picked up because they were in violation of the Town's ordinances. He provided a summary of the different types of violations that had been discovered and their progress towards being resolved. He noted that he would continue to work with Town staff to address any problems that may arise.

Council Members discussed the details of the process that was used to reach property owners that were not local with Emory.

Council Member Rayborn stated that she had noticed a difference throughout Town and that ACE was making a positive impact.

- Consideration of approval of Amendment to Interlocal Agreement with Guilford County regarding Funding for the Jamestown Public Library- Treme stated that Council had continued their consideration of the agreement at their previous meeting. He noted that staff and the Town Attorney had made some changes to the original contract that had been approved by Guilford County. He recommended that Council approve the updated version of the contract.

Council Member Straughn made a motion to approve the amendment to the interlocal agreement with Guilford County regarding funding for the Jamestown Public Library. Council Member Rayborn made a second to the motion. The motion passed by unanimous vote.

- Consideration of approval of Interlocal Agreement with Guilford County for Animal Shelter and Control Services- Treme said that Council had also continued their consideration of the

agreement for animal services at their July 20<sup>th</sup> meeting. He noted that the contract stated that the Town would pay a fee of \$12,265 to the County for animal control services. He stated that there had been some revisions to the original document that had been sent by Guilford County. He added that Johnson had been in contact with the Assistant County Manager about the changes. Treme requested that Council approve the contract as presented.

Council Member Straughn requested that someone from animal control services present a report to Council about the status of their work on a semi-regular basis. Treme stated that he would contact the animal control department and request that a report be given at a future date.

Council Member Straughn made a motion to approve the interlocal agreement with Guilford County for animal shelter and control services. Council Member Rayborn made a second to the motion. The motion passed by unanimous vote.

- Discussion about Non-Profit Contract with the Jamestown Historic Society and Funding for Services- Gallman said that staff had received a funding request from the Historic Society in July. She added that she had suggested that they prioritize the items that they had submitted. She noted that they had requested a total of \$14,150 and the total that had been budgeted for historic/cultural services was \$10,500. She provided an overview of the revised request from the Historic Society. Gallman stated that they had included the following: \$7,000 for marketing and visitor service campaign, \$1,500 for shelving for history resource and historic texts, \$650 for humidity control and monitoring, and \$5,000 for display cases. She recommended that Council approve the requested funding for marketing, shelving, humidity control, and a total of \$1,340 for display cases.

Council Member Straughn made a motion to approve the funding for the requested items as recommended and to allow the Finance Director to update and enter into the contract for services as specified. Council Member Capes made a second to the motion. The motion passed by unanimous vote.

- Budget Amendment #5- Treme stated that the amendment would increase the budget in the capital project fund for the East Main Street sidewalk project for a required railroad inspector. He added that staff believed that the amendment would be funded by a supplemental agreement with NCDOT. He requested that Council approve Budget Amendment #5.

Council Member Straughn made a motion to approve Budget Amendment #5. Council Member Rayborn made a second to the motion. The motion passed by unanimous vote.

(Budget Amendment #5)

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

- Manager Report- Treme stated that he had received positive feedback about the candidate information session. He said that there had been some progress made on the staff continuity plan. He added that he planned to discuss the mission, vision, and values at a Council meeting in the near future. Treme stated that staff was continuing to work on the strategic growth plan. He highlighted that the joint meeting held by the Town Council and Planning Board had gone really well. He also said that work on the recreation maintenance building was ongoing.

- Council Member Committee Reports-
  - Council Member Wolfe stated that she and Blanchard had taken Wright Archer, NCDOT Representative, for a tour of the Town on July 22<sup>nd</sup>. She distributed a list of the projects that she and Blanchard had discussed with Archer to Council. She added that they had discussed the same intersection that Ms. Cothran had spoken about during the public comment period.
  - Council Member Rayborn said that the next AARP meeting would be held on September 8<sup>th</sup> at 4:00 pm.

**Public Comment Period-** Nobody signed up.

**Other Business-** Council Member Wolfe thanked staff for their hard work on the National Night Out event.

Council Member Wolfe briefly spoke with Treme about the grill schedule at the Jamestown Park and Golf Course.

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

The meeting ended at 6:49 pm.

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Mayor

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Town Clerk