

**Regular Meeting of the Town Council  
September 17, 2019  
6:30 pm in the Council Chambers  
Minutes & General Account**

**Council Members Present:** Mayor Montgomery, Council Members Nixon, Wolfe, & Rayborn

**Council Members Absent:** Council Member Capes

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

**Visitors Present:** Tricia Payne, Robert Frederick, Deborah Beach, Sarah Glanville, William McLean, Merle Green, & Carol Brooks

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

- 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.

Cole requested to add item "II-E. Budget Amendment #9" to the consent agenda.

Council Member Rayborn requested to add an item "V-C" to set the public hearing date for the Maryfield, Inc. property for the October 15<sup>th</sup> Town Council meeting.

Council Member Wolfe made a motion to approve the agenda for the September 17<sup>th</sup> Town Council meeting 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 August 20, 2019 Regular meeting
- Analysis of financial position of the Town of Jamestown
- Analysis of financial position of the Jamestown Park & Golf Course
- Budget Amendment #8
- Budget Amendment #9

Council Member Wolfe 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 #8 & Budget Amendment #9)

**Public Comment-**

- Robert Frederick, 706 Ragsdale Road- Frederick encouraged Council to revise the proposed language that would be on the ballot for the vote on staggered terms. He stated that it did not accurately describe the affect that the vote would have on future elections. He requested that

Council add wording that would state that a majority of Council Members would be elected every four years.

### Old Business

- Consideration of approval of ballot language for the vote on a Charter Amendment that would stagger the terms of the Mayor and Council- Koonce stated that she was asked to draft the language that Guilford County would place on the ballot for the vote on the staggered terms. She said that the language she had proposed came directly from what was suggested in the General Statutes.

Council Member Wolfe asked if the Board of Elections had an opinion about how the ballot needed to be worded. McBride stated that she had sent the Board of Elections the proposed language and that they had not given any feedback that would suggest that a change needed to be made. Koonce said that she had attempted to make the ballot as clear as possible for the voters, but she was open to revising the wording if Council wanted to make any changes.

Council discussed the proposed language and the potential changes that may make the ballot more clear.

Council Member Nixon suggested adding a line to the ballot that would state that the change would affect municipal elections beginning in 2021. Council Members discussed the idea of stating when the change would be implemented.

Koonce revised the original draft language she had proposed and presented it to Council.

Council Member Rayborn made a motion to approve the following ballot language:

“Shall the ordinance adopted by Town Council, pursuant to NCGS 160A-101 and 160A-102, amending the Town Charter to change the term of the Mayor from two to four years and to change the terms of the members of Town Council from two years to four-year staggered terms, be approved? This amendment, if approved, would affect the municipal elections beginning in 2021.”

Council Member Wolfe made a second to the motion. The motion passed by unanimous vote.

- Update on Sidewalk Projects- Blanchard stated that the project manager that had been working on the East Fork Pedestrian Bridge and Sidewalk Project was no longer with the contracting company. He noted that there was a new project manager that was being brought up to speed. However, the transition had caused some delays in regard to the progress of the project. He said that staff had scheduled a conference call with the contracting company and NCDOT to discuss the issue.

Blanchard stated that he had delivered the supplemental agreement to NCDOT for the East Main Street Sidewalk Project. He noted that it had been approved by the division and that staff was currently waiting for the final signatures from NCDOT in Raleigh. He added that staff was working on setting a date for a preconstruction meeting with the contractor.

Council Member Wolfe discussed the details of the East Fork Pedestrian Bridge and Sidewalk Project with Blanchard.

- Update on Oakdale Cotton Mill- Cole said that he had been in contact with the owner of the mill. He stated that he had visited the property recently and had noticed several code violations. He added that he had sent the property owner a letter that stated that three of the homes on the property needed immediate attention. Cole said that the owner was seeking bids to take the structures down and remove any remaining debris. The owner had also agreed to contact the property management company in order to secure the site. He stated that he would reach out to the property owner again if the issues were not addressed within fifteen days.

Council Members discussed the ongoing issues at the Oakdale Cotton Mill with Cole.

#### **New Business-**

- Presentation of Proclamation for Constitution Week 2019 to Deborah Beach- Mayor Montgomery presented the proclamation to Deborah Beach, Representative of the Rachel Caldwell Chapter of the Daughters of the American Revolution (DAR).

(Proclamation for Constitution Week 2019)

- Regulation of smoking in local government buildings, vehicles, and grounds- Cole stated that he had received a letter from the Guilford County Health Department. He said that the County was working on a policy to regulate smoking in local government buildings, vehicles, and grounds. Cole stated that Merle Green, Guilford County Health Director, was present and would like to give Council some more information on the policy.

Green stated that the County had been discussing the issue of protecting the health and safety of nonsmokers in the community for years. She noted that the County had been working on the current policy proposal for about sixty days. Green said that local governments in the surrounding area were addressing smoking regulation in varying degrees. She stated that the Health Department was seeking to update the language within the policy to address new technologies such as vapes and electronic cigarettes. She noted that the Health Department had also discussed expanding non-smoking areas to include more public places such as parks. Green said that the County was seeking to gain feedback from the municipalities about the proposed changes.

Council Member Wolfe stated that she believed that the Town's no smoking policy was pretty thorough. However, she noted that it may need to be updated to include regulations for vaping and electronic cigarettes. She added that her main concern was how new regulations may impact the Golf Course.

Council Members discussed the details of the proposed policy with Green and Cole. Green stated that the County would have a public hearing on the issue on Thursday, September 19<sup>th</sup>. She said that she would relay the Town Council's concerns about potential negative impacts on the Golf Course to the county officials at the public hearing.

Green asked Council if they would be in support of updating the language in the policy to include new technologies such as hookah and electronic cigarettes. Council agreed that they would be in favor of the change.

Council thanked Green for coming to speak with them about the issue.

- Request to set a public hearing date for the consideration of rezoning request 2019-02- Council Member Rayborn made a motion to set a public hearing date for the October 15<sup>th</sup> Town Council meeting at 6:30 pm to consider rezoning request 2019-02 for properties located at 111, 113, 115, 121 and a portion of parcel #176232 from Single-Family Residential (SFR) to Conditional Zoning-Civic (CZ-CIV) for Maryfield, Inc. Council Member Wolfe 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 he had created a project status report that he would update for Council every month. He said that the construction of the Oakdale Sidewalk Project had been delayed because NCDOT had placed a hold on all projects that were in the design phase. He added that NCDOT was facing a funding crisis. Cole stated that the topsoil had been removed from the recreational maintenance facility site. He noted that staff hoped to have a bid package completed by late November for the new facility. Cole also said that he had been in touch with Flowers Bakery about obtaining an easement to construct the “Welcome to Jamestown” sign. He added that the new pedestrian signs had been ordered.
- Council Member Committee Reports-
  - Council Member Rayborn stated that the Planning Board met on September 16<sup>th</sup>. She noted that the main topic of conversation was the proposed rezoning for Maryfield, Inc.
  - Council Member Wolfe said that she had attended the TAC meeting in August. She added that there had been a discussion about the NCDOT budget crisis that had resulted from the depletion of the maintenance fund. She also spoke about the timeline for requesting a traffic study to be done on Main Street.
  - Mayor Montgomery stated that she had attended the PTRC meeting. She said that they had discussed the need to expand office spaces.

**Public Comment-** Nobody signed up.

**Other Business-** Council Member Wolfe stated that she would like for John Crowe to give a report to Council about the preparation of the golf course greens for fall and winter. Cole agreed that a report from Crowe would be a good idea.

Council Member Nixon requested that staff add more pictures of the Club House at the Golf Course in order to increase potential venue rentals.

Mayor Montgomery stated that she was working on getting a new High School Representative from Ragsdale.

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

The meeting ended at 7:40 pm.

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Mayor

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Town Clerk