

Regular Meeting of the Town Council
March 17, 2015

Council Chambers

6:30 pm

Minutes & General Account

Council Members Present: Mayor Volz, Council Members Thomas, Montgomery, Ragsdale (Council Member Nixon-Roney absent)

Staff Present: Chuck Smith, Paul Blanchard, Judy Gallman, Carrie Spencer, Martha Wolfe and Jim Lanik (Town Attorney sitting in for Beth Koonce)

Visitors Present: Joyce Volz, Carol Brooks of the Jamestown News, Hannah Raeny, Carron Sanon, Sarah Glanville, Mai Vo, Ira Wade

1. Call to Order – Mayor Volz called the meeting to order.
2. Community Reflections – Mayor Volz announced the following community events.
 - Saturday March 28th, 2015 – Town of Jamestown 4th Annual Easter Egg Festival – 11:00 am – 3:00 pm at the Charles P. Turner Community Park and Sport Complex – E. Fork Rd.
 - Town of Jamestown closed for Good Friday, April 3rd, 2015 – No garbage service that day
 - Arbor Day – April 24th, 2015 – 4:00 pm at the Town Hall
 - Spring Litter Sweep – Saturday April 24th, 2015 – 9:00 am. – 11:00 am

The Mayor asked for a moment of silence.

3. Approval of minutes from February 24th Regular meeting – Council Member Thomas made a motion to approve the minutes from the February 24th, 2015 regular meeting as presented. Council Member Ragsdale made a second to the motion. The motion passed by unanimous vote.

4. Public Comment Period – No one registered to speak.

5. Jamestown Public Library Presentation – Jamie Cyrus, Library Manager, addressed the Council. She reported that the Library opened in 1988 with approximately 700 items. Now they have over 26,000 items. The Jamestown Library was built in 1915. Plans are underway for a centennial celebration later this year.

She highlighted several of the services provided at the Library. One of the most popular being the Summer Reading Program. This program is offered for toddlers through middle school age children. They average around 800 attendees in the summer.

The Library has 10 public computers with internet access. They offer basic computer classes. Other services include:

- History series each year
- Art displays
- Story telling/author events
- Job & resume workshops
- Tax preparation (last year completed over 600 returns)

Volunteers are a huge part of the Library. Jamie is the only full time staff member. They are 4 part time staff.

In 2014 they had 51,000 visitors to the Library. Over 9000 people used the public computers. Over 2200 children came to the Library. They have around 7400 active library accounts.

Funding for the Library comes from the Town of Jamestown, Guilford County and private donations and fundraising. The Town of Jamestown funds \$60,000.00 and Guilford County funds \$55,000.00. The breakdown of the Town funding is:

\$25,000.00 for building repair & maintenance
 \$5,000.00 for property insurance
 \$30,000.00 for payroll

She thanked the Council for their continued support and the support of the community.

Mayor Volz asked the Council to consider amending the meeting agenda to go into closed session to discuss matters relating to economic development per G. S. 143-318.11. Council Member Ragsdale made a motion to amend the agenda to change item #20 to a closed session to discuss economic development. Council Member Thomas made a second to the motion. The motion passed by unanimous vote.

6. Mary Perry Ragsdale YMCA – Kevin Bottomley, Executive Director, thanked the Town Staff and Council Members for their support. Last year, the Town provided a grant to the YMCA. This grant was used toward payment of their debt service.

Council Member Ragsdale asked how the new traffic pattern was affecting the YMCA. Bottomley said the new traffic pattern was causing some congestion at various times of the day. People are starting to figure out the best times of the day to come. He wouldn't say it has had a negative impact but they have received complaints.

7. Pineroft Sedgefield Fire Department Annual Report – Steve Allred, Fire Chief, gave the presentation. For 2014, Station #46 – Jamestown, had over 650 calls. The breakdown is as follows:

- 434 Medical Incidents
- 153 Fire Related Incidents
- 34 Motor Vehicles accidents
- 29 Service/Good Intent incidents

2014 – Jamestown Station had:

- \$966,250.00 – property value exposed to fire
- \$35,750.00 – property value loss to fire
- \$930,500.00 – property value saved from fire

The Jamestown Station provided prevention and public education to schools in Town. Breakdown as follows:

- 23 Programs
- 3,053 Adults & children participated
- 118 total staff hours

8. Public Input on Capital Improvement Program – The Mayor stated last year we held a Public Input session 1 hour before the regular council meeting with the idea that the public could come and tell the Council what projects they would like to see happen in Town. The session was not well attended.

This year it was decided to add a Public Input session as an item on the regular agenda. The Mayor asked if there was anyone present that would like to tell the Council about a project they would like to see included in the budget or future budgets. There was no one that wished to speak.

The Town Manager handed out to the Council Members a very preliminary draft of the CIP Program. He met with Department Directors and discussed projects & equipment needs. The General Fund highlighted in red are projects that are progressing. The current adopted CIP is available on the Town website for the public.

9. Update on the Clubhouse Renovation Project – The Town Manager said the Public Services Director and he met with John Kennett, architect, today and got an update on the Clubhouse Project. The Town Manager presented the Council with a memo showing a preliminary schedule for the Clubhouse Project. Scheduled for today's date was a schematic design review with the Town Manager and Public Services Director. They met at the Clubhouse and went over options. There are still some questions on mechanical equipment and the exhaust hood. There was some discussion on possible site improvements.

The next step is a survey. Then the architects will begin design development. The Town Manager said once we get a more defined project cost estimate we will go back before the LGC to make sure they are on board with the plans for the clubhouse and the public services facility. The Public Services Facility and Clubhouse Renovation Project are basically on the same time line. Hopefully, the first week of April we will have a decent cost estimate for both projects. As proposed, September 1, 2015 we will have all the bid packages, costs, LGC Application complete and submit around September 1, 2015. LGC meets October 6th, 2015. If this is approved, we could begin construction as early as 11-1-15. The projected construction phase is 6 months.

10. Consider approval of Golf Cart & Utility Vehicle lease – Judy Gallman presented a request for leasing of the golf carts and 2 utility vehicles. She stated typically the process for leasing of the golf carts is to enter into a 48 month lease. However, we have the option to replace the golf cart fleet and renew the lease at 36 months. It is to our advantage to accept this option as the batteries typically last about 36 months. There is a very minimal increase.

The request is that the Council approve this lease proposal and grant the authority to the Town Manager and/or Finance Officer to enter into the formal lease and financing agreements.

Council Member Ragsdale made a motion to approve the lease proposal from PNC Equipment Finance, LLC as presented and to grant the Town Manger the authority to sign the formal lease and financing agreement. Council Member Thomas made a second to the motion. The motion passed by unanimous vote.

11. Reappoint Guilford County Historic Preservation Commission Representative – The Town Clerk stated Jane Payne is the Town’s representative on the Guilford County Historic Commission. Her term expires April 2015. Mrs. Payne is willing to serve another term. Council Member Montgomery made a motion to reappoint Jane Payne for another term as the Town’s representative on the Guilford County Historic Commission to expire April 2019. Council Member Ragsdale made a second to the motion. The motion passed by unanimous vote.

12. Budget Amendment – Gallman presented a revised budget amendment #9 in the amount of \$775.00 to record additional sponsorship money for the Easter Egg Festival and renewal of baseball sponsorship and a donation for Wrenn Miller Park.

Council Member Thomas made a motion to approve budget amendment #9. Council Member Ragsdale made a second to the motion. The motion was approved by unanimous vote.

The Town Manager announced that the Cedarwood Garden Club donated \$50.00 toward the beautification of Jamestown. The Town was in need of replacing roses at the Wrenn Miller Park. These fund were used for this purpose.

(Budget Amendment)

13. Analysis of financial position of the Town of Jamestown- Gallman presented the financial statement for the month ending February 2015. She said there is approximately 10 million dollars in cash balances. Of that amount approximately 2.7 million is reserved for specific usages.

The detailed financial report reflects the sale of a mower at the golf course. The water/sewer fund paid an amount for the Town’s portion of the Eastside Project to City of High Point. There were no questions for Gallman.

Mayor Volz congratulated Gallman for her recent award for excellence in financial reporting from the Government Finance Officers Association.

14. Set Public Hearing date to consider amendment to the Land Development Ordinance and Permitted Use Table regarding tobacco related uses (Cigar Bar, Hookah Café and Vapor Lounge) – Carrie Spencer said we are requesting the Town Council set a Public Hearing date for a text amendment to the LDO. The amendment is regarding tobacco related uses.

Council Member Montgomery made a motion to set a Public Hearing date for April 21, 2015 to consider an amendment to the LDO regarding tobacco related uses. Council Member Thomas made a second to the motion. The motion passed by unanimous vote.

15. Consideration of Resolution Adopting an Interim Application process for Wireless Telecommunication Facilities and Support Infrastructure – The Town Manger said the Town is contracting with Carolina Telecommunication Services to help us review our cell tower agreements. Council approved new fees at the last meeting. This resolution is an interim agreement while the consultant reviews and makes recommendation on amendments to our current LDO. It is projected to be a 90 day process before the amendment is brought to the Town Council. We are asking this resolution be adopted. This helps us to set new regulations dealing with wireless issues that reflects new State & Federal regulations and recently changed FCC rules.

This resolution allows the Town to process any applications for cell tower modifications or new towers to work with the applicant until the ordinance review. The amendments are under staff review, then presented to the Planning Board and then to the Town Council for Public Hearing.

Council Member Thomas made a motion to approve the Resolution Adopting an Interim Application Process for Wireless Telecommunication Facilities and Support Infrastructure as presented. Council Member Ragsdale made a second to the motion. The motion passed by unanimous vote.

(Resolution)

16. Schedule date and location of Council budget workshop special meeting – The Town Manager requested the Council set a work session for the budget. The Council agreed to set a budget work session for April 14, 2015 at 6:00 pm at the Clubhouse.

17. Update regarding NC Alzheimer’s Walk at Wrenn Miller Park – The Town Clerk stated the Council previously approved April 11, 2015 as a special event for NC Alzheimer to conduct a walk at the Wrenn Miller Park. This is a fundraising event. Due to the bad weather, they are behind on their fundraising efforts. They have requested the Council consider changing the date to June 6th, 2015. Council Member Ragsdale made a motion to approve the date of June 6th, 2015 for the NC Alzheimer’s Walk at Wrenn Miller. Council Member Montgomery made a second to the motion. The motion passed by unanimous vote.

18. Public Comment Period – No one registered to speak.

19. Other business –

The Town Manager said at the Guilford County Planning Board meeting, the Town brought before the Planning Board a request to change the name of the new road known as Gateway Boulevard to Jamestown Parkway. The section location is from Guilford College Road to Vickery Chapel Rd. for areas inside Jamestown’s jurisdiction. The Guilford County Planning Board did approve our request. City of Greensboro has until March 27, 2015 to appeal.

We are in the process of getting estimates for signage. We will work with NCDOT as to when signage can be erected.

20. Closed Session – Council Member Ragsdale made a motion to go into closed session to discuss matters relating to economic development. Council Member Thomas made a second to the motion. The motion passed by unanimous vote.

The Council reconvened in the office of the Town Manager.

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

Council Member Ragsdale made a motion to go out of closed session. Council Member Thomas made a second to the motion. The motion passed by unanimous vote. The Council reconvened in the Council Chambers.

Council Member Montgomery made a motion to resume the regular meeting. Council Member Thomas made a second to the motion. The motion passed by unanimous vote.

The regular meeting resumed.

21. Adjournment – Council Member Montgomery made a motion to adjourn. Council Member Thomas made a second to the motion. The motion passed by unanimous vote. The meeting ended at 8:33 pm.