

Regular Meeting of the Town Council
Council Chambers
May 20, 2014

6:30 pm

Minutes & General Account

Council Members Present: Mayor Volz, Council Members Thomas, Montgomery, Nixon-Roney and Ragsdale

Staff Present: Chuck Smith, Paul Blanchard, Judy Gallman, Matthew Johnson, Pete Resh, Martha Wolfe, Jim Lannick sitting in for Beth Koonce, Town Attorney

High School Representative: Marissa Walsh

Visitors Present: Bruce Dillon, Shanna Moore, Carol Brooks of the Jamestown News, Art Wise, Sarah Glanville and Brent Morris

1. Call to Order – Mayor Volz called the meeting to order.
2. Community Reflections – Mayor Volz announced the following community events:
 - May 24, 2014 – Friends of the Jamestown Library Fish Fry at Town Hall
 - May 25, 2014 – Memorial Day Parade begins at Town Hall
 - May 26, 2014 – Wreath Laying Ceremony, Wrenn Miller Park
 - May 26, 2014 – Town Hall closed for Memorial Day, recycling will be picked up
 - May 31, 2014 – Community Yard Sale at Wrenn Miller Park
 - May 31, 2014 – Fundraiser Car Show at 705 W. Main St.

Mayor Volz reminded everyone that school will soon be out. Please be mindful of children playing in the neighborhoods.

Mayor Volz asked for a moment of silence.

3. Approval of minutes from the April 15, 2014 regular and closed session meeting and April 22, 2014 special budget workshop - Council Member Montgomery made a motion to approve the April 15, 2014 regular & closed meeting minutes and the April 22, 2014 special meeting minutes as presented. Council Member Ragsdale made a second to the motion. The motion passed by unanimous vote.

4. Public Hearing to consider rezoning request from Industrial (IND) to Commercial/Main Street Transitional (C/MST) for the property located at 207 Oakdale Road – Matthew Johnson presented the rezoning request case # 2014-02 for property located at 207 Oakdale Rd. The request is to rezone from Industrial to C/Main Street Transitional. The current use of the property is medical and professional offices. The property is surrounded by industrial, single-family residential, and light industrial land uses. The site is located in the Town's primary growth area and served by the Town's water/sewer. It is located in the industrial use area of the future land use map primarily because of the location in the

Hillstone Subdivision. Previously zoned light industrial prior to the adoption of the 2009 Land Development Ordinance.

The applicant is making this request because they are interested in marketing the property for professional office uses. These uses were made non-conforming by the 2009 Land Development Ordinance. Industrial uses are typically a heavier use than office type use and industrial uses generally have outside equipment storage.

Johnson introduced Art Wise, Planning Board Vice-Chair. Wise presented the recommendation of the Planning Board. Wise stated the Planning Board felt this was just a change in designation on paper because the property has always been used as professional offices. There was no reason for it to stay with industrial use. The property just got caught in the transition during the 2009 Land Development Ordinance update. The Planning Board voted unanimously to recommend approval to the Council of the rezoning request to C/MST.

The applicant, Brent Morris, was present. Mr. Morris, VT Capital Partners, owners of the property. Mr. Morris said they want to be able to lease the property to the type of tenant that is presently there. As it stands now the tenants are a non-conforming use. They wish to rezone the property so that the tenants and future tenants will be in compliance with the LDO.

Mayor Volz opened the public comment portion of the Public Hearing. He asked for anyone present that wished to speak in favor of the rezoning request to please come forward, give your name & address. There was no one. Mayor Volz then asked for anyone that wished to speak against the rezoning request to please come forward, give your name & address. There was no one.

Mayor Volz closed the Public Comment Portion of the Public Hearing and opened to the Council for discussion.

The Council agreed that the usage of the property has always been professional offices. Had the property not become vacant, the case would not have come before the Council. When the tenant moved out, the time period for the non-conforming use was triggered.

Council Member Nixon-Roney made a motion to approve the rezoning request from Industrial to Commercial/Main Street Transitional for the property located at 207 Oakdale Rd. Council Member Thomas made a second to the motion. One a roll call vote:

Council Member Montgomery voted aye
Council Member Ragsdale voted aye
Council Member Nixon-Roney voted aye
Council Member Thomas vote aye

The motion passed by unanimous vote.

Council Member Nixon-Roney made a motion that we adopt a finding that rezoning the property described in rezoning case #2014-02 from Industrial to Commercial/Main Street Transitional is consistent with Jamestown's 2020 Land Development Plan and is reasonable and in the public interest for the following reasons:

The property has always been used as a professional office use and it is appropriate to continue that land use. Therefore, I make a motion to approve rezoning case #2014-02.

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

5. Public Hearing to consider a Resolution Renaming a Section of Dillon/Ragsdale Rd. to Dillon Rd. – Johnson stated this Public Hearing is to consider a road name change. The area is a section of Ragsdale/Dillon Rd. that is located at Main Street heading south towards the Deep River to the Bridge. It is currently named Ragsdale Rd. with addresses that are addressed off of Ragsdale Rd.

Johnson said we have had a safety concern regarding tractor trailers. The trucks get lost and end up in the residential neighborhoods. The trucks cause damage to landscaping as they try to turn around. We feel this street name change will help correct the problem. This will be picked up by GPS. We sent out notices. We have not received any questions or complaints about it. We are requesting the name change to be effective August 29, 2014. This will give businesses time to make changes to letterheads, etc. Parties involved are: two businesses, one residential property and one vacant land property.

Mayor Volz opened the Public Hearing and asked if there was anyone present that wished to speak in favor of the change to please come forward, give your name and address.

Sarah Glanville, 803 Ragsdale Rd., stated she lives on the cul-de-sac at the other end of Ragsdale Rd. from Highland Containers. She has experienced the trucks going to Highland Containers getting lost and drive through the neighborhood and around the cul-de-sac. They get stuck when they try to turn around and drive over the yards, landscaping and cul-de-sac landscaping. Her neighbor put boulders in the cul-de-sac to keep the trucks from driving over the curb and island. We would really appreciate a name change. Mayor Volz asked if there was anyone else that would like to speak in favor of the name change. There was no one.

Mayor Volz asked if there was anyone that wished to speak in opposition to the name change. There was no one.

Council Member Nixon-Roney made a motion to approve the Resolution Renaming a section of Ragsdale – Dillon Rd. (SR1334) to Dillon Road effective August 29, 2014. Council Member Ragsdale made a second to the motion. On a roll call vote:

Council Member Ragsdale voted aye
Council Member Montgomery voted aye
Council Member Nixon-Roney voted aye
Council Member Thomas voted aye

The motion passed by unanimous vote.

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

7. Proclamation in Observance of Memorial Day – Mayor Volz read & presented a Proclamation Observing Memorial Day to Bruce Dillon, Chair of the Jamestown Veterans Committee.

(Proclamation)

8. Little Free Library Project Presentation – Shanna Moore, Member Jamestown Modern Book Club. Moore stated the JMBC was started in 1933. The JMBC has been in continuous membership since that time. Presently they have about 16 members.

The JMBC would like to put a Little Free Library at the Wrenn Miller Park. This is an international movement. There are 13 in Greensboro and one in High Point that are registered. She presented a written agreement which had been reviewed by the Town Manager and Town Attorney. She met with the Town Manager and they have selected a location. The JMBC would stock the Little Free Library with books. The books are free. You can exchange books. There are 3 sections; Children, Young Adults and Adults. The JMBC will monitor the library receptacle which is approximately 20” – 24” wide and 36” tall. Moore stated the agreement would be on a month to month basis. If there are any problems, they will remove it. They will register the Jamestown site on the Little Free Library national map.

Council Member Nixon-Roney made a motion to approve the agreement and grant the Town Manager the authority to execute the agreement. Council Member Thomas made a second to the motion. The motion passed by unanimous vote.

9. Monthly Golf Report – Pete Resh, Golf Pro Jamestown Park, stated April was a good month considering the weather. There were 7 weather days that slowed play at the park.

The spring 2014 First Tee just finished. It was a very successful program. They will start the program again in the fall. Jamestown Golf Course is hosting the Piedmont Regional Sr. Golf Association. There are quite a few leagues that have started this spring. We have a number of tournaments coming up. Also, we are trying to start a new spring tournament. It will be June 14, 2014. We hope to have it rival our Fall Classics. Our Fall Classics is in the 12th year and is always full. Flowers Baking Company is one of the lead sponsors for the new Spring Classic.

10. Presentation of the Preliminary budget for fiscal year 2014-2015 – Smith stated the budget message will be included in our upcoming newsletter and will be available on our Town website. Jamestown News has a copy of the budget message as well as the Council Members. Smith highlighted the draft Budget as follows:

- Proposed .01€ tax increase
- 3% water/sewer rate increase
- Maintains current level of service to citizens
- Maintains current benefits for employees
- Maintains current staffing for all departments
- Includes COLA & merit raises for employees
- New Garbage Truck
- Water/Sewer extension to Grandover Shopping Center
- Funding & financing for a new Public Services Maintenance Facility
- Funding & Financing for renovation to the Clubhouse and new community center

Highlights for General Fund Budget:

- New replacement vehicle for Parks Superintendent
- Fund 4th Annual Easter Egg Festival

- Fund 2nd Community Craft Yard Sale (provided the 1st one goes well)
- Replace wood decking Dillon Road Pedestrian Bridge
- New Garbage Truck
- Front end loader tractor – Golf Course Maintenance Dept.
- Oakdale Rd. sidewalk project phase #2
- Golf Course Clubhouse Renovation & Community Center
- Lydia sidewalk project (planning & design)
- E. Fork Rd. pedestrian (planning & design)
- Pave walkways in Jamestown Park
- Repair to Town Hall Exterior
- Overall the 2014/15 General Fund Budget is estimated to be \$4,179,065.00. An increase of just over 2 ¼% compared to 2013/2014 budget.

Water/Sewer Fund Highlights:

- New Public Service Facility
- New replacement vehicle for Public Services Director
- New lighted arrow boards for service trucks
- New computer for Public Service Director
- Furnishings for Public Services Maintenance Facility
- Root Control Program for sewer system
- Video sewer system
- Sewer easement access program project
- Sewer manhole project
- Hydraulic modeling of water system in Oakdale Rd. & Main St. area
- Hydraulic modeling of water system High Point Rd. & Guilford College Rd. area
- Eastside Waste Water Treatment Facility Plant upgrades
- Water/Sewer extension projects High Point Rd./Guilford College Rd. area
- 2014-15 Water/Sewer Fund estimated to be \$3,450,675.00. This is a decrease of about 1 ½% of current budget.

Fee Schedule - effective July 1, 2014:

- 3% water/sewer rate increase in & out of town
- Addition of Golf lesson rates
- Meter box & clean out tampering fee

2014/2015 Budget summary:

- Budget is 5.9% increase from current budget
- Budget includes .01€ tax increase
- Tablets added for the Council - \$3,000.00. (increase)
- Health insurance for employees will decrease due to change in insurance carrier

11. Set Public Hearing date for the proposed 2014-2015 budget & budget ordinance for the Town of Jamestown.

Council Member Thomas made a motion to set a Public Hearing date for June 17, 2014 for consideration of adopting the 2014-15 budget ordinance. Council Member Nixon-Roney made a second to the motion. The motion passed by unanimous vote.

12. Review of Capital Improvement Program for fiscal year 2014/15 to 2018/19 – Smith reviewed the CIP. The only change from the previous list is under the “could do” category, added Baseball field improvement for dug outs and fencing. 9 hole disc golf was included in the PARTF grant application. We removed the funding for Dillon Rd. sidewalk extension project. The Riverwalk HOA was not in favor of doing this project.

A Resolution to adopt this CIP program for fiscal years 2014/15 – 2018/19 will be presented at the June meeting.

13. Resolution Recognizing Marissa Lynn Walsh – Mayor Volz read & presented a Resolution Recognizing Marissa Walsh for her service as the High School Representative to the Town Council for the past 2 years.

(Resolution)

14. Appointment of Parks & Recreation Alternate Member – Wolfe presented a prospective candidate, Dennis Lain, for the position of alternate to the Parks & Recreation Committee. Council Member Nixon-Roney made a motion to approve Dennis Lain as an alternate to the Parks & Recreation Committee. Council Member Ragsdale made a second to the motion. The motion passed by unanimous vote.

15. Consideration for approval of Professional Architectural/Engineering Service Contract for Public Services Facility Award – Smith stated there were 5 firms interested in providing architectural & engineering services for the new Public Service Maintenance Facility. After reviewing all the proposals, staff recommends approving Robbins Architecture to provide professional architectural/engineering services for new Public Service Maintenance Facility for a fixed fee of \$59,562.50 based on hourly rates provided.

Smith did share that on page 15 “Article 9 – Termination or Suspension” has been amended on advice of the Town Attorney – all parties are agreeable to the changes.

Council Member Montgomery made a motion to approve the architectural & engineering service contract including amended article 9, with Robbins Architecture, PA in the amount of \$59,562.50. Council Member Thomas made a second to the motion. The motion passed by unanimous vote.

16. Information regarding Jamestown Historic District Signage – Smith presented a map showing proposed location for the Jamestown Historic marker signs to be erected by NCDOT Division 7. DOT is providing all the signage and will maintain them.

It was noted that Sen. Trudy Wade was instrumental in the process to secure this signage. This idea first came from Council Member Walls while he was on the Town Council.

Smith noted there is one stipulation; the Historic District signs need to be up before the NCDOT will erect the Historic District Markers.

17. Budget amendment – Gallman presented budget amendment #9. This amendment in the amount of \$15,200.00 is due to record insurance reimbursement for the ice storm damage and insurance reimbursement for damage to Guilford Rd. entrance due to vehicle wreck in the amount of \$14,000.00.

Council Member Nixon-Roney made a motion to approve budget amendment #9 as presented. Council Member Montgomery made a second to the motion. The motion passed by unanimous vote.

(Budget amendment)

18. Discussion of Time Capsule at Wrenn Miller Park – Smith stated this idea was presented to the Parks & Recreation at their May 5th, 2014 meeting. The members supported the idea. The location of the time capsule is to be at the Wrenn Miller Park proposing to be an above ground capsule in a brick column. Carol Brooks of the Jamestown News had a good idea to hold the time capsule ceremony on the 1st anniversary of the Wrenn Miller Park which is 11-9-14. Mickey Peeler has donated a vault to be used as the time capsule.

Smith highlighted some of the ideas:

- Contest at area schools – winning class write letters to themselves in the future
- High School student favorite CD/DVD – would they be able to play it in 50 years
- Schools involved - JES, JMS, Ragsdale, Millis Rd., Green Education, Haynes Inman
- Photos of how the Town looks currently
- Letter from Mayor & Council
- Lottery to select citizens to put letters in vault
- Jamestown Newspaper article
- Coins

If the Council agrees that the general idea of the time capsule is a good idea, Smith will get a price from a brick mason on the brick columns and plaque. This information will be brought back to the June Council meeting. Council Member Nixon-Roney & Thomas felt it was a good idea. She suggested sending this project back to the Parks & Recreation Committee to work on the details. Bring back to the June Council meeting.

19. Analysis of Financial Position of the Town of Jamestown – Gallman presented the financial statement for the month ending April 30, 2014. She reported that the Town has cash balances of approximately 9 million of that approximately 2.7 million is reserved for specific usages.

Gallman presented the detailed financial statement for month ending April 30, 2014. There were no questions for Gallman. The Town is still waiting for reimbursement from FEMA ice storm expense.

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

21. Other Business –

Mayor Volz is working with HPMPO on all projects in the surrounding area. The final project list consists of 41 road projects. The HPMPO now has a voting system for the members to vote on proposed listed projects. The Town of Jamestown gets 12 votes. None of the projects listed affect Jamestown. The

project that really affects the Town is the By-Pass, which is currently being constructed. It seems prudent for Jamestown to support a project proposed in Archdale.

Council Member Nixon-Roney thanked the Public Services Director for quickly repairing sewer issue on Mangerton Trail.

22. Closed Session to discuss personnel matter – Council Member Montgomery made a motion to go into closed session to discuss a personnel matter. Council Member Thomas made a second to the motion. The motion passed by unanimous vote.

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

Council Member Nixon-Roney made a motion to resume the regular session. Council Member Thomas made a second to the motion. The motion passed by unanimous vote.

Council Member Thomas made a motion to adjourn. Council Member Ragsdale made a second to the motion. The motion passed by unanimous vote. The meeting ended at 8:40 pm.