

Regular Meeting of the Town Council
January 20, 2015

6:30 pm

Council Chambers

Minutes & General Account

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

Staff Present: Chuck Smith, Judy Gallman, Paul Blanchard, Carrie Spencer, Martha Wolfe, and Bill Lanik (attending for Beth Koonce)

Visitors Present: Joyce Volz, Ben Robinson, Shawn Rogers, Shanna Moore, Sarah Glanville, Angela Akemon, Carol Brooks of the Jamestown News.

1. Mayor Volz called the meeting to order.
2. Community Reflections – The Mayor gave the following community announcements:
 - February 20, 2015 Loose Leaf collection ends – After this date, leaves should be put in clear plastic bags and placed at the curb.
 - February 21, 2015 – Jamestown’s Gold Rush Program will be held in the Civic Center. Sponsored by Friends of the Library and Historic Jamestown Society.
 - Mark your calendars for September 12, 2015- The Jamestown Library will be turning 100 years old. There will be a centennial celebration at the Library.

The Mayor asked for a moment of silence.

3. Approval of minutes from the December 2, 2014 special closed session meeting and the December 16th, 2014 regular council meeting – Council Member Montgomery made a motion to approve as presented the minutes from the December 2, 2014 special closed session and the December 16th, 2014 regular meeting. Council Member Thomas made a second to the motion. The motion passed by unanimous vote.

Council Member Montgomery made a motion to seal the December 2, 2014 special closed session minutes until such publication will no longer frustrate the subject matter. Council Member Thomas made a second to the motion. The motion passed by unanimous vote.

4. Public Hearing to Consider an Ordinance Regulating the Hunting of Deer within the Town Limits – Chuck Smith, Town Manager, first introduced the new Town Planner, Carrie Spencer. He said Carrie worked for Guilford County as a Planner. She also worked for the Town of Summerfield as a Planner. She passed her AICP exam and has been officially certified. She also holds the distinction of EIT (Engineer in Training). We look forward to working with her.

Smith presented the Ordinance Regulating the Hunting of Deer within the Town Limits. The Council previously discussed this Ordinance at their November meeting.

Smith said we are considering two items: First, the Ordinance Regulating Hunting of Deer and the second component is to consider applying for the Urban Archery Season designation. The Urban Archery Season is an extension of the regular hunting season for approximately 1 month. Smith stated that the Town Attorney has reviewed the proposed ordinance and is satisfied with the content.

Mayor Volz opened the Public Hearing for Public Comment. He asked for anyone in favor of the Ordinance to please come forward, give your name and address. Please adhere to the 3 minute time limit. No one spoke. Seeing none, Mayor Volz asked for anyone that was opposed to the Ordinance to please come forward, give your name & address. Please adhere to the 3 minute time limit. No one spoke. The Mayor closed the Public Comment Portion of the Public Hearing. He opened to the Council for discussion.

No changes had been made to the Ordinance since the Council discussed at the November meeting. Council Member Ragsdale made a motion to approve the Ordinance Regulating the Hunting of Deer within the Town Limits of the Town of Jamestown. Council Member Thomas made a second to the motion. One a roll call vote:

Council Member Ragsdale voted aye

Council Member Montgomery voted aye

Council Member Thomas voted aye

The motion passed by the super majority vote and is approved.

The Town Council directed the Town Manger to apply for the Urban Archery Season Designation. This will be effective for the 2015-16 season.

5. Public Comment Period – No on registered to speak.

6. Consideration of the Little Free Library Agreement proposed for Jamestown Park – Shanna Moore stated she is here representing the Jamestown Modern Book Club. They are requesting to install a second Little Free Library. This Library to be located at the Jamestown Park. The agreement requested contains the same terms as the current agreement at Wrenn Miller Park. Shanna Moore and the Town staff will decide on the placement location at Jamestown Park.

Council Member Ragsdale made a motion to approve the agreement for the Little Free Library Project to be installed at Jamestown Park. Council Member Montgomery made a second to the motion. The motion passed by unanimous vote.

7. Annual grant progress presentation for Historic Jamestown Society – Shawn Rogers, Executive Director gave the presentation. He thanked the Council for their continued support of their efforts to preserve and interpret the history of our community. A big part of what they do is to preserve the old structures at the Mendenhall Home Place site.

This particular grant was for the repairs to the rotted portions of siding and failed gutters on Mendenhall Plantation's 1812 bank barn. Most of the work for the gutters has been completed and the cost was approximately \$1400.00. Also, most of the siding repairs have been completed. Fortunately, most of the wood needed to replace the siding has been found on-site, which lowered the cost of the

total bill. Labor will be done by volunteers and Shawn Rogers. The anticipated completion of these repairs is by this spring.

8. Grant revision request for Historic Jamestown Society – Shawn Rogers, Executive Director, requested the Council consider approval of the balance of those grant funds go toward needed repairs at Mendenhall House and the Madison Lindsay House. There was vandalism to the Madison Lindsay House. Also, the Historic Jamestown Society was awarded a matching grant to replace the old rotted out tin roof on the Madison Lindsay House. If possible, they would like to use part of the grant funds as the matching portion of the additional grant.

Council Member Ragsdale made a motion to allow amending the balance of the grant funds to repair rusted out gutters on the Museum building, work on the front walk, the Madison Lindsay House rotted out roof and damage to the floor. Council Member Thomas made a second to the motion. The motion passed by unanimous vote.

9. Annual grant progress report presentation by Jamestown Youth League – Ben Robinson, JYL President, gave the progress report. He thanked the Council for their support. They have used this money wisely. He supplied an accounting, which showed a total of \$4403.35 to date has been spent on uniforms and office space rent. The balance of the grant will be used for the remainder of the office space rent.

Chuck Smith stated the Jamestown Library and the Mary Perry Ragsdale YMCA will give their progress reports at the February meeting. Grants for the upcoming year will be due the middle of March 2015.

10. Special Event Permit Request for Alzheimers North Carolina Walk – The Town Clerk presented a Special Event Permit Request for use of the Wrenn Miller Park on April 11, 2015 from 7:00 am – 12:00 pm. The event is a walk to raise funds for Alzheimer North Carolina. They have the appropriate Certificate of Insurance, Non-Profit status, supplying their own law enforcement and EMS. They have contacted the Jamestown United Methodist Church and High Point Bank for approval of use of their parking lots on that date. Both have agreed.

Angela Akemon, volunteer for the event spoke. She stated that NC Alzheimers is located in Raleigh. There is an Alzheimers Walk in High Point and Greensboro. They want to have a unified Guilford County Alzheimers Walk. All the funds raised will stay in North Carolina. Jamestown United Methodist Church is in support of the event. The Church recently formed an Alzheimers Support Program. High Point Bank is also in support and has agreed to be a sponsor of the event. They are involving all assisted living facilities, Nursing Homes, High Point Hospital, and Moses Cone Hospital. They are not asking for the Town to pay anything just asking permission to use Wrenn Miller Park.

Council Member Thomas made a motion to approve the Special Event Permit for NC Alzheimers Walk for April 11, 2015 to be held at the Wrenn Miller Park. Council Member Ragsdale made a second to the motion. The motion passed by unanimous vote.

11. Annual presentation of the Guilford County Sheriff's Office – Lt. David Pruitt gave a presentation of the law enforcement activities for 2014. The report compared 2014 with the last 7 years. Lt. Pruitt told about the "Felony Lane Gang" based out of Florida. They are known for targeting parked cars, gyms and parks. They break in cars and steal purses, checks, credit cards, etc. They go to the farthest lane at the bank drive through to cashed checks.

Lt. Pruitt continued the report to state there was 1 arson in Jamestown for 2014. This was the Madison-Lindsay House. This is an open active case.

During 2014, there were 1004 calls for service. This was slightly down from last year. There were 950 citations written in 2014. Again, this was down from last year.

Lt. Pruitt gave information about a new program called "Nextdoor". He gave a handout of the program to the Council. A neighborhood can sign up for this program. It allows them to communicate with the Sheriff's Office and the Sheriff's Office to communicate with them by neighborhood, street and by the entire Town. The Sheriff's Office is trying to implement this program throughout the County. They can communicate about crime trends in your area or you can communicate anything suspicious in your area to the Sheriff. The first person that signs up for a neighborhood becomes the keeper of the program. All done through social media.

12. Consideration of a waiver of competitive bidding under G. S. 143-129 (g) for the purchase of a 27 CY garbage truck – Smith stated this is a request for the Town to "piggy back" with the City of Thomasville. Thomasville has already bid a garbage truck. We are asking the Town Council to allow us this waiver to "piggyback" on their bid. This saves several months' time going through the bidding process. The Town has advertised that we are considering this waiver request.

Council Member Ragsdale made a motion to waive the competitive bidding under G. S. 143-129 (g) for the purchase of a 27 CY garbage truck in the amount not to exceed \$171,981.00 to Carolina Environmental Systems. Council Member Thomas made a second to the motion. The motion passed by unanimous vote.

13. Consideration of Design and Construction Contract for the Clubhouse Renovation Project – Smith stated the Council contracted with Freeman Kennett Architects for the concept drawings contract which has brought us to this point. The concept drawings have been vetted through a Public Forum, 2 Council meetings and a Parks & Recreation Meeting. We are at the end of that contract phase.

The next step should we want to move forward is the design phase to include architectural, plumbing, mechanical & electrical designs and documentation. The price for the Design & Construction Phase Services by Freeman Kennett is \$37,025.00. This price reflects \$7,600.00 credit for the conceptual design work completed by the architectural firm. Smith stated should we contract with them they will provide us with a set of bid ready drawings. Council Member Montgomery stated these plans are necessary should the Town seek approval by the LGC for bank financing.

Council Member Ragsdale said he has received several calls about repairing the golf course itself and that these 2 projects are going to be on parallel paths. What are we going to do to start the process to evaluate the improvements that need to be done at the golf course?

Mayor Volz stated he has asked for a committee to be formed. We will be meeting with John Crowe, Parks Superintendent, the Mayor & Town Manager to discuss exactly what needs addressing. The Town will have results in August if we receive the PARTF funding. \$261,000.00 is in reserve to pay for the matching portion of the PARTF grant if awarded. If not awarded, that amount will be used for the golf course improvement project. Public meetings will be held for citizen input on the golf course renovation. Council Member Ragsdale feels there is a lot of concern from citizens about what will be

done at the golf course. He just wants to make sure we are promoting the golf course improvements project.

Smith stated the Town could go through the RFQ process now to be ready with a landscape architect approved and ready to work when the PARTF grant is awarded in August. The draw back to this is the Town would not be reimbursed for the expense. No money can be expended before the grant award to be eligible for reimbursement. Smith stated the Parks Superintendent is preparing an inventory of items to include in the golf course improvements project. The project is progressing in-house at this point. At some point (August or September) we will have to be ready to hire a designer. Mayor Volz said the Council is concerned with the golf course improvement project.

Council Member Montgomery made a motion to approve the professional architectural service contract with Freeman Kennett Architects in the amount of \$37,025.00. Council Member Thomas made a second to the motion. The motion passed by unanimous vote.

Gallman presented budget amendment #7 in the amount of \$37,025.00 for the design & construction phase services for the Pro Shop repair/renovation. Council Member Montgomery made a motion to approve budget amendment #7 in the amount of \$37,025.00. Council Member Thomas made a second to the motion. The motion passed by unanimous vote.

(Budget amendment)

14. Appointment of new Parks & Recreation Member and re-appointment of Parks & Recreation Member – Martha Wolfe presented the following nominees for the Parks & Recreation Committee. She stated the Parks & Recreation Committee voted unanimously to recommend approval of these candidates.

Appoint new member Tony Brancazio to serve his first term with a term expiration date of 1/2017. Lynn Tice & Charles Dowdy be re-appointed to serve their 2nd term with an expiration date of 12/2016. Steve Owen be appointed to serve his first term with an expiration date of 1/2017.

Council Member Thomas made a motion to approve the new member appointment and re-appointments of the Parks & Recreation Committee members as presented. Council Member Ragsdale made a second to the motion. The motion passed by unanimous vote.

15. Appointment of new ETJ Planning Board Member – Wolfe presented Steve Monroe, a new nominee for the ETJ Planning Board Representative. The Planning Board voted unanimously to recommend approval of Steve Monroe.

Council Member Ragsdale made a motion to appoint Steve Monroe as an ETJ Planning Board member for his first term to expire 2/2020. Council Member Montgomery made a second to the motion. The motion passed by unanimous vote.

Wolfe informed the Council that Daniel McCrae, ETJ Representative, has resigned due to family commitments. Therefore, we still have a vacancy for another ETJ Representative. If you know anyone interested, please have them contact her.

16. Approval of 2015 Town Council regular meeting schedule – Wolfe presented the 2015 regular meeting schedule.

Council Member Thomas made a motion to approve the 2015 regular meeting schedule. Council Member Ragsdale made a second to the motion. The motion passed by unanimous vote.

17. Analysis of financial position of the Town of Jamestown – Gallman presented the financial summary for the month ending 12/31/14. She stated the Town has approximately 10 million in cash balances. Of that approximately 2.7 million is reserved for specific usages.

The detailed financial statement for the month ending 12/31/14 reflects some repairs to the Town Hall. The Golf Course purchased a new tractor. Some vending machines were purchased for the Pro Shop to have food for patrons until such time as other plans are made. Fee paid to the architect on work completed.

Gallman presented budget amendment # 6 in the amount of \$11,704.00. The Town received today a check from Guilford County for the base amount for the Jamestown Library grant. This amount gets passed through the Town to the Library.

Council Member Montgomery made a motion to approve budget amendment #6 in the amount of \$11,704.00. Council Member Thomas made a second to the motion. The motion passed by unanimous vote.

(Budget Amendment)

There were no questions for Gallman.

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

19. Other business –

Mayor Volz said he received an email from a person saying when traveling from the Sheetz area (Guilford College Rd.) toward Jamestown, it is confusing trying to find your way. With the change in the traffic pattern of the new roadway it is hard to find Jamestown. Mayor Volz suggested speaking with NCDOT to get approval to have erected signage directing travelers to Jamestown, GTCC & YMCA. He asked the Town Manger to look into this.

Still under other business, the Town Manager said at request of Council Member Thomas he contacted the National Golf Foundation to request an update to our 1992 Operational Overview Plan for Jamestown Park. This was previously given to the Town Council. He asked if the Council wanted to place this subject as an agenda item for the February Council meeting. The Council was in agreement to placing on the February Agenda. Council Member Ragsdale suggested showing this NGF proposal to Freeman Kennett Architects.

20. Adjournment –Council Member Montgomery made a motion to adjourn. Council Member Ragsdale made a second to the motion. The motion passed by unanimous vote.

The meeting ended at 7:33 pm.