

Regular Meeting of the Town Council  
April 16, 2013  
6:30 pm

Minutes & General Account

Regular meeting of the Town Council, April 16, 2013, Council Chambers, Town Hall.

Council Members Present: Mayor Volz, Council Member Montgomery, Nixon-Roney, Thomas & Walls

Staff Present: Chuck Smith, Paul Blanchard, Judy Gallman, Matthew Johnson, Martha Wolfe and Beth Koonce, Town Attorney.

Ragsdale High School Representative: Marissa Walsh

Visitors Present: Carol Brooks of the Jamestown News, Karen Walls, Jill Jarrell, Christina Pond, Mark Pond

1. Call to Order – Mayor Volz called the meeting to order.
2. Community Reflection: Mayor Volz announced the following community events:
  - April 20, 2013 Spring Litter Sweep
  - April is Lyme Disease Awareness Month

Mayor Volz also announced that town employee, Peanut Hughes, is home recovering from a serious automobile accident. Please keep him in your thoughts & prayers.

Mayor Volz announced that Elizabeth Greeson was recently hired as the Utility Billing Coordinator for the Town of Jamestown. Please stop by and meet her. She was formerly employed by Guilford County.

Mayor Volz also commented on the recent situation at the Boston Marathon; a horrendous tragedy. Our thoughts and prayers are with the friends and families of the victims.

Mayor Volz called for a moment of silence.

3. Approval of minutes from the March 7<sup>th</sup>, 2013 Special Joint meeting of the Town Council, Pleasant Garden Town Council and the Guilford Delegation, March 19, 2013 Regular Council Meeting, March 19<sup>th</sup>, 2013 Special Citizens CIP meeting and the March 21, 2013 Special Budget Workshop meeting. Council Member Walls recommended to vote on each set of minutes with one motion. Council Member Walls made a motion to approve each set of minutes as presented. Council Member Nixon-Roney made a second to the motion. The motion passed by unanimous vote.

4. Public comment Period –

Mark Pond – 201 Farriers Lane – Mr. Pond thanked Paul Blanchard for coming out personally to answer their concerns about the piping construction in his neighborhood. They really appreciated the one on one effort.

Secondly, he asked the Town Council to reconsider using totes instead of the bags for recycling. He stated that the glass is breaking and sharp edges sticking out. He suggested using the totes for the trash as well.

Jill Jarrell – 102 Jamestown Oaks Drive. She said she loves the new street signs & posts that have been placed throughout the Town. There is one at the end of their development. She asked if there was any chance that these signs would be placed in their development to continue the beautiful look.

The Town Manager said currently we have plans for this year to finish out the Main Street coming into Jamestown. We have Penny & Dillon Rd. to complete this year. Next year, if funding allows, we will start with the neighborhoods that were first platted in Jamestown to begin replacing the posts in those areas. Jamestown Oaks is one of the newer subdivisions in Town and therefore, posts would be replaced later on the schedule.

Mrs. Jarrell asked if it would be acceptable for the subdivision HOA to purchase the posts & erect the sign posts themselves. The Town Manager said they have done this in a few neighborhoods. If the HOA purchases them, the Town would install them and maintain them from that point on. The Town Manager stated they will contact her with an estimate.

5. Approval of agreement with Alley, Williams, Carmen & King, Inc. – The Town Manager presented the agreement and an addendum regarding the design of the Oakdale Rd. & E. Main St. project.

This contract addendum No. 1 is for possible storm drainage work to be done at Vickery Chapel Rd. & E. Main St. The contract agreement is to design the 2<sup>nd</sup> phase of the Oakdale Rd. project being Hillstone to Moore Street. The Town Manager is requesting the Council approve the contract for their second phase for Oakdale Rd. sidewalk so that we have the design in place should additional enhancement funding be available from NCDOT. The second request is not to exceed \$3000.00 for the storm drainage addendum of the current contract.

Council Member Walls made a motion to accept the agreement with Alley, Williams, Carmen & King, Inc. in the amount not to exceed \$19,000.00 for engineering services to design sidewalk along Oakdale Rd. and to approve addendum No. 1 for funding not to exceed \$3000.00 for drainage design by Alley, Williams, Carmen & King, Inc. Council Member Thomas made a second to the motion. The motion passed by unanimous vote.

6. Approval of agreement with Sammy Phillips Electric Inc. concerning the Wrenn-Miller Park Project – The Town Manager presented a price quote from Sammy Phillips Electric to perform electrical work at Wrenn-Miller Park. They would perform design work for the electrical system and installation. The price not to exceed \$20,000.00.

Council Member Walls asked if this price included the lights. The Town Manager stated the lamp posts would be a separate contract with Duke Energy. This quote does include some lights around the theater. Primarily, includes the fees to power and light the shelter and theater, and stub conduit toward the Veterans Memorial.

Council Member Montgomery made a motion for approval of the Town Manager entering into an agreement with Sammy Phillips Electric Inc. in the amount not to exceed \$20,000.00 for electrical services for Wrenn-Miller Park. Council Member Walls made a second to the motion. The motion passed by unanimous vote.

Mayor Volz asked about the completion date for the Wrenn Miller Park. Smith stated hopefully by the fall.

7. Approval of Agreement with Duke Energy concerning the Wrenn-Miller Park Project – Smith stated the Duke Energy Agreement he requested has not been received at this time. Smith stated per the request of Council Member Walls, he asked Duke Energy for specifications and costs for LED lighting, particularly at the Park & along E. Main St. sidewalk. It is a very expensive process. They do not have LED lighting available for catalog prices. It is difficult to move forward with LED lamp post lighting at this time. The base rate alone for LED lighting would be double what we are paying now. The Town would not realize a savings for the first 5 years. Duke's recommendation is to stay with standard lighting. We are going with a different lighting for the Park. Instead of the amber color, the lights will be more of a blue-white color and brighter. This lighting to be installed at the Park and along E. Main St.

Council did not take any action on this item.

8. Resolution Authorizing the Town Manager to execute contracts – The Town Manager stated anytime the staff enters into an agreement should be brought before the board. This resolution allows the Town Manager, Asst. Town Manager and Finance Officer to purchase supplies and equipment up to \$89,999.00 per General Statutes 143-129a. Also, allows the Town Manager the authority to enter into general contracts & agreements on behalf of the Town up to \$50,000.00. These agreements and contracts would already be approved projects in the budget. Operationally the money is there. Council Member Thomas made a motion to approve the Resolution Delegating Town Employees Authority to award contracts. Council Member Montgomery made a second to the motion. The motion passed by unanimous vote.

(Resolution)

9. Proclamation Spring Litter Sweep – Mayor Volz presented the Proclamation proclaiming April 20, 2013 as Spring Litter Sweep in the Town of Jamestown. An organized Litter Sweep event is scheduled for April 20, 2013 from 9:00 – 11:00 am.  
(Proclamation)

10. Discussion of the Preliminary budget for fiscal year 2013-2014 – Mayor Volz recommended voting on the proposed budget at the May Council meeting. If there is a concern at the May meeting the Public Hearing could be continued to the June Council meeting. If this is agreeable to the Council, it would require setting the Public Hearing for the May Council meeting.

The Town Manager said the Council retreat budget workshop was very productive and the Council seemed comfortable with the preliminary budget. The preliminary budget is based on the current tax rate, which would require that we dip into the reserve fund. The Council was given a handout reflecting options for property tax rates .395 cents per \$100.00 up to .465 cents per \$100.00 of revenue expected.

The Town Manager said as previously discussed with the public safety contracts; We could justify a possible tax increase of almost .07 cents. Since 2006/2007 we have had an increase to the Sheriff's & Fire Dept. contract. We have absorbed .07 cents on our tax rate. Approximately \$260,000.00 has been paid out of general fund that we have not recovered by the tax rate or any other means. Our funding level needs to increase to fund our CIP projects. The Fire Dept. will increase about \$22,000.00 this year. Mayor Volz recommended the proposed budget be based on a .05 cent safety tax increase.

Council Member Walls stated he would like for the Council to discuss privilege license taxes again. He suggested the staff work on an ordinance draft. The Town Manager stated staff planned on hiring a consultant to assist the Town Staff in writing an ordinance. However, Council voted not to direct him to move forward with that.

Mayor Volz suggested after the budget ordinance is approved, possibly at the June meeting we could start discussing the privilege license again. Council Members Nixon-Roney and Thomas stated more information was needed namely concrete numbers on the projected revenue.

Council Member Nixon-Roney made a motion to set the Public Hearing and budget presentation for the proposed 2013/2014 budget at the May 21, 2013 meeting. Council Member Thomas made a second to the motion. The motion passed by unanimous vote.

The Town Manager stated the preliminary budget will be placed on the website for the public to view.

The Town Manager asked for direction on the grant funding request from the Historic Jamestown Society. The Council directed the Manager to base the grant funding the same as last year which was \$8500.00.

Council Member Walls clarified that the proposed budget will be based on a .05 cent tax rate. Council Member Montgomery clarified that with this tax increase there will be no need to dip in the reserve fund for the 2013-2014 budget.

11. Monthly Golf Report – Michael Hutcheon reported that weather was such a big factor last quarter; of 90 playable days, we had 56 weather affected days. Despite that, we had 3300 rounds of golf played with approximately \$85,000.00 in revenue. We are down a bit from last year, purely based on weather. We are only down about 3% from last year.

Since April, we have been very busy at the course. First Tee has started back up and the High School teams have started practice and golf matches. Based on the calendar, April & May are very busy.

Shanna Moore and he attended an event at Pennybyrn. They did a golfing activity with the residents. It was well received. They plan to make this a regular event.

Hutch had a conversation with the Jamestown Library to figure out a way to partner with them on the Fall Classic. They hope to raise funds for the Library.

Hutcheon is working on a Jr. Golf League at the golf course. PGA of America is working on a “team” environment of golfing. This project is contingent upon other golf courses participating. This would be a social event for the kids. They would have team jerseys and play teams from other courses.

Hutcheon reported that Justin May is doing a good job at the course. Things are greening up. Plenty of kids involved in the First Tee program. They have plenty of volunteers for this project. The entire Park facility is being used.

Council Member Walls commented that the Clubhouse facility is in bad shape. The A/C is in poor condition. This is especially hurtful to Kristine Brown’s business at the Grill.

12. Budget Amendment – Gallman presented budget amendment #8 consisting of 2 items.

First item is in the general fund and deals with insurance recovery for damage to roofs in the recreation areas, baseball fields, pump house, etc.

The second item is in the w/s fund and deals with increase in salary line due to overtime and vacation paid out and overlap for training new employees.

Council Member Nixon-Roney made a motion to approve budget amendment #8 in the amount of \$26,995.00. Council Member Montgomery made a second to the motion. The motion passed by unanimous vote.

13. Analysis of financial position of the Town of Jamestown – Gallman presented the financial report for the month ending March 31, 2013. She highlighted the cash balance

for the Town is approximately 7.6 million of that about 2.4 million is reserved for specific uses.

She presented the detailed financial report for the month ending March, 2013 which were mostly normal reoccurring expenses & revenues.

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

15. Other Business –

Council Member Walls asked the Town Manager if he was able to find out the proper source for the brown historic signs to designate the Mendenhall House location. The Town Manager is still investigating who is the proper contact person at NCDOT.

Council Member Walls asked with the curbside recycling now in practice has the tonnage weight for regular garbage decreased. Blanchard said he has seen a small drop recently. It has taken time for citizens to get in the habit of the Monday recycling schedule. Smith said we are seeing a tonnage increase in the recycling. This will translate into a savings.

Mayor Volz asked the Planning Director to contact the people that came to us last year regarding opening a Farmers Market. Now that the recycling bins are gone we have a nice area for a small Farmers Market. Johnson will make the contact.

Council Member Nixon-Roney reiterated something we talked about at the Retreat, to have a beach music event and food trucks at the Park to raise money for the golf course. Possibly do the event annually to raise money for the Park facilities. Council Member Nixon-Roney suggested picking a date and get a popular music act to draw the people. We need a volunteer committee to work on organizing the event.

Mayor Volz asked Marissa Walsh, Ragsdale High School Rep., how things were going at the High School. Marissa stated the Student Council elections are next week. She is running for Student Body president.

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

The meeting adjourned at 7:25 pm.