

Regular Meeting of the Town Council
February 19, 2013
6:30 pm

Minutes & General Account

Regular meeting of the Town Council, February 19, 2013, Council Chambers, Town Hall.

Council Members Present: Mayor Pro Temp Montgomery, Council Member Nixon-Roney, Walls & Thomas (Mayor Volz absent)

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: Bill Harris, Dick Franks, Art Wise, Charles Dowdy, Lt. Tim Parker, Kelly Irvin, Karen Walls, Charles Dye, Sarah Glanville, George Ragsdale, Wade Gabel, Lt. David Pruitt, Deputy Chief Jeff Thomas, Capt. Tim Sawyer, Ben Robinson, Brad Everhart, Carol Brooks of the Jamestown News, Jan & Carl Galloni, Mary Jones, E. Joyce Taylor

1. Call to Order – Mayor Pro Temp Montgomery called the meeting to order.
2. Community Reflections – Mayor Pro Temp announced the following community events:
 - March 9th – from 1:00 pm– 3:00 pm– Girl Scouts Pet Fair at the Town Hall included are a Guilford County Animal Control Rabies Clinic and a Guilford County Animal Shelter Adoption Fair
 - March 25 – First Tee Program begins at the Jamestown Golf Course
 - Week of March 4th – the GO FAR Program begins at the Ragsdale YMCA and Jamestown Elem School
 - March 19 – Citizen Input on CIP Projects in the Council Chambers at 6:00 pm– the Regular March Council meeting begins at 7:00 pm
 - March 22 – Arbor Day – activities to be announced
 - March 23 – 2nd Annual Easter Egg Hunt & Festival at the Charles P. Turner Community Park 9:00 am – 12:00 pm
3. Approval of minutes from the 1-15-13 Regular meeting and the 1-16-13 Special Council meeting. Council Member Walls made a motion to accept the 1-15-13 regular meeting & the 1-16-13 special meeting minutes as presented. Council Member Nixon-Roney made a second to the motion. The motion passed by unanimous vote.
4. Public Hearing to consider an Ordinance Relating to Privilege License Taxes – Mayor Pro Temp stated at this point we will continue the Public Hearing to consider an Ordinance relating to privilege license taxes. She called on Matthew Johnson, Planning Director, for his additional comments. Johnson said staff recently met with a consultant, Robin Lewis. Ms. Lewis has over 30 years of experience in the field of Privilege License and she is a consultant in this field. Ms. Lewis was present and gave a presentation on Privilege License.

The privilege license is part of the General Fund which can assist in financing Town services. Starting or increasing this tax does not require a Public Hearing nor does it require approval by the Legislature. The Council simply needs to approve the Ordinance and the tax. The authority comes from G. S. 160A-211. The General Statute allows cities to have the power to levy privilege license taxes on all trades, businesses, professions, etc. carried on within the city. The Council has a choice of licensing in a way they believe is appropriate. She gave the following examples:

- Several classifications with gross receipts
- One gross receipt for all businesses
- Various gross receipts and various flat rates
- Based on # of employees, sq. ft., etc.
- Flat rates

Mrs. Lewis stated she is a fan of privilege license based on gross receipts. She gave examples of advantages of having the licenses.

- Able to track businesses
- A means to ensure proper zoning
- Businesses are investing in the Town
- Revenue source, not regulatory
- Can reduce the burden of property tax and other Town fees.

Advantages to using Gross Receipts:

- More equitable than flat rates
- Revenue generating
- Grows every year
- Town can establish what gross receipts tax to charge

In part of GS 160A-211 there are 2 sections; A & B. Section A tells that all business trades and professions can be taxed. Schedule B was added in 1997. The State repealed some of their taxes from the businesses. Schedule B lists those classifications that can only be taxed at certain rates.

If the Town is interested in having a Privilege Tax there are certain things that have to be done. Such as:

- Construct a Privilege Tax that is as equitable as possible
- Create an Ordinance
- Appeal process
- Attempt to simplify

Council Member Nixon-Roney stated she has been opposed to the privilege license. One of the reasons for creating a Privilege License is for accountability to know what businesses are moving in and where. (Inventory) She asked if the Privilege Tax were something nominal would it be worth doing. Jamestown has several small businesses that are barely making it now. Ms. Lewis said that it is a business expense. She said the gross receipts approach is more equitable in that the small business pays less than the larger business. The Privilege License Tax may offset the Town having to increase fees or property tax. She sees the privilege tax as a tool to help the Town not raise the property tax rate. Cities & Towns need resources to continue to provide the services they have provided in the past.

Mayor Pro Temp Montgomery stated Mrs. Lewis has toured the Town and asked if she has an estimate of possible revenue. Mrs. Lewis stated based on the limited # of gross receipts she could find, excluding the Sweepstakes businesses, the least amount could be \$45,000.00 - \$60,000.00. per year. This information was based on \$60.00 for first \$100,000.00 and .60 per \$1,000.00 thereafter. It is hard to give a projection since we do not know the gross receipts. Johnson gave her a list of about 100 brick & mortar businesses. But we know there are more. Ms. Lewis said the privilege license tax goes into the General Fund. These funds can be used as the Council decides during the budget year; improve aesthetics of the Town, sidewalks, lighting, promotion to bring business to the area, etc.

Council Member Walls asked how long it would take to implement the privilege license. Ms. Lewis said if the Council wants to move forward and the software can be received, she would be able to help the Town adopt it in this year. Mayor Pro Temp asked what the fee is for this. Ms. Lewis gave the Town Manager a proposal. Depending on the amount of time she spends and how much the Town staff does makes a difference in her fee. She could provide the necessary work for under \$6,000.00. The Town Manager said the proposal is basically a fee schedule based on her actual time spent not to exceed \$6,000.00. Smith said we could enter into an agreement not to exceed \$2000.00. in this budget year. We would only use Ms. Lewis's services for the times needed and staff would do a lot of the work in house. We can build the contract from there.

Council Member Walls asked if Jamestown was a prime example of a Town that could use a privilege tax. Ms. Lewis did feel Jamestown could use it. Jamestown does not have a large box store, but you may in the future. With some of the services you already provide, I think it is a great example of having privilege licenses. I know the Town does not want to over tax the businesses, but this does give the business a way of feeling like they are investing in the Town. In the long run it will be a benefit.

Council Member Nixon-Roney asked if Ms. Lewis has ever advised a Town not to do a privilege tax. She said she has on a few occasions advised a Town that there simply were not enough businesses existing to be worth the effort. Jamestown is not in that class. Council Member Walls said the software module is \$6000.00 and the maintenance fee is \$850.00 yearly. He asked if that is reasonable. She is not involved in the software; however, in her opinion it is a good investment.

Council Member Nixon-Roney said if we were to look at it as a way to use to keep up with businesses and be sure businesses are located within the proper zoning for a \$25.00 flat rate, do you think that would be worth it. Ms. Lewis stated it would not be worth the extra work if it did not bring in some revenue. She said everything she presented tonight was based on arbitrary numbers and arbitrary examples. Not knowing what gross receipts are, it is hard to predict. The Town has to determine where business owners would feel comfortable investing in the Town.

Mayor Pro Temp Montgomery opened the public comment portion of the Public Hearing. She asked if there was anyone that would like to speak in favor of the privilege license tax to please come forward, give your name & address. There were none. Mayor Pro Temp Montgomery asked if there was anyone that would like to speak in opposition, to please come forward, give your name & address.

George Ragsdale – 404 E. Main St. – He spoke in opposition of the Privilege License Tax.

Charles Dye, 204 Wiltshire Dr. – He spoke in opposition of the Privilege License Tax.

Carl Galloni, 118 E. Main St. & 101 Depot Lane – He spoke in opposition of the Privilege License Tax.

There was no one else to speak in opposition.

Mayor Pro Temp Montgomery closed the Public Comment portion of the Public Hearing. She asked the Council for discussion. Council Member Thomas stated the public does not want to be taxed. It seems backwards to impose a tax before we look at the budget.

Council Member Nixon-Roney stated we have a balanced budget. We may not be able to do sidewalks, etc. as quickly as we would like. We have more Mom & Pop stores than big businesses. To put a tax on small businesses when they are struggling is ridiculous. Council Member Thomas stated we have several empty businesses. Council Member Walls stated the #1 priority of the Planning Board is to revitalize downtown businesses. This cannot be done without funds. Council Member Thomas stated we have had studies and recommendations done. We have not acted on one of them. We do not have the resources to put into downtown that is going to make a big difference. We cannot collect enough money to revitalize downtown. We do not have that tax base. I am not for taxing without the input from the businesses.

Mayor Pro Temp said we just heard that we can raise \$45,000 - \$60,000. per year. We also heard we have about 100 businesses. We have a lot of businesses under schedule B and some businesses that are exempt due to licensed by the State. She doesn't see where we will raise that amount of money. The outlay of cash is about \$12,000.00 to get started. She would need to see better numbers to make a logical decision.

Council Member Nixon-Roney stated she was never in favor of taxing sweepstakes differently from other businesses, but once they were out of the pictures, she is not in favor of continuing the discussion. Every business owner she has talked with is in opposition to it. Council Member Walls stated he talked to some business owners that were in favor of it.

Council Member Nixon-Roney made a motion that we not proceed forward with the privilege license taxes or ordinance. Council Member Thomas made a second to the motion. On a roll call vote:

Council Member Walls voted nay

Mayor Pro Temp Montgomery voted aye

Council Member Nixon-Roney voted aye

Council Member Thomas voted aye

Motion passed by majority vote. The privilege license tax and ordinance will not be pursued.

5. Public Hearing continued to consider proposed amendments Article V Traffic Control – Relating to Traffic and Speed Regulations to the Town of Jamestown General Ordinance – Mayor Pro Temp stated this Public Hearing was continued from the last meeting. She called on Chuck Smith who submitted the proposed changes as follows:
 - Ordinance 1990-6-1 – concerns the Main Street from Forestdale to Ragsdale in the school zone – change the time from 30 minutes before school begins and ends to 60 minutes before school begins and ends. The only change is the 30 minutes to 60 minutes.
 - Ordinance 1964-10-2 in working with NCDOT we found some of the language has changed in boundary descriptions and SR #'s have changed as follows:
 - #2 – change to SR 1536 from W. Main Street SR1486 to the northern corporate limits (0.33 miles)

- #4 repeal
- Ordinance 1964-10-3 – changed as followed:
- #1 change to W. Main St. (SR1486)
- #2 Repeal and add – Dillon Rd. (SR1334) from Deep River to Southern Corporate limits (0.55 miles)
- #3 Guilford Rd. (SR4241) E. Main St. (SR 4121) to Guilford College Rd (SR1546)
- Ordinance #1971-6-1 Repeal
- Ordinance #1984-10-1 Repeal

Also proposed is a Municipal Ordinance Declaring a Safe & Reasonable Speed limit for streets within the city limits of the Town of Jamestown. This ordinance sets the speed limit on all Town roads (unless otherwise posted) to 25 mph. Most all the residential roads in Jamestown have the 25 mph speed limit designation. On all State roads the speed limit is set by the State and posted accordingly.

Smith is still working with NCDOT on changes they made to their ordinances. It may be necessary to bring some of those changes back to the Council if they affect the Town’s General Ordinance.

Mayor Pro Temp asked if there was anyone present that wished to speak in favor of the amendments to the traffic & speed regulation to please come forward.

Sarah Glanville, 804 Ragsdale Rd. – She is in favor of the proposed changes. She would like to see included in discussions with NCDOT a protected left hand turn into the Ragsdale YMCA off of Main St. Smith said that change is included with the new Bypass plans to be installed through NCDOT.

Mayor Pro Temp asked if there was anyone that wished to speak in opposition to the proposed amendments. There were none. She closed the Public Comment portion of the Public Hearing. Council Member Nixon-Roney made a motion to accept all the amendments to Article V Traffic Control Relating to Traffic & Speed Regulations presented. Council Member Walls made a second to the motion. On a roll call vote:

Council Member Walls voted aye

Mayor Pro Temp voted aye

Council Member Nixon-Roney voted aye

Council Member Thomas voted aye

Motion passed by unanimous vote.

6. Public Hearing to consider an Ordinance amending & extending ETJ of the Town of Jamestown – Mayor Pro Temp opened the Public Hearing and called on the Planning Director. Johnson stated the Town changed its annexation line in December 2011. To finalize this process Jamestown & Greensboro passed a Resolution relinquishing the areas for exchange. At this time, Jamestown will now pass an Ordinance to extend our ETJ over the area that Greensboro relinquished. Greensboro will do the same and extend ETJ over the area Jamestown relinquishes. This will help lineup our boundaries. The area in question is area H on the attached map. Consists of approximately 17 acres. Mayor Pro Temp Montgomery opened the Public Comment period of the Public Hearing. She asked if there was anyone that wished to speak in favor of the Ordinance. There was no one. She asked for anyone opposing to please come forward. There was no one. The Mayor Pro Temp closed the Public Comment Period.

Council Member Thomas made a motion to approve the Ordinance Amending & Extending Extraterritorial Jurisdiction of the Town of Jamestown under the Power & Authority provided in Part 1, Article 19 Chapter 160A of the G. S. of North Carolina. Mayor Pro Temp Montgomery made a second to the motion. On a roll call vote:

Council Member Walls voted aye

Mayor Pro Temp Montgomery voted aye

Council Member Nixon-Roney voted aye

Council Member Thomas voted aye

Council Member Walls presented the following statement of Rationale:

February 19, 2013 Ordinance Amending & Extending Extraterritorial Jurisdiction of the Town of Jamestown under the power & authority provided in Part 1, Article 19 of Chapter 160A of the G. S. of North Carolina. The Jamestown Council finds the Ordinance to be consistent with the Town of Jamestown Land Development Plan and to be reasonable and in the public interest.

7. Public Hearing to consider establishment of the initial zoning to CZ-B (Conditional Zoning – Bypass) property located at 6029 High Point Rd. Mayor Pro Temp opened the Public Hearing and called on the Planning Director. Johnson stated once the Ordinance has passed to extend the ETJ, we must set the initial city zoning. This zoning request is for the area located at 6029 High Point Rd. to Conditional Zoning – Bypass (CZ-B) approximately 16.82 acres +- . The following conditions are placed on the zoning request:
 - a) Any of the permitted uses allowed in the general “By-pass” district shall be permitted within this district.
 - b) Office and/or Commercial floor space shall not exceed 520,000 sq. ft. Multifamily density shall not exceed 24 units/acre.
 - c) If building height exceeds 50 ft. then all setbacks shall increase by one (1) foot for every one (1) foot in height between fifty (50) and eighty (80) feet, but not for additional height above eighty (80) feet; provided, however, that no structure shall exceed a height of 80 feet without Planning Board approval.
 - d) Site access shall not be permitted directly from High Point Rd. (aka “Jamestown By Pass”)
 - e) Setbacks shall be as follows:
 - Min. lot size 10,000 sq. ft.
 - Min. lot width 75’
 - Min. Setback from Bypass 45’
 - Build to line from interior streets – 10’ or as required by buffers and/or building type
 - Min. rear setback – 5’ or as required by buffers and/or building type
 - Min. side setback – 5’ or as required by buffers and/or building type (10’ if corner lot)
 - Min. building separation – 20’ or as required by buffers and/or building type

This requested zoning mimics the zoning that was on the property originally in Greensboro, thus allowing it to be developed in the same fashion. Everything in this area was slated to be commercial development per the Town’s 2020 LDP. It is generally consistent with the designation to request this to be Conditional-Zoning-Bypass.

The applicant, Dick Franks of Koury Corp., addressed the Council. This requested zoning is consistent with the zoning previously on the property with Greensboro for the Grandover Development. It also parallels the Bypass Zoning that Jamestown has in place. At this time

Koury has no immediate plans to develop the property. He hopes the Council will look favorably on this request.

Art Wise, Vice Chair of Planning Board, stated the Planning Board met and felt this initial zoning request meets all the criteria of the 2020 Comprehensive Plan. The Planning Board voted unanimously in favor of the zoning request.

Mayor Pro Temp opened the Public Comment Portion of the Hearing. She asked if there was anyone that would like to speak in favor of the zoning request. Seeing none, she asked if there was anyone that wished to speak in opposition of the zoning. There was none. Mayor Pro Temp closed the Public Comment Portion of the Hearing. Council Member Nixon Roney made a motion to accept the initial zoning to CZ-B (Conditional Zoning-Bypass) property located at 6029 High Point Rd. Council Member Thomas made a second to the motion. On a roll call vote:

Council Member Walls voted aye

Mayor Pro Temp voted aye

Council Member Nixon-Roney voted aye

Council Member Thomas voted aye

The motion passed by unanimous vote.

Council Member Walls submitted the following Statement of Rationale:

February 19, 2013, Zoning Case # 2012-01 Establish initial city zoning for 6029 High Point Rd. to Conditional Zoning Bypass (CZ-B) the Jamestown Council approves the Planning Board's recommendation for Conditional Zoning – Bypass (CZ-B) and changes to the zoning map to be consistent with the Town of Jamestown LDP and to be reasonable and in public interest.

8. Public Hearing to consider an Ordinance to amend the Land Development Ordinance and the table of permitted uses to include a Parks & Recreation Zoning district – Mayor Pro Temp opened the Public Hearing and called on the Planning Director. Johnson presented an Ordinance amendment to the Table of Permitted uses and the LDO to consider establishing a Parks & Recreation district. The Town has several properties we utilize as Parks. Staff thinks that these properties are unique and would like to continue to keep them in Parks & Recreation type zoning to preserve these areas for all citizens. They should be in a separate and distinct zoning district. At present, these parks are located in the Civic Zoning district which allows a number of different types of uses. We would like to narrow that down and create a Parks & Recreation district.

Mayor Pro Temp stated this Public Hearing is to consider the establishment of the Parks & Recreation district. Mayor Pro Temp opened the Public Comment Period of the hearing. She asked if there was anyone that would like to speak in favor of the district. There was none. She asked if there was anyone that wished to speak in opposition. There was none. She closed the public comment period.

Council Member Walls made a motion to accept the Ordinance to Amend the Land Development Ordinance and the Table of Permitted Uses to include a Parks & Recreation Zoning District. Council Member Nixon-Roney made a second to the motion. On a roll call vote.

Council Member Walls voted aye

Mayor Pro Temp Montgomery voted aye

Council Member Nixon-Roney voted aye

Council Member Thomas voted aye

The motion passed by unanimous vote.

Council Member Walls presented the following statement of rationale:

February 19, 2013 Amendment of the Land Development Plan and the Table of Permitted Uses to include a Parks & Recreation zoning district. The Jamestown Council approves the recommendation by the Planning Board for the establishment of the Parks & Recreation Zoning district. The Jamestown Council also approves the rezoning of the parcels to PNR (Parks & Recreation District) and map amendment to be consistent with the Town of Jamestown Land Development Plan and to be reasonable and in the public interest.

9. Public Hearing to Consider a request by the Town of Jamestown to rezone from CIV (Civic) 7041 E. Fork Rd., 7107 E. Fork Rd., and 101-103 Guilford Rd. to Parks & Recreation District (PNR) – Mayor Pro Temp opened the Public Hearing. Johnson stated at this time we will consider the rezoning of several properties to the newly established PNR zoning district. Properties include: parcels at Jamestown Park & Golf Course (7041 E. Fork Rd.), Charles P. Turner Community Park & Soccer Complex (7107 E. Fork Rd.) and the Wrenn-Miller Park (101-103 Guilford Rd.) Parcels consist of approximately 183 +- acres. These parcels are currently zoned Civic. All three (3) parcels currently used as recreational. Staff is requesting rezoning to PNR to protect the properties as only being and remaining as Parks & Recreation facilities. This zoning may also assist the Town with grant opportunities in the future. It is a lot clearer to a grant committee that we are keeping parks in a PNR district. The Town's generalized Future Land Use Map does identify these parcels as Park Facilities.

Art Wise, Vice-Chair Planning Board, stated the Planning Board voted in favor of the rezoning because it protects all this area for the future so it can only be used for Parks & Recreation.

Mayor Pro Temp Montgomery opened the Public Comment portion of the hearing. She asked if anyone wanted to speak in favor of the rezoning request.

E. Joyce Taylor – 7070 E. Fork Rd. she is speaking neither for nor against the rezoning. She just wants to be sure the area directly across the street from her property, the Maintenance Facility, will be well kept. The Golf Course is beautiful but the maintenance area is not. She requested plantings to screen the maintenance area.

Mary Jones – 7068 E. Fork Rd. – She too is concerned about the Golf Course across the street from her house. It would be nice if somehow you could consider in your budget some type of shrubbery to screen that view. She has no problems designating it a Park. She likes that fact.

Mayor Pro Temp asked if anyone would like to speak in opposition. There was none. She closed the public comment period.

Council Member Nixon-Roney asked the Town Manager if there were any plans to landscape/improve the appearance of the area. Smith replied that shrubs have been in the budget for last year and this year. Unfortunately, we have not been able to fund it.

Council Member Nixon-Roney made a motion to accept the rezoning from Civic (CIV) to Parks & Recreation (PNR) Zoning district the properties located at 7041 E. Fork Rd., 7107 E. Fork Rd., and 101-103 Guilford Rd. Council Member Thomas made a second to the motion. On a roll call vote: Council Member Walls voted aye

Mayor Pro Temp Montgomery voted aye
Council Member Nixon-Roney voted aye
Council Member Thomas voted aye

The motion passed by unanimous vote.

10. Public Comment Period – None

11. Presentation of Jamestown Grant funding benefits by Jamestown Youth League – Bill Harris, President, thanked the Council for the grant money received last year. JYL has about 800 members. Their league & programs remain stable. 100% of the grant funds went directly back to our families and our kids, none used for salaries. He reported the following breakdown of grant funds used.

\$400.00 for scholarships

\$1200.00 on newer, better & safer equipment

\$4500.00 field rental at Jamestown Park & Gibson Park

\$1437.00 rental of office space at Soccer Complex and Jamestown Library

\$900.00 for officials

The fall registration numbers are about the same as last year. He thanked the Council, the Town Manager and the staff that maintain the fields. He said the fields are well maintained and the best in the area. Harris stated the new President of JYL is Mr. Ben Robinson. He is the athletic director at Andrews High School and will do a great job.

12. Annual Presentation by the Guilford County Sheriff Dept. – Lt. Parker presented a 5 year trend data report on crime in Jamestown. Also introduced his replacement, Lt. David Pruitt, who will take over next week.

Lt. Parker stated for the past year, crime numbers are low in Jamestown. For a 5 year period again the numbers are low and declining. (2009 & 2010 were the highest) These are good numbers to have. The Sheriff's Dept. received 1667 calls for service in the year 2012 in the Town of Jamestown.

13. Annual presentation by the Pinecroft-Sedgefield Fire Dept. – Deputy Chief Jeff Thomas presented the annual report. He said Fire Chief Kendall McCarter is retiring Feb. 28th, 2013. As of March 1, 2013, the Fire Chief is Steve Allred.

Thomas gave a brief history of PSFD. He stated that Jamestown merged with PSFD in 2003. Jamestown contracts with PSFD for fire protection. PSFD consists of 34 career staff and 43 volunteers. Jamestown's contract amount with PSFD is \$380,000.00. The ISO rating for properties inside the city limits of Jamestown is a class 4.

Jamestown Fire Station 612 calls in 2012. Jamestown is the 2nd busiest stations for PSFD. Thomas gave the following breakdown:

Fire Calls – 161

Medical calls – 409 – (Shannon Gray Nursing Facility increases the number of medicals for Jamestown)

Auto accidents – 27

Fire prevention & education for Jamestown station #46 for the year 2012:

1342 adults & kids

31 programs
275 man hours

Deputy Chief Thomas introduced Capt. Tim Sawyer, who is the officer stationed at #46. He thanked the Council for allowing them to serve. He hopes to continue this partnership for a long time.

14. Set Public Hearing date to consider adopting an amendment to the Jamestown General Ordinance Related to the Collection of Solid Waste - Paul Blanchard stated currently Jamestown does not have a written solid waste policy. He is requesting a Public Hearing for the March Council meeting to consider adopting such an ordinance. Council Member Nixon-Roney made a motion to set a Public Hearing date for March 19 at 7:00 pm to consider adopting an amendment to the Jamestown General Ordinance related to the Collection of Solid Waste. Council Member Thomas made a second to the motion. The motion passed by unanimous vote.
15. Consideration of approval of recycling contract with North Davidson Garbage Services, Inc. – Blanchard submitted the recycling contract with the final changes. Council Member Walls asked if cardboard boxes would be picked up and if so do they need to be collapsed. Blanchard stated the public is encouraged to breakdown boxes and place underneath the plastic bags. However, the recycling contractor stated they will pick up the cardboard boxes if they are not broken down.

The Town has listed on the website items and information on recycling. Printed brochures are available at the Town Hall for public education.

Council Member Nixon-Roney made a motion to approve the recycling service agreement with North Davidson Garbage Services, Inc. with the changes submitted. Council Member Thomas made a second to the motion. The motion passed by unanimous vote.

16. Approval of Resolution Recognizing Arbor Day – Johnson stated this is an annual event recognized by the Town. This year will be held on March 22, 2013. We are still working on the details as to where the Town will hold the ceremony. Council Member Walls moved to accept the Resolution Recognizing Arbor Day on March 22, 2013. Council Member Thomas made a second to the motion. The motion passed by unanimous vote.
(Resolution)

17. Pay Plan & Classification Study – Smith stated Council had in their packet a proposal from Mr. David Hill. The proposal includes an accurate job description for the employees, pay plan study & employee valuation. This is a way for Jamestown to keep updated on pay plan and position classification.

The last time the Town went through this process was in 2006-2007 budget year and only the Golf Course employees were evaluated at that time.

The proposal from Mr. Hill is substantially less than what Jamestown would normally pay. PTRC quoted \$9,000.00 - \$11,500.00. Mr. Hill's quote is \$1,000.00. Smith said it is good to periodically do this study to remain competitive in our market. Council Member Nixon-Roney made a motion to accept Mr. David Hill's proposal in the amount of \$1000.00 to conduct job description analysis, Pay Plan study and employee evaluations. Council Member Walls made a second to the motion. The motion passed by unanimous vote.

18. Monthly Golf Course Activity – Smith presented the Golf Course Activity report for the month of January 2013. He reported that the High School Golf season begins shortly, First Tee Programming & GTCC golf classes will begin soon.

January of this year versus January of last year is down in revenue & rounds played. Smith stated in operations, the expense of \$88,000.00 is for an early order program. This program gives discounts for bulk purchase of fertilizer & chemicals to ensure supplies are adequate for the remainder of the fiscal year.

Council Member Walls asked the Town Manager to look at the windows in the Cart Barn. The windows are shattered and dangerous.

19. NCLM Joint Action Program Progress Energy/Duke Power Rate Case – Mayor Pro Temp Montgomery presented the request for Jamestown participation in the joint action rate case. The Town's amount for participation is \$100.00. Smith advised the Council that Jamestown paid a total \$160,000.00 to Duke Energy during the period from July 2011 to June 2012. 60% of that payment was for street lighting. If there is a rate increase it will seriously impact the Town's budget. Council discussed lighting options.

The goal of this joint action rate case is to reduce the cost of any rate increase. Council Member Walls made a motion for Jamestown to participate in the joint action program Progress Energy/Duke Power rate case by the NC League of Municipalities. Council Member Thomas made a second to the motion. The motion passed unanimously.

20. Budget amendment – Gallman presented amendment #6 in the amount of \$109,070.00. This budget amendment is to reduce budgets for rental revenues, reimbursement revenue and expenditures for Gibson Park to reflect the park management taken over by Guilford Co. Council Member Thomas made a motion to approve budget amendment #6. Council Member Walls made a second to the motion. The motion passed unanimously.
(Budget amendment)

21. Analysis of Financial statement for the Town of Jamestown – Gallman presented the financial statement for the month ending January 2013. She reported that cash balances for the Town at approximately 7.7 million of that approximately 2.4 million in reserve for specific purposes.

In the detailed financial statement she highlighted that the Town received reimbursement for the traffic study. The Town made a payment for engineering services for a sidewalk project.

22. Public comment Period –

Charles Dowdy, 214 Misty Waters Lane – Stated he is on the Fire Dept. Board of Directors. He was a volunteer Firefighter for 28 years. He hopes the Council realizes what a good deal the Town is getting with PSFD.

He said there are still some volunteer firefighters in Town that put in 20 to 30 years. They were not recognized when they retired. He would like for the Town Council to recognize them.

The Council asked the Town Clerk to research the retired volunteers and current volunteers of the Fire Department. Possibly in October, Fire Prevention Month, we can recognize them at that time.

23. Other Business –

Smith presented several dates for a Council Retreat Special meeting. The Council agreed to March 12, 2013 at 6:00 pm at the Clubhouse for a special meeting. An agenda will be drafted listing the items for discussion.

Council Member Nixon-Roney made a motion to adjourn. Council Member Thomas made a second to the motion. The motion was approved unanimously and the meeting ended at 9:15 pm.

Council Member Walls thanked Johnson for his work on the privilege license tax information. He did a great job. The sweepstakes webinar was very informative as well.

Council Member Thomas thanked Paul Blanchard, Jeff Greeson and Phil Mikles for their hard work on the recent water emergency for a citizen. The citizen was very complementary.