

Special Meeting of the Town Council
December 6th, 2011
Council Chambers
7:00 pm

Minutes & General Account

Special meeting of the Town Council, December 6th, 2012, Council Chambers, Town Hall.

Council Members Present: Mayor Volz, Council Members Nixon-Roney, Thomas, Gray & Ragsdale

Staff Present: Chuck Smith, Judy Gallman, Paul Blanchard, Jeff Greeson, Matthew Johnson, Connie Queen, Martha Wolfe and Beth Koonce, Town Attorney

Visitors Present: Joe Basile, Kerry Miller, Mark Scott, Steve Galanti, Dick Franks, Sharon Parrish, Lynn Montgomery, Carol Brooks of the Jamestown News, Jake Lane, Tom Smart, Tommy Walls, Rich Salyards, Patti Holtzman, Buddy Mann, Cheryl Harvey, Keith Lackey, John Frezell

1. Call to Order – Mayor Volz called the meeting to order.
2. Public Hearing on Annexation Line Agreement between City of Greensboro and Town of Jamestown – Mayor Volz stated this special meeting is to hold a Public Hearing to consider the proposed annexation line agreement between City of Greensboro and the Town of Jamestown. Mayor Volz turned the meeting over to the Town Manager. Chuck Smith stated last March and April the Town Council discussed a previous annexation line agreement. Since that time, staff, Koury Corporation the Mayors and Greensboro staff have been working on a new annexation line agreement. The previous annexation line agreement is void. Presented tonight is a completely new proposed annexation line agreement for the Council's consideration. At this point, Smith turned the meeting over to the Planning Director for the PowerPoint. Presentation.

Johnson displayed an aerial view of the primary parcels involved in the proposed agreement. He explained the area shown in tan has already been annexed into the corporate City limits of Jamestown. The area shown in green has already been annexed into the City of Greensboro. The area shown in gray is in the ETJ of Jamestown but not in the Town's corporate limits.

Johnson stated the current annexation line agreement is in effect until 2018. At the time the agreement was made, an estimate was made as to where the By-Pass route would be located. The annexation line bisects a parcel of property owned by Koury Corp. Johnson stated Koury Corp. plans on constructing a road, Grandover Village Parkway, in the near future. This road will intersect the By-Pass & provide access to these properties. Johnson displayed a map showing the proposed new annexation line as written in the new annexation line agreement being presented at this meeting. Johnson described the parcels shown on the map labeled Exhibit B as follows:

- Parcel # 5 – Approximately 13.3 acres - The area in blue is the area that is proposed to go from the Jamestown side of the annexation line to Greensboro’s side of the annexation line.
- Parcel #4 – Approximately 13.71 acres – The area in pink is the area that is proposed to go from Greensboro’s side to Jamestown’s side.
- Parcel #1 – Approximately 8.8 acres – Will remain in Jamestown’s ETJ
- Parcel # 2 – Approximately 6.5 acres – Will remain in Jamestown’s ETJ
- Parcel #3 – Approximately 6.6 acres - Will remain in Jamestown’s ETJ

Johnson said while staff worked on this annexation line agreement, they attempted to clean up any anomalies along the annexation line. He displayed a series of maps prepared by the City of Greensboro; areas listed as #7 refers to the fact that we are realigning the lines to follow the road right-a-ways in those locations. Area #1 is just north of Jamestown, off of Chadwick Drive. This parcel is owned by Ms. Linda Cooper. Ms. Cooper came and spoke to the Council at the last Public Hearing. A few years ago she contacted Jamestown and requested if the line was ever changed to please place her property on Jamestown’s side. Her property is the only parcel in that subdivision which is on Greensboro’s side of the annexation line. So, it makes sense to move the parcel into Jamestown’s side.

Area #2 is just off intersection of MacKay Road and High Point Rd. The new annexation line would follow the property line and place the entire parcel onto Jamestown’s side of the annexation line. The area where the business POSH is located (approximately ½ acre) on High Point Rd. will be significantly impacted by the By-Pass. This parcel will probably not be a very developable piece of property by itself. However, if combined with other parcels it might have more value. It is proposed to move this parcel to Greensboro’s side to adjoin other parcels in Greensboro annexation line boundary.

Area #6 is located in the intersection of Grandover Parkway & Vickery Chapel Rd and Guilford College Rd. The current annexation agreement bisects the property owner’s house. Since most of the parcel is on Jamestown’s side of the annexation line agreement, it was agreed to move the line to put all of the property on Jamestown’s side of the annexation line. The parcel located at the intersection of Guilford College Rd. and Business ’85, known as Harvest Church, has the majority of the property on Greensboro’s side of the annexation, we agreed to follow the property line and place this entire parcel on Greensboro’s side of the annexation line, approximately 1.35 acres.

Johnson said the Planning Board met on 11/14/11 and voted unanimously to recommend in favor of approval of this proposed annexation line agreement. Johnson stated he has received questions from citizens and he shared those with the Council. (Copy attached)

If this agreement is accepted by both Councils, then the next step in the process would be to relinquish ETJ authority on the two parcels in question and reassume ETJ in each appropriate city. Council will then establish appropriate zoning districts over each of the new areas. The time line would be another 4 – 6 months to accomplish.

The Council discussed extension of the water/sewer lines and the current agreement Jamestown has with City of Greensboro which allows Jamestown to tap onto Greensboro's existing lines.

Kerry Miller, Planning Board Chair, addressed the Council. He said that the Statement of Consistency which was included in the Council packet explains the Planning Board's discussion and opinion of the recommendation to approve this proposed annexation line agreement. The Planning Board did vote unanimously to approve this agreement. Miller said there were three items that impressed him:

- Impressed that both groups worked hard to come up with a solution.
- Planning Board feels more comfortable that this proposed agreement is swapping commercial area for commercial area.
- Planning Board felt Koury Corp. would construct the road, due to the performance bond secured by the Town of Jamestown.

Mayor Volz opened the Public Hearing for comments for the public. First he called on anyone in favor of the proposed annexation line agreement to please come forward and give your name and address. There is a 3 minute time limit per speaker.

Dick Franks, Koury Corporation, Franks stated Koury Corp. owns the property in question. The reason for this realignment is to get the parcel developable under one jurisdiction. That is Koury's goal. We do not know how it will be developed at this time. We will do everything we can to make a development everyone will be proud of in the future.

Council Member Nixon-Roney stated just to clarify; Koury Corp. owns all of the parcels in question. So, the Town is swapping the potential to annex Koury property for the potential to annex other Koury property. Franks stated regarding the water service, this water line goes all the way up Guilford College Rd to High Point Rd. Koury Corp. installed this line. There are stubs coming under Guilford College Rd. to all the parcels. This water line will service all the properties that Greensboro and Jamestown are getting. Franks does not see where there would be any significant amount of money that Jamestown would have to spend to serve these parcels. Koury tried to install as much infrastructure as possible.

Johnson reported on the proposed Grandover Village Parkway, which is the road that Koury is preparing to build. Koury will save quite a bit of money by constructing the road prior to the By-Pass construction. When NCDOT constructs that section of the By-Pass, it will connect to the new Grandover Village Parkway. Koury Corp. will first construct the section of the road at the location of the SECU which is currently under construction to provide access for the site.

Council Member Nixon-Roney asked Mr. Franks if a parcel is under the authority of several jurisdictions and too convoluted to deal with, will a developer go to a different site. Franks said a developer usually has several parcels of interest and will go with the site that provides the least obstacles.

Council Member Nixon-Roney asked if it was a fair statement to say, that it cost everyone a lot of money by delaying decision on this. Franks agreed. Council Member Nixon-Roney also said

if a property straddles the line between Jamestown and Greensboro then Jamestown's side could be developed as a parking lot and not have the tax base the Town would desire. Frank stated it makes it difficult to have a jurisdictional line going right through a building. Not knowing how we are going to lay out a development at this time makes it difficult. Our desire is to get that diving line out of the picture. Council Member Nixon-Roney asked what a preliminary cost would be if Jamestown had to run water/sewer to this area. Johnson stated that the Public Services Director has worked up a very preliminary figure based on the limited information we have of 1.2 – 1.4 million dollar range. That is providing we can do this installation in conjunction with the By-Pass construction. Smith stated that if the Town were to do that work, we would need to submit plans to NCDOT now. We are already behind in that process.

Mayor Volz asked if there was anyone else that wished to speak in favor of this annexation line agreement. There being none, Mayor Volz asked for anyone that wished to speak against the annexation line agreement to please come forward and give your name & address. There is a 3 minute time limit per speaker.

John Frezell, 206 Misty Waters Lane, He stated he is not for or against the agreement. He was involved in the original annexation line agreement. He sees from the map presented a lot has changed. He stated when the line was drawn, we agreed on an arbitrary line for the route of the future By-Pass. But in the language of the agreement it states that Jamestown will have everything west of the Guilford College Rd. Greensboro was supposed to notify Jamestown anytime they annexed property close to that area. However, it looks from the maps that everything for the corner of Koury's property at the proposed 90 acre shopping center site was annexed by Greensboro, although it was supposed to be in the Town's annexation line.

Frezell stated in this proposed agreement, the property which Jamestown is supposed to get has a Duke Power easement and gas line easement on it. This will limit the amount of property one can develop. Dick Franks stated that the Duke Power right-a-way is located within the corporate limits of Greensboro. The gas line will cut the corner a small amount but all the utilities easements are located in Greensboro. Smith stated the annexation boundary line was established in 1991 and the current agreement has been in force since 1993. Per Smith, this boundary line has not changed.

Rich Salyards, 105 Potter Drive, He is not for or against the annexation line agreement. He questions where the access for the property is for the site that Jamestown is swapping with Greensboro. Dick Franks stated the property will have access from Guilford College Rd. NCDOT has control access from most of High Point Rd. The Grandover Village Parkway will be constructed behind the parcel to allow access to the site off of Guilford College Rd. and High Point Rd. There will be two points of access.

Buddy Mann – 100 Ragsdale Ct., Mann stated he has sent multiple emails to the Council regarding his feelings on this annexation line agreement. He does not see that this proposal is an equitable swap, because the area shaded in blue, which is going from Jamestown side to Greensboro side, will be developed first. Koury Corp. is going to construct a connector from the By-Pass to Guilford College Rd. If we agree to that connected roadway it will be located in

Greensboro and we have no control over it. The other connector is going to be done by NCDOT and we will have no control over that. There will be a big traffic problem that we have no control over. Per Mann, Greensboro will annex that property right away. We do not know when the proposed Jamestown area (in pink) will be developed. So, Greensboro will get tax money first. It is supposed to be equitable. He does not see that Jamestown is getting something that is equal.

Tommy Walls, 303 Yorkleigh Lane, he is not sure he is opposed to anything, but he wants to comment about traffic. He lives close to GTCC and in the mornings traffic is terrible. He has not heard anyone speak to alleviating traffic at GTCC. There is already an existing road that goes across the RR tracks that has been shut off. It should be explored to open that road and alleviate some of the traffic going in and out of GTCC. This would take traffic off of Jamestown's Main Street and off of the By-Pass. Chuck Smith said that GTCC is looking at that and they are negotiating with the RR. Mayor Volz agreed traffic is a huge problem. It is one that the HPMPO, NCDOT, GTCC and Jamestown need to work on. A discussion of a traffic study is pending.

Mayor Volz asked if there was anyone else that wished to speak in opposition. Seeing none, Mayor Volz closed the Public comment portion of the hearing. He asked the Council for questions and discussion. Council Member Nixon-Roney stated considering we want to bring developers to the area, considering that the area could be developed in a way that is of no benefit to Jamestown, even after we spend over a million dollars to send water/sewer to the property and considering what property we are now getting in exchange, I think it sounds like a very equitable position for Jamestown. Council Member Ragsdale said he agrees with Council Member Nixon-Roney. We have looked at it over & over. The Council asked after the first proposal that Jamestown wanted more commercial property and this annexation line agreement does that. He feels this agreement is very fair. Traffic is an issue. However, this area gives Jamestown a commercial tax base, with control at 4 corners.

Council Member Thomas referred to the April meeting when Mr. Franks was present and the Council did not agree to the original proposal. Mr. Franks asked what boundaries would be acceptable to Jamestown. Council gave him the criteria and they have met it. This is what we asked for at the last meeting.

Council Member Gray stated he was in attendance at the Planning Board meeting on November 14, 2011. He thinks a lot of work has been put into this and a lot of thought has been put into this. It is about as equitable an agreement as we can get. He is in favor of it. I think it will allow both municipalities to effectively plan. He strongly supports it.

Council Member Nixon-Roney said we need to make it viable for people and companies to come to Guilford County and not go elsewhere. Council Member Nixon-Roney asked if we could simultaneously ask that Greensboro allow Jamestown to tap onto their water/sewer lines in the future and extend the agreement beyond 2018. Smith stated on page 13 & 14 of the agreement addresses the issue of the water/sewer and allows Jamestown to tap onto Greensboro's water/sewer lines. Item #2 of the agreement is extended to 2041.

Council Member Ragsdale made a motion to approve the Ordinance to Adopt the Municipal Annexation Agreement known as the Greensboro-Jamestown Joint Annexation Agreement. Council Member Gray made a second to the motion. On a roll call vote.
Council Member Nixon-Roney voted aye
Council Member Thomas voted aye
Council Member Gray voted aye
Council Member Ragsdale voted aye

The Ordinance to Adopt the Municipal Annexation Agreement known as the Greensboro Jamestown Joint Annexation Agreement was passed by unanimous vote.

3. Discussion of U-2412A, U-2412B and various intersection improvements – Chuck Smith said this item has been discussed through High Point MPO. As Mrs. Walls said earlier, the traffic congestion in the By-Pass area once completed is of great concern. Traffic will dump right into Vickery Chapel Rd. The discussion is what can Jamestown, NCDOT and HPMPO do to help with securing intersection improvements, traffic studies and to assure that we have good traffic flow through this area. Smith said we have contacted two consultants that have given us two different proposals for doing traffic studies. Should the Town choose to enter into a contract with a transportation consultant, the contract would be between Jamestown and the consultant. The Town would be required to pay the full cost initially of the study. A traffic study for this area would involve several properties of Guilford County Schools, GTCC, Jamestown, and NCDOT and involve the HPMPO. We have had quotes ranging from \$40,000 - \$70,000.00. If we enter into an agreement, at the end of the study the HPMPO would reimburse the Town 80% of the cost.

Smith said that he is providing these findings to the Council for information only. No action is required now. Smith said that we would have to have the money in the bank to sign a contract and right now we do not have the money in the bank for this study or in the budget to pay for a traffic study.

The big traffic generator is GTCC, Ragsdale High School and Guilford County Schools. With these different properties involved, we may look to both Greensboro and High Point MPO's for help. But it will take the cooperation of GTCC & Guilford County Schools to make that happen. Smith said he is reluctant to do a study on GTCC's campus or Guilford County School campus without their cooperation. The Jamestown By-Pass has been pushed back to 2020 due to lack of funding. Mayor Volz said that the YMCA is a big traffic generator as well.

Council Member Nixon-Roney said that GTCC has a vested interest in this. They have a parking issue as well. Smith said that he has been speaking with Mitch Johnson at GTCC and GTCC has approached NCDOT as well. We are all working on the same goal of traffic flow in that area. The Jamestown By-Pass is not going to provide that corridor for every facility in the area. Smith said he met with Mike Mills and Mike Fox, NCDOT, regarding possible improvements along Vickery Chapel Rd. possibly from Guilford College Rd. to the existing High Point Rd. intersection. NCDOT sees the need for this improvement. Smith said we are still working through

consultants and narrowing down the focus of a traffic study. We are also working to get other parties involved.

Smith said that NCDOT is planning on resurfacing High Point Rd. and Main Street from GTCC through Town to the Penny Rd. area. Smith would like to work with NCDOT during this resurfacing project to provide traffic calming devices from Teague to Potter Drive and Oakdale back to Guilford Rd. He feels that NCDOT will work with us. NCDOT mentioned possible improvements such as on-street parking. They will check the right-a-way widths to see if this is possible. NCDOT is looking at a round-a-bout at Guilford Rd. & Main St. intersection. Again, they are researching if there is enough right-a-way there to construct.

4. Discussion of Water Meter Replacement and Radio Read Upgrade Project & Contract - Smith stated first we have representatives from Ferguson, Jake Lain, and Sensus, Tom Smart to give a presentation.

Jake Lain stated that Jamestown has a 100% Sensus system. He thanked the Town for their business over the years. Ferguson is the local distributor for Sensus. Sensus is the largest meter manufacturer in the world. Lain said the Town is currently using the SR11 water meter. These water meters are the cash register for the Town of Jamestown. This SR11 is the most accurate meter on the market today.

The type of technology that is being proposed is a drive by radio read system. The Town employees will drive by in a Town vehicle and capture the readings. This involves a transmitter. The transmitter proposed is the most powerful on the market. It has a 20 year warranty.

Lain said it is hard to put a price tag on customer service and safety. How dangerous it is that we have meter readers on the side of the road or riding on the back of trucks to read meters. Distracted drivers pose a safety risk to these employees reading the meters. Also, the system they are proposing will provide leak detection for our water customers.

Tom Smith, Sensus, said regarding the leak detection, the device will pole the meter and detect whether there is a leak on the other side. You can identify leaks and be proactive for your customers. This system will also allow the Town to bill every month versus the every other month we now do. These transmitters hold data for 35 days. You can pull up a customer account and see usage for every hour for the last 35 days.

The system is very simple to use. Jamestown has already made a huge investment by staying with the Sensus meter line. It will be very easy for Jamestown to upgrade to AMR because Jamestown currently has touch read meters. Jamestown will simply snap on a transmitter to the meter. They also have dual transmitters available for irrigation and domestic service side by side.

Chuck Smith presented staff report to be discussed with water meter change out and radio read system. These are two different items under one contract.

The meters are the Jamestown cash register, they generate revenue for the water/sewer fund. There is a slow degradation of water meters. Meters start to fail at 5 years through 10 years. Then they really speed up at the end of its life expectancy. We read meters every other month. The idea of replacing water meters is not contingent upon the radio read system. We replace water meters every year. We budget about \$10,000.00 every year for this. This budget also pays for new meters. (Ex: New Middle School & Shannon Gray Facility) Funding has not kept up with replacement rate. Paul Blanchard gave a history of meter replace in Jamestown from 1988 to 2010. The Town has not kept up funding of water meter replacement.

Why upgrade to Radio Read System – Smith said as Town Manager if I did not suggest we look at upgrading to a radio read system at a time when we are planning on replacing half of the water meters in Jamestown, then I feel like I would not be doing my job. This is not a new concept for Jamestown. It was actually considered in 2004. The Sensus radio read system does integrate nicely with our current billing system. This is an opportune time to add radio read equipment to the meters while the change out in is process. This is a funded project and is a CIP planned project. This will enable the Town to convert from a bi-monthly billing to a monthly billing for in-town and out-of-town customers.

This will allow Public Services crew to perform more duties. It is a proven technology. Smith reported the names of communities in NC with population less than 10,000 that are currently using radio read systems. He also said that Paul Blanchard, Jeff Greeson and he went to the Town of Gibsonville, population 6400, and met with their Public Works staff. They are similar to Jamestown in the service they provide to their citizens. They have approximately 3200 meters, Jamestown has approximately 2600 meters. Until 2007, Gibsonville Public Works employees would manually read the meters. They upgraded to convert all their meters to AMR and went from bi-monthly billing to monthly billings. They are 100% Sensus. They are very happy with the system.

The next item was the safety aspect. We want to keep the employees safe. Jeff Greeson said they guys read the meters by riding on the back of the truck, all have fallen off at some point with bumps and bruises. Fortunately, no cars were behind the truck at the time. Smith said that now the employees will no longer ride on the back of the truck, they will walk the route. Smith showed slides demonstrating the weather conditions that the employees must work in while reading meters. Several of the staff including Judy Gallman and Connie Queen met with different vendors before we started the process. They developed a pilot project to test the system and how the software interacted with the Town's billing system. The pilot project was on Penny Rd. They installed 35 test meters upgraded to the AMR system.

Slides were shown of how the employees read the meters now and how they read the meters at the vaults. It takes two men to read one meter. If for some reason there was a problem with the initial meter reading, the guys have to make a note of it and come back at a later time. They cannot stop. (For ex: vault full of water, an employee would have to come back and pump the water out and take a manual reading) Greeson said also inside of meter boxes, can be spiders, snakes and bees, etc. If employees have to enter the vault they must have a confine space permit and set up special equipment to enter that vault. This can take 30 – 45 minutes to get the reading on one meter. Greeson said the new radio read meter system will read

underwater. The SRII is a sealed register meter. There is a laptop in the truck with mapping software that informs when the meter has been read.

Greeson said regarding the pilot project on Penny Rd., we can actually start picking up the Penny Rd. readings from the Food Lion Shopping Center. This is called a drive by system, but we will not have to drive every road in Jamestown to get the reading.

The current method, walking to read meters takes 4 guys an entire week out of the month to read meters. This leaves one laborer and Greeson to handle the entire operation for Public Services for an entire week out of every month. These guys wear many hats. Public Services Department has to plan their month's work around reading meters.

Council Member Nixon-Roney stated not only does a leak undetected cost the Town money, it costs the homeowner money. Smith said this happens every billing cycle.

Greeson went over all the other activities that Public Services crew is responsible for doing other than reading meters. These duties include; putting up holiday decorations, water line breaks, flushing hydrants, installing benches, snow removal, and leaf removal. Smith said that a transmitter could be installed in the sanitation truck and read meters while collecting trash.

Smith also talked about leaf truck. The new leaf truck is a one man operation. When the time comes to get a new leaf truck, we need to go with the truck that is a one man verses a truck that requires 3 or 4 men. We do not want to add staff; we want to use the staff we have more efficiently.

Smith went over the crew time involved for the different procedures for reading meters; Service Truck procedure, walking routes procedures and radio read procedure.

1. Service Truck Procedure – In-town – 4 PS crew, 2 trucks, 2 days = 80 hrs. a week
Out-of-town – 4 PS crew, 2 trucks, 1 ½ days = 60 hrs. a week. Total of 140 hrs.
2. Current walking routes – In-town - 4 PS crew, 2 trucks, 3 – 4 days = 120-160 hrs.
Out-of-town – 4 PS crew, 2 trucks, 2 – 3 days = 80 – 120 hrs. Total of 200 -280 hrs.
3. Radio Read System – 1 PS crew, 1 truck, 2 – 4 hrs. total 2-4- hrs.

Smith listed certain things the Town is mandated to do and that the Public Services crew “fit-in” when their schedule allows:

- Backflow Program – device inspection
- Hydrant flushing and servicing
- Wastewater Collection System Permit
- Sewer pipe cleaning and inspection
- Fats, oil & grease program
- Loose leaf collection
- Street signs/new post replacement

- Stormwater permit – coming soon

Benefits to the customer with conversion to radio read system. Staff can detect leaks at out-of-cycle reading to determine high water usage and place a door hanger on the customer's door warning of the high water usage and probably causes. This allows the Town to be proactive in saving water. If the Town found a meter with low or zero usage, staff could check for a failed or failing meter.

The proposed system will allow the Town to go to monthly billing. This will enable the Town to identify water leaks much quicker and is more in-line with practices of other local utility companies.

Smith said if we don't choose to go with the AMR system we have the liability exposure with staff walking the meter routes; safety first. The Town could not change to a monthly billing. The Town would have to purchase additional equipment for the 4th man. We would not be able to determine high readings. It may require hiring additional personnel to maintain the current services.

Council Member Nixon-Roney stated just the safety alone is an important factor. You don't wait until something happens.

Chuck Smith stated the current bid expires January 9th, 2012. Ferguson and Sensus both have said they would work with the Town to hold this pricing until the January 17th, 2012 Council meeting but there is no guarantee.

Mayor & Council thanked staff, Ferguson and Sensus for their presentation. Very informative.

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 ended at 9:15 pm.