

Regular Meeting of the Town Council  
October 19, 2010  
7:00 pm  
Council Chambers  
Minutes & General Account

Regular Meeting of the Town Council, October 19<sup>th</sup>, 2010, Council Chambers, Town Hall

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

Staff Present: Kathryn Billings, Judy Gallman, Matthew Johnson, Martha Wolfe and Jim Lanick,  
Attorney substituting for Beth Koonce

Visitors Present: Bill Harris, Loretta King, Jo Anne Hassell, Joyce Volz, Barbara Leland, Beth  
Seagraves of the News & Record, Cheryl Harvey, Keith Lackey, Carol Brooks of the Jamestown  
News, Lynn Montgomery, Wes Cashwell, Buddy Mann, Sarah Glanville, Shirley de Long, Joseph  
Gecinger, Virginia Sampson

1. Call to Order – Mayor Volz called the meeting to order.
2. Jamestown Reflections – Mayor Volz announced the calendar of events happening throughout Jamestown for the month of October. The Mayor encouraged citizens to attend these events.

The Mayor asked for a moment of silence.

In closing, the Mayor informed the public that Duke Energy will be holding a Community Meeting on 11-11-10 at 6:30 pm in the Civic Center. This meeting is sponsored by Duke Energy to educate the public regarding their right of way maintenance program.

3. Approval of minutes from the September 21, 2010 Regular Meeting, September 21, 2010 Executive Session, October 4<sup>th</sup> Special Meeting and October 4<sup>th</sup> Closed Session Meeting. Council Member Thomas made a motion to accept the minutes as written. Council Member Nixon-Roney made a second to the motion. The motion passed by unanimous vote.
4. Public Comment Period

Barbara Leland – 4838 Tower Rd., Greensboro, stated she is a former GCS career educator including schools in Jamestown. Ms. Leland spoke to the Council regarding School Safety issues and school violence. She asked that we all work together to insure and assure that a Violence Risk Threat Assessment is developed along with a Violence

Risk Threat Assessment Policy & Procedures to protect our children, teachers, staff and SRO's.

Bill Harris - 4801 Crofton Springs Ct., Greensboro -Mr. Harris stated that he is on the JYL Board of Directors, a coach, parent and active community member. He asked Council to consider fixing the lights at the ball field at Jamestown Park. Mr. Harris went onto say that JYL provides kids in the Jamestown community and surrounding communities the opportunity to participate in sports such as; baseball, soccer, soft ball, basketball and cheerleading.

In closing, Mr. Harris stated he had a cost figure he would be glad to share with the Council. JYL would be happy to assist the Council and the City to make this happen. On behalf of JYL Board and JYL families, thank you for your consideration.

Cheryl Harvey – 206 Knollwood Drive, Jamestown –Harvey stated Jamestown is a cute area. However, some places are not cleaned up between Southern Roots and the Fitness Center. Grass has grown up between the sidewalks. She said that the Junior Hughes property needs to be mowed and weeded.

5. Financial Audit Report for fiscal year 2009 – 2010 – John Frank, Dixon Hughes – Frank stated his company preformed the audit for fiscal year ended 2010. They found no significant deficiencies in internal controls or any management letter comments.

Frank stated the Council should have received a financial summary for the years ended June 30, 2010 and 2009. This summary compares 2010 to 2009. The summary highlighted the following:

- The cash & investments for all funds was up
- General Fund available balance is down approximately \$199,000.00 due to decrease in revenues & increase in expenditures.
- General revenue funds are down about \$158,000.00 – Partially due to decrease in sales tax revenues across the state. There is a decrease in beer and wine tax which the State withheld.
- Interest rate investments are down – The decline in revenue at the golf course is partially due to poor weather conditions.
- Expenditures up about \$217,000.00 this year. General Government spending is down about \$64,000.00. Public Services Department expenses are up approximately \$225,000.00 due in part to a large repaving project. No money was spent on street repaving in 2009. Public safety is up about \$22,000.00 attributed to Guilford County Sheriff contract. Recreation spending is down about \$84,000.00.
- The Town debt service is down
- Capital Outlay is up about \$212,000.00 due to drainage work at the Park

- The percentage of available fund balance is about 41% for 2010 and was about 48% for 2009 – The Local Government Commission suggests you maintain 8% in fund balance. The Town is well over that minimum.
- Percentage of current year levy collected is at 99%

Frank stated that the Town received an award for Achievement in Excellence in Financial Reporting. The Town has received this award several years in a row. Mayor Volz thanked Judy Gallman for her hard work on the Town’s financial reporting and preparing the financial statement.

6. Resolution Honoring Marla Kurzec – Mayor Volz stated that Marla Kurzec was given a Resolution honoring her service to the Town in the area of Parks & Recreation and served as the Chair on that Committee. Mrs. Kurzec resigned from this committee due to a new employment schedule.

(Insert Resolution)

7. Resolution to Adopt Outreach Plan to Establish Participation by Minority business in construction contracts. Judy Gallman asked the Council to set a Public Hearing date for the November 16<sup>th</sup>, 2010 Council meeting to adopt a plan to assist the Town of reaching a goal of minority business participation outcome plan. We would like to reach a goal of 10% minority business participation on building construction and repair projects over a certain dollar amount.

Council Member Nixon-Roney made a motion to set a Public Hearing date for November 16<sup>th</sup>, 2010 at the Regular Council Meeting to consider a Resolution for the Town of Jamestown to adopt an Outreach Plan to establish verifiable percentage goal for participation by minority businesses in the awarding of building construction contracts. Council Member Thomas made a second to the motion. The motion passed by unanimous vote.

8. Resolution to amend the 2009 Guilford County Solid Waste Management Plan – Kathryn Billings asked the Council to approve the Resolution to amend the 2009 Guilford County Solid Waste Management Plan. This Resolution is based on a page to insert into the current plan. This deals with discarded computers and television equipment. As of July 1, 2011 the State requires that we no longer accept computers and electronic waste. We are providing ways for these items to be recycled. A managed drop-off place to take old electronics is Eco-Flow on Patterson Avenue in Greensboro. Council Member Ragsdale made a motion to adopt the Resolution Approving and Endorsing the discarded computer equipment and television management plan as an amendment to the 2009 Guilford County Solid Waste Management Plan. Council Member Nixon-Roney made a second to the motion. The motion passed by unanimous vote.

(Insert Resolution)

9. Resolution identifying the areas described within as being under consideration for annexation. Matthew Johnson presented a large preliminary map which outlined areas 1) that likely meet statutory requirements for annexation, 2) may meet statutory requirements for annexation and 3) likely does not meet statutory requirements for annexation.

The Resolution included in the Council Packet is not mandatory but something that was outlined as a positive course of action in our Annexation Policy that we adopted last August. The Planning Director does recommend adopting the Resolution of Consideration. This Resolution outlines areas which the Town would consider for annexation. It does not mean that we would consider all of the outlined areas. It better defines the areas we have under consideration. The advantages to the Town are that once the annexation procedures do begin, per Resolution of Intent, we can act on a timelier basis. The Resolution of Consideration has to be in place for at least one (1) year before we can enact an ordinance that will allow us to annex an area. Johnson said during that time, if the Council has an area they would like the staff to study for annexation, the staff can work on the annexation study to present to the Public and the Council. Mayor Volz asked if the Council would like to identify an area that they would like to have studied. Johnson said they can do a "rough number" estimate on annexing a certain area. This would be a ballpark estimate and would take a couple of months to complete. This process involves the Public Services Director and the Finance Officer or we could do a full annexation study.

Johnson said that the areas that are serviced by the Town with water and sewer would probably be at the top of the list for annexation because that is often the most expensive service the Town has to do when we annex property. Water/sewer, streets, fire, police and garbage are the services the Town must supply to the annexed area. On the ROC map, areas shaded in green likely meets statutory requirements for annexation, yellow may meet statutory requirements for annexation and red likely does not meet statutory requirements for annexation. The green area north of Town does include the Cedarwood Subdivision and also includes the Grove and Wellington. These areas are serviced with water/sewer.

Council Member Nixon-Roney asked how much it would cost to do a full annexation study. Johnson said it would probably cost \$5000.00 - \$6000.00 for the survey work required. We must follow the statutes regarding contiguous line (1/8 rule). Cedarwood Subdivision was studied for annexation in 1990 and at that time it was decided not to move forward.

Mayor Volz asked the Council for discussion and recommendations. Council Member Nixon-Roney stated at this point we should go with getting "rough estimates/numbers". She also recommended that we get a feel from these areas to determine if they would like to be annexed. The Council Members agreed. After discussion, Council Member Nixon-Roney felt the green shaded area to the north should be looked at for annexation

first. Mayor Volz asked if we could get a rough number of costs per mile to install water/sewer. Johnson said it really must be calculated on a case by case basis. The Town tries to stay away from pump stations and prefers gravity flow sewer. The southeast part of the Town has 3 to 4 ridges and the costs to extend water/sewer would be very high.

Council Member Nixon-Roney made a motion that we move forward with “rough numbers” on the north section of the green shaded area on the Resolution of Consideration Map. Mayor Volz clarified that the northern area is the Cedarwood Subdivision. Council Member Ragsdale made a second to the motion. The motion passed by unanimous vote.

Johnson stated that the Council may want to discuss the Resolution of Consideration that was presented. This Resolution basically sets forth the fact that we are looking at all the areas that are shaded on the ROC map for consideration for annexation. This Resolution and map will remain on file in the office of the Town Clerk. Council Member Thomas made a motion to adopt the Resolution of Consideration and the Town of Jamestown Official Annexation ROC map. Council Member Ragsdale made a second to the motion. The motion passed by unanimous vote.

10. Motor Vehicle removal pursuant to Article 24 – Nuisance Abatement and Property Management Code Section 24.5 of the Land Development Ordinance located at 208 Arrowood Lane –Johnson said there is good news. He reported that the case presented at the last Council meeting regarding 118 Robbins Avenue has been resolved. The two (2) vehicles that were in violation have been moved.

However, the property located at 208 Arrowood Lane is situated within the Town’s ETJ. Johnson received a formal complaint regarding the grass. There are also 5 nuisance junk vehicles on the property. September 28<sup>th</sup>, Johnson sent written notice to mow and remove the vehicles by October 10, 2010. On October 11, 2010 Johnson personally visited the property to post the cars with notice. Johnson met the owner and explained the situation and advised the owner of the October Town Council meeting. To date, 3 of the 5 junked vehicles have been moved or properly tagged. The grass has not been mowed. Johnson will ask the Public Services Dept. to mow the property and the Town will bill the owner. The Council must make the determination on the removal of the other 2 cars. Council must determine that the benefits of removing the vehicle outweigh the burden to the property owner. At that time, the Town may remove the vehicles and the owner is responsible for the towing or the owner may request a Probable Cause Hearing with the Magistrate.

Johnson stated on the last case, the Council granted an extra 15 days for the owner to comply. That seemed to work. Council Member Ragsdale felt the Council should be consistent and grant the 15 days to the owner to move the remaining vehicles.

Council discussed the condition of the grass, which is extremely overgrown and a nuisance to the neighbors.

Council Member Nixon-Roney made a motion to give the property owners of 208 Arrowood an extension of 15 additional days to remove the junked vehicles from the property. The Public Service Department is to proceed with mowing the grass at the owner's expense. Council Member Ragsdale made a second to the motion. The motion passed by unanimous vote.

(Resolution)

11. Approval of special event permit – Kathryn Billings stated she has approved the special event permit for the Jamestown Rotary Club Christmas Parade. Within the permit, the Jamestown Rotary Club has asked the Council to waive Town service fees associated with the Christmas Parade (Ex: Law Enforcement, printing, postage and staff time) The Town Manager asked Council to waive the fees for this event. Council Member Nixon-Roney made a motion to waive Town fees for the Jamestown Rotary Club Christmas Parade. Council Member Thomas made a second to the motion. The motion passed by unanimous vote.
12. Golf Course Open House – Kathryn Billings announced that October 25<sup>th</sup>, 2010 is an opportunity for people to walk the golf course with Michael Hutcheon or Jay Gardner. They will answer questions and will have coffee at the Clubhouse. We hope this will be helpful to the citizens. The date is October 25<sup>th</sup>, 2010 from 9:00 am – 11:00 am.
13. Financial Statement – Judy Gallman presented the financial statement for the month ending September 30, 2010. Gallman highlighted the 3 page summary which reflected the total Town cash balance is approximately \$6,300,000.00. Gallman stated of that amount approximately \$320,000.00 is reserved for Powell Bill for street improvements. Also, reserved is approximately \$1,466,000.00 for the Randleman Reservoir. The debt balance as of September 30, 2010 is approximately \$196,000.00.

The summary report for the total revenues and expenditures by fund reflect:

- General Fund revenue at 32% and expenditures at 22% of budget.
- Water/sewer Fund revenues are at 18% of budget as well as expenditures at 18%.
- Randleman Reservoir revenues are at 38% of budget and expenditures at 54% of budget amount.

In the detail financial statement, Gallman reported that we received the insurance settlement for fence damage on E. Fork Rd. The Town made a payment on the audit. We also had expenditures for the tax collection fee. The Town bought a new projector. Part of the grant was paid to the Library for painting on the building. The Golf Course

purchased a roller machine. The Town paid for water system modeling engineering work.

Gallman stated per our 2010-2011 budget ordinance, the Town Manger is allowed to transfer up to \$25,000.00 between departments. The Town Manger must make an official report of such transfer at the next Regular Council Meeting. The Town Manager approved a \$2,000.00 transfer between Sanitation Department and Building and Grounds Department.

14. Public Comment Period – No one registered to speak
15. Other Business – Council Member Thomas made a motion to adjourn. Council Member Nixon Roney made a second to the motion. The motion was passed by unanimous vote. The meeting adjourned at 8:03 pm.