



**TOWN OF JAMESTOWN  
TOWN BOARD MEETING  
December 14, 2020 MINUTES**

Mayor Tara called the roll at 7:01 p.m. Present at roll call were Trustees Mueller, Brancato, Yahnke, Loving and Box. Trustee Bedell arrived at 7:05 p.m.

**Approval of Agenda**

Trustee Mueller made a motion to approve the agenda. Trustee Loving 2<sup>nd</sup> the motion, which was approved unanimously.

**Approval of Minutes**

November 2, 2020

Trustee Yahnke made a motion to approve the November 2, 2020 minutes. Trustee Mueller 2<sup>nd</sup> the motion, which passed unanimously.

**PUBLIC HEARING**

2021 Operating Budget for the Town of Jamestown

The board discussed the budget for 2021. Trustee Loving addressed a couple of formula errors in the spreadsheet on the summary page. The errors will be corrected and discussed at a meeting the following Monday. There were no public comments.

**BOARD ACTION ITEMS**

**Discussion, Direction, Action:**

Discussion and Approval of solutions to issues at the tennis courts (Nancy Loving)

Nancy Loving brought some issues to the board on behalf of a group of community members who regularly use the tennis courts regarding damages to the court surface. The issues are mainly from kids using skateboards and other toys and making dents to the surface. Kael Davis said that most of the damage has been unintentional, but some has been vandalism. The group has seen evidence of break-ins to the supply bin and paint being sprayed around, golf clubs used to dent the surface, broken parts of bicycles, roller skaters and possibly damages from fireworks. Kael said a survey was offered to the kids in town back in the 1980's and they wanted a flat spot to be able to ride bikes and skateboards. Denise Luttrell said she investigated various options of recreational facilities including bike tracks designed for kids to ride. She asked about the town applying for a grant to construct a recreational area for kids. Trustee Yahnke said the courts need to be maintained. The Parks department has a very limited budget to be able to fund costly repairs. Heather offered a solution of getting the kids in town involved and maybe organizing a fundraiser to raise money for a surface area. Tara recommended drafting an educational effort to the community about how to protect the courts and why it is important to protect our park assets and stated that might be a good first step. Nancy said she could send a draft letter for the community for the board to review. Tara suggested to send the draft letter to Trustee Box as head of the Parks Committee to review before sending to the community.

**Approval of COVID-19 Educational community messages**

Ken reviewed one of the messages that offers suggestions on improving immunity for individuals during winter months. Heather said that mentioning that the County offers free COVID-19 testing and listing where those testing sites are located would be helpful to include in all the community messages.

**Trustee Bedell made a motion to approve the COVID-19 Education Community messages for December.**

**Trustee Yahnke 2<sup>nd</sup> the motion, which was approved unanimously.**

**Approval of Resolution 12-24, 2020; A Resolution to Certify the Mill Levy**

Tara made one correction to section one to include 23.5 “mills”.

**Trustee Loving made a motion to approve Resolution 12-24, 2020; A Resolution to Certify the Mill Levy, as amended. Trustee Brancato 2<sup>nd</sup> the motion. The motion was unanimously approved.**

**Approval of Resolution 12-25, 2020; A Resolution to Adopt the 2021 Budget**

The budget errors will be reviewed, corrected, and discussed at a meeting on December 21<sup>st</sup>, 2020.

**Trustee Yahnke made a motion to table approval of Resolution 12-25, 2020; A Resolution to Adopt the 2021 Budget. Trustee Mueller 2<sup>nd</sup> the motion, which was approved unanimously.**

**Resolution 12-26, 2020; A Resolution Establishing a pay increase for the Water Plant Operator & Resolution 12-27, 2020; A Resolution Establishing a pay adjustment for the Assistant Water Plant Operator**

A discussion was held regarding the duties and changes in pay structure for the Water Operators. Roger stated that he and Matt put a lot of time into working with both Operators in coming to these changes. Courtenay asked if the raise increases were included in the budget. Roger said that the budget does cover the increases. Heather asked about accountability for the operators and Roger addressed that concern and said he discussed their duties with them. The increase for Jon is a cost-of-living increase. Tara asked about coverage for when the operators are out of town. Roger said the two operators have worked out a schedule and said that a plan is in place to find a third back up operator. A discussion was held about the organization and operations of the plant as well as finding more back up operators from this community. Heather said she has concerns about making sure the plans in place ensure that the work is being done and the plant is functioning properly. The Board agreed that more clarification is needed for how the plant operations will be managed moving forward. This topic will be discussed further at a board meeting a week from today.

**Trustee Yahnke moved to table approval Resolutions 12-26, 2020 and 12-27, 2020. Trustee Mueller 2<sup>nd</sup> the motion, which was approved by a 5-0 vote. Trustee Loving abstained from the vote.**

**Discussion and Approval of Jamestown Good Neighbor Guidelines (LUHAC)**

Barbara Byrnes-Lenarcic presented some guidelines for short-term rental properties in town to be provided by owners to renters concerning good practices for our community. A couple additions to the document included instructions for fireplace/woodstove safety and adhering to posted signs at the multi-use courts.

**Trustee Bedell approved the guidelines as amended. Trustee Yahnke 2<sup>nd</sup> the motion, which was approved unanimously.**

**BOARD COMMITTEE REPORTS**

**Land Use and Housing Advisory Committee (LUHAC)**

Barbara Byrnes-Lenarcic gave an update on recent committee activities. The committee has been working on updating some of the language concerning outdated enforcements on the town’s Ordinances. Nancy Loving suggested drafting a blanket Ordinance that covers eradicating all criminal penalties involving imprisonment. Barbara suggested having a discussion with the town attorney to ask how to proceed with making these changes. The discussion will be continued at a later board meeting. The group is also reviewing short term guidelines for other communities and how they might apply to Jamestown.

**Water Operations and Water Committee**

The Water Committee will be meeting this week to discuss applying for grants to do ozone research. Julie Constantine sent the board a document on water standards and procedures that she reviewed with both Operators.

**Jamestown Volunteer Fire & EMS**

Michel gave an update on JVFD. There have been several new volunteers that have been participating. The approval of the paperwork for the reimbursement on the Cal Wood fires is still in process. Julie reported that she and Angie Busby completed the EMT Refresher Course. The team is working on finalizing their supply inventory. The Mountain Rhythm Newsletter was well received. The second issue is in process.

Jamestown Wildfire Safety

Allan reported on the recent wildfire safety forum that was held the beginning of this month. It was well attended from residents in town. Allan also spoke with Jim Webster from Wildfire Partners who connected Allan with a member of Team Rubicon Division 8 who is willing to offer fuels mitigation assistance on a volunteer basis to the town. All material will be done on Town of Jamestown property and would be chipped and removed from town. In addition, there will be no cost to the town.

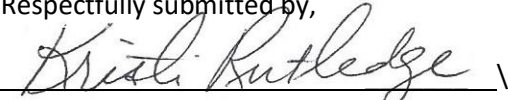
Roads & Bridges

The project at 16<sup>th</sup> Street is on hold for the winter. There is a small amount of grading to be finished but that will be finished in the spring after the frost. Courtenay distributed the traffic delineators. A few of them have been damaged and/or removed. Tara heard one specific truck driving over a couple of them in front of her house. A few of them were found in a ditch west of town. However, the consensus was that overall, they seem to be helpful.

**ADJOURN**

**Trustee Yahnke moved to adjourn the meeting. Trustee Brancato 2<sup>nd</sup> the motion, which passed unanimously. The meeting adjourned at 9:30 p.m.**

Respectfully submitted by,

  
\_\_\_\_\_  
Kristi Rutledge, Town Clerk

Approved,

  
\_\_\_\_\_  
Mayor, Tara Schoedinger

*\*The 12/14/20 Board Meeting was recorded in its entirety. Audio recordings are accessible by the public and are officially kept in the Town Office. They may also be kept on the Town Web site.*