

TOWN OF YADKINVILLE
BOARD OF COMMISSIONERS
MONTHLY MEETING MINUTES
LOCATION: COMMISSIONERS CHAMBERS
213 VAN BUREN STREET
YADKINVILLE, NC
MONDAY, JANUARY 4, 2021

OFFICIALS PRESENT:

Mayor Eddie Norman

Commissioners:

Tony Hall

Monta Davis-Oliver

Chris Matthews

Scott Winebarger

Richie Parker – Absent

Town Attorney Ben Harding

STAFF PRESENT:

Town Manager: Mike Koser

Asst. Town Manager: Shelia Weathers

Interim Town Clerk: Alex Potts

Planning Advisor: Abigaile Pittman

Quorum requirements met – meeting proceeded.

PUBLIC HEARING(S)

Mayor Norman opened the public hearing for:

- o **ZMA-2020-01:** Request by Mark A. Jarvis to rezone two (2) parcels from the Residential Medium Density District (RM) to the Residential High-Density Conditional Zoning District (CZRH). The property is identified as property identification numbers (PINs) 5807612017 and 580719611297 with approximately 6.725 acres and is located on W. Lee Ave. in Yadkinville.

Planning Director Abigaile Pittman reviewed the proposed zoning amendment. Ms. Pittman explained that the requested Conditional Zoning (CZ) District is intended to accommodate eight (8) duplex style condominiums (total 16 units) on West Lee Avenue. They would include a 30 foot setback in the front and western side yard, 10 foot setback on eastern side yard and a 160 foot setback to the rear property line. Also a 6 foot high vinyl fence will be installed along the side setbacks to act as a buffer. Planning Advisor noted that the two driveway locations shall be according to NCDOT standards, and will require permits. It was stated that any tree removal will be approved by the Planning Director. Ms. Pittman, along with the Planning Board, recommended approval of ZMA-2020-01. The petitioner, Mark Jarvis was present and briefly spoke in support of the staff's evaluation. He was accompanied by Mr. Eli Kennedy and Land Planner, Scott Miller (MLA Design Group, Inc.). Mr. Jarvis noted that the target market will include anyone in search of a two to three bedroom apartment. Adjacent property owners Debra and Rick Gough were also in attendance. Mayor Norman asked them if they wished to speak and they said they had attended the Planning Board meeting and had no opposition to the rezoning and development proposal.

1. CALL TO ORDER

The regular meeting was called to order by Mayor Norman at 6:13 p.m.

2. INVOCATION

Mayor Norman offered the invocation.

3. ADOPTION OF AGENDA (MOTION)

Commissioner Chris Matthews made a motion to approve the Agenda. Commissioner Tony Hall seconded the motion, and the motion passed unanimously.

Vote: 4/0

4. PUBLIC COMMENTS

Mark Reavis, Eli Kennedy, and Scott Miller signed up for the Public Comments section, but spoke during the Public Hearing.

5. APPROVAL OF MINUTES (MOTION)

Commissioner Chris Matthews made a motion to approve the following minutes as presented. Commissioner Monta Davis-Oliver seconded the motion, and the motion passed unanimously.

Vote: 4/0

- December 7, 2020 (Close Session Minutes)
- December 7, 2020 (Regular Meeting Minutes)

6. ACTION ON PUBLIC HEARING(S) (MOTION) (Attachment #1)

- **ZMA-2020-01:**
 - Request by Mark A. Jarvis to rezone two (2) parcels from the Residential Medium Density District (RM) to the Residential High-Density Conditional Zoning District (CZRH). The property is identified as property identification numbers (PINs) 5807612017 and 580719611297 with approximately 6.725 acres and is located on W. Lee Ave. in Yadkinville.

Commissioner Scott Winebarger made a motion to approve ZMA-2020-01, a request to rezone the subject two parcels from Residential Medium Density District (RM) to the Residential High Density Conditional Zoning District (CZRH), based on the request being consistent with the Medium Intensity land classification of the Future Land Use Map; the Land Use & Growth Management Goal, and Land Use Strategies 1, 2, 4 and 6 of the Comprehensive Plan; the intent of a Conditional Zoning (CZ) District; and the intent of the Residential High-Intensity (RH) District. Commissioner Chris Matthews seconded the motion and the motion passed unanimously.

Vote: 4/0

7. CONSENT AGENDA ITEM(S) (Attachment #2)

Town Manager Mike Koser presented the Consent Agenda items for the Board's consideration.

- Invoices (4) totaling at \$45,748.29

Commissioner Scott Winebarger inquired about alternatives of disposing sludge. Town Manager Mike Koser stated that we currently have the sludge hauled to farmers, which is environmentally efficient and the least expensive option.

Commissioner Tony Hall made a motion to approve all items in the consent agenda. Commissioner Scott Winebarger seconded the motion, and the motion passed unanimously.

Vote:4/0

8. FIRE CHIEF'S REPORT

Fire Chief Jody Doss was absent from this meeting.

9. POLICE CHIEF'S REPORT

Town Manager Mike Koser presented the Board with Chief Pardue's monthly report. Due to a cluster of positive COVID cases, Callaway Industrial Services will do an additional COVID clean at the Police Department. The Board discussed whether the Police Department is sufficiently staffed, and Mr. Koser responded that they currently have enough employees, and have alternative plans in case numbers continue to rise.

10. PUBLIC SERVICES DIRECTOR REPORT

Town Manager Mike Koser presented Public Works Director Jacob Swaim's report. He stated that last week the third and final Water Effect Ratio (WER) test was completed at the Wastewater Treatment Plant, and the results were favorable. Mr. Koser also noted that the Public Works Facility is planning to patch road cuts this month. Due to inclement weather they were unable to during the month of December 2020.

11. PLANNING ADVISOR'S REPORT

Planning Advisor Abigaile Pittman presented her monthly report to the Board. Ms. Pittman apprised the Board of an e-mail she received inquiring about multi-family developments made out of shipping containers. She stated that she responded to the e-mail saying that multi-family developments were not allowed in the particular zoning district, but single-family structures were. Ms. Pittman also stated that there is no verbiage in the Code of Ordinance pertaining to shipping containers. It was the consensus of the Board for Ms. Pittman to get more information on regulating shipping container/tiny house developments.

12. TOWN ATTORNEY BEN HARDING

Town Attorney Ben Harding apprised the Board of a call he received from a gentleman regarding an adjustment on his water bill. Attorney Harding told the customer he first needed to contact Town Manager.

13. MANAGER'S REPORT

- **CARES and COVID-19 Updates:**
 - **CARES:** Mr. Koser gave an update that the deadline for CARES Funds has been extended to December 31, 2021. He noted that the Town is reserving approximately \$60,000 from the CARES Funds for additional COVID related purchases.

- **Entry Control:** Mr. Koser stated that the entry control and ADA compliant doors are almost complete.
- **COVID Procedures:** Mr. Koser presented the Board with revisions to the Personnel Emergency Operating Procedures. He noted that anyone who tests positive, must quarantine for 10 days following their testing date. If individuals are exposed to COVID they must also quarantine for 10 days, but their quarantine can end after day 7 if they receive a negative diagnostic test and do not have any symptoms. Mayor Norman suggested adding verbiage to contact Supervisors and the Health Department if symptoms of COVID develop. Mr. Koser asked for recommendations on Section (f) stating that if an employee tests positive for COVID, the employee is not required to use their sick leave. It was the Board's consensus to add Section (f) to the policy. The Board discussed further investigation regarding recommendation of employees getting the COVID-19 vaccination.

Commissioner Monta Davis-Oliver made a motion to adopt revisions to Article XIII. Personnel Emergency Operating Procedures. Commissioner Tony Hall seconded the motion, and the motion passed unanimously.
Vote: 4/0

- **EV Charging Station Update:**
Town Manager, Mike Koser presented his report on EV Charging Stations. He noted 6.6 kilowatts of power runs a charging station. Therefore, he feels confident that a station could easily be constructed on Main Street. Mr. Koser stated that the Volkswagen Settlement Fund requires usage to be monitored through Wi-Fi, and a minimum of 2 stations constructed. The Board recommended two sites; the town parking lot at Van Buren and East Main Street adjacent to Collide Church, and town parking lot between Elm and Birch Street at the northwest corner towards South Jackson Street. The deadline for the grant application is January 25, 2021.
- **Town Closings:**
Mr. Mike Koser reminded the Board that the Town will be closed Monday, January 18th, in observance of Martin Luther King Jr. day.

14. COMMISSIONER COMMENTS

Mayor Eddie Norman:

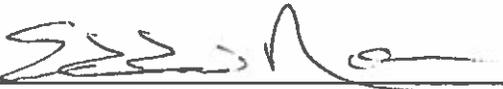
Mayor Norman requested an update on the Mike Reavis Property located behind the Water Plant. Town Manager Mike Koser stated that they are waiting to hear from the Hauser's about access through their property.

Mayor Norman requested the Town Manager Mike Koser look into the Brunch Bill for early alcohol sales.

15. ADJOURNMENT

With no further business to discuss, Commissioner Monta Davis-Oliver moved the meeting adjourned. Commissioner Chris Matthews seconded the motion, and the motion was approved unanimously. The meeting adjourned at approximately 6:56 p.m.

Vote: 4/0



Eddie Norman, Mayor



Alex Potts, Interim Town Clerk