

TOWN OF YADKINVILLE
BOARD OF COMMISSIONERS
MONTHLY MEETING MINUTES
LOCATION: COMMISSIONERS CHAMBERS
213 VAN BUREN STREET
YADKINVILLE, NC
MONDAY, JANUARY 9, 2023

OFFICIALS PRESENT:

Mayor Eddie Norman
Commissioners:
 Tony Hall
 Monta Davis-Oliver
 Chris Matthews- ABSENT
 Scott Winebarger
 Richie Parker- ABSENT
Town Attorney Ben Harding

STAFF PRESENT:

Town Manager: Mike Koser
Asst. Town Manager: Shelia Weathers
Town Clerk: Alex Potts
Finance Director: Hunter Gooden
Planning Advisor: Abigaile Pittman
Public Works Director: Jacob Swaim
Police Commanders: Phillip Scott &
Cleatus Shores

Quorum requirements met – meeting proceeded.

1. CALL TO ORDER

The regular meeting was called to order by Mayor Eddie Norman at 5:57 p.m.

2. INVOCATION

Mayor Norman offered the invocation.

3. ADOPTION OF AGENDA (MOTION)

Commissioner Scott Winebarger made a motion to adopt the agenda. Commissioner Monta Davis-Oliver seconded the motion, and the motion passed unanimously.
Vote: 3/0

4. APPROVAL OF MINUTES (MOTION)

Commissioner Monta Davis-Oliver made a motion to approve the following minutes as presented. Commissioner Scott Winebarger seconded the motion, and the motion passed unanimously.
Vote: 3/0

- December 5, 2022 (Regular Meeting Minutes)
- December 5, 2022 (Close Session Minutes)

5. PUBLIC HEARING(S)

Mayor Norman opened the Public Hearing for:

- **Zoning Text Amendment 2022-01 (ZTA 2022-02) Ordinance No. 2023-01:** Request to amend the Town of Yadkinville Code of Ordinances, Title

9, Development Ordinance, Section 6.4.2.1, District and Size for Freestanding Signs.

Planning Director Abigaile Pittman introduced ZTA 2022-02. Ms. Pittman noted the current freestanding sign regulations, pertaining to the Highway Business (HB) District, allows for signs to have an area of 40 square feet, and a height of 20 feet. The ordinance also notes that if any nonconforming signs are relocated, they must meet those guidelines once re-erected. Planning Advisor Pittman apprised the Board that when NCDOT begins the round-a-bout project, Sheetz and BP gas station will have to relocate their nonconforming signs. She noted that their current signs are visible to Highway 421, and other jurisdictions allow for such signs. This amendment will allow those signs to be relocated without changes.

6. PUBLIC COMMENTS

No one signed up for this section of the meeting.

7. ACTION ON PUBLIC HEARING(S) (Attachment #2)(Motion)

- Zoning Text Amendment 2022-02 (ZTA 2022-02)

Commissioner Scott Winebarger made a motion to approve ZTA 2022-02, Ordinance No. 2023-01. This recommendation is reasonable and in the public interest based on the consistency with the purpose of signage regulations stated in Section 6.1 of the Development Ordinance, and Strategy CC2 of the Town's adopted Comprehensive Plan. Commissioner Tony Hall seconded the motion, and the motion passed unanimously. Vote: 3/0

8. SET PUBLIC HEARING(S)

Mayor Norman set the following Public Hearing:

- **February 6, 2023 at 6:00 p.m.**
ZTA 2022-03/Ordinance No. 2023-02: Request to amend the sign standards of the Development Ordinance regarding clarifying signs exempt from the requirements, removal of signs in the right-of-way, and signage for a nonconforming use, as well as sign variances.

9. CONSENT AGENDA ITEM(S) (Attachment #1)

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

- One invoice totaling \$6,575.00
- Budget Amendment #8 was removed from the Consent Agenda, and voted on later in the meeting.
- One Tax Void in the amount of \$4,503.46
- Corrected Tax Notice in the amount of \$871.96

Commissioner Monta Davis-Oliver made a motion to approve the consent agenda item(s) 1 & 3 as presented. Commissioner Tony Hall seconded the motion, and the motion passed unanimously. Vote: 3/0

10. FIRE CHIEF'S REPORT

Fire Chief Jody Doss was absent from this meeting. Manager Koser presented his monthly report.

11. POLICE CHIEF'S REPORT

Police Commanders Phillip Scott and Cleatus Shores offered the monthly police report to the Board. Manager Koser presented an updated incentive program for the Police Department offering up to a 9% increase in pay depending on education, and additional percentages based on obtaining certain certifications. It was discussed that the BLET certification is required for employment, but the additional certifications listed are not. After more discussion regarding Police Department salaries, the Board decided to reevaluate salaries before agreeing on an incentive program. Mayor Norman requested numbers for a one-time salary adjustment for the Police Department.

12. PUBLIC SERVICES DIRECTOR REPORT

Public Services Director Jacob Swaim presented his monthly report to the Board. He noted that operations ran smoothly during temperature drop.

13. PLANNING ADVISOR'S REPORT

Planning Advisor Abigaile Pittman presented the Board with her monthly report. She stated that the newly constructed Walgreens would open in February.

Planning Advisor Pittman noted meeting with Mr. Aaron Edwards regarding property located at the corner of West Lee Avenue and State Street. She stated they would develop 30,400 square feet worth of commercial buildings.

Ms. Pittman noted the Holcomb house located on S. Jackson Street will be moved by the end of January.

14. TOWN ATTORNEY BEN HARDING

Town Attorney Ben Harding will report in Close Session.

15. MANAGER'S REPORT

- **East Lee Avenue Speed Limit (Motion):**
Manager Koser reminded the Board of the request to lower the speed limit on E. Lee Avenue from 45 mph to 35 mph. He requested a motion to approve the revision.

Commissioner Scott Winebarger made a motion to change the speed limit on East Lee Avenue, starting at State Street and ending at Progress Lane, from 45 mph to 35 mph. Commissioner Monta Davis-Oliver seconded the motion, and the motion passed unanimously.

Vote: 3/0

- **NCLM Voting Delegate (Attachment #5):**
Town Manager Koser requested the Board to name a voting delegate for the Town in regard to legislative goals. He noted an attachment for each Board Member to pick their top 12 goals.

Mayor Norman appointed Town Manager Mike Koser as the voting delegate for NCLM.

- **Construction Professionals Network Institute Update:**
Manager Koser gave an update on the upcoming workshop with CPNI. He noted a preliminary zoom meeting taking place in the near future.
- **EV Station Usage Report:**
Mr. Koser presented the numbers from the EV Charging Station Usage Report. There was a total of 77 users, and approximately \$100 worth of electricity used. He recommended not charging users.
- **SLFR Fund Update:**
Manager Koser noted use of a portion of the SLFR Funds will be captured in March.
- **Urban Archery:**
Manager Koser noted he received a call about Urban Archery. He recommended more guidelines. Commissioner Davis-Oliver inquired about the current Urban Archery Policy. He stated that we participated in the program, but follow the bare minimum requirements.
- **Town Facilities closed in observance of Martin Luther King Jr. Day on Monday, January 16th, 2023:**
Manager Koser apprised the Board that Town Facilities will be closed Monday, January 16th in observance of Martin Luther King Jr. Day.

16. COMMISSIONER COMMENTS

Mayor Eddie Norman: Mayor Norman shared a Thank-You card from the Charles Scott family, for the floral arrangement they received after their father's passing.

17. CLOSE SESSION

Commissioner Monta Davis-Oliver made a motion to go into "Close Session" at 6:47 p.m. pursuant to N.C.G.S. 143-318.11(a)(3)- To consult with an attorney employed or retained by the public body in order to preserve the attorney-client privilege between the attorney and the public body, which privilege is hereby acknowledged. General policy matters may not be discussed in a closed session and nothing herein shall be construed to permit a public body to close a meeting that otherwise would be open merely because an attorney employed or retained by the public body is a participant. The public body may consider and give instructions to an attorney concerning the handling or settlement of a claim, judicial action, mediation, arbitration, or administrative procedure. If the public body has approved or considered a settlement, other than a malpractice settlement by or on behalf of a hospital, in closed session, the terms of that settlement shall be reported to the public body and entered into its minutes as soon as possible within a reasonable time after the settlement is concluded; and N.C.G.S. § 143-318.11 (a)(5)(i) To establish, or to instruct the public body's staff or negotiating agents concerning the position to be taken by or on behalf of the public body in negotiating (i) the price and other material terms of a contract or proposed contract for the acquisition of real property by purchase, option,

exchange, or lease. Commissioner Scott Winebarger seconded the motion and the motion passed unanimously.

Vote: 3/0

Commissioner Monta Davis-Oliver made a motion to come out of "Close Session" at 7:03 p.m. Commissioner Scott Winebarger seconded the motion, and the motion passed unanimously.

Vote: 3/0

Commissioner Monta Davis-Oliver made a motion to approve a payout of \$86,000 to settle the Police Department suit. Commissioner Scott Winebarger seconded the motion, and the motion passed unanimously.

Vote: 3/0

Commissioner Monta Davis-Oliver made a motion to approve Budget Amendment #8 to increase Fund Balance to pay for expenses incurred by Police Department lawsuit. Commissioner Scott Winebarger seconded the motion, and the motion passed unanimously.

Vote: 3/0

Commissioner Scott Winebarger made a motion to approve \$85,000 for the purchase of parcel #132298, located behind the Water Plant, from Mr. Mike Reavis. Commissioner Monta Davis-Oliver seconded the motion, and the motion passed unanimously.

Vote: 3/0

18. ADJOURNMENT

With no further business to discuss, Commissioner Scott Winebarger moved the meeting adjourned. Commissioner Monta Davis-Oliver seconded the motion, and the motion was approved unanimously. The meeting adjourned at approximately 7:06 p.m.

Vote: 3/0



Eddie T. Norman, Mayor



Alex Potts, Town Clerk