

TOWN OF YADKINVILLE
BOARD OF COMMISSIONERS
MONTHLY MEETING MINUTES
LOCATION: COMMISSIONERS CHAMBERS
213 VAN BUREN STREET
YADKINVILLE, NC
MONDAY, OCTOBER 5, 2020

OFFICIALS PRESENT:

Mayor Eddie Norman

Commissioners:

Tony Hall

Monta Davis-Oliver

Chris Matthews

Scott Winebarger

Richie Parker

STAFF PRESENT:

Town Manager: Mike Koser

Asst. Town Manager: Shelia Weathers

Interim Town Clerk: Alex Potts

Interim Finance Director: Sarah Richards

Planning Director: Abigaile Pittman

Police Chief: Dawn Pardue

Public Works Director: Jacob Swaim

Town Attorney Ben Harding

Quorum requirements met – meeting proceeded.

1. CALL TO ORDER

The regular meeting was called to order by Mayor Norman at 6:02 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 Scott Winebarger seconded the motion, and the motion passed unanimously.

Vote: 5/0

4. PUBLIC COMMENTS

Mike Reavis: Mr. Mike Reavis requested a formal easement across Water Plant Property. He stated that he owns a land-locked parcel behind the Plant, which he intends to sell for farm use. Mr. Reavis noted that Parcel #132298 is not buildable, therefore farm equipment would be the only through traffic. Town Manager, Mike Koser voiced concern about heavy equipment crossing subgrade water lines and a force main located in the area of the proposed easement. It was the consensus of the Board to discuss in Close Session.

5. APPROVAL OF MINUTES (Motion Needed)

Commissioner Chris Matthews made a motion to approve the following minutes as presented. Commissioner Tony Hall seconded the motion, and the motion passed unanimously.

Vote: 5/0

- August 3, 2020 (Close Session Minutes)
- August 27, 2020 (Special Meeting Minutes)
- August 27, 2020 (Close Session Minutes)
- September 14, 2020 (Regular Meeting Minutes)

6. REQUEST TO SET PUBLIC HEARING(S)

CODE OF ORDINANCE- TITLE 9, DEVELOPMENT ORDINANCE

- **November 2, 2020 at 5:45 PM – (ZTA-2020-01):**
 - Section 5.4.7 Nonresidential Design Standards and Section 5.5.7 Central Business (CB) District Design Standards
 - Revise the material and color standards, and language regarding applicability.
- **November 2, 2020 at 5:50 PM – (ZTA-2020-03):**
 - Section 6.4.2 Freestanding Signs, Section 6.4.2.1 District and Size Standards and Table 6.4
 - Request to revise the size and height of freestanding signs for religious institutions and related uses in RR, RM, RH, RMH zoning districts.
- **November 2, 2020 at 5:55 PM – (ZTA-2020-04):**
 - Section 3.4.8.5.4 Temporary Retail Sales (including Produce Stands, Christmas Tree Sales, Food Vendors and Similar Uses)
 - Request to revise criteria for temporary use events in the Central Business (CB) and Highway Business (HB) and Neighborhood Business (NB) zoning districts.

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

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

- Invoices (2) totaling at \$58,091.00

Commissioner Scott Winebarger made a motion to approve all items in the consent agenda. Commissioner Monta Davis-Oliver seconded the motion, and the motion passed unanimously.
Vote: 5/0

8. FIRE CHIEF'S REPORT

Fire Chief Jody Doss presented his monthly report. Chief Doss stated that Yadkinville Fire Department was awarded a SAFER Grant. The grant is approximately \$310,000 split into four years. Parameters include hiring a Recruitment Retention Coordinator, advertisements, workout equipment, building renovations, etc.

9. POLICE CHIEF'S REPORT

Police Chief Dawn Pardue presented the Board with her monthly report. Chief Pardue requested Board approval for a drive-through trunk or treat, hosted by Collide Church. She apprised the Board of details regarding the setup of cars and through traffic. The event is to be scheduled for

Saturday October 31st, from 4 p.m. to 6 p.m. in the Town Parking Lot. It was the consensus of the Board to allow the drive-through trunk or treat providing the event can adhere to Department of Health and Human Services guidelines.

10. PUBLIC SERVICES DIRECTOR REPORT

Public Services Director, Jacob Swaim, apprised the Board of push-camming sewer lines along U.S. Highway 601. He noted that all lines were in good condition.

Mr. Swaim followed up on the overflowing manhole located in front of Hardees. He noted due to multiple lift station pumps running simultaneously, a surge in the collection system was created, causing the overflow. Steps have been taken to insure this does not happen again.

11. PLANNING ADVISOR'S REPORT

Planning Advisor, Abigaile Pittman, presented the Board with her activity report. She noted an influx of zoning applications, and her involvement with the Small Business Assistance Grant applications.

Commissioner Monta Davis-Oliver requested an update on two properties on Virginia Drive. Ms. Pittman stated that 321 Virginia Drive's grass had been mowed and is now in compliance. She also noted 329 Virginia Drive is vacant and the owner intends to sell the property.

12. TOWN ATTORNEY BEN HARDING

Town Attorney Ben Harding stated he had nothing to report.

13. MANAGER'S REPORT

- **Dick Steelman ABC Board Reappointment:**
Town Manager, Mike Koser, stated that Dick Steelman has agreed to serve another term on the ABC Board.

Commissioner Scott Winebarger made a motion to reappoint Dick Steelman for the ABC Board. Commissioner Tony Hall seconded the motion and the motion passed unanimously.

Vote: 5/0

- **Main Street Northside Master Plan Concept:**
Mr. Koser presented the Board with an image of future sidewalk improvements on Main Street. He proposed moving all power poles to the backside of the buildings to reduce clutter. Mr. Koser and Public Services Director Jacob Swaim plan to have a discussion with Duke Energy regarding power pole positioning and whether or not the Town can add planters to the poles.
- **Willow/Virginia Pocket Park:**
Mr. Koser apprised the Board of progress on the Willow/Virginia Street Pocket Park. He thanked Planning Advisor Abigaile Pittman and Public Works Director Jacob Swaim for all their hard work on the project.
- **Yadkinville CARES Small Business Assistance Grant Program Update:**
Mr. Koser stated two businesses were awarded the Small Business Assistance Grant. The Town plans to increase advertisement, in order to get more participation.

- **NCDOT U-5809 – US 601 Improvement Project:**
Town Manager Mike Koser informed the Board of a meeting he attended for the Yadkin Valley Regional Bike Plan. He noted that NCDOT Project U-5809 does not incorporate bike access. Mr. Koser was informed of Project R-5894, which will make improvements further south on U.S. Highway 601. He noted that the project will be up for bid on June 21st, 2021.
- **Finance Director Position:**
Mr. Mike Koser apprised the Board of several applications for the Finance Director position. He stated that interviews will begin Monday October 12th, 2020.
- **COVID-19 Procedure Updates:**
Mr. Koser noted that we are now in Governor Cooper's Phase 3. He stated that the occupancy sign for Yadkinville Park has been changed from 50 to 100. Mr. Koser asked the Board if Town Hall should remain closed. It was the consensus of the Board to continue business with the Town Hall doors closed to the public.
- **Halloween Downtown:**
It was the consensus of the Board to cancel Halloween Downtown.
- **Upcoming December Festivities:**
The Board discussed all Christmas Festivities and it was their consensus to table the decision for 30 days.

14. COMMISSIONER COMMENTS

Commissioner Richie Parker:

Commissioner Richie Parker noted that Republic Services was very organized exchanging recycle bins. Commissioner Parker also inquired about Wi-Fi exposure if Main Street power poles are moved.

15. CLOSE SESSION

Commissioner Monta Davis-Oliver made a motion to go into "Close Session" at 6:50 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; N.C.G.S 143-318-11(a)(4) to discuss matters relating to the location or expansion of industries or other businesses in the area served by the public body, including agreement on a tentative list of economic development incentives that may be offered by the public body in negotiations, NC.G.S. 143-318-11(a)(5) 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; and N.C.G.S. 143-318-11(a)(6) to consider the qualifications, competence, performance, character, fitness, conditions of appointment, or conditions of initial employment of an individual public officer or employee or prospective public officer or employee. Commissioner Chris Matthews seconded the motion and the motion passed unanimously.

Vote: 5/0

Commissioner Monta Davis-Oliver made a motion to come out of "Close Session" at 7:09 p.m. Commissioner Chris Matthews seconded the motion and the motion passed unanimously.

Vote: 5/0

16. ADJOURNMENT

With no further business to discuss, Commissioner Chris Matthews moved the meeting adjourned. Commissioner Tony Hall seconded the motion, and the motion was approved unanimously. The meeting adjourned at approximately 7:10 p.m.

Vote: 5/0



Eddie Norman, Mayor



Alex Potts, Interim Town Clerk