

TOWN OF YADKINVILLE
BOARD OF COMMISSIONERS
MONTHLY MEETING MINUTES
LOCATION: COMMISSIONERS CHAMBERS
213 VAN BUREN STREET
YADKINVILLE, NC
MONDAY, OCTOBER 2, 2023

OFFICIALS PRESENT:

Mayor Eddie Norman

Commissioners:

Tony Hall

Monta Davis-Oliver

Chris Matthews

Scott Winebarger

Richie Parker

Town Attorney Ben Harding

STAFF PRESENT:

Town Manager: Mike Koser

Town Clerk: Alex Potts

Finance Director: Hunter Gooden

Public Works Director: Jacob Swaim

Police Chief: Randy Dimmette

Quorum requirements met – meeting proceeded.

1. CALL TO ORDER

The regular meeting was called to order by Mayor Norman at 6:01 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: 5/0

4. PUBLIC COMMENTS

No one signed up for this section of the meeting.

5. APPROVAL OF MINUTES (MOTION)

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

- September 11, 2023 (Regular Meeting Minutes)
- September 11, 2023 (Close Session Minutes)

6. CONSENT AGENDA ITEM(S)

- Three Tax Voids totaling \$189.66

Commissioner Chris Matthews made a motion to approve the Consent Agenda items as presented. Commissioner Scott Winebarger seconded the motion, and the motion passed unanimously.

Vote: 5/0

7. FIRE CHIEF'S REPORT

Fire Chief Jody Doss presented his monthly report to the Board.

8. POLICE CHIEF'S REPORT

Police Chief Dimmette gave his monthly report, mentioning an increase in calls. He also reported that he's currently obtaining quotes for radar signs. Commissioner Parker inquired about the Resource Officer grant that Yadkin County has applied for, to which Chief Dimmette responded that he has not yet received an update.

9. PUBLIC SERVICES DIRECTOR REPORT

Public Works Director Jacob Swaim stated that he had nothing to report.

10. PLANNING ADVISOR'S REPORT

Town Manager Mike Koser updated the Board on some important matters. Spectrum Development LLC. has received a notice to clean up their lot beside Food Lion within 30 days. Planning Director Pittman is preparing a workshop to discuss the permitted colors for the exteriors of downtown buildings. He also mentioned that the current ordinance does not allow offsite wayfinding signage, but he is exploring the option of amending the ordinance to permit that for churches. Furthermore, Mayor Norman requested a consensus from the Board about social districts, which will be discussed at a later date.

11. TOWN ATTORNEY BEN HARDING

Town Attorney Ben Harding stated he had nothing to report.

12. MANAGER'S REPORT

- **Event Planner/Grant Writer Status:**
Manager Koser stated that the application process for Event Planner/Grant Writer was closed at the end of August, and five candidates were interviewed.
- **Minor Change to Solid Waste Services Policy (Attachment #2):**
Manager Koser notified the Board that the recycling schedule changed a few years ago, but the Solid Waste Services Policy never updated. He presented the updated version to reflect the new schedule.
- **North Lee Avenue Sidewalk Update:**
Mr. Koser reminded the Board that the Town had received a bill from NCDOT for the North Lee Avenue Sidewalk Project. After an investigation by a consulting firm, it was confirmed that the Town did not owe NCDOT.

- **PSN Online Payment Processor (Attachment #3)(Motion):**
Finance Director Hunter Gooden proposed the implementation of PSN Online Payment Processor. He highlighted that this payment processor will replace the two third-party companies that we currently use for payment processing, leading to better communication with our software system and reducing payment errors. The initial setup cost for PSN is \$2,500, but it will ultimately save us 50% on our monthly expenses.

Commissioner Chris Matthews made a motion to approve contract with PSN to process online and credit card payments. Commissioner Richie Parker seconded the motion, and the motion passed unanimously.

Vote: 5/0

- **Town Logo Proposal (Attachment #4)(Motion):**
Town Clerk Alex Potts presented a proposal from Anna Howe Design to create a new logo for the Town. The proposal included two packages. The first package costs \$400 and has limited options, while the second package costs \$1,200 and offers a wider range of options, including various color palettes, designs, and greater versatility. After some discussion, the Board agreed to approve the \$1,200 package.

Commissioner Chris Matthews made a motion to accept package #2 with Anna Howe Design, for a total cost of \$1,200. Commissioner Scott Winebarger seconded the motion, and the motion passed unanimously.

Vote: 5/0

- **Powell Bill Allocation:**
Manager Koser apprised the Board that the Town has received the first part of Powell Bill funds, in the amount of \$46,958.
- **Halloween Downtown Event:**
Halloween Downtown is scheduled for Tuesday, October 31st from 3:00 p.m. to 5:00 p.m. Following the event, Collide Church will host their Annual Trunk-or-Treat.

13. CLOSE SESSION

Commissioner Monta Davis-Oliver made a motion to go into "Close Session" at 6:25 p.m. pursuant to 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; or to hear or investigate a complaint, charge, or grievance by or against an individual public officer or employee. Commissioner Tony Hall 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 6:50 p.m. Commissioner Scott Winebarger seconded the motion, and the motion passed unanimously.

Vote: 4/0

14. COMMISSIONER COMMENTS

Commissioner Chris Matthews: Commissioner Matthews asked about touring the pickleball courts in the surrounding areas to gather ideas for expanding the property next to the Town Park. Manager Koser confirmed that it would be possible to build three courts. Mayor Norman then requested Manager Koser to obtain quotes and explore potential grant options. They also discussed the fact that a master plan had been created for the Rose Property in the past.

Commissioner Richie Parker: Commissioner Parker thanked the Town Staff for any input they had with the Harvest Festival. He also, stated that the new Event Planner could help with future plans for the park.

15. ADJOURNMENT

With no further business to discuss, Commissioner Monta Davis-Oliver moved the meeting adjourned. Commissioner Scott Winebarger seconded the motion, and the motion was approved unanimously. The meeting adjourned at approximately 6:52 p.m. Vote: 5/0



Eddie Norman, Mayor



Alex Potts, Town Clerk