

TOWN OF YADKINVILLE
BOARD OF COMMISSIONERS
MONTHLY MEETING MINUTES
LOCATION: COMMISSIONERS CHAMBERS
213 VAN BUREN STREET
YADKINVILLE, NC
MONDAY, DECEMBER 2, 2019

OFFICIALS PRESENT:

Mayor Eddie Norman

Commissioners:

Tony Hall

Monta Davis-Oliver

Richie Parker

Chris Matthews

Scott Winebarger

STAFF PRESENT:

Town Manager: Perry Williams - Absent

Assistant Town Manager: Shelia Weathers

Town Clerk: Crystal Sprague

Finance Officer: Dina Reavis

Police Chief: Dawn Pardue

Planning Director: Abigaile Pittman

Town Attorney – Ben Harding

Quorum requirements met – meeting proceeded.

PUBLIC HEARING(S)

Mayor Norman opened the public hearings at 5:55 p.m.

Planning Director Abigaile Pittman gave a brief overview of the Public Hearing to the Board of Commissioners and the public.

- **5:55 p.m. – Zoning Text Amendment (ZTA-2019-06):** Request to amend the Town of Yadkinville Code of Ordinance, Title 9, Development Ordinance, Appendix A.4, to modify the definition of Principal Use; and Section 3.3.2.C to modify the language regarding principal uses.

Planning Director Abigaile Pittman reviewed the proposed text amendment, referencing the staff report in the Commissioner's agenda packet. She stated that, as part of regulating and enforcing the Development Ordinance, it is necessary to have clarity between the determination of principal uses and accessory uses. As currently written, the Ordinance allows the interpretation that the principal use of an undeveloped lot can include permitted accessory uses in the district that is zoned and creates conflict with the definition and regulation of accessory uses. To rectify this issue, two sections of the Ordinance require modification regarding the definition and use of the term 'principal use', striking the phrase 'or is proposed to serve'.

Referencing the staff report, Ms. Pittman reviewed the consistency of the proposed amendments with the Land Use & Growth Management Goal of the Comprehensive Plan, and with the purpose statement of the Development Ordinance, and recommended approval of the proposed text amendments. Ms. Pittman noted that the Planning Board had recommended denial of the text amendments. Ms. Pittman advised the Commissioners that she had drafted recommended motions should the Commissioners choose to approve the requested amendments, or should they choose to deny them.

With no further comments or questions, Mayor Norman closed the hearing at 5:58 p.m.

1. CALL TO ORDER

The regular meeting was called to order by Mayor Eddie Norman at 5:59 p.m.

2. INVOCATION

Mayor Eddie Norman offered the invocation.

3. ADOPTION OF AGENDA (Motion)

Commissioner Chris Matthews made a motion to approve the adoption of the agenda as presented. Commissioner Scott Winebarger seconded the motion, and the motion passed unanimously.

Vote: 5/0

4. PRESENTATION OF NC ADVANCED CERTIFICATE

Police Chief Dawn Pardue asked Detective Ryan Preslar to please come forward during the Board meeting. Police Chief Pardue presented Detective Preslar with his NC Advanced Certificate. Detective Ryan Preslar has qualified and earned his NC Advanced Certificate by meeting the educational hours and years of service required and has earned this great milestone. The Yadkinville Police Department and the Town of Yadkinville are proud of his service to our community.

5. SWEARING IN OF COMMISSIONERS RICHIE PARKER, MONTA DAVIS - OLIVER AND TONY HALL

Town Clerk Crystal Sprague swore in re-elected Commissioner Richie Parker, Commissioner Tony Hall, and Commissioner Monta Davis-Oliver.

6. APPOINTMENT AND SWEARING IN OF MAYOR PRO-TEM (Motion)

The Board of Commissioners agreed to re-appoint Commissioner Monta Davis-Oliver as Mayor Pro-Tem.

Commissioner Chris Matthews made a motion to re-appoint Commissioner Monta Davis-Oliver as Mayor Pro-Tem. Commissioner Richie Parker seconded the motion, and the motion passed unanimously.

Vote: 5/0

7. PUBLIC COMMENTS

With no one present wishing to speak, the public comments portion of the meeting was closed.

8. APPROVAL OF MINUTES (Motion)

*Commissioner Monta Davis-Oliver made a motion to approve the following minutes as presented. Commissioner Tony Hall seconded the motion and the motion passed unanimously.
Vote: 5/0*

- November 4, 2019 Regular Meeting Minutes
- November 22, 2019 Special Meeting

9. ACTION ON PUBLIC HEARING(S) (Motion)

- **Zoning Text Amendment (ZTA-2019-06):**
Request to amend the Town of Yadkinville Code of Ordinance, Title 9, Development Ordinance, Appendix A.4, to modify the definition of Principal Use; and Section 3.3.2.C to modify the language regarding principal uses.

The Board of Commissioners unanimously voted to adopt the following statement of consistency and reasonableness:

*The Board of Commissioners finds that ZTA-2019-06, the request to amend the Town of Yadkinville Code of Ordinances, Title 9, Development Ordinance Appendix A.4, to modify the definition of Principal Use; and Section 3.3.2.C to modify the language regarding principal uses, is consistent with the Land Use and Growth Management Goal of the adopted Comprehensive Plan, and with the adopted Purpose of the Town of Yadkinville Development Ordinance; and is reasonable and in the public interest for these reasons, and because the amendments clarify the development and enforcement of principal vs accessory uses, particularly on undeveloped lots.
Vote: 5/0*

*Based on these statements of consistency and reasonableness, the Board of Commissioners unanimously voted to approve the request to amend the Town of Yadkinville Code of Ordinances, Title 9, Development Ordinance, Appendix A.4, to modify the definition of Principal Use; and Section 3.3.2.C to modify the language regarding principal uses.
Vote: 5/0*

10. REQUEST TO SET PUBLIC HEARING(S)

Two (2) Public Hearings were set for Monday, January 6, 2020.

- January 6, 2020, at 5:50 PM – (ZTA-2019-05): Section 4.6.9 A, to amend Garbage and Refuse Collection regarding the requirement for a dumpster.
- January 6, 2020, at 5:55 PM – (ZMA-2019-03): Request to change the zoning from Residential Medium Density (RM) to Highway Business (HB).

11. CONSENT AGENDA ITEM(S) #1) (Motion)

Assistant Town Manager Shelia Weathers presented the consent agenda items for the Board's consideration.

1. INVOICE(S):

- Jones Chemicals Inc. - \$7,102.23 (Budgeted Item)
- *Load of Caustic Soda (Waste Water Treatment Plant)*
- Consolidated Pipe and Supply Co, Inc. - \$20,274.00 (Budgeted Item)
- *Meter Change-Out Program*

Commissioner Monta Davis-Oliver made a motion to approve all items in the consent agenda. Commissioner Tony Hall seconded the motion and the motion passed unanimously.

Vote: 5/0

12. FIRE CHIEF'S REPORT

Fire Chief Jody Doss was not present to give the Fire Chief's report.

13. POLICE CHIEF'S REPORT

Police Chief Dawn Pardue presented the Town Board with the Police Department's monthly report.

14. PUBLIC SERVICES DIRECTOR REPORT

- Surplus Property (Parcel#129459) Unaddressed Crescent View Property Update

Public Services Director Jacob Swaim updated the Board regarding the status of the property located on Crescent View Drive. He stated that the property has been cleared and cleaned up by the Public Works Department and is ready to be advertised for sale. Assistant Town Manager Shelia Weathers presented to the Board the cleanup cost and taxes due for the lot located at Crescent View Drive.

It was the consensus of the Board of Commissioners to set the starting sale price for the lot on Crescent View Drive at \$13,000.00

Public Services Director Jacob Swaim presented the Town Board with the Public Services Director Report. Mr. Swaim reported that the Public Works Department would be setting up and placing lights on the Christmas Tree at the Town Park this week for our Annual Christmas Tree Lighting at the Park on Friday, December 6, 2019 at 6:00 p.m.

13. PLANNING REPORT

Planning Director Abigaile Pittman presented the Town Board with the Planning Department's monthly report.

Planning Director Abigaile Pittman also advised the Board of Commissioners that she verified that the upper windows are currently vinyl at the approved façade grant site on 105 Jackson Street. Additionally, Ms. Pittman informed the Commissioners that she is taking a proposed text amendment to the Planning Board in January, addressing nonresidential design standards, focusing on façade materials. The Commissioners should see the proposed text amendment at their March 2020 meeting. Mayor Eddie Norman provided a few comments regarding the history of the development of those current regulations and stated that the support for them had been mixed, and encouraged Ms. Pittman to bring some revised language for them to review.

14. TOWN ATTORNEY REPORT

Town Attorney Ben Harding had nothing to report at this time.

15. MANAGER'S REPORT (Attachment #4)

Assistant Town Manager Shelia Weathers presented the Manager's Report to the Board.

- **ADA Information Update and ADA Transition Plan**
 - Assistant Town Manager Shelia Weathers began by giving the Board a brief update regarding the ADA Information and ADA Transition Plan letting them know that ADA Compliance Specialist with the NCDOT was very pleased and said the Town was making excellent progress. The Town will continue to work on the ADA Transition plan with Mr. Mike Kosier with WithersRavenel over the next year.
 - Assistant Town Manager Shelia Weathers also updated the Board regarding the ADA updates for the Chamber of Commerce Building. She notified the Board that there is a lot of major factors involved in updating this building to make it ADA compliant. The Board asked Assistant Town Manager Shelia Weathers to reach out to a contractor to request a full appraisal quote for both the interior and exterior updates that would be needed for the building.
- **Water Bill Leak Adjustment Policy Revised (Motion)**
 - Assistant Town Manager Shelia Weathers discussed with the Board changing the Water Bill Leak Adjustment Policy. Mrs. Weathers asked the Board if we could give the customer one leak adjustment a year regardless of what caused the leak. The customer must still prove that the leak has been fixed with written documentation. The Board agreed to allow one leak adjustment per year, with no criteria.

Commissioner Tony Hall made a motion to allow one leak adjustment per year with no criteria. Commissioner Chris Matthews seconded the motion and the motion passed unanimously.

Vote: 5/0

- **Planning Board /Board Of Adjustment Vacant Position (Recommendations)**
 - Assistant Town Manager Shelia Weathers asked the Board to please let her know if they had any recommendations for the Planning Board and Board of Adjustment positions.

- **Town Closings:**
 - Assistant Town Manager Shelia Weathers reminded the Board that the Town Hall and Town facilities will be closed on Tuesday, Wednesday, and Thursday, December 24th, 25th, and 26th for Christmas and Wednesday, January 1, 2020 for New Year's Day. Mrs. Weathers also reminded the Board of the upcoming festivities for December which includes the following:
 - Christmas Tree Lighting – Friday, December 6, 2019 at 6:00 p.m.
 - Christmas Parade – Saturday, December 7, 2019 at 10:00 a.m.
 - Board Appreciation Dinner – Friday, December 13, 2019 at 5:30 p.m.
 - Employee Appreciation Dinner – Friday, December 20, 2019 at 12:00 noon.

16. COMMISSIONER COMMENTS

Commissioner Richie Parker:

Commissioner Richie Parker notified the Board that he would not be in attendance at the January 6, 2020 Board Meeting.

Mayor Eddie Norman:

Mayor Eddie Norman informed the Board of Commissioners that Pioneer Technologies will be closing December 31, 2019.

17. ADJOURNMENT

With no further business to discuss, Commissioner Chris Matthews moved the meeting be adjourned. Commissioner Tony Hall seconded the motion, and the motion was approved unanimously. The meeting adjourned at approximately 6:30 p.m.

Vote: 5/0



Mayor Eddie Norman



Crystal Sprague, Town Clerk