

TOWN OF YADKINVILLE  
BOARD OF COMMISSIONERS  
**MONTHLY MEETING MINUTES**  
LOCATION: COMMISSIONERS CHAMBERS  
213 VAN BUREN STREET  
YADKINVILLE, NC  
**MONDAY, DECEMBER 3, 2018**

**OFFICIALS PRESENT:**

Mayor Eddie Norman  
Commissioners:  
    Tony Hall  
    Monta Davis-Oliver  
    Richie Parker  
    Chris Matthews  
    Scott Winebarger

**STAFF PRESENT:**

Town Manager: Perry Williams-Absent  
Planner/Assistant Town Manger: Nick Smith  
Town Clerk: Shelia Weathers  
Finance Officer: Dina Reavis  
Police Chief: Dawn Pardue

Town Attorney Ben Harding

Quorum requirements met – meeting proceeded.

**1. CALL TO ORDER**

The regular meeting was called to order by Mayor Eddie Norman at 6:00 p.m.

**2. INVOCATION**

Mayor Eddie Norman offered the invocation.

Retired Police Chief Tim Parks was not present at the beginning of the meeting, therefore Mayor Norman recessed the meeting at 6:14 p.m.

Mayor Norman called the meeting back in session at 6:17 p.m. when it was determined that Mr. Parks would be arriving later than expected at the meeting.

**3. RESOLUTION DECLARING THE BADGE, SERVICE WEAPON AND MAGAZINE CARRIED BY CHIEF TIM PARKS SURPLUS AND AWARDING THEM TO HIM ON HIS RETIREMENT (Resolution 2018-07) (Attachment #1)**

Mayor Norman presented retired Police Chief Tim Parks with his badge, service weapon and magazine and thanked him for a great tenure with the Town of Yadkinville. Mr. Parks thanked the Town of Yadkinville and staff for the many years of support.

**4. SWEARING IN OF APPOINTED POLICE CHIEF DAWN PARDUE** *(Attachment #2)*

Town Clerk Shelia Weathers swore in newly appointed Police Chief Dawn Parude. The Board of Commissioners selected Chief Pardue on November 9, 2018 at a Special Called Meeting.

**5. REQUEST FOR VOLUNTARY ANNEXATION**

Surry Community College, Yadkin County (Agricultural and Education Building) and Carolina Farm Credit

Town Clerk Shelia Weathers requested approval for the resolution to set a public hearing date for the voluntary annexation requests.

- Clerk's "Certificate of Sufficiency" for Annexation *(Attachment #3)*
- "Resolution for Fixing Date of Public Hearing on Annexation Petition File" *(Attachment #4)*
- Request to Set Public Hearing:  
Monday, January 7, 2019 at 5:55 p.m.

*Commissioner Chris Matthews made a motion to approve the Resolution for Fixing Date of Public Hearing on Annexation Petition File." Commissioner Tony Hall seconded the motion, and the motion passed unanimously.*

*Vote: 5/0*

The Town Board of Commissioners set the public hearing for Monday, January 7, 2019 at 5:55 p.m.

**6. PUBLIC COMMENT**

With no citizens requesting to address the Town Board, Mayor Norman closed the public comments.

**7. APPROVAL OF MINUTES**

*Commissioner Chris Matthews made a motion to approve the minutes as presented. Commissioner Scott Winebarger seconded the motion, and the motion passed unanimously.*

*Vote: 5/0*

- November 5, 2018 (Regular Meeting Minutes)
- November 9, 2018 (Special Meeting Minutes)
- November 9, 2018 (Close Session Meeting Minutes)

**8. CONSENT AGENDA (ITEM(S) #1-2)** *(Attachment #5)*

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

- Item #1: Invoices (2) – \$44,679.25 (FY 2018-19 Budgeted Item)
- Item #2: Tax Void (1) – \$24.94

*Commissioner Tony Hall made a motion to approve the consent agenda as presented by the Town Clerk. Commissioner Chris Matthews seconded the motion, and the motion passed unanimously.*

*Vote: 5/0*

**9. ANNUAL AUDIT REPORT BY CANNON & COMPANY – Presenter Mr.**

**Richard Tanner** *(Attachment #6)*

Mr. Richard Tanner from Cannon & Company presented the Town's Financial Statements and Supplementary Information for year ended June 30, 2018. The financial statements of the government activities, the business-type activities, the aggregate discretely presented component unit, each major fund, and the aggregate remaining fund information were audited.

**Financial Highlights:**

- The assets and deferred outflows of resources of the Town of Yadkinville's exceeded its liabilities and deferred inflows of resources at the close of the fiscal year by \$20,627,916 (net position).
- The government's total net position increased by \$333,809, primarily due to increases in net position of the governmental fund activities (\$254,736) and business-type activities (\$79,073), respectively.
- As of the close of the current fiscal year, the Town of Yadkinville's governmental funds reported combined ending fund balances of \$2,863,073 in comparison with the prior year. Approximately 19.4 percent of this total amount, or \$556,783 is non-spendable or restricted.
- At the end of the current fiscal year, unassigned fund balance for the General Fund was \$2,307,172 or 94.5 percent of total general fund expenditures for the fiscal year.
- The Town of Yadkinville's total debt decreased by \$46,667 during the current fiscal year.

Mr. Tanner emphasized the Town's audit was very clean as agreed upon by The Local Government Commission.

Mr. Tanner apprised the Town Board of the property tax collection rate (excluding motor vehicles) was 98.2% at the end of the fiscal year. He emphasized that the collection rate was exceptional.

Mayor Eddie Norman thank Mr. Tanner for a great audit. He praised Town Manager Perry Williams, Finance Officer Dina Reavis and staff for the great job they were doing.

#### **10. FIRE CHIEF'S REPORT**

Fire Chief Jody Doss presented the Fire Department's monthly report. He stated that their new truck would be arriving in January 2019.

#### **11. POLICE CHIEF'S REPORT**

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

#### **12. PLANNING REPORT**

The Town Planner/Assistant Town Manager Nick Smith presented the Town Board with an update on the current projects in Town.

#### **13. MANAGER'S/PUBLIC WORKS DIRECTOR'S REPORT**

- **EB-5809 Utility Construction Agreement (Betterment cost estimates to adjust and relocate water and sewer lines down State Street) – Mr. Brian King:**  
Mr. King explained the relocation and size of the water/sewer lines and projected costs to the Town Board. He stated that a meeting would be conducted on Wednesday, December 5, 2018 to respond to requests.

The deadline to sign the construction agreement is February 2019. Attorney Ben Harding is reviewing the contract and will report back to the Town Manager and Board of Commissioners on his findings.

- **Board Nominees for Combined Board Update:**  
Town Clerk Shelia Weathers informed the Town Board that Mrs. Anna Logan Howe agreed to serve on the board as an in-town representative, as well as, the current in-town members except for Mr. Dale Wilhelm. The Yadkin County Board of Commissioners voted to appoint Mr. Virgil Dodson to the board as the ETJ member.
- **Façade Grant Review:**  
Town Clerk Shelia Weathers asked the Town Board to consider allowing the Planning Board to review the Façade Grants rather than the Long-Range Planning Committee then final review and approval to the Board of Commissioners.

After a short discussion, it was the consensus of the Town Board to authorize the Planning Board to review the façade grant(s). The staff will in turn present the recommended grant(s) to the Board of Commissioners for approval.

- **Town Closings:**  
Town Clerk Shelia Weathers reminded the Town Board of the upcoming holiday closings:
  - Monday, Tuesday & Wednesday, December 24<sup>th</sup>, 25<sup>th</sup> and 26<sup>th</sup> for Christmas
  - Tuesday, January 1, 2019 for New Year's Day

- **Upcoming Events for December Reminder:**  
Town Clerk Shelia Weathers reminder the Town Board of the upcoming events for December:
  - Board Appreciation Dinner – Friday, December 7<sup>th</sup> at 5:30 p.m.
  - Employee Appreciation Luncheon – Friday, December 21<sup>st</sup> at 12:00 p.m.

#### **14. COMMISSIONER COMMENTS**

- **Mayor Norman and Commissioner Chris Matthews:**  
Mayor Norman and Commissioner Matthews thanked the Fire Department, Police Department and staff for being involved in the Town's Christmas Tree Lighting and Parade.
- **Commissioner Richie Parker and Commissioner Chris Matthews:**  
Commissioner Parker and Commissioner Matthews inquired about the opening of Casual Duds located across from Hardees. They instructed the Town Planner Mr. Smith to investigate.

#### **15. CLOSE SESSION**


§ N.C.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;

*Commissioner Monta Davis-Oliver made a motion to go into "Close Session" at 6:20 p.m. under N.C.G.S 143-318.11 (a)(5). Commissioner Chris Matthews seconded the motion, and the motion was approved unanimously.  
Vote: 5/0*

*Commissioner Tony Hall made a motion to come out of "Close Session" at 6:50 p.m. Commissioner Scott Winebarger seconded the motion, and the motion was approved unanimously.  
Vote: 5/0*

#### **16. ADJOURNMENT**

*With no further business to discuss, Commissioner Chris Matthews moved the meeting be adjourned. Commissioner Scott Winebarger seconded the motion, and the motion was approved unanimously. The meeting adjourned at approximately 6:58 p.m.  
Vote: 5/0*

  
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Eddie Norman, Mayor

  
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Shelia B. Weathers, Town Clerk