

TOWN OF YADKINVILLE
BOARD OF COMMISSIONERS
MONTHLY MEETING MINUTES
LOCATION: COMMISSIONERS CHAMBERS
213 VAN BUREN STREET
YADKINVILLE, NC
MONDAY, FEBRUARY 1, 2021

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
Asst. Town Manager: Shelia Weathers
Interim Town Clerk: Alex Potts
Planning Advisor: Abigaile Pittman
Police Chief: Dawn Pardue

Quorum requirements met – meeting proceeded.

PUBLIC HEARING(S)

Mayor Norman opened the public hearing for:

- **Moratorium Ordinance No. 2021-01:** Request to temporarily suspend the issuance of zoning permits allowing the development and construction of shipping container housing, tiny home housing, and other alternative housing not addressed by the Comprehensive Plan or Development Ordinance within the Town of Yadkinville, North Carolina and its Extraterritorial Zoning Jurisdiction (ETJ), Pursuant to NCGS 160A-381€ and NCGS 160D-107.

Planning Director Abigaile Pittman reviewed the proposed Moratorium Ordinance. Ms. Pittman explained that she has received inquiries regarding the development and construction of shipping container housing, tiny homes, and other alternative housing. Neither the Comprehensive Plan nor the Development Ordinance have relevant regulations or general guidance for such alternative housing. Staff is requesting that the Commissioners consider adopting a temporary moratorium ordinance on the issuance of zoning permits allowing the development of shipping container housing, tiny home housing, and other such alternative housing. Ms. Pittman stated that the temporary moratorium would cease on December 31, 2021 or when revisions are adopted that address the development and construction of alternative housing.

- **MHC-2021-01:** Request to re-adopt the Minimum Housing Code as Title 10 of the Town of Yadkinville Code of Ordinances.

Planning Director Pittman stated that the Town's Minimum Housing Code was inadvertently not included in the codification of the Code of Ordinances in October 2018. Since the Minimum Housing Code is currently adopted as Title 9, this codification conflicts with the current Development Ordinance. Municode stated that the problem can

be resolved if the Board of Commissioners re-adopt the Minimum Housing Code as Title 10 of the Code of Ordinances. Municode will then include the changes in the Town's online Code document.

1. CALL TO ORDER

The regular meeting was called to order by Mayor Norman at 5:58 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

No one signed up for the Public Comments section of the meeting.

5. APPROVAL OF MINUTES (MOTION)

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

Vote: 5/0

- January 4, 2021 (Regular Meeting Minutes)

6. ACTION ON PUBLIC HEARING(S): (Motion) (Attachment #1)

- **Moratorium Ordinance (Ordinance No. 2021-01):**
 - Request to temporarily suspend the issuance of zoning permits allowing the development and construction of shipping container housing, tiny home housing, and other alternative housing not addressed by the Comprehensive Plan or Development Ordinance within the Town of Yadkinville, North Carolina and its Extraterritorial Zoning Jurisdiction (ETJ), Pursuant to NCGS 160A-381€ and NCGS 160D-107.

Commissioner Chris Matthews made a motion to approve the Ordinance adopting a temporary moratorium suspending the issuance of zoning permits allowing the development of shipping container housing, tiny home housing, and other alternative housing not addressed by the Comprehensive Plan or Development Ordinance. The motion was seconded by Commissioner Scott Winebarger, and the motion passed unanimously.

Vote:5/0

- **Minimum Housing Code (MHC-2021-01)**
 - Request to re-adopt the Minimum Housing Code as Title 10 of the Town of Yadkinville Code of Ordinances.

Commissioner Scott Winebarger made a motion to approve the request that the Town of Yadkinville Minimum Housing Code be re-adopted as Title 10 of the Town of Yadkinville

Code of Ordinances. Commissioner Richie Parker seconded the motion and the motion passed unanimously.

Vote: 5/0

7. CONSENT AGENDA ITEM(S) (Attachment #2)

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

- Invoices (1) totaling at \$5,000
- Tax Voids totaling \$498.54

Commissioner Chris Matthews made a motion to approve all items in the consent agenda. Commissioner Scott Winebarger seconded the motion, and the motion passed unanimously.

Vote:5/0

8. GIBSON & COMPANY FINANCIAL AUDIT PRESENTATION (Town of Yadkinville & TDA) – Mr. Craig Hopkins

Mr. Craig Hopkins Manager with Gibson & Company, presented the Board with the Town of Yadkinville and Tourism Development Authorities Financial Statements and Supplementary Information for the year ending June 30, 2020. He stated that both the Town and Tourism Development Authority presented a clean audit agreed upon by The Local Government Commission.

Town of Yadkinville Financial Highlights:

- The assets and deferred outflows of resources of the Town of Yadkinville *exceeded* its liabilities and deferred inflows of resources at the close of the fiscal year by \$22,396,861 (*net position*).
- The government's total net position decreased by \$36,845, primarily due to increases in net position of the governmental fund activities (\$261,714) and a decrease of business-type activities (\$298,559), respectively.
- As of the close of the current fiscal year, the Town of Yadkinville's governmental funds reported combined ending fund balances of \$3,432,237 an increase of \$375,515 in comparison with the prior year. Approximately 18.0 percent of this total amount, or \$617,750 is non-spendable or restricted.
- At the end of the current fiscal year, unassigned fund balance for the General Fund was \$2,814,487 or 111.06 percent of total general fund expenditures for the fiscal year.
- The Town of Yadkinville's total debt increased by \$58,656 during the current fiscal year.

Mr. Hopkins noted a decrease in Water Sewer Funds Operating Revenues. He stated it could be due to the COVID impact.

Mr. Hopkins apprised the Board of the property tax collection rate of 98.39% at the end of the fiscal year.

Mr. Craig Hopkins continued with the Tourism Development Authority Financial Statement for year ending June 30, 2020.

TDA Financial Highlights:

- The assets of the Authority exceeded its liabilities at the close of the fiscal year by \$108,613 (*net position*).
- The Authority's total net position *increased* by \$14,853 primarily due to a decrease in expenditures throughout the year.
- As of the close of the current fiscal year, the Authority's governmental funds reported ending fund balances of \$108,613 with a net change of \$14,853 in fund balances. Approximately 8.17 percent of this total amount, or \$8,873 is non-spendable or restricted.
- At the end of the current fiscal year, unassigned fund balance for the General Fund was \$99,740 or 675.42 percent of total general fund expenditures for the fiscal year.

9. FIRE CHIEF'S REPORT

Fire Chief Jody Doss was absent from this meeting.

10. POLICE CHIEF'S REPORT

Police Chief Dawn Pardue presented her monthly report to the Board. She stated that all officers that were positive COVID cases are back to working their shifts. Chief Pardue thanked Town Manager Mike Koser, Assistant Town Manager Shelia Weathers, and Finance Director Hunter Gooden for helping her with necessary information to apply for a grant. The grant will provide extra radios for the police department.

11. PUBLIC SERVICES DIRECTOR REPORT

Public Services Director Jacob Swaim was not present at this meeting, but sent his monthly report to the Board prior.

12. PLANNING ADVISOR'S REPORT

Planning Advisor Abigaile Pittman presented her monthly report to the Board. Ms. Pittman apprised the Board of two Text Amendments regarding accessory structures and conditional use permits that will come before them in April 2021.

13. TOWN ATTORNEY BEN HARDING

Town Attorney Ben Harding will report in Close Session.

14. MANAGER'S REPORT

• **Brunch Bill:**

Town Manager Mike Koser reported his findings on the Brunch Bill. He noted that the bill was introduced in 2017, and allows alcohol sales on Sunday's starting at 10 a.m. Mr. Koser stated that Yadkin County did adopt the bill, and if we choose to adopt we will have to include it within the Town of Yadkinville Code of Ordinances. He also stated that the Town can specify who is allowed to participate by permit application. Mr. Koser presented the Board with a draft

ordinance that Assistant Town Manager Shelia Weathers constructed. After some discussion, the Bruch Bill was not approved due to lack of motion.

- **Aluminum Sulfate Overcharge Settlement:**
Town Manager, Mike Koser apprised the Board of a Class Action Lawsuit against an aluminum sulfate provider, which Former Finance Officer Dina Reavis participated in. The lawsuit was due to overcharges, and the Town was reimbursed \$112,250.
- **Jackson Street Parking Lot Update:**
Mr. Koser informed the Board that the sale of Jackson Street Parking Lot is complete and the Town received a check for \$70,000.
- **ABC Quarterly Revenue Update:**
Mr. Koser noted that the ABC Quarterly Revenue was received in the approximate amount of \$43,000.
- **EV Charging Station Update:**
Town Manager Mike Koser stated that he completed the grant application for EV Charging stations. The grant is on a first come, first serve basis, but he feels confident that the Town will be awarded. Mr. Koser noted that the grant allows a maximum of \$10,000 per site, and the Town plans to construct two sites.
- **CARES and COVID-19 Update:**
 - **CARES:**
Mr. Koser noted the purchase of two additional Town laptops, so that employees can work from home. He also noted the town is accepting bids for COVID air purifier filters for all Town facilities.
 - **COVID-19:**
Town Manager Mike Koser requested to continue working current telework schedules for one more month. The Board was in agreeance.
- **Republic Services:**
Town Manager Koser apprised the Board of unsatisfied customers regarding recycle bin replacement and pickup. He noted a meeting with Republic Services representatives, in which they agreed to correct the issues.

15. COMMISSIONER COMMENTS

Commissioner Scott Winebarger:

Commissioner Winebarger inquired about the Yadkin County Chamber of Commerce Lease. It was the consensus of the Board to have Town Manager Mike Koser report back regarding the issue.

Commissioner Monta Davis-Oliver:

Commissioner Monta Davis-Oliver informed Chief Dawn Pardue of the outstanding job that Officer Vancamp is doing at the COVID Clinic. She noted his professionalism, and organization.

Commissioner Richie Parker:

Commissioner Parker informed Town Manager Mike Koser that the Town of Dobson used TDA funds to help pay for their EV Charging Stations. Mr. Koser stated it would be great to get the TDA involved.

16. CLOSE SESSION:

Commissioner Chris Matthews made a motion to go into "Close Session" at 6:49 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; 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 7:40 p.m. Commissioner Scott Winebarger seconded the motion and the motion passed unanimously.

Vote: 5/0

17. 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 7:41 p.m.

Vote: 5/0



Eddie Norman, Mayor



Alex Potts, Interim Town Clerk