

TOWN OF YADKINVILLE  
BOARD OF COMMISSIONERS  
**MONTHLY MEETING MINUTES**  
LOCATION: COMMISSIONERS CHAMBERS  
213 VAN BUREN STREET  
YADKINVILLE, NC  
**MONDAY, FEBRUARY 3, 2020**

**OFFICIALS PRESENT:**

Mayor Eddie Norman

Commissioners:

Tony Hall – Absent

Monta Davis-Oliver

Richie Parker - Absent

Chris Matthews

Scott Winebarger

**STAFF PRESENT:**

Town Manager: Perry Williams

Assistant Town Manager: Shelia Weathers

Town Clerk: Crystal Sprague

Finance Officer: Dina Reavis

Police Chief: Dawn Pardue

Planning Director: Abigaile Pittman

Public Services Director: Jacob Swaim

Tax Collector: Alex Myrick

Town Attorney – Ben Harding – Absent

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.

**3. ADOPTION OF AGENDA (Motion)**

*Commissioner Chris Matthews made a motion to approve the adoption of the agenda as presented. Commissioner Monta Davis-Oliver seconded the motion, and the motion passed unanimously.*

*Vote: 3/0*

**4. PUBLIC COMMENTS**

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

**5. APPROVAL OF MINUTES (Motion Needed)**

*Commissioner Scott Winebarger made a motion to approve the minutes as presented.  
Commissioner Chris Matthews seconded the motion, and the motion passed unanimously.  
Vote: 3/0*

- January 6, 2020 Regular Meeting Minutes

**6. SWEARING IN OF TAX COLLECTOR ALEX MYRICK**

Town Clerk Crystal Sprague swore in Tax Collector Alex Myrick.

**7. CONSENT AGENDA (ITEM(S) #3) (1 Motion Needed to Approve) (Attachment #1)**

Town Manager Perry Williams presented the consent agenda items for the Board's consideration.

**1. INVOICE(S):**

- Jones Chemicals Inc.- \$7,291.38  
-Caustic Soda (Wastewater Treatment Plant)
- Harcros Chemicals, Inc.- \$8,451.52  
-Caustic Soda (Water Treatment Plant)
- Harcros Chemicals, Inc. - \$8,401.72  
-Caustic Soda (Water Treatment Plant)

**2. BUDGET AMENDMENT:**

- **BA #3 – Department: Lab/GF Administration**  
-Lab Capital Outlay Equipment (Increase): \$2,103  
- W/S/ Fund Balance Appropriated (Increase): \$2,103  
- Budget Amendment to increase fund balance to replace two computers that are incompatible with the new mandatory Windows 10 operating system.

**3. TAX DEPARTMENT CORRECTED NOTICE/VOID(S):**

- TIAA Commercial Finance Inc. - \$11.46 (Incorrect Value Billed)
- Vidal Hernandez - \$202.72 (Voided – Property Sold)

*Commissioner Scott Winebarger made a motion to approve all items in the consent agenda.  
Commissioner Chris Matthews seconded the motion and the motion passed unanimously.  
Vote: 3/0*

## **8. ANNUAL AUDIT REPORT BY CANNON & COMPANY – Presenter Mrs. Valerie Kiger (Attachment #2)**

Mrs. Valerie Kiger a partner with Cannon & Company presented the Town's Financial Statements and Supplementary Information for the year ended June 30, 2019. 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 *exceeded* its liabilities and deferred inflows of resources at the close of the fiscal year by \$22,433,706 (*net position*).
- The government's total net position increased by \$1,610,643, primarily due to increases in net position of the governmental fund activities (\$1,552,754) and business-type activities (\$57,889), respectively.
- As of the close of the current fiscal year, the Town of Yadkinville's governmental funds reported combined ending fund balances of \$3,056,922 an increase of \$192,967 in comparison with the prior year.  
Approximately 19.0 percent of this total amount, or \$580,991 is non-spendable or restricted.
- At the end of the current fiscal year, unassigned fund balance for the General Fund was \$2,475,931 or 91.75 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.

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

Mrs. Kiger apprised the Town Board of the property tax collection rate (excluding motor vehicles) was 98.18% at the end of the fiscal year. She emphasized that the collection rate was very good.

Mayor Eddie Norman thanked Mrs. Kiger for her time and a great audit. He praised the staff for the great job they were doing maintaining the budget.

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

Fire Chief Jody Doss presented the Town Board with the Fire Department's monthly report. He stated they had been busy burning a lot of homes in the area.

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

Police Chief Dawn Pardue presented the Town Board with the Police Department's monthly report. Chief Pardue noted the Police Department would be conducting some interactive training in the upcoming months.

## **11. PUBLIC SERVICES DIRECTOR REPORT**

Public Services Director Jacob Swaim they have been taking advantage of the warm weather we have had doing some maintenance on sewer lines. He reported on the Caustic leak at the Water Plant and stated that they had taken steps in the right direction to have the caustic tanks evaluated to make sure they are in good shape and working properly.

## **12. PLANNING REPORT**

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

January 2020 Permit Activity - Planning Director Abigaile Pittman reviewed the Planning Report summary, for January 2019: 7 Zoning Permits; 4 Sign Permits; and 2 Zoning Verification Permits.

Planning Board Membership - Assistant Manager Shelia Weathers and Planning Director Abigaile Pittman discussed a proposed text amendment regarding an increase in the number of Planning Board members from 7 to 9. Ms. Pittman also mentioned the need for an alternate member or two. The staff and Commissioners the 2020 expiration dates of 3 Planning Board members. It was decided that the proposed text amendment should be put on hold until staff can determine whether the 3 members wish to be reappointed, opt to be reappointed as an alternate member, or do not wish to be reappointed in any capacity.

LI Zoning - Planning Director Abigaile Pittman reviewed a zoning matter that came to her attention recently. She passed out a map exhibit depicting a number of LI-Light Industrial zoned lots located between Mackie Road, N. State Street, and Tennessee Street. The Town owns three of the lots, the County owns one of the lots, Rodney and Ronald Collins owns two of the lots, and Yadkin Lumber and Wishon Carter own two of the lots. The Town's lots are adjacent to the Town's public park.

Ms. Pittman provided background that Mr. Rodney Collins has plans to remove his mobile home from his property and set up a modular home on the property. His modular home vendor applied for a Zoning Permit. Because single-family residential is not a permitted use in the LI District, she has advised them that they would need to apply for a Certificate of Nonconformity Adjustment from the Board of Adjustment or apply for a rezoning to a residential district.

Ms. Pittman and Manager Perry Williams asked the Commissioners if they would like for the other lots in this area to be rezoned to a residential district. Is this the location where they would like to see an industry locate? After discussing the matter, staff was directed to initiate a residential downzoning for all the LI zoned property in this area except for the developed Yadkin Lumber and Wishon Carter properties. They noted that the Town-owned properties could potentially accommodate future park expansion.

### **13. TOWN ATTORNEY REPORT**

Town Attorney Ben Harding was not present to give the Town Attorney Report.

### **14. MANAGER'S REPORT**

Town Manager Perry Williams presented the Town Board with the Manager's Report.

- **ADA Proposal Update** – Town Manager Perry Williams presented the Board with a proposal he received from Mr. Hutchens with Wilson-Covington Construction Company. Mr. Williams stated that the quote of \$23,886 was to bring the inside downstairs area and the outside of the Yadkin Chamber of Commerce up to ADA requirements. The Board discussed different options regarding the building and the ADA proposal and decided to discuss this further at their next meeting.
- **iPads** – Town Manager Perry Williams presented the Board with a quote from Verizon for 6 new iPads. The quote for six iPads was \$3,010.00, and the estimated monthly charge per iPad was \$39.99. The Board discussed acquiring bids from other mobile carriers to compare prices with a state contract and decided to revisit the matter again during upcoming budget meetings.
- **2020-2021 Budget Development Calendar (Revision)** - Town Manager Perry Williams notified the Board that a change had been made to the 2020-2021 Budget Development Calendar reflecting just one lunch meeting in April of 2020 instead of two meetings. Mr. Williams noted if the need arises and another meeting is needed, we will add it at a later date.

### **15. COMMISSIONER'S COMMENTS**

#### **Commissioner Scott Winebarger:**

Commissioner Scott Winebarger inquired regarding the ramp being built at 212 S State Street. Planning Director Abigaile Pittman stated the ramp was being added to the structure to make it ADA compliant since it was going to be used as a general office.

### **16. ADJOURNMENT**

*With no further business to discuss, Commissioner Chris Matthews moved the meeting be adjourned. Commissioner Monta Davis-Oliver seconded the motion, and the motion was approved unanimously. The meeting adjourned at approximately 6:56 p.m.*

*Vote: 3/0*



Mayor Eddie Norman



Crystal Sprague, Town Clerk