

TOWN OF YADKINVILLE  
BOARD OF COMMISSIONERS  
**MONTHLY MEETING MINUTES**  
LOCATION: COMMISSIONERS CHAMBERS  
213 VAN BUREN STREET  
YADKINVILLE, NC  
**MONDAY, FEBRUARY 6, 2017**

**OFFICIALS PRESENT:**

Mayor Eddie Norman

Commissioners:

Betty Driver

Tony Hall

Chris Matthews

Monta Davis-Oliver

Scott Winebarger

**STAFF PRESENT:**

Town Manager: Perry Williams

Public Works Director: Perry Williams

Town Clerk: Shelia Weathers

Chief of Police: Tim Parks

Finance Officer: Dina Reavis

Town Planner: Richard Smith

Town Attorney Ben Harding

Quorum requirements met – meeting proceeded.

**1. CALL TO ORDER**

The regular meeting was called to order by Mayor Norman at 5:56 p.m.

**2. INVOCATION**

Mayor Norman offered the invocation.

**3. PUBLIC COMMENTS**

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

**4. APPROVAL OF MINUTES**

Commissioner Chris Matthews made a motion to approve the minutes as presented (listed below). Commissioner Tony Hall seconded the motion and passed unanimously.

Vote: 5/0

- January 9, 2016 Regular Meeting Minutes
- January 9, 2016 Closed Session Minutes

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

Mr. Williams presented the consent agenda item #1-3 for the Board's consideration.

- Three (3) Tax Voids

- Six (6) Utility Billing Write-Off's
- Cannon & Company 2017 Audit Contracts

Commissioner Monta Davis-Oliver made a motion to approve the items as submitted on the consent agenda. The motion was seconded by Commissioner Betty Driver and passed unanimously.

Vote: 5/0

#### **6. COMPREHENSIVE PLAN UPDATE – Presenter Mr. Richard Smith**

Planning Advisor Richard Smith provided the Town Board of Commissioners with a brief update on the Town's Comprehensive Plan.

#### **PHASE 1: BACKGROUND INFORMATION (Completed):**

Information was gathered on the Town population, demographic, housing, and economic profile. Existing conditions, maps were produced depicting land use, zoning, environmental constraints, utilities, transportation infrastructure, and recreational facilities. The background information report was produced and presented to Long-Range Planning Committee at October 18, 2016 meeting and was made available on the Town's website and Facebook page.

#### **PHASE 2: INITIAL PUBLIC INPUT (Completed):**

A Public Input Survey was distributed to all the Town's utility customers and made available on the website and Facebook page, which received input from over 300 participants. A public drop-in workshop was held on November 15, 2016 with a resource allocation exercise and opportunities for participants to voice what they think is important for the future of Yadkinville. The Public Input Report was compiled and presented to Long-Range Planning Committee at December 20, 2016 meeting. It was published on the website and Facebook page.

#### **PHASE 3: DRAFT DOCUMENT (In-Progress):**

Using background information and public input, the project team is crafting vision, goals, strategies, and a draft future land use map to review with the Long-Range Planning Committee at the February 21, 2017 meeting to produce feedback. The vision, goals, and strategies will be finalized by the Long-Range Planning Committee along with viewing of illustrations, maps and diagrams that will accompany them in the document at a March meeting. A complete draft document will be produced in April.

#### **PHASE 4: ADOPTION PROCESS (Upcoming):**

The completed plan will be presented to the public at a workshop and on the Town's website for feedback in April 2017. A joint workshop with the Town Board, Long Range Planning Committee, and Planning Board will be held to make any necessary revisions based on input. This may include an official recommendation from the LRPC and/or Planning Board. The Town Board will hold a public hearing and consider adoption of the plan.

#### **VISION:**

The vision for the Town that rated highest was to have more restaurants, retail, neat appearance, arts and entertainment, growth, vibrant downtown, revitalization, small-town charm, pedestrian amenities, among others that rated lower than the above.

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

Fire Chief Jody Doss presented his monthly statistical report to the Town Board. He noted that the Fire Department responded to 1,800 calls in the month of January 2017. He added that the Fire Department was purchasing a new tanker truck.

## **8. POLICE CHIEF'S REPORT** *(Attachment #2)*

Chief Tim Parks submitted his monthly statistical report to the Board of Commissioners. He requested that the Town Board consider the retirement and surplus of K-9 police dog "Nike" and award ownership of K-9 "Nike" to Sergeant Mark Dowell.

Commissioner Tony Hall made a motion to adopt the Resolution authorizing the retirement of Police K-9 "Nike" and authorizing transfer the ownership and care of "Nike" to Sergeant Mark Dowell effectively February 6, 2017 under N.C.G.S. 160A-266(c). Commissioner Chris Matthews seconded the motion and passed unanimously.  
Vote: 5/0

## **9. PUBLIC WORKS DIRECTOR'S REPORT**

Town Manager Perry Williams requested the Board to consider paying the Consolidated Pipe & Supply Co., Inc. quote for a water meter assembly and box to be installed at Sienna Heights. The contractor for Sienna Heights will reimburse the Town. After a short discussion, it was the consensus of the Town Board to proceed with payment.

## **10. MANAGER'S REPORT**

- **TDA Reappointment of Sandy Thomas:** *(Attachment #3)*

Mrs Jamie Johnston sent a letter requesting that Mrs. Sandy Thomas be reappointed to the Town of Yadkinville Tourism Development Authority Board for a three-year term expiring on February 28, 2020.

Commissioner Monta Davis-Oliver made a motion to reappoint Mrs. Sandy Thomas to the Town of Yadkinville Tourism Development Authority Board. Commissioner Betty Driver seconded the motion and passed unanimously.  
Vote: 5/0

- **Long-Range Planning Committee Member Appointments:** *(Attachment #4)*

Mr. Williams asked the Town Board to consider the appointment of Mr. R. J. Speaks (Planning Board) and Mr. Chip Thomas (Board of Adjustment) to the Long-Range Planning Committee effective February 6, 2017.

Commissioner Scott Winebarger made a motion to appoint Mr. R. J. Speaks and Mr. Chip Thomas to the Long-Range Planning Committee. Commission Tony Hall seconded the motion and passed unanimously.

Vote: 5/0

- **Board Member Terms Expiring in 2017:**

Mr. Williams updated the Town Board on board terms that are due to expire in 2017 (Planning Board has two and Board of Adjustment has four). He asked the Board to consider potential candidates or reappointments and discuss at the next scheduled board meeting.

- **Lee Street Sidewalk Project Update:**  
Mr. Williams and Mayor Norman apprised the Board regarding a conference call with Dean Ledbetter of North Carolina Department of Transportation on the Lee Street Sidewalk Project. He asked the Town to revisit the sidewalk project. Mr. Ledbetter mentioned the possibility of the North Carolina Department of Transportation, and the Town make contributions to the project. He noted that he was requesting an FHWA waiver to allow the Town to be the contractor and do some of the work to save money. Mayor Norman requested Mr. Ledbetter to investigate the option of the Town being the contractor as Option #1.
- **Coolidge Street Opening Request:**  
Mr. Williams received a call from Mr. Conrad Brown, which requested the reopening of Coolidge Street. The street closed in early 1990 to eliminate heavy truck and car traffic coming from the former Hanes plant. After some discussion, the Town Board preferred to await their decision in order to hear from all residents and Mr. Brown on the matter.
- **Budget Sessions and Merit Raise Workshop for Budget Year 2017-2018 Review:**  
Mr. Williams reminded the Board of the upcoming 2017-2018 budget sessions and workshops. The Town Board decided to schedule a workshop on Friday, April 21<sup>st</sup> at 12:00 p.m. to discuss merit raise information and guidelines. The Board requested that Mr. Williams compiled information from surrounding municipalities on the subject matter.
- **Town Election Change (Even Years):**  
County Manager Lisa Hughes contacted Mr. Williams to verify the Board's decision to change the election to even years or to leave as is. After some discussion, the Board of Commissioners agreed to leave the election as it currently is per the Board's decision on February 1, 2016.

## **11. COMMISSIONER COMMENTS**

### **Mayor Eddie Norman:**

- Inquired about getting free Wi-Fi to Downtown Yadkinville to enhance growth. Commissioner Matthews offered to contact Yadtel to acquire possible options.

### **Commissioner Tony Hall:**

- Todd House on Maple Street needs attention.
- Inquired about Knox Box Ordinance.

### **Commissioner Chris Matthews:**

- Gave a brief overview on the Demystifying Transportation Planning, Prioritization, & Policy event that she and Commissioner Monta Davis-Oliver attended.

### **Commissioner Monta Davis-Oliver:**

- Gave a brief overview on the Demystifying Transportation Planning, Prioritization, & Policy event that she and Commissioner Matthews attended.

**Commissioner Betty Driver:**

- Williams Property (boarded up) beside post office needs attention.
- Holcomb's Trailer Park has nine (9) trailers left to move.

**12. CLOSE SESSION**

Commissioner Monta Davis-Oliver made a motion to go into "Closed Session" at 6:49 p.m. pursuant to N.C.G.S 143.318.11(a)(5)(i) – the price and other materials, terms of a contract or proposed contract for the acquisition of real property by purchase, option, exchange or lease. Commissioner Betty Driver seconded the motion and passed unanimously.

Vote: 5/0

Commissioner Tony Hall made a motion to come out of "Closed Session" at 7:00 p.m. Commissioner Betty Driver seconded the motion and passed unanimously.

Vote: 5/0

**13. ADJOURNMENT**

With no further business to discuss, Commissioner Tony Hall moved the meeting be adjourned. Commissioner Chris Matthews seconded the motion, and the motion was approved unanimously. The meeting adjourned at approximately 7:01 p.m.

Vote: 5/0

  
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Eddie Norman, Mayor

  
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Shelia B. Weathers, Town Clerk