

TOWN OF YADKINVILLE  
BOARD OF COMMISSIONERS  
**MONTHLY MEETING MINUTES**  
LOCATION: COMMISSIONERS CHAMBERS  
213 VAN BUREN STREET  
YADKINVILLE, NC  
**MONDAY, FEBRUARY 6, 2023**

**OFFICIALS PRESENT:**

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

Town Attorney Ben Harding

Quorum requirements met – meeting proceeded.

**STAFF PRESENT:**

Town Manager: Mike Koser  
Asst. Town Manager: Shelia Weathers  
Town Clerk: Alex Potts  
Finance Director: Hunter Gooden  
Public Works Director: Jacob Swaim  
Police Commander: Phillip Scott

**1. CALL TO ORDER**

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

**2. INVOCATION**

Mayor Norman offered the invocation.

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

Commissioner Chris Matthews made a motion to adopt the agenda with the exception of “Pay Incentives” in the Manager’s Report. Commissioner Tony Hall seconded the motion, and the motion passed unanimously.

Vote: 5/0

**4. APPROVAL OF MINUTES (MOTION)**

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

Vote: 5/0

- January 9, 2023 (Regular Meeting Minutes)
- January 9, 2023 (Close Session Minutes)

**5. PUBLIC HEARING(S)**

Mayor Norman opened the Public Hearing for:

- **Zoning Text Amendment 2022-03 (ZTA 2022-03) Ordinance No. 2023-02:** Request to amend the sign standards of the Development Ordinance regarding clarifying signs exempt from the requirements, removal of signs

in the right-of-way, and signage for a nonconforming use, as well as sign variances.

Town Manager Mike Koser presented Zoning Text Amendment 2022-03. He stated that this amendment would allow for clarification on sign standards, making it easier to know what signs are exempt, and what signs need to be removed. Commissioner Matthews inquired about the type of flags allowed. Manager Koser responded that only non-advertisement flags.

## **6. PUBLIC COMMENTS**

No one signed up for this section of the meeting.

## **7. ACTION ON PUBLIC HEARING(S) (Attachment #2)(Motion)**

- Zoning Text Amendment 2022-03 (ZTA 2022-03)

*Commissioner Scott Winebarger made a motion to defer a motion on ZTA 2022-03 until next month. Commissioner Chris Matthews seconded the motion, and the motion passed unanimously.*

*Vote: 5/0*

## **8. GIBSON & COMPANY AUDIT PRESENTATION FOR FY 2021-2022 – MR. CRAIG HOPKINS**

Mr. Craig Hopkins, Manager at Gibson & Company presented the Board with the Town of Yadkinville and Tourism Development Authority's Financial Statements and Supplementary Information for the year ending on June 30, 2022. Both the Town and TDA presented a clean audit agreed upon by the Local Government Commission.

Town of Yadkinville Tourism Development Authority Financial Highlights:

- The assets of the Authority exceeded its liabilities at the close of the fiscal year by \$149,061 (net position).
- The Authority's total net position increased by \$12,251 primarily due to an increase in revenues throughout the year.
- As of the close of the current fiscal year, the Authority's governmental funds reported ending fund balances of \$149,061 with a net change of \$12,251 in fund balance. Approximately 15.09 percent of this total amount, or \$22,495, is non-spendable or restricted.
- At the end of the current fiscal year, unassigned fund balance for the General Fund was \$126,566 or 469.48% of total general fund expenditures for the fiscal year.

Mr. Hopkins continued with the Town of Yadkinville's Financial Statement for year ending on June 30, 2022.

Town of Yadkinville's 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 \$22,572,413 (net position).

- The government's total net position increased by \$16,074, primarily due increases in net position of the governmental fund activities (\$487,215) and a decrease of business-type activities (\$326,475), respectively.
- As of the close the current fiscal year, the Town of Yadkinville's governmental funds reported combined ending fund balances of \$4,098,905 an increase of \$293,896 in comparison with the prior year. Approximately 17.48 percent of this total amount, or \$716,483 is non-spendable or restricted.
- At the end of the current fiscal year, unassigned fund balance for the General Fund was \$3,352,554 or 115.27 percent of total general fund expenditures for the fiscal year.
- The Town of Yadkinville's total installment debt decreased by \$46,666 during the current fiscal year.

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

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

- Budget Amendment #9 to increase Fund Balance to pay for the purchase of the Reavis Property located behind the Water Plant.
- Tax Voids (2) totaling \$138.60

*Commissioner Chris Matthews made a motion to approve the consent agenda item(s) as presented. Commissioner Tony Hall seconded the motion, and the motion passed unanimously.*

*Vote: 5/0*

**10. FIRE CHIEF'S REPORT**

Fire Chief Jody Doss presented his monthly report.

**11. POLICE CHIEF'S REPORT**

Commander Phillip Scott presented the monthly Police Department report. He noted several break and entering's within the last few weeks.

**12. PUBLIC SERVICES DIRECTOR REPORT**

Public Services Director Jacob Swaim presented his monthly report to the Board. Commissioner Scott Winebarger inquired about a water usage increase within the last month. Mr. Swaim noted that it could be Unifi's tank drainage.

**13. PLANNING ADVISOR'S REPORT**

Planning Advisor Abigaile Pittman was not present for this meeting.

**14. TOWN ATTORNEY BEN HARDING**

Town Attorney Ben Harding apprised the Board that the purchase of the property located behind the Water Treatment Plant is complete. Manager Koser noted that he had an appraiser coming out to quote the timber from the property.

## 15. MANAGER'S REPORT

- **Update on Converting to FMS Software:**  
Manager Koser apprised the Board that the conversion for Utility Billing and Tax Billing will begin February 20<sup>th</sup>.
- **SLFR Fund Update:**  
Town Manager Koser noted that a revenue replacement for the first half of SLFR Funds will be recorded in March.

## 16. COMMISSIONER COMMENTS

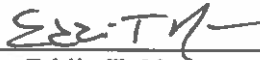
**Mayor Eddie Norman:** Mayor Norman shared a Thank-You card from the Doss family for the floral arrangement sent after their father's passing.

Mayor Norman also noted that tonight is Assistant Town Manager, Shelia Weathers last Board Meeting. He thanked her for her loyalty and dedication to the Town. Ms. Weathers stated that it has been a pleasure.

## 18. ADJOURNMENT

*With no further business to discuss, Commissioner Chris Matthews moved the meeting adjourned. Commissioner Scott Winebarger seconded the motion, and the motion was approved unanimously. The meeting adjourned at approximately 6:32 p.m.*

*Vote: 5/0*



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Eddie T. Norman, Mayor



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Alex Potts, Town Clerk