

TOWN OF YADKINVILLE  
BOARD OF COMMISSIONERS  
**MONTHLY MEETING MINUTES**  
LOCATION: COMMISSIONERS CHAMBERS  
213 VAN BUREN STREET  
YADKINVILLE, NC  
**MONDAY, MARCH 7, 2022**

**OFFICIALS PRESENT:**

Mayor Eddie Norman

Commissioners:

Tony Hall –ABSENT

Monta Davis-Oliver

Chris Matthews

Scott Winebarger

Richie Parker

Town Attorney Ben Harding

**STAFF PRESENT:**

Town Manager: Mike Koser

Asst. Town Manager: Shelia Weathers

Town Clerk: Alex Potts

Finance Director: Hunter Gooden

Planning Advisor: Abigaile Pittman

Police Chief: Randy Dimmette

Public Works Director: Jacob Swaim

Quorum requirements met – meeting proceeded.

**1. CALL TO ORDER**

The regular meeting was called to order by Mayor Norman at 5:57 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: 4/0

**4. PUBLIC COMMENTS**

No one signed up for this section of the meeting.

**5. ACTION ON PUBLIC HEARING(S)**

- **Code Text Amendment 2021-02 (CTA 2021-02) Ordinance No. 2021-06**  
*Commissioner Chris Matthews made a motion to approve CTA-2021-02, Ordinance No. 2021-06, based on compliance with the newly adopted State Law (S.L.) 2021-138, the recommendation of the Planning Director, and the review and coordination of the Acting Police Chief, the Public Works Director, the Yadkin County Sherriff's Office Animal Control Officer, a NC Wildlife Officer, and the Town Manager. Commissioner Richie Parker seconded the motion and the motion passed unanimously.*  
Vote: 4/0

## **6. 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: 4/0

- February 7, 2022 (Regular Meeting Minutes)

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

Fire Chief Jody Doss presented his monthly report to the Board. Chief Doss apprised the Board of a live training burn on Crescentview Drive. Mayor Norman inquired about 110 East Elm Street, in which Manager Koser stated that the house was being relocated at the end of March.

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

Police Chief, Randy Dimmette introduced new Commander Cleatus Shores. Chief Dimmette noted that patrols would start to increase, meaning higher number of arrests and stops. He apprised the Board of vandalism at the Town Park. Stating that two juveniles rendered \$150 worth of damages to the bathrooms. Chief Dimmette reported a stolen car that was eventually stopped in Mocksville. The driver was also a juvenile. He noted threatening calls to Yadkinville businesses from a male in Pennsylvania. The case has been turned over to Homeland Security, and they are awaiting approval to make an arrest.

Mr. Dimmette stated that Officer Tim Jones is retiring, and requested the Boards direction on awarding his badge and service weapon. Officer Jones has worked for the Town of Yadkinville since 2013. After some discussion, the Board chose to table their decision until April's Board of Commissioners Meeting.

## **9. PUBLIC SERVICES DIRECTOR REPORT**

Public Services Director Jacob Swaim presented the Board with his recommendation to remove the Assistant Public Works Director position. He stated the position was created as a temporary role while he transitioned into Public Services Director. He noted that it was helpful, but it would be more beneficial to hire a Public Services Technician. The Board agreed, and asked Mr. Swaim to rearrange his budget for Fiscal Year 2022-2023 to account for the additional Public Services Technician salary.

Mr. Swaim presented three quotes for UTVs. He stated that only the Polaris quote included add-ons, such as a plow and wench. Mr. Swaim stated that a UTV would be helpful in some areas, but not for snow removal due to limited staffing during that time. Mayor Norman recommended adding it to the 2022-2023 Fiscal Year budget.

## **10. PLANNING ADVISOR'S REPORT**

Planning Advisor Abigaile Pittman presented the Board with her monthly report. Ms. Pittman stated an upcoming Public Hearing for the Grease and Backflow Ordinance. She noted the only change to the policies are their location within the Town Ordinance.

## **11. TOWN ATTORNEY BEN HARDING**

Town Attorney Ben Harding stated that he would report in Close Session.

## **12. MANAGER'S REPORT**

- **Amendment to Personnel Policy (Attachment #3):**  
Manager Koser presented an amendment to Article VII. Holidays and Leave of Absence, Section 12. Sick Leave; and Article XIII. Personnel Emergency Operating Procedures, Section II. Sick Leave. He noted that sick leave can no longer be used prior to expiration of an employee's probationary period. Also, changes were made to coincide with the CDC's guidelines on exposure and quarantine due to COVID-19. Commissioner Parker inquired about rewording the Policy in broad terms to include any pandemic or national emergency, instead of specifically naming COVID-19. Manager Koser asked for guidance to convert the policy.

*Commissioner Chris Matthews made a motion to approve the amendment to Article VII. Holidays and Leave of Absence, Section 12. Sick Leave; and Article XIII. Personnel Emergency Operating Procedures, Section II. Sick Leave. Commissioner Scott Winebarger seconded the motion, and the motion passed unanimously.*

*Vote: 4/0*

- **Amendment to Budget Workshop Date:**  
Mr. Koser stated the scheduled Budget Workshop for April 15<sup>th</sup> will be rescheduled to Thursday, April 14<sup>th</sup> at noon, due to observance of Good Friday.
- **Donation Request from Forbush High School (Attachment #4):**  
Manager Koser presented a request from a Forbush high-school student to donate funds to the Water for Sudan Organization. He stated that the funds are due by April 1<sup>st</sup>, which is not adequate time to approve Special Appropriations, but any individual can make a donation.
- **Collide Anniversary Celebration Block Party:**  
Mr. Koser informed the Board that Collide Church is having their Anniversary Celebration Block Party on April 3<sup>rd</sup>, from 4:00 p.m. to 7:00 p.m. The event will be located in the Town Parking Lot beside of Collide Church.
- **PTRC Board Meeting (Additional Item):**  
Manager Koser apprised the Board that Commissioner Monta Davis-Oliver attended the PTRC Board Meeting. He presented a handout containing 2021's accomplishments, and membership dues. Mr. Koser noted the dues total \$1,094.
- **Ipad Covers for Commissioners (Additional Item):**  
Manager Koser noted that new covers were ordered for Commissioner Ipads, but they were the wrong size.
- **Stone Quarry Project (Additional Item):**  
Mr. Koser stated that a stone quarry located at Brooks Crossroad, is being proposed to Yadkin County. It was brought to Manager Koser's attention due to possible water contamination, but he believes Lake Hampton will buffer any contamination to Yadkinville's water reservoir. He plans to attend a meeting for the matter on March 23<sup>rd</sup>, from 9:00 a.m. to 7:30 p.m.

- **Fuel Charge (Additional Item):**

Manager Koser stated that due to an increase in gas prices, he had Finance Director Hunter Gooden construct a document with the current fuel charges. He noted that gas is \$1 over last year's price, which calculates to approximately \$17,000 in fuel for FY 2022-2023. If it rises an additional \$2 that would calculate to \$52,000 in fuel charges. He recommends taking fuel prices into account during the Budget Workshop.

### **13. COMMISSIONER COMMENTS**

**Mayor Eddie Norman:** Mayor Norman inquired about a Golf Cart Ordinance. He asked Police Chief Randy Dimmette to look into laws and what other communities have in place. It was discussed that this ordinance had been visited in the past and was inconclusive.

**Commissioner Richie Parker:** Commissioner Parker recommended advertising the time change and changing batteries in smoke detectors. He also stated that severe weather was becoming more probable for staff that work outside. Mayor Norman recommended testing the Town Emergency Siren.

### **14. CLOSE SESSION**

*Commissioner Monta Davis-Oliver made a motion to go into "Close Session" at 6:37 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. General policy matters may not be discussed in a closed session and nothing herein shall be construed to permit a public body to close a meeting that otherwise would be open merely because an attorney employed or retained by the public body is a participant. The public body may consider and give instructions to an attorney concerning the handling or settlement of a claim, judicial action, mediation, arbitration, or administrative procedure. If the public body has approved or considered a settlement, other than a malpractice settlement by or on behalf of a hospital, in closed session, the terms of that settlement shall be reported to the public body and entered into its minutes as soon as possible within a reasonable time after the settlement is concluded. Commissioner Scott Winebarger seconded the motion and the motion passed unanimously.*

*Vote: 4/0*

*Commissioner Chris Matthews made a motion to come out of "Close Session" at 7:09 p.m. Commissioner Scott Winebarger seconded the motion, and the motion passed unanimously.*

*Vote: 4/0*

**15. 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 7:10 p.m.*

*Vote: 4/0*



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Eddie Norman, Mayor



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Alex Potts, Town Clerk