

TOWN OF YADKINVILLE  
BOARD OF COMMISSIONERS  
***RECESSED MEETING MINUTES***  
LOCATION: COMMISSIONERS CHAMBERS  
213 VAN BUREN STREET  
YADKINVILLE, NC  
***TUESDAY, JUNE 30, 2020***

**OFFICIALS PRESENT:**

Mayor Eddie Norman - Late

Commissioners:

Tony Hall

Monta Davis-Oliver

Richie Parker - Absent

Chris Matthews

Scott Winebarger

**STAFF PRESENT:**

Assistant Town Manager: Shelia Weathers

Town Clerk: Crystal Sprague

Finance Officer: Dina Reavis

Police Chief: Dawn Pardue

Quorum requirements met – meeting proceeded.

**PUBLIC HEARING(S)**

Mayor Pro-Tem Monta Davis-Oliver opened the public hearings at 9:08 a.m.

Assistant Town Manager Shelia Weathers gave a brief overview of each Public Hearing to the Board of Commissioners.

- 8:50 a.m. – Approve 2020-2021 Fiscal Year Budget
  
- 8:55 a.m. – YMCA Special Fund Allocation (Extra funding for expansion - \$40,000 for five years)

Assistant Town Manager Shelia Weathers informed the Board, that while we were working on the Powell Bill map for the Town that is required every 5 years, that Mark Hollar called to notify us that the YMCA was not annexed into the Town. Assistant Town Manager Shelia Weathers researched the annexation from 2005 and found that the only track that was put on the annexation was the front tract at the YMCA. Mrs. Weathers rerecorded the annexation from 2005 to include the YMCA.

## **1. CALL TO ORDER**

The regular meeting was called to order by Mayor Pro-Tem Monta Davis-Oliver at 9:11 a.m.

## **2. INVOCATION**

Mayor Pro-Tem Monta Davis-Oliver offered the invocation.

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

*Commissioner Chris Matthews made a motion to approve the adoption of the agenda as presented. Commissioner Tony Hall seconded the motion, and the motion passed unanimously.*

*Vote: 4/0*

## **4. ACTION ON PUBLIC HEARING(S) (Motion)**

### **Approve 2020-2021 Fiscal Year Budget**

*Commissioner Scott Winebarger made a motion to approve the 2020-2021 Fiscal Year Budget. Commissioner Tony Hall seconded the motion, and the motion passed unanimously.*

*Vote: 4/0*

### **YMCA Special Fund Allocation**

Extra funding – for expansion - \$40,000 for five years.

*Commissioner Scott Winebarger made a motion to approve the YMCA Special Fund Allocation for extra funding for expansion of \$40,000 for five years. Commissioner Tony Hall seconded the motion, and the motion passed unanimously.*

*Vote: 4/0*

## **5. CONSENT AGENDA (ITEM(S) #1-2) (1 Motion Needed to Approve All) (Attachment #1)**

Assistant Town Manager Shelia Weathers presented the consent agenda items for the Board's consideration to close out the 2019-2020 Fiscal Year.

### **1) BUDGET AMENDMENT(S):**

- **BA #8 – Department: Police Department – Drug Related Funds**
  - *Police Department -Revenue Drug Related Funds (Increase): \$371*
  - *Police Department-Exp -Drug Buy Money (Increase): \$371*
  - *Budget Amendment to increase revenues from reimbursement of drug investigation buy money from judgements collected.*
- **BA #9 – Department: Police Department**
  - *Police Department-Supplies (Increase): \$93*
  - *Police Department - Miscellaneous (Increase): \$278*
  - *Fund Balance Appropriated – (Increase): \$371*
  - *Budget Amendment to transfer funds from Police Department state-controlled substance account to General Fund account to purchase stickers, pens, bookmarks, and books on drug education and awareness.*

*Invoices: Oriental.com -\$92.51; Family Concepts, LTD - \$278.10*

- **BA #10 – Department: Hinshaw Gardens**
  - *Hinshaw Gardens- Revenue Transfer (Increase): \$400*
  - *Hinshaw Gardens -Salaries (Increase): \$400*
  - *Budget Amendment to increase salaries line item in Hinshaw Gardens budget due to more hours worked at gardens in 19/20.*
- **BA #11 – Department: Hinshaw Gardens Fund**
  - *Hinshaw Gardens – Fund Balance Appropriated (Increase): \$400*
  - *Hinshaw Gardens – Contribution to General Fund (Increase): \$400*
  - *Budget Amendment to increase Hinshaw Gardens fund – fund balance appropriated and contributions to General Fund to cover Hinshaw Gardens salaries.*
- **BA #12 – Department: Elections**
  - *Elections – Fund Balance Appropriated Revenue (Increase): \$100*
  - *Elections – Contracted Services (Increase): \$100*
  - *Budget Amendment to use fund balance to increase elections contracted services line item, because cost of 2019 elections were higher than estimated based on 2017 elections.*
- **BA#13 – Capital Project 68 – N. Lee Avenue Sidewalk and Resolution to “Close-Out Capital Project “68”**
  - *Capital Project 68 -N. Lee Avenue Sidewalk – Capital Outlay -Other (Increase): \$60,618*
  - *Capital Project 68 N. Lee Avenue Sidewalk – Contribution from General Fund (Revenue) (Increase): \$60,618*
  - *Capital Project 68 N. Lee Avenue Sidewalk – Contribution from General Fund (Revenue) (Increase): \$34,500*
  
  - *Capital Project 68 N. Lee Avenue Sidewalk -Transfer to General Fund (Increase): \$81,330*
  - *Capital Project 68 N. Lee Avenue Sidewalk – Professional Services (Decrease): \$46,830*
  - *General Fund – Transfer from Capital Project 68 N. Lee Avenue Sidewalk (Increase): \$81,330*
  - *Administration – Supplies and Materials (Increase): \$10,000*
  - *Municipal Buildings – Maintenance and Repair (Increase): \$10,000*
  - *Planning – Contracted Services (Increase): \$20,000*
  - *Streets – Maintenance and Repair Trucks (Increase): \$5,000*
  - *Special Appropriations – Transfer to Capital Project 69 Main Street Sidewalk (Increase): \$36,330*
  - *Budget Amendment to close out Capital Project 68-N. Lee Avenue Sidewalk Project and transfer remaining balance of \$81,329.59 to General Fund.*
- **BA# 14 – Capital Project 69-Main Street Sidewalk Project (North Side)**
  - *Contribution from General Fund (Increase): \$36,330*

- *Capital Outlay – Other Improvements Construction (Increase): \$36,330*
- *Budget Amendment to transfer additional 19/20 General Fund appropriation to Capital Project 69- Main Street Sidewalk for North Side Sidewalk Improvement per Budget Amendment #13.*

**2) INVOICES(S):**

- Jones Chemicals Inc. - \$6,847.91
- *Caustic Soda – (Water Plant)*
- Synagro - \$10,556.70
- *Hauling sludge for land application (Wastewater Treatment Plant)*
- Carolina Management Team - \$11,907.37 (Budgeted Item)
- *Manhole Rehab*
- Consolidated Pipe and Supply Company, Inc. - \$18,191.00 (Budgeted Item)
- *Meter Change Out*
- Consolidated Pipe and Supply Company, Inc. - \$5,490 (Budgeted Item)
- *Meter Change Out*
- Synagro - \$8,482.32
- *Haul Sludge and Sampling*

*Commissioner Chris Matthews made a motion to approve all items as presented in the consent agenda. Commissioner Monta Davis-Oliver seconded the motion, and the motion passed unanimously.*

*Vote: 4/0*

**6. MANAGER’S REPORT (Attachment #2)**

Assistant Town Manager Shelia Weathers presented the Town Board with the Manager’s Report.

➤ **Town Manager Applications**

Assistant Town Manager Shelia Weathers apprised the Board that 29 applicants had applied for the Town Manager position and that the job posting was removed from the Town’s website.

➤ **COVID-19**

Assistant Town Manager Shelia Weathers consulted with the Board regarding our current procedures in place regarding COVID-19. It was the consensus of the Town Board for the Town Hall to remain closed to foot traffic along with the window due to Governor Roy Coopers extension of Phase 2 for the next three weeks. It was the consensus of the Board that Bulk Item Pickup continue to be suspended.

Assistant Town Manager Shelia Weathers made a request to the Board to consider changing the hours of operation at the Town Hall from Monday -Friday from 8:00 a.m. till 5:00 p.m. to Monday – Thursday from 8:00 a.m. till 6:00 p.m. and Friday from 8:00 a.m. till 12:00 noon. The Board discussed and decided to table the discussion to examine further.

➤ **Bank Consolidation**

Assistant Town Manager Shelia Weathers presented the Board with information regarding the bank merger of SunTrust and BB&T. It was the recommendation from staff to remain with SunTrust as they transition to Truist which is a Local Government Commission – public depository approved institution over the next six months. Our town account numbers will remain the same and deposits will temporarily be made at the Mocksville branch.

Mayor Eddie Norman arrived at 9:23 a.m.

➤ **End of Summer Concert**

Assistant Town Manager Shelia Weathers informed the Board that Mr. John Willingham had requested the Town Board consider sharing in the cost of an end of summer concert by the Kruger Brothers. Mrs. Weathers explained the Town’s portion would be \$3,000. It was the consensus of the Town Board to provide the \$3,000 out of the Yadkinville TDA budget upon their approval.

➤ **Town Hall and Town Facilities Closed – Fourth of July**

Assistant Town Manager Shelia Weathers reminded the Board that the Town Hall and Town Facilities would be closed Friday, July 3<sup>rd</sup>, 2020 in observance of Independence Day.

## **7. COMMISSIONER’S COMMENTS**

No comments were given by the Board of Commissioners.

## **11. CLOSE SESSION**

### **N.C.G.S. § 143-318.11 (a)(6)**

To consider the qualifications, competence, performance, character, fitness, conditions of appointment, or conditions of initial employment of an individual public officer or employee or prospective public officer or employee; or to hear or investigate a complaint, charge, or grievance by or against an individual public officer or employee.

*Commissioner Monta Davis-Oliver made a motion to go into “Close Session” at 9:28 a.m. pursuant to N.C.G.S. § 143-318.11 (a)(6). Commissioner Chris Matthews seconded the motion, and the motion passed unanimously.*

*Vote: 4/0*

*Commissioner Monta Davis-Oliver made a motion to come out of "Close Session" at 9:44 a.m. Commissioner Chris Matthews seconded the motion, and the motion passed unanimously.  
Vote: 4/0*

**12. ADJOURNMENT**

*With no further business to discuss, Commissioner Monta Davis-Oliver moved the meeting be adjourned. Commissioner Chris Matthews seconded the motion, and the motion was approved unanimously. The meeting adjourned at approximately 9:46 a.m.  
Vote: 5/0*

  
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Mayor Eddie Norman

  
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Crystal Sprague, Town Clerk