

TOWN OF YADKINVILLE
BOARD OF COMMISSIONERS
MONTHLY MEETING MINUTES
LOCATION: COMMISSIONERS CHAMBERS
213 VAN BUREN STREET
YADKINVILLE, NC
MONDAY, JUNE 7, 2021

OFFICIALS PRESENT:

Mayor Eddie Norman
Commissioners:
 Tony Hall
 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
Planning Advisor: Abigaile Pittman
Public Services Director: Jacob Swaim
Police Chief: Dawn Pardue

Quorum requirements met – meeting proceeded.

PUBLIC HEARING(S)

Mayor Norman opened the public hearing for:

- **Minimum Housing Code 2021-02 (MHC 2021-02) Ordinance No. 2021-04:** Request to amend the Town of Yadkinville Minimum Housing Code pertaining to N.C.G.S. 160(D).

Planning Director Abigaile Pittman apprised the Board of state-mandated revisions to the Town of Yadkinville's Minimum Housing Code.

- **Fiscal Year 2021-2022 Budget Special Appropriations:**

Town Manager Mike Koser presented the Board with the 2021-2022 Fiscal Year Special Appropriations, as follows:

- YMCA – \$41,500
- Yadkin County Library – \$3,000
- Yadkin County Arts Council – \$15,000
- Hands of Hope – \$10,000

Commissioner Matthews inquired about the term of the Hands of Hope Appropriation, in which Manager Koser stated a one year contribution.

- **Fiscal Year 2021-2022 Budget:** Request for approval of the 2021-2022 Fiscal Year Budget.

Town Manager Mike Koser presented the Fiscal Year 2021-2022 Budget for approval. He stated monies from Fund Balance in the amount of \$42,591 was transferred to balance the General Fund budget and \$90,307 from Water/Sewer Fund Balance to balance the Water/Sewer budget. Mr. Koser also noted a change to the allowable funds transferred between departments by the Town Manager without Board approval, from \$1,000 to \$5,000 to line up with invoice approval.

Mayor Norman inquired about Hinshaw Gardens funds. Manager Koser stated that Hinshaw Gardens was already Town's property, and that the funds are used at the Town's discretion for maintenance of the garden.

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 Tony Hall seconded the motion, and the motion passed unanimously.

Vote: 5/0

4. PUBLIC COMMENTS

No one signed up for the Public Comments section of this meeting.

5. APPROVAL OF MINUTES (MOTION)

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

Vote: 5/0

- May 3, 2021 (Regular Meeting Minutes)
- May 3, 2021 (Close Session Meeting Minutes)

6. ACTION ON PUBLIC HEARING(S) (MOTION) (ATTACHMENT #1)

- **Minimum Housing Code 2021-02 (MHC-2021-02) Ordinance No. 2021-04**
Commissioner Tony Hall made a motion to approve MHC-2021-02, a request to amend the referenced sections of the Minimum Housing Code pertaining to state-mandated N.C.G.S. 160D. Commissioner Chris Matthews seconded the motion and the motion passed unanimously.
Vote: 5/0

- **Fiscal Year 2021-2022 Special Appropriations**
Commissioner Chris Matthews made a motion to approve all of the 2021-2022 Fiscal Year Budget Special Appropriations as follows:

- *YMCA Special Fund Allocation – \$41,500*
- *Yadkin County Public Library Special Fund Allocation – \$3,000*
- *Yadkin Arts Council Special Fund Allocation – \$15,000*
- *Hands of Hope Special Fund Allocation – \$10,000*

Commissioner Tony Hall seconded the motion and the motion passed unanimously.

Vote: 5/0

- **Fiscal Year 2021-2022 Budget**

Commissioner Chris Matthews made a motion to approve the 2021-2022 Fiscal Year Budget. Commissioner Tony Hall seconded the motion, and the motion passed unanimously.

Vote: 5/0

Mayor Norman thanked the staff supervisors for their work on the 2021-2022 budget and management of the Town's funds.

7. REQUEST TO SET PUBLIC HEARING(S)

- **July 12, 2021 at 5:55 PM:**

- Request for Zoning Map Amendment (ZMA-2021-01) to rezone property located at 748 N. State Street from Residential High Density (RH) to the Highway Business (HB) Zoning District.

8. CONSENT AGENDA ITEM(S) (Attachment #2)

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

- Invoices (4) totaling at \$34,872.94.
- Resolution No. 2021-04 to receive ARPA Funds.
- Charles Scott CPA Contract for 2020-2021 Town of Yadkinville Pre-Audit – \$72 per hour
- Gibson & Company Contract for 2020-2021 Town of Yadkinville Annual Audit – \$17,340

Commissioner Tony Hall made a motion to approve all items in the consent agenda. Commissioner Scott Winebarger seconded the motion, and the motion passed unanimously.

Vote: 5/0

9. FIRE CHIEF'S REPORT

Fire Chief Jody Doss was absent from this meeting.

10. POLICE CHIEF'S REPORT

Police Chief Dawn Pardue presented her monthly report to the Board. She noted a bomb threat at Lydall on May 12th, 2021. On May 13th, Bobby Ziglar, a fugitive with a warrant in Colorado, was arrested during a traffic stop. She also noted an armed robbery at the Dollar General that resulted in two arrests.

11. PUBLIC SERVICES DIRECTOR REPORT

Public Services Director Jacob Swaim presented his monthly report to the Board. He apprised the Board of a \$3,500 to \$5,000 quote he received for a black chain-link fence to be constructed at the Pocket Park.

Public Services Director Swaim stated that there were repairs made to several water force-mains in the past week.

12. PLANNING ADVISOR'S REPORT

Planning Advisor Abigaile Pittman presented the Board with her monthly report. Ms. Pittman noted an inquiry about a storage building facility. She stated that her, Nolan Brown (property owner), and the tenant are having a meeting to discuss possibilities for the storage business.

13. TOWN ATTORNEY BEN HARDING

Town Attorney Ben Harding had nothing to report.

14. MANAGER'S REPORT

- **Public Hearing Process Discussion:**
Town Manager Koser requested a change to the Public Hearing process. Instead of Public Hearings being held prior to regular meetings, include them at the beginning of the agenda. It was the consensus of the Board to add Public Hearings as part of the regular Board of Commissioner meetings.
- **American Recovery Plan Act (ARPA) Update:**
Town Manager Koser apprised the Board that there have been changes to the amount of ARPA funds being processed by the Federal Government. He noted that the funds would be distributed by the State as late as December 2021.
- **COVID-19 Update – Facility Access, Staff, and Vaccine Incentive:**
Town Manager Koser apprised the Board that four employees from the Public Works Facility were diagnosed with COVID-19. He proposed an incentive for employees to get their COVID-19 vaccine. After some discussion, it was the consensus of the Board to have Town Manager Koser rewrite the COVID section of the Personnel Policy and bring it before the Board at the next meeting.
- **Yadkinville Park Improvements:**
Town Manager Koser recommended using the vacant parcel at the park for overflow parking. Mayor Norman recommended also beautifying the area by getting rid of the overgrowth.
- **Independence Day Fireworks and Parade Arrangements:**
Town Manager Koser apprised the Board that the Independence Day Parade will start at 7:00 p.m., followed by Fireworks at 9:00 p.m. He also noted that the Town would allow food trucks to set up free of charge in the Town Parking lot located on Elm Street.

- **Town Facilities Closing in observance of Independence Day Monday July 5th, 2021.**

Town Manager Mike Koser reminded the Board that the Town Hall and facilities would be closed on Monday, July 5th in observance of July 4th.

15. COMMISSIONER COMMENTS

Commissioner Richie Parker:

Commissioner Parker inquired about the DOT sign on Walnut Avenue. He also asked if NC House bill 722 pertains to the Town of Yadkinville. Town Manager Mike Koser noted that bill did not affect the Town elections.

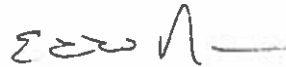
Commissioner Monta Davis-Oliver:

Commissioner Davis-Oliver stated that she was on the PTRC and Transportation Advisory Board, which meet every other month, twice a month in Kernersville, NC. She inquired about mileage reimbursement. Town Manager Koser noted that he would research the matter.

18. RECESS

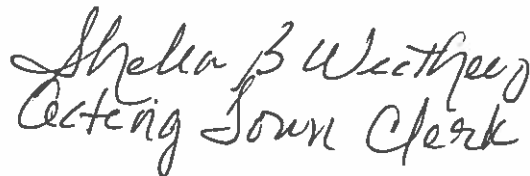
Mayor Eddie Norman stated the meeting would reconvene Wednesday June 30th, 2021 at 9:00 a.m. in the Commissioner's Chamber. With no further business to be discussed, Commissioner Monta Davis-Oliver moved the meeting be recessed until June 30th, 2021 at 9:00 a.m. Commissioner Chris Matthews seconded the motion, and the motion was approved unanimously. The meeting was recessed at 6:33 p.m.

Vote: 5/0



Eddie Norman, Mayor

Alex Potts, Town Clerk



Shelia B Weatherly
Acting Town Clerk

