

TOWN OF YADKINVILLE  
BOARD OF COMMISSIONERS  
**MONTHLY MEETING MINUTES**  
LOCATION: COMMISSIONERS CHAMBERS  
213 VAN BUREN STREET  
YADKINVILLE, NC  
**MONDAY, AUGUST 1, 2022**

**OFFICIALS PRESENT:**

Mayor Eddie Norman

Commissioners:

Tony Hall –Absent

Monta Davis-Oliver

Chris Matthews –Absent

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

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 5:55 p.m.

**2. INVOCATION**

Mayor Norman offered the invocation.

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

Commissioner Scott Winebarger made a motion to approve the Agenda. Commissioner Monta Davis-Oliver seconded the motion, and the motion passed unanimously.

Vote: 3/0

**4. PUBLIC COMMENTS**

No one signed up for this section of the meeting.

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

Commissioner Monta Davis-Oliver made a motion to approve the following minutes as presented. Commissioner Richie Parker seconded the motion, and the motion passed unanimously.

Vote: 3/0

- July 11, 2022 (Regular Meeting Minutes)

**6. CONSENT AGENDA ITEM(S) (Attachment #3)**

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

- Invoice in the amount of \$5,476.26.
- Budget Amendment #1 to increase Fund Balance to pay for new cameras at Town Hall.
- Resolution No. 2022-04
- Record Retention Policy for ARPA Funds
- Uniform Guidance Conflict of Interest Policy for ARPA Funds
- Uniform Guidance Procurement Policy for ARPA Funds

*Commissioner Scott Winebarger made a motion to approve the consent agenda items as presented. Commissioner Monta Davis-Oliver seconded the motion, and the motion passed unanimously.*

*Vote: 3/0*

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

Fire Chief Jody Doss presented his monthly report to the Board.

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

Police Chief, Randy Dimmette was absent from this meeting.

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

Public Services Director Jacob Swaim presented his monthly report to the Board. He stated that Carter & Kirk completed paving on Tyler Street, East Hemlock, Poplar Circle, Walnut Avenue, and Spruce Street. He also noted closure of Virginia Drive on Monday August 8<sup>th</sup> for a sewer repair. Director Swaim apprised the Board that right-of-way mowing will take place in the near future, and he plans to inform all residents once he has a definite date.

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

Planning Advisor Abigaile Pittman presented the Board with her monthly report.

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

Town Attorney Ben Harding stated he had nothing to report.

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

- **ARPA Update:**  
Manager Koser gave an update on ARPA Funds. He noted that since the policies were approved in the Consent Agenda, we can now start spending ARPA Funds.
- **Vacant ABC Board Chair:**  
Mr. Koser stated the ABC Board Chair is still vacant. He noted that the candidate must live within Town Limits. Mayor Norman suggested Joy or Jerome Kay.
- **Construction Professionals Network Institute Discussion (Attachment #3):**  
Manager Koser apprised the Board of a one-day workshop with Construction Professionals Network Institute. It consists of a free evaluation pertaining to future construction improvements within the Town Limits. Mr. Koser recommended completing the workshop in May 2023. It was the consensus of the Board to participate in the workshop.

- **First Impressions Program (Attachment #4):**  
Manager Koser presented the Board with a handout pertaining to a program, in which town representatives explore other neighboring towns and offer a critical review. The program is called First Impressions, and cost \$500-\$1,500. The Town of Yadkinville would be assigned to the City of Elkin. Manager Koser requested the Board's thoughts, and it was the consensus of the Board not to participate.
- **Town Facilities Closed September 5<sup>th</sup> in Observance of Labor Day (Additional Item):**  
Town Manager Koser noted that Town Facilities will be closed September 5<sup>th</sup> in observance of Labor Day.

### **13. COMMISSIONER COMMENTS**

There were no comments made.

### **14. ADJOURNMENT**

*With no further business to discuss, Commissioner Monta Davis-Oliver moved the meeting adjourned. Commissioner Scott Winebarger seconded the motion, and the motion was approved unanimously. The meeting adjourned at approximately 6:11 p.m.  
Vote: 3/0*



---

Eddie Norman, Mayor



---

Alex Potts, Town Clerk