

TOWN OF YADKINVILLE
BOARD OF COMMISSIONERS
MONTHLY MEETING MINUTES
LOCATION: COMMISSIONERS CHAMBERS
213 VAN BUREN STREET
YADKINVILLE, NC
MONDAY, AUGUST 2, 2021

OFFICIALS PRESENT:

Mayor Eddie Norman

Commissioners:

Tony Hall

Monta Davis-Oliver

Chris Matthews

Scott Winebarger

Richie Parker

STAFF PRESENT:

Town Manager: Mike Koser

Asst. Town Manager: Shelia Weathers

Acting Town Clerk: Shelia Weathers

Planning Advisor: Abigaile Pittman

Public Services Director: Jacob Swaim

Police Chief: Dawn Pardue

Town Attorney Ben Harding

Quorum requirements met – meeting proceeded.

1. CALL TO ORDER

The regular meeting was called to order by Mayor Norman at 6:00 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 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

- July 12, 2021 Regular Meeting Minutes
- July 12, 2021 Close Session Meeting Minutes

6. CONSENT AGENDA ITEM(S) (Attachment #1)

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

- Invoices (3) totaling at \$104,022.72

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

Vote: 5/0

7. FIRE CHIEF'S REPORT

Fire Chief Jody Doss was absent from this meeting.

8. POLICE CHIEF'S REPORT

Police Chief Dawn Pardue presented her monthly report to the Board. Chief Pardue announced her retirement effective October 1, 2021. She thanked the Town Board for allowing her the opportunity to serve as police chief for the Town, and its citizens.

9. PUBLIC SERVICES DIRECTOR REPORT

Public Services Director Jacob Swaim had nothing to report.

10. PLANNING ADVISOR'S REPORT

Planning Director Abigaile Pittman referenced the Planning Activity Report for July in the agenda packet and provided a brief review of the highlights, referencing several minor subdivisions and mobile food vendors. Ms. Pittman added that an architect is currently working on a site plan for a Walgreens for two lots beside Family Dollar on S. State Street.

Ms. Pittman asked the Commissioners if they would like her to draft a potential tiny home zoning district for their initial review. The Board stated that they would like her to work on such a concept for discussion purposes.

11. TOWN ATTORNEY BEN HARDING

Town Attorney Ben Harding had nothing to report.

12. MANAGER'S REPORT

- **Business Investment Grant:**

Town Manager Mike Koser summarized the business investment grant and its purpose. He advised that \$15,000 was allocated for Fiscal Year 2021-2022.

Mayor Norman inquired about the difference in the Façade Grant and the Business Investment Grant and if \$15,000 was budgeted for both. Town Manager Mike Koser explained that the Façade Grant is a 50/50 matching grant while the Business Investment Grant is a total grant. He stated that \$15,000 was budgeted collectively. Commissioner Richie Parker inquired about aspects of the Business Investment Grant one being equipment purchases. He asked who would retain ownership of equipment purchased if the business closed. After some discussion,

the Town Board directed Mr. Koser to incorporate protection parameters in the Business Investment Grant and present at the next meeting.

- **Signage Request (Attachment #2):**
Town Manager Mike Koser presented the Town Board with a citizen's request to erect a sign on Hinshaw Avenue denoting autistic child area. *It was the consensus of the Board to approve this request.*
- **Employment Salary Schedule:**
Town Manager Mike Koser advised the Town's employment salary schedule had not been adjusted the last two (2) years to account for salary increases and cost of living adjustment. He requested that the Town Board consider raising the schedule to eliminate employees reaching the top of the scale. The Mayor and Town Board discussed offering options of on-time bonuses and merit pay for employees who reach the maximum cap, and if adjusting every year was necessary. The Board instructed Mr. Koser to investigate whether the bonuses would affect retirement pay and report back to them at the next meeting.
- **Surplus Property (Three Police Department vehicles) (Attachment #3):**
Town Manager Mike Koser advised that three (3) older police department vehicles were surplus and will be advertised/auctioned on govdeals.com in the coming days.
- **EV Charging Station Update:**
Town Manager Mike Koser presented an update on the EV charging stations. He stated both stations were installed and would be powered-up sometime during the week. He concluded that wayfinding signage is moving forward, and stencils will be ordered, and reserve parking spaces will be painted for patrons charging needs. Commissioner Richie Parker advised that ChargePoint Map and other map sources will display where the charging stations are located within the Town once activated. Activation is projected for middle of September 2021.
- **Scheduled Town Events:**
Town Manager Mike Koser updated the Board on the upcoming Town events:
 - Collide Church Block Party Back to School – Sunday, August 8th from 2:00-5:00 p.m. in Town's Parking Lot
 - Walk for Hunger (Janet Robbins) – Sunday, October 3rd from 2:00-5:00 p.m. located in Town Park
 - Yadkin Valley Grape Festival – Saturday, October 16th from 11:00 a.m. to 5:00 p.m.
- **Town Facilities Closing in observance of Labor Day Monday, September 6th:**
Town Manager Mike Koser reminded the Board that the Town Hall and facilities would be closed on Monday, September 6th in observance of Labor Day.

13. COMMISSIONER COMMENTS

Commissioner Chris Matthews:

Commissioner Chris Matthews advised that former Commissioner Betty Driver was in the SECU Hospice Home and requested prayer for her and her family.

14. ADJOURNMENT

With no further business to discuss, Commissioner Monta Davis-Oliver made a motion to adjourn. Commissioner Scott Winebarger seconded the motion and the motion passed unanimously. The meeting adjourned at 6:27 p.m.

Vote: 5/0



Eddie Norman, Mayor



Shelia Weathers, Acting Town Clerk