

TOWN OF YADKINVILLE  
BOARD OF COMMISSIONERS  
**MONTHLY MEETING MINUTES**  
LOCATION: COMMISSIONERS CHAMBERS  
213 VAN BUREN STREET  
YADKINVILLE, NC  
**MONDAY, AUGUST 5, 2019**

**OFFICIALS PRESENT:**

Mayor Eddie Norman

Commissioners:

Tony Hall

Monta Davis-Oliver

Richie Parker - Absent

Chris Matthews

Scott Winebarger

**STAFF PRESENT:**

Town Manager: Perry Williams

Assistant Town Manager: Shelia Weathers -  
Absent

Town Clerk: Crystal Sprague

Finance Officer: Dina Reavis - Absent

Police Chief: Dawn Pardue

Interim Zoning Administrator: Bill Bailey

Town Attorney – Ben Harding

Quorum requirements met – meeting proceeded.

**1. CALL TO ORDER**

The regular meeting was called to order by Mayor Eddie Norman at 6:00 p.m.

**2. INVOCATION**

Mayor Eddie Norman offered the invocation.

**3. ADOPTION OF AGENDA**

The agenda was adopted with one change under (Item #11- Planning Report). The Facade Grant Request was deleted and will be addressed at a later date.

*Commissioner Chris Matthews made a motion to approve the adoption of the agenda as presented. Monta Davis-Oliver seconded the motion, and the motion passed unanimously.  
Vote: 4/0*

#### **4. PUBLIC COMMENTS**

Mrs. Janet Robbins with the Walk for Hunger requested to speak to the Board of Commissioners to thank them for their support over the past 10 years. Mrs. Robbins expressed how much the Walk for Hunger appreciates the Town of Yadkinville allowing them to use the Yadkinville Town Park each year. The event will be held on October 6, 2019, at 3:00 p.m.

*Commissioner Monta Davis-Oliver made a motion to grant access to the Yadkinville Town Park for the Walk for Hunger on October 6, 2019. Commissioner Tony Hall seconded the motion, and the motion passed unanimously.*

*Vote: 4/0*

#### **5. APPROVAL OF MINUTES**

*Commissioner Scott Winebarger made a motion to approve the minutes as presented. Commissioner Tony Hall seconded the motion, and the motion passed unanimously.*

*Vote: 4/0*

- July 1, 2019 Regular Meeting Minutes
- July 1, 2019 Close Session Minutes
- July 19, 2019 Special Meeting Minutes

#### **ADDED ITEM(S): (SPECIAL RECOGNITION):**

##### **Yadkinville Police Officers -**

Police Chief Dawn Pardue asked Detective Ryan Preslar and Commander Randy Dimmette to please come forward during the Board meeting. Police Chief Dawn Pardue presented Detective Preslar and Commander Dimmette each with the "Saving A Life Award". Police Chief Dawn Pardue praised both employees for their heroic actions on June 27, 2019 as they both worked together to save the life of another. The Yadkinville Police Department and Town of Yadkinville appreciate their quick response and are proud of their service to our community.

Police Chief Dawn Pardue asked Police Squad Leader Mark Dowell to please come forward during the Board meeting. Police Chief Dawn Pardue said she would like to present Police Squad Leader Mark Dowell with his NC Advanced Certificate. Mark Dowell has been with the Yadkinville Police Department for 20 years. Police Squad Leader Mark Dowell has qualified and earned his NC Advanced Certificate by meeting the educational hours and years of service required and has earned this great milestone. The Yadkinville Police Department and the Town of Yadkinville are proud of his service to our community.

**6. CONSENT AGENDA ITEM(S) #1-2) (Attachment #1)**

Town Manager Perry Williams presented the consent agenda items for the Board's consideration.

- **BUDGET AMENDMENT(S):**
  - BA #1- Department Planning Department
    - Planning – Maintenance Equipment (Increase): \$6,000
    - Fund Balance Appropriated (Increase): \$6,000
    - Budget Amendment to increase Fund Balance for yearly maintenance for the Downtown WIFI System for July 1, 2019 to June 2020.
- **INVOICE(S):**
  - Teledyne Instruments, Inc. - \$6,731 (Budgeted Item)  
*-New ISCO Sampler (Sewer Plant) (PO#18839)*
  - Carter & Kirk Paving Co., Inc. - \$42,540 (Budgeted Item)  
*-Paving of Taylor Street (PO #18859)*
  - Carter & Kirk Paving Co., Inc. - \$58,295.25 (Budgeted Item)  
*-Paving of Unifi Road, Chestnut Street & Taylor Street (PO #18860)*
  - Vegetation Management Specialists, Inc. - \$8,900 (Budgeted Item)  
*-Long Arm Mowing (PO #18861)*

*Commissioner Chris Matthews made a motion to approve all items in the consent agenda. Commissioner Scott Winebarger seconded the motion, and the motion passed unanimously. Vote 4/0*

**7. ENTERPRISE FLEET MANAGEMENT – Presenter Mr. James Cromartie**

Mr. James Cromartie, with Enterprise, presented the Board his assessments regarding the replacement needs for the Police Department's fleet along with full replacement assessments for the work trucks in our Public Works fleet. Mr. Cromartie discussed vehicle replacements, operating leases, and responded to questions and concerns the Board of Commissioners had regarding the budget program. The Board decided after much discussion to authorize Town Manager Perry Williams permission to use his own discretion to decide if he would like to utilize the Fleet Strategy budget program through Enterprise.

*Commissioner Tony Hall made a motion to authorize Town Manager Perry Williams permission to use his own discretion to decide if he would like to utilize the Fleet Strategy budget program through Enterprise. Commissioner Scott Winebarger seconded the motion, and the motion passed unanimously. Vote 4/0*

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

Fire Chief Jody Doss was not present to give the Fire Chief's report.

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

Police Chief Dawn Pardue presented the Town Board with the Police Department's monthly report. Police Chief Dawn Pardue also provided some background information to the Board regarding two cases involving robberies they handled during July.

## **10. PUBLIC SERVICES DIRECTOR REPORT**

Public Services Director Jacob Swaim presented the Town Board with the Public Services Director Report. Public Services Director Jacob Swaim informed the Board that they had installed the four-way stop signs at Birch and Monroe, and they will also be painting lines on the road to help draw attention to the new signs.

## **11. PLANNING REPORT**

Interim Zoning Administrator Bill Bailey presented the Town Board with the Planning Report. Interim Zoning Administrator Bill Bailey also reported to the Board that he had observed on the Fee Schedule that the Non-Residential Accessory Structure Fee was dropped to \$50.00. Mr. Bailey informed the Board that there is a lot of work and research that goes into this permit, and he recommended that the Board increase the fee for the Non-Residential Accessory Structure Fee to \$100.00.

*Commissioner Chris Matthews made a motion to increase the Non-Residential Accessory Structure Fee from \$50.00 to \$100.00. Commissioner Tony Hall seconded the motion, and the motion passed unanimously.*

*Vote: 4/0*

## **12. TOWN ATTORNEY REPORT**

Town Attorney Ben Harding advised the items for discussion would be addressed in "Close Session".

## **13. MANAGER'S REPORT**

Town Manager Perry Williams presented the Town Board with the Manager's Report. Town Manager Perry Williams notified the Board that Abigaile Pittman had been hired for our Planning Director Position. Mr. Williams informed the Board that a citizen on McCleskey Drive has contacted the Town requesting additional street lights for their development. Town Manager Perry Williams sent a patrol officer to check the area and he reported back that the street could use another street light. Mayor Eddie Norman recommended the Board grant Town Manager Perry Williams permission to decide on the number of lights he feels necessary for this request.

*Commissioner Chris Matthews made a motion to grant Town Manager Perry Williams authority to decide on the number of street lights needed for McCleskey Drive. Commissioner Scott Winebarger seconded the motion, and the motion passed unanimously.*

*Vote: 4/0*

Town Manager Perry Williams informed the Board that Unifi will be having a company picnic on August 19, 2019 with fireworks beginning at 9:00 p.m. Mr. Williams reminded the Board that the Town Hall and Town facilities will be closed on Monday, September 2, 2019 in observance of Labor Day. Town Manager Perry Williams added that he would like to say thank you to all the Town employees for their hard work at our 4<sup>th</sup> of July celebration in town. Mr. Williams said the event went great and everyone enjoyed it.

#### **14. COMMISSIONER COMMENTS**

##### **Commissioner Tony Hall:**

Commissioner Tony Hall inquired about a concern with a ditch line at the sidewalk near his home on W Lee Avenue. Commissioner Hall helps maintain this area by mowing and weed eating the area near the ditch line at Adams Street. Commissioner Hall reported that the ditch line near Adams street has become very dangerous to mow around due to a deep drop off. Commissioner Hall would like to see if the Town could place some pipe and dirt in the ditch line to help with the water runoff and to make the area safer to mow around. Town Manager Perry Williams told Commissioner Tony Hall he would follow up with his concern.

##### **Mayor Eddie Norman:**

Mayor Eddie Norman read a thank you note from County Commissioner Lisa Hughes, thanking the Mayor, Board of Commissioners and Employees with the Town of Yadkinville for the beautiful floral arrangement the Town sent to her during the passing of her mother. Mayor Eddie Norman inquired about the stipend we currently pay to retired employees. This stipend was first discussed during the budget workshop, and Mayor Eddie Norman inquired if the Board would like to increase that amount for this year or wait till next year. The Board agreed that the budget for this year has been set and they would like to wait to discuss a possible stipend increase at next year's budget meeting.

#### **15. CLOSE SESSION**

**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;

**N.C.G.S. § 143-318.11 (a)(5)(i)** – To establish, or to instruct the public body's staff or negotiating agents concerning the position to be taken by or on behalf of the public body in negotiating (i) the price and other material terms of a contract or proposed contract for the acquisition of real property by purchase, option, exchange, or lease;

**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 6:49 p.m. 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 7:09 p.m. Commissioner Chris Matthews seconded the motion, and the motion passed unanimously.  
Vote: 4/0*

**ADDED ITEM: (SELLING OF TOWN BUILDING/HOME ON JACKSON STREET)**

*Mayor Norman entertained a motion to have any interest in selling the current Town building/home currently owned by the Town of Yadkinville on Jackson Street. Commissioner Tony Hall made a motion to sell the Town building/home currently owned by the Town of Yadkinville on Jackson Street. Commissioner Chris Matthews seconded the motion, and the motion was approved unanimously.  
Vote: 4/0*

**16. 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 7:11 p.m.  
Vote: 4/0*



Eddie Norman, Mayor



Crystal Sprague, Town Clerk