

TOWN OF YADKINVILLE  
BOARD OF COMMISSIONERS  
***MONTHLY MEETING MINUTES***  
LOCATION: COMMISSIONERS CHAMBERS  
213 VAN BUREN STREET  
YADKINVILLE, NC  
***MONDAY, SEPTEMBER 11, 2023***

**OFFICIALS PRESENT:**

Mayor Eddie Norman

Commissioners:

Tony Hall

Monta Davis-Oliver

Chris Matthews

Scott Winebarger

Richie Parker – Absent

Town Attorney Ben Harding

**STAFF PRESENT:**

Town Manager: Mike Koser

Town Clerk: Alex Potts

Finance Director: Hunter Gooden

Planning Director: Abigaile Pittman

Public Works Director: Jacob Swaim

Police Commander: Phillip Scott

Quorum requirements met – meeting proceeded.

**1. CALL TO ORDER**

The regular meeting was called to order by Mayor Norman at 6:01 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 Scott Winebarger seconded the motion, and the motion passed unanimously.

Vote: 4/0

**4. PUBLIC HEARING(S)**

Mayor Norman opened the Public Hearing for:

- **Zoning Text Amendment 2023-01 (ZTA 2023-01) Ordinance No. 2023-04:** Request to amend the Town of Yadkinville Code of Ordinances, Title 9, Development Ordinance, Section 5.5 Central Business (CB) District design guidelines, Subsection 5.5.7.B regarding façade color and the painting of brick in the Central Business (CB) District.

Planning Director Pittman presented Zoning Text Amendment 2023-01. She explained that the current Ordinance prohibits painting exterior brick in the Central Business Zoning District to safeguard the historic brick buildings from damage. However, this amendment will permit the painting of brick buildings, provided that the brick is not historic. Additionally, buildings that have been painted earlier may only be repainted with low reflectance, earth tone, muted, subtle, and neutral colors. Mayor Norman expressed

concern about over-regulation, but Manager Koser clarified that this amendment still allows property owners the freedom to paint their buildings once they acquire a zoning permit. Planning Advisor Pittman further informed that the Planning Board and staff recommend approval of this amendment.

- **Comprehensive Transportation Plan- NCDOT:** Approval of updates made to the plan by NCDOT.

Manager Koser provided an overview of the NCDOT Comprehensive Plan changes during the Board meeting. The plan is a long-term vision that covers all modes of transportation and is expected to take 25 to 30 years to complete. Construction of the Transportation Plan began in 2018, and updates will be made every 5 to 10 years. Mr. Koser presented grids and maps showing various project types, such as highways and greenways. He also mentioned that no project plans were currently included for Main Street, but the Town could reach out to DOT in the future to add any projects. Manager Koser asked Mr. Andy Bailey from NCDOT if the Town could make one of the listed projects a Locally Administered Project, and Mr. Bailey confirmed that it was possible. The Board discussed that project implementation would depend on funding availability.

## **5. PUBLIC COMMENTS**

No one signed up for this section of the meeting.

## **6. APPROVAL OF MINUTES (MOTION)**

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

Vote: 4/0

- August 7, 2023 (Regular Meeting Minutes)

## **7. ACTION ON PUBLIC HEARING(S) (Attachment #2)(Motion)**

- Zoning Text Amendment 2023-01 (ZTA 2023-01)

*Commissioner Chris Matthews made a motion to approve ZTA 2023-01, Ordinance No. 2023-04. This recommendation is reasonable and in the public interest based on the consistency of the request with the adopted Comprehensive Plan, and the purpose of the building design guidelines of the Development Ordinance. Commissioner Scott Winebarger seconded the motion, and the motion passed unanimously.*

*Vote: 4/0*

- Comprehensive Transportation Plan Updates

*Commissioner Scott Winebarger made a motion to approve the amendments to the Comprehensive Transportation Plan, as presented in attachment #1. Commissioner Monta Davis-Oliver seconded the motion, and the motion passed unanimously.*

*Vote: 4/0*

## **8. CONSENT AGENDA ITEM(S)**

- Six Tax Voids totaling \$7,044.55
- Two Tax Discoveries totaling \$87.14
- One invoice totaling \$10,266.44

- Budget Amendment #1 to increase Fund Balance to pay for playground equipment repairs and new tables at the Town Park.

*Commissioner Chris Matthews made a motion to approve the Consent Agenda items as presented. Commissioner Scott Winebarger seconded the motion, and the motion passed unanimously.*

*Vote: 4/0*

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

Fire Chief Jody Doss presented his monthly report to the Board. He noted that the Fire Department is performing a live burn training on Saturday, September 16<sup>th</sup>.

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

Commander Phillip Scott presented the monthly police report to the board, mentioning the recovery of a stolen vehicle at 501 Sycamore Circle and an increase in patrols due to reckless driving complaints.

#### **11. PUBLIC SERVICES DIRECTOR REPORT**

The Public Works Director, Jacob Swaim, gave his monthly report and noted that a sewer main was installed on Willow Street last week.

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

During her monthly planning report, Ms. Pittman informed the Board that the site plan for Starbucks has been approved, and construction will begin soon. She also discussed a new subdivision in the ETJ that will comprise twelve lots. Ms. Pittman presented her presented information on microbreweries and social districts, and how they can be regulated within the Town Ordinance.

#### **13. TOWN ATTORNEY BEN HARDING**

Town Attorney Ben Harding stated he had nothing to report in open session.

#### **14. MANAGER'S REPORT**

- **Downtown Yadkinville Collective (Yadkinville Now):**  
Manager Koser informed the Board of a new entity called the Downtown Yadkinville Collective. This group was created after the CPNI workshop to help revitalize downtown, and consist of small business owners in the area. They plan to set up a booth at the Annual Harvest Festival and decorate downtown with fall decor.
- **North Lee Avenue Sidewalk Project Discussion:**  
Manager Koser apprised the Board that the Town received a bill from NCDOT for the North Lee Sidewalk Project in the amount of \$135,000. A consultant from CEI is currently researching the issue and should have an explanation within the next month.
- **Event Planner/Grant Writer Status:**  
Manager Koser apprised the Board that there are currently 5 applicants for the Event Planner/Grant Writer position. Interviews will start this week.

- **Added Item- Arts Council:**

Manager Koser noted a vacancy on the Yadkin Arts Council, in which they are looking to fill with someone from the Town. After some discussion, the Board agreed to have Manager Mike Koser join.

### **15. CLOSE SESSION**

*Commissioner Monta Davis-Oliver made a motion to go into "Close Session" at 6:41 p.m. pursuant to 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, which privilege is hereby acknowledged. General policy matters may not be discussed in a closed session and nothing herein shall be construed to permit a public body to close a meeting that otherwise would be open merely because an attorney employed or retained by the public body is a participant. The public body may consider and give instructions to an attorney concerning the handling or settlement of a claim, judicial action, mediation, arbitration, or administrative procedure. If the public body has approved or considered a settlement, other than a malpractice settlement by or on behalf of a hospital, in closed session, the terms of that settlement shall be reported to the public body and entered into its minutes as soon as possible within a reasonable time after the settlement is concluded; and 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. Commissioner Tony Hall 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 7:33 p.m. Commissioner Chris Matthews seconded the motion, and the motion passed unanimously.*

*Vote: 4/0*

### **16. COMMISSIONER COMMENTS**

No comments were made by any of the commissioners.

### **17. ADJOURNMENT**

*With no further business to discuss, Commissioner Monta Davis-Oliver moved the meeting adjourned. Commissioner Chris Matthews seconded the motion, and the motion was approved unanimously. The meeting adjourned at approximately 7:34 p.m.*

*Vote: 4/0*



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Eddie Norman, Mayor



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Alex Potts, Town Clerk