

TOWN OF YADKINVILLE  
BOARD OF COMMISSIONERS  
**MONTHLY MEETING MINUTES**  
LOCATION: COMMISSIONERS CHAMBERS  
213 VAN BUREN STREET  
YADKINVILLE, NC  
**MONDAY, APRIL 4, 2022**

**OFFICIALS PRESENT:**

Mayor Eddie Norman

Commissioners:

Tony Hall

Monta Davis-Oliver

Chris Matthews

Scott Winebarger –ABSENT

Richie Parker

Town Attorney Ben Harding –ABSENT

**STAFF PRESENT:**

Town Manager: Mike Koser

Asst. Town Manager: Shelia Weathers

Town Clerk: Alex Potts

Finance Director: Hunter Gooden

Planning Advisor: Abigaile Pittman

Police Chief: Randy Dimmette

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 5:58 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 Richie Parker seconded the motion, and the motion passed unanimously.

Vote: 4/0

**4. PUBLIC COMMENTS**

Mr. Shamus Jackson signed up to speak during public comments. He would like to organize a Substance Abuse Awareness Event, and asked if it would be possible to reserve the Town Park for such events. Mayor Norman stated that the park is available for events with the proper insurance and application process.

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

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

Vote: 4/0

- March 7, 2022 (Regular Meeting Minutes)

- March 7, 2022 (Close Session Minutes)

#### **6. SWEETWOOD DEVELOPMENT PRESENTATION – MR. DAVID PARKER**

Town Manager Mike Koser introduced Mr. David Parker as the Owner of Sweetwood Development. Mr. Parker is interested in developing a property located on Country Club Road. Manager Koser recalled a meeting with Planning Director Abigaile Pittman, Public Works Director Jacob Swaim and Mr. David Parker pertaining to annexation and the extension of water lines. He stated that in order for Mr. Parker to be annexed into Town Limits, the property would have to be contiguous. Mr. Parker is in the process of contacting the adjoining property owner. Mr. Koser stated that the Town would have to extend the main water line 1,020 feet. He estimates the cost to be \$110,000. Mr. Parker presented his plan for 20 lots, containing three to four-bedroom houses, in the price-range of \$250,000 each.

#### **7. CONSENT AGENDA ITEM(S) (Attachment #1)**

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

- Invoices (3) totaling \$33,948.96
- Budget Amendment #5 to increase the line item for grant monies received for the Police Department, and increase expense account to cover the cost of new radios.
- Annual Audit Contract with Gibson & Company for FY 2022-2023
- Annual Pre-Audit Contract with Charles Scott for FY 2022-2023

*Commissioner Chris Matthews made a motion to approve all items in the consent agenda. Commissioner Richie Parker seconded the motion, and the motion passed unanimously.*

*Vote:4/0*

#### **8. ANNUAL AUDIT REPORT BY GIBSON & COMPANY – Mr. Craig Hopkins**

Mr. Craig Hopkins, Manager at Gibson & Company, presented the Board with the Town of Yadkinville and Tourism Development Authority's Financial Statements and Supplementary Information for the year ending June 30, 2021. Both the Town and TDA presented a clean audit agreed upon by the Local Government Commission.

Town of Yadkinville Tourism Development Authority Financial Highlights:

- The assets of the Authority exceeded its liabilities at the close of the fiscal year by \$136,810 (net position).
- The Authority's total net position increased by \$28,197 primarily due to an increase in revenues throughout the year.
- As of the close of the current fiscal year, the Authority's governmental funds reported ending fund balances of \$136,810 with a net change of \$28,197 in fund balance. Approximately 18.38% of this total amount, or \$25,145, is non-spendable, or restricted.
- At the end of the current fiscal year, unassigned fund balance for the General Fund was \$111,665 or 659.22% of total general fund expenditures for the fiscal year.

Mr. Hopkins continued with the Town of Yadkinville's Financial Statement for year ending June 30, 2021.

**Town of Yadkinville's Financial Highlights:**

- The assets and deferred outflows of resources of the Town of Yadkinville exceeded its liabilities and deferred inflows of resources at the close of the fiscal year by \$22,411,673 (net position).
- The government's total net position increased by \$14,812, primarily due to increases in net position of the governmental fund activities (\$236,879) and a decrease of business-type activities (\$222,067), respectively.
- As of the close of the fiscal year, the Town of Yadkinville's governmental funds reported combined ending fund balances of \$3,805,009 an increase of \$372,772 in comparison with the prior year. Approximately 17.8 percent of this total amount, or \$678,707 is non-spendable or restricted.
- At the end of the current fiscal year, unassigned fund balance for the General Fund was \$3,083,711 or 105.94% of total general fund expenditures for the fiscal year.
- The Town of Yadkinville's total installment debt decreased by \$46,666 during the current fiscal year.

Mr. Hopkins apprised the Board of a tax collection rate of 98.07% at the end of the fiscal year.

Mr. Craig Hopkins noted that Town Staff was very pleasant to work with.

**9. FIRE CHIEF'S REPORT**

Fire Chief Jody Doss presented his monthly report to the Board. Chief Doss stated there was a structure fire on March 15<sup>th</sup>, in which Town Employee, Michael Hawks, assisted. He noted that Mr. Hawks ensured access to water by stationing at the Water Plant.

**10. POLICE CHIEF'S REPORT**

Police Chief, Randy Dimmette presented his monthly report to the Board. Chief Dimmette stated that he and Former Chief Pardue had started researching the purchase of rifles for the Police Department. Currently, they lease rifles through the Federal Government, which are heavily regulated. Chief Dimmette requested using the money received for confiscated drugs to fund eight rifles.

*Commissioner Chris Matthews made a motion to approve the use of "drug funds" to purchase eight rifles for the Police Department. Commissioner Tony Hall seconded the motion, and the motion passed unanimously.  
Vote: 4/0*

Chief Dimmette reminded the Board that Tim Jones is retiring May 3<sup>rd</sup>, 2022. Mayor Norman stated that awarding his service weapon has not been discussed yet, but they will decide at the following meeting.

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

Public Services Director Jacob Swaim noted that they met with the State regarding the Water Effects Ratio study performed in March of 2020. North Carolina has accepted the results, and the daily average limit for copper has been increased from 19 ug/L to 34.5 ug/L. This means that the Sewer Plant will be able support more sewer discharge.

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

Planning Advisor Abigaile Pittman presented the Board with her monthly report. Ms. Pittman stated she is reviewing site plans for Walgreens. Also, there will be an upcoming Public Hearing for the existing Grease and Backflow Ordinance.

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

Town Attorney Ben Harding was not present for this meeting.

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

- **Mr. Gray Garrison –Water Leak Appeal for 105 Jackson Street:**  
Mr. Koser apprised the Board of a water leak at 105 Jackson Street, which is owned by Mr. Gray Garrison. Mr. Garrison is requesting a leak adjustment. Mr. Koser stated that Utility Clerk Morgan Maines, has already issued a one-time annual leak adjustment per our policy. The initial adjustment was \$1,099. His tenants received a second bill for \$809.73, in which they hope to have reduced. Mr. Garrison stated that his tenants are the Domestic Violence office for YVEDDI. He noted that they were there two days a week and were not aware of the leak. Mr. Garrison requested a leak adjustment for the total occurrence of the leak. Manager Koser recommended eliminating the sewer portion of the water bill, due to water not discharging into the sewer system. That would reduce the total bill to \$403. After some discussion, the Board decided to adjust the bill back to normal usage.

*Commissioner Richie Parker made a motion to adjust the water bill for 105 Jackson Street to reflect normal usage, bringing the total to 35.54. Commissioner Monta Davis-Oliver seconded the motion, and the motion passed unanimously.  
Vote: 4/0*

- **Tax Report (Alex Potts) –Waiving Interest:**  
Tax Collector Alex Potts explained that Yadkin County deposited a check from Piedmont Federal Bank that was addressed to the Town of Yadkinville. The check was for 2021 property taxes on three separate parcels. Due to clerical error made by Yadkin County, Mrs. Potts requested that the Board waive the interest that accrued.

*Commissioner Chris Matthews made a motion to waive all interest that had accrued on parcels 132627, 130891, and 130893. Commissioner Monta Davis-Oliver seconded the motion, and the motion passed unanimously.  
Vote: 4/0*

- **New Chipper Truck:**  
Manager Koser stated that the Public Works Facility has purchased a new chipper truck. The truck was approved in the 2021-2022 FY Budget.

- **Reminder of Budget Workshop on April 14, 2022:**  
Mr. Koser reminded the Board of the Budget Workshop on April 14<sup>th</sup>, starting at 12:00 p.m.
- **July 2023 BOC Meeting:**  
Mr. Koser stated that the regular Board of Commissioners meeting falls on July 3<sup>rd</sup>, 2023. He requested the Board make a decision on whether to hold the meeting on the 3<sup>rd</sup>, or move it to the 10<sup>th</sup>. The Board agreed to hold the meeting on July 10<sup>th</sup>, 2023 due to the Fourth of July holiday.
- **Town Facilities will be closed in observance of Good Friday, on April 15, 2022:**  
Manager Koser apprised the Board that Town Facilities will be closed April 15<sup>th</sup>, 2022 in observance of Good Friday.
- **Reappointment of Mr. John Willingham and Mr. Jay Martin for the TDA:**  
Mr. Koser stated that Mr. John Willingham and Mr. Jay Martin's term on the TDA have expired. He requested a motion to reappoint them for another one-year term.

*Commissioner Chris Matthews made a motion to reappoint Mr. John Willingham and Mr. Jay Martin for another one year term on the Tourism Development Authority. Commissioner Tony Hall seconded the motion, and the motion passed unanimously.  
Vote: 4/0*

#### **15. COMMISSIONER COMMENTS**

**Mayor Eddie Norman:** Mayor Norman inquired about a Golf Cart Ordinance. He asked Police Chief Randy Dimmette to look into laws and what other communities have in place. It was discussed that this ordinance had been discussed in the past, but was inconclusive.

**Commissioner Chris Matthews:** Commissioner Matthews inquired about quotes for new iPads. Assistant Town Manager Shelia Weathers stated that Mr. Gooden had already made the request to Verizon, and a copy will be presented at the Budget Workshop.

#### **16. ADJOURNMENT**

*With no further business to discuss, Commissioner Chris Matthews moved the meeting adjourned. Commissioner Tony Hall seconded the motion, and the motion was approved unanimously. The meeting adjourned at approximately 7:00 p.m.  
Vote: 4/0*




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Eddie Norman, Mayor




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Alex Potts, Town Clerk