

TOWN OF YADKINVILLE
BOARD OF COMMISSIONERS
MONTHLY MEETING MINUTES
LOCATION: COMMISSIONERS CHAMBERS
213 VAN BUREN STREET
YADKINVILLE, NC
MONDAY, JANUARY 8, 2024

OFFICIALS PRESENT:

Mayor Eddie Norman

Commissioners:

Tony Hall – Absent

Monta Davis-Oliver

Chris Mathews

Scott Winebarger

Richie Parker – Absent

Town Attorney Ben Harding

STAFF PRESENT:

Town Manager: Mike Koser

Finance Director: Hunter Gooden

Planning Director: Abigail Pitman

Event Planner: Lauren Willard

Public Works Director: Jacob Swain

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 Mathews made a motion to approve the agenda as presented.

Commissioner Scott Winebarger 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 Chris Mathews made a motion to approve the following minutes as presented. Commissioner Monta Davis-Oliver seconded the motion, and the motion passed unanimously.

Vote: 3/0

- December 4, 2023 (Regular Meeting Minutes)

6. REQUEST FOR VOLUNTARY ANNEXATION (ATTACHMENT #1 & #2)(MOTION)

Town Clerk Alex Potts presented the "Clerk's Certificate for Sufficiency" for the annexation petition submitted by Pro163 LLC. She requested the Board to approve Resolution Number 2024-01 to set the Public Hearing Date for February 5th, at 6:05 p.m.

Commissioner Monta Davis-Oliver made a motion to approve Resolution No. 2024-01 to set the public hearing date for annexation on February 5, 2024 at 6:05 p.m.

Commissioner Chris Matthews seconded the motion, and the motion passed unanimously.
Vote: 3/0

7. SET PUBLIC HEARING(S)

Mayor Norman set the following Public Hearings:

- **February 5, 2024 at 6:10 p.m.**
ZMA 2023-02: A request by Jon Wright, Pro163, LLC. for a rezoning from Rural Residential (RR) District in Yadkinville's Extraterritorial Jurisdiction and Highway Business (HB) in Yadkin County's jurisdiction, to a Rural Residential District entirely in Yadkinville's jurisdiction, for a 21.335-acre parcel on Service Road, identified as parcel 132453 .
- **February 5, 2024 at 6:15 p.m.**
MSUP 2023-02: A request for a Major Special Use Permit for a campground on parcel 132453, which is approximately 21.335 acres.
- **February 5, 2024 at 6:20 p.m.**
ZTA 2023-02/ Ordinance No. 2024-01: A request to amend the Town of Yadkinville Code of Ordinances, Title 9, Development Ordinance, Article 6 Sign Standards, Section 6.1 Purpose and Applicability, Subsection 6.12 regarding exempt signs.

8. CONSENT AGENDA ITEM(S)

- One invoice totaling \$9,932.
- Budget Amendment #2 to increase fund balance to pay for new mobile data information system (MDIS).
- Budget Amendment #3 to increase fund balance to pay for emergency service call to repair Blower #2.
- Budget Amendment #4 to increase fund balance to pay for electrical breaker replacement (2500 amps).

Commissioner Chris Matthews made a motion to approve Consent Agenda items #1 and #2 as presented. Commissioner Scott Winebarger seconded the motion, and the motion passed unanimously.

Vote: 3/0

9. FIRE CHIEF'S REPORT

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

10. POLICE CHIEF'S REPORT

Police Chief Dimmette was absent from this meeting.

11. PUBLIC SERVICES DIRECTOR REPORT

Mayor Norman requested a tornado siren test after Public Works Director Jacob Swaim confirmed that the sirens were operational.

12. PLANNING ADVISOR'S REPORT

Planning Director Abigail Pittman presented her monthly report to the Board. She noted that Starbucks applied for a demolition permit for the house at 640 S State Street.

Planning Director Pittman apprised the Board that she received a rezoning application for two lots owned by Mr. Gray Garrison, located on Unifi Industrial Road. Mr. Garrison plans to sell the lots to Mr. Ted Ashley, who requests they be rezoned from Highway Business to Single Family Residential. Both parcels are adjacent to Mitchell Welborn's property on Taft Street, which is also zoned Highway Business. Ms. Pittman explained that she spoke with Mr. Welborn about rezoning, as well, and he was originally on board but has not responded to her about following through with the process. It was discussed that the Board has the authority to initiate a rezoning. The Board agreed to table the rezoning of Mr. Welborn's Property at 109 Taft Street and 113 Taft Street until further notice.

13. INTRODUCTION OF EVENT PLANNER/GRANT WRITER

Manager Koser introduced Event Planner/Grant Writer Lauren Willard. Ms. Willard provided the Board with an overview of her week, which was spent networking and booking vendors for various events. She informed the Board of an Easter/food drive event that she plans to organize on Saturday, March 30th. She also suggested incorporating small events throughout the year, such as educational or fitness-oriented opportunities.

14. TOWN ATTORNEY BEN HARDING

Town Attorney Ben Harding had nothing to report.

15. MANAGER'S REPORT

- **Powell Bill Allocation Received:**
Manager Koser informed the Board about the receipt of the second disbursement of Powell Bill Funds, bringing the total amount received to approximately \$104,500.
- **Redesigned Website Launching January 17th/18th:**
Manager Koser noted that the Town website has been redesigned and will launch on January 17th or 18th.
- **Town Logo Proposal Discussion (Attachment #4):**
Manager Mike Koser presented the first logo proposal from Anna Howe Design. He requested that the Board give feedback.
- **Yadkin Farmers Market Community Member:**
Mr. Koser mentioned that he had received an e-mail from Melissa Glass, the President of the Farmers Market Board. The e-mail expressed the Board's desire

to have a representative from Yadkinville. After discussing the matter, the Board decided to invite Event Planner Lauren Willard to participate on the Farmers Market Board.

- **Park Master Plan and Pickleball Court Update:**
Manager Koser stated that he spoke with someone from PTRC about reconstructing a park master plan. He suggested putting out an RFP.
- **NCDOT U-5809 (Roundabout Project) Discussion:**
Manager Koser expressed his concern about NCDOT's plan to convert South State Street into a single lane on both the north and southbound sides once the roundabouts are constructed. He presented an alternative design that would allow for two lanes in areas with heavy traffic, and he plans to propose this to NCDOT before the project starts if the Board agrees. It was discussed that the DOT is still working on finalizing its design, and the Board gave permission for Manager Koser to submit his design.
- **Cloud-based Phone System:**
Manager Koser has conducted research on new phone systems that would enable all Town facilities to transfer calls efficiently, along with other upgraded features. Two companies, Zirrus and Versa, provided quotes for the project. After careful consideration, Zirrus' proposal was found to be more feasible. Therefore, Manager Koser recommended contracting with Zirrus, with an upfront cost of \$4,889.10 and a monthly bill of approximately \$839. It was discussed that the Town currently pays \$600-\$800 per month for phone services. To proceed with the project, Manager Koser requested a motion to pursue a contract with Zirrus for a cloud-based phone system.

Commissioner Chris Matthews made a motion to approve Zirrus's cloud-based phone system proposal. Commissioner Scott Winebarger seconded the motion and the motion passed unanimously.

Vote: 3/0

- **Economic Development Incentives Discussion:**
Manager Koser noted that he is researching Economic Development incentives and will report back once there is more information.
- **Town Facilities Closed in observance of Martin Luther King Jr. Day on Monday, January 15th.**

16. COMMISSIONER COMMENTS

The Commissioners did not have any comments.

17. CLOSE SESSION

Commissioner Monta Davis-Oliver made a motion to go into "Close Session" at 6:30 p.m. pursuant to N.C.G.S. § 143-318.11 (a)(4) To discuss matters relating to the location or expansion of industries or other businesses in the area served by the public body, including the agreement on a tentative list of economic development incentives that may be offered by the public body in negotiations, or to discuss matters relating to military installation closure or realignment. Any action approving the signing of an economic development contract or commitment, or the action authorizing the payment of economic development expenditures, shall be taken in an open session; 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 Chris Matthews seconded the motion and the motion passed unanimously.
Vote: 3/0*

*Commissioner Chris Matthews made a motion to come out of "Close Session" at 6:46 p.m. Commissioner Scott Winebarger seconded the motion, and the motion passed unanimously.
Vote: 3/0*

18. 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 6:47 p.m.
Vote: 3/0*



Eddie Norman, Mayor



Alex Potts, Town Clerk