

TOWN OF YADKINVILLE
BOARD OF COMMISSIONERS
MONTHLY MEETING MINUTES
LOCATION: COMMISSIONERS CHAMBERS
213 VAN BUREN STREET
YADKINVILLE, NC
MONDAY, JUNE 2, 2025

OFFICIALS PRESENT:

Mayor Eddie Norman

Commissioners:

Tony Hall

Monta Davis-Oliver – Absent

Chris Matthews – Absent

Scott Winebarger

Richie Parker

Town Attorney Ben Harding

STAFF PRESENT:

Town Manager: Mike Koser

Town Clerk: Alex Potts

Finance Director: Hunter Gooden

Planning Director: Meredith Detsch

Event Planner: Lauren Willard

Public Works Director: Jacob Swaim

Police Chief: Philip Scott

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

Manager Mike Koser offered the invocation.

3. ADOPTION OF AGENDA (MOTION)

Commissioner Scott Winebarger made a motion to adopt the agenda as presented.

Commissioner Richie Parker seconded the motion, and the motion passed unanimously.

Vote: 3/0

4. APPROVAL OF MINUTES (MOTION)

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

Vote: 3/0

- April 25, 2025 (Special Meeting Minutes)
- May 5, 2025 (Regular Meeting Minutes)
- May 5, 2025 (Closed Session Minutes)

5. PUBLIC HEARING(S)

○ **Zoning Text Amendment 2025-01:**

A request to amend the Development Ordinance, Title 9 for major subdivisions to be exempt from the sidewalk requirement in Section

4.6.4-A.2, and street light requirements in Section 4.6.5.8 stating that the Town cannot take over these items, therefore places the burden of maintenance on the individual property owner.

Planning Director Detsch reintroduced Zoning Text Amendment 2025-01. She explained that she and Attorney Harding had rewritten the ordinance with the following stipulations: "Sidewalks are not required in major subdivisions within the Extra-Territorial Jurisdiction (ETJ) where the road length is 1,500 feet or less and includes a cul-de-sac or permanent dead end." Regarding street lighting, the amendment states, "For major subdivisions in the ETJ, this section shall not apply, as the streetlights will not be dedicated to the Town." After some discussion, the Board agreed to the revised wording.

- **FY 2025-2026 Special Appropriations:**

- YMCA Special Allocation: \$42,500
- Northwestern Regional Library Special Allocation: \$5,000
- Yadkin Arts Council Special Allocation: \$15,000
- Hands of Hope Special Allocation: \$10,000
- YVEDDI Senior Center Special Allocation: \$4,500
- Friends of Downtown Yadkinville Special Allocation: \$10,000

Town Manager Koser presented the Special Appropriations that are budgeted for the 2025-2026 Fiscal Year.

- **FY 2025-2026 Budget Approval:**

Town Manager Koser presented the recommended budget for FY 2025-2026. He proposed to continue this hearing for approval until June 27 at 9:00 a.m.

- **Zoning Text Amendment 2025-02:**

South Oak Ridge Baptist Church requests an amendment to Town Code, Title 9 Development Ordinance, Article 4, Development Standards, 4.6.4 Sidewalks, Multi-use paths, and Greenways – to allow for a payment in lieu option.

Planning Director Meredith Detsch provided an overview of Zoning Text Amendment 2025-02, which introduces an option for in-lieu payments for constructing multi-use paths or sidewalks. When South Oak Ridge Baptist Church annexed with the Town, they learned they needed to build an 8-foot multi-use lane because of their location on a highway. The North Carolina Department of Transportation (NCDOT) will require them to install curb and gutter and to mill that section of U.S. Highway 601.

Staff recommends that the Technical Review Committee (TRC) review site plans for similar cases. If a developer opts for a fee in lieu of constructing a sidewalk or multi-use path, the payment will be equal to 100% of the actual installation and construction costs. Additionally, the developer must provide a recorded easement, if necessary, for the future development of the sidewalk or multi-use path. The funds collected in lieu of construction will be deposited into a sidewalk capital project fund and will be used solely for that purpose, not at the Town's discretion.

- **Zoning Text Amendment 2025-03:**

The Town is updating its Designated Watershed Ordinance language – Article 4 Development Standards, to reflect the State's model ordinance.

Planning Director Detsch presented a map of the Town's designated watershed. She explained that until recently, this area only included Hoots Road. However, now that South Oak Ridge Baptist Church has been annexed into the Town limits, it is also included in the watershed and will be subject to restrictions regarding property development. Director Detsch is proposing an updated watershed ordinance that aligns with the State's model, as the Town's existing ordinance is quite vague. She mentioned that she had sent a draft of the ordinance to the State for review but has not yet received a response. To move forward, the Town must wait for the State's approval. After further discussion, the Board decided to postpone their decision on updating the watershed ordinance until Planning Director Meredith has communicated with the State.

6. PUBLIC COMMENTS

No one signed up for this section of the meeting.

7. ACTION ON PUBLIC HEARING(S) (Attachment #1)(Motion)

- **Zoning Text Amendment 2025-01: Ordinance No. 2025-03**

Commissioner Scott Winebarger made a motion to approve ZTA-2025-01 (Ordinance No. 2025-03). The Board of Commissioners adopts the consistency statement dated June 2nd, 2025, contained in the agenda materials to approve the zoning text amendment for amendments to the Town of Yadkinville Code of Ordinances, Title 9, Development Ordinance, regarding Article 4 Development Standards 4.6.4 Sidewalks, Multi-use Paths, and Greenways; 4.6.5.8 Street Lighting. Commissioner Richie Parker seconded the motion, and the motion passed unanimously.

Vote: 3/0

- **FY 2025-2026 Special Appropriations**

Commissioner Scott Winebarger made a motion to approve the Fiscal Year 2025-2026 Special Appropriations, as presented. Commissioner Tony Hall seconded the motion, and the motion passed unanimously.

Vote: 3/0

- **Fiscal Year 2025-2026 Budget Approval**

The Board agreed to continue this public hearing to June 27th at 9:00 a.m.

- **Zoning Text Amendment 2025-02: Ordinance No. 2025-04**

Commissioner Richie Parker made a motion to approve ZTA-2025-02 (Ordinance No. 2025-04). The Board of Commissioners adopts the consistency statement dated June 2nd, 2025, contained in the agenda materials to approve the zoning text amendment for amendments to the Town of Yadkinville Code of Ordinances, Title 9, Development Ordinance, regarding Article 4.6.4 Sidewalks, Multi-use Paths, and Greenways: payment in lieu option. Commissioner Scott Winebarger seconded the motion, and motion passed unanimously.

Vote: 3/0

- **Zoning Text Amendment 2025-03: Ordinance No. 2025-05**

Commissioner Scott Winebarger made a motion to table action on Zoning Text Amendment 2025-03 (Ordinance No. 2025-05) until the Planning Director gets a response from the State. Commissioner Richie Parker seconded this motion, and the motion passed unanimously.

Vote: 3/0

8. CONSENT AGENDA ITEM(S) #1 and #2 (Motion Needed to Approve Items)(Attachment #2)

- Budget Amendment #4 – Police Department
- Annual Pre-Audit contract with Charles E. Scott, CPA

Commissioner Scott Winebarger made a motion to approve the consent agenda items as presented. Commissioner Richie Parker seconded the motion, and the motion passed unanimously.

Vote: 3/0

9. FIRE CHIEF'S REPORT

Fire Chief Jody Doss was not present at this meeting.

10. POLICE CHIEF'S REPORT

Police Chief Philip Scott presented the monthly report for the Police Department.

Commissioner Parker inquired about safety concerns regarding the road construction on U.S. Highway 601. Chief Scott replied that, so far, the construction has not impacted their response time or caused any safety issues.

11. PUBLIC SERVICES DIRECTOR REPORT

Public Works Director Jacob Swaim reported that progress is being made on the gravity sewer line for the U.S. Highway 601 project. The line has currently been extended to the Shell Gas Station, and the force main line has also reached the same location. Contractors are examining the locations of the existing water valves and determining where future valves should be placed.

12. EVENT PLANNER REPORT

Event Planner Lauren Willard thanked everyone for their help at the first Friday After Five event for this season. She noted that the next one features Kids in America and is scheduled for Friday, June 13th.

Ms. Willard apprised the Board that Yadkinville's application to become a Main Street America community was rejected at this time. That being said, we cannot apply again until Spring 2027. She has also been seeking grant opportunities.

The Wall Mural Committee has chosen its first mural, which is expected to be completed by September 15th. It will be located on Elm Street, on the building of Margaret Caudle Tax Services.

13. PLANNING REPORT

Planning Director Meredith Detsch presented her monthly report to the Board.

14. TOWN ATTORNEY BEN HARDING

Town Attorney Ben Harding had nothing to report.

15. MANAGER'S REPORT

- **U-5809 Turning Lane:**

Manager Mike Koser stated that he has been collaborating with NCDOT to construct a turning lane from Food Lion to Bojangles to alleviate traffic issues. He is currently awaiting a response.

- **Capital Project 75 Yadkinville Refuse Disposal Discussion:**

Manager Koser informed the Board that the pre-regulatory landfill project is still incomplete and that several steps must be taken before the property can be developed. He is collaborating with Terecon to finalize the remaining stages, but they are currently awaiting a statement of work from the State.

- **Adopt Ordinance No. 2025-06 To Repeal Title 2, Chapter 6 – Personnel in the Town Code of Ordinances (Attachment #3)(Motion):**

Manager Koser mentioned that since we have a personnel policy, the chapter in the Code of Ordinances related to personnel should be removed.

Commissioner Scott Winebarger made a motion to adopt Ordinance No. 2025-06 to repeal Title 2, Chapter 6- Personnel in the Town Code of Ordinances.

Commissioner Richie Parker seconded the motion, and the motion passed unanimously.

Vote: 3/0

- **Appointment of Mr. Ted Ashley as the Town Representative on the ABC Board:**

Commissioner Tony Hall made a motion to appoint Mr. Ted Ashley as the ABC Board Representative for Yadkinville, effective July 1st. Commissioner Scott Winebarger seconded the motion, and the motion passed unanimously.

Vote: 3/0

- **Yadkin County Water and Sewer Line Lease Agreement (Attachment #4)(Motion):**

Commissioner Scott Winebarger made a motion to approve the Yadkin County Water and Sewer Line Lease Agreement, as presented. Commissioner Richie Parker seconded the motion, and the motion passed unanimously.

Vote: 3/0

- **Yadkin County Chamber of Commerce Lease Agreement (Attachment #5)(Motion):**

Commissioner Scott Winebarger made a motion to approve the Yadkin County Chamber of Commerce Lease Agreement, as presented. Commissioner Tony Hall seconded the motion, and the motion passed unanimously.

Vote: 3/0

- **Town Facilities will be closed Friday, July 4th in observance of Independence Day.**

16. COMMISSIONER COMMENTS

There were no comments made by the Commissioners at this time.

**17. RECESS MEETING UNTIL FRIDAY, JUNE 27TH AT 9:00 A.M., TO CLOSE
OUT FISCAL YEAR 2024-2025**

The meeting was recessed at 6:31 p.m. on June 2nd, 2025, until June 27th at 9:00 a.m.



Eddie T. Norman, Mayor



Alex Potts, Town Clerk