

TOWN OF YADKINVILLE
BOARD OF COMMISSIONERS
SPECIAL MEETING MINUTES
LOCATION: COMMISSIONERS CHAMBERS
213 VAN BUREN STREET
YADKINVILLE, NC
MONDAY, JUNE 8, 2026

OFFICIALS PRESENT:

Mayor Eddie Norman

Commissioners:

Tony Hall

Monta Davis-Oliver

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

Police Chief: Philip Scott

Public Works Director: Jacob Swaim

Quorum requirements met – meeting proceeded.

1. CALL TO ORDER

The special meeting was called to order by Mayor Norman at 12:05 p.m.

2. INVOCATION

Manager Mike Koser offered the invocation.

3. 2026-2027 BUDGET WORKSHOP (Attachment #1)

Review of Draft “Manager’s Recommended Budget”: Manager Koser acknowledged that he made an error in revenue predictions during the initial budget meeting. He presented a detailed breakdown of the corrections he had made, along with adjustments to cuts and additions. Mr. Koser also stated that he plans to move some requests to the current year's budget, which includes two police vehicles and one Public Works vehicle. As a result, there will be a total reduction in revenue of \$317,095. Mayor Norman inquired whether Fund Balance was used to balance the budget, to which Mr. Koser responded, "No."

Fee Schedule Items: Manager Koser presented the proposed 2027 Fee Schedule to the Board. He informed them that the current water and sewer tap rates are insufficient to cover the costs of time and materials. Public Works Director Swaim conducted research and calculated new pricing, noting that most municipalities charge based on time and materials for taps larger than one inch. Mr. Swaim explained that two-inch taps are typically requested for commercial buildings. He recommended quoting time and materials for any tap over one inch. After discussing the proposal, the Board agreed to change the tap fees for all taps larger than one inch to a time-and-materials basis, meaning customers will receive a quote for the work.

Tax Rate Discussion: Manager Koser mentioned that numerous pieces of legislation are being proposed that could restrict the tax levy. He pointed out that if these measures are approved, officials may be unable to raise the tax rate by more than 3% each year.

4. PAY CLASSIFICATION TABLE (Attachment #2)

Manager Koser presented the current salary ranges in comparison to those of the Town of Elkin. He proposed a 2% increase, which would keep our pay ranges competitive with those of surrounding areas. After some discussion, the Board agreed to implement the 2% increase in salary bands.

5. PARK CUSTODIAN DISCUSSION

Manager Koser reported that the Town has a contract with Benny Hutchens for park cleaning services. However, there have been concerns regarding his performance. Mr. Koser suggested replacing Mr. Hutchens with Tony Roten, who is a current employee. The Board discussed the responsibilities of the job, which include cleaning the restrooms and emptying the trash seven days a week. Mr. Hutchens is currently paid \$750 a month for this service. The Board expressed concerns about the nature of the employee-contractor relationship and whether a town employee could assume the position. Mr. Swaim explained that the hours required would likely necessitate constant overtime for an employee. The Board noted that employees could potentially rotate through the position. After discussing contracts and insurance, the Board requested that Manager Koser meet with Attorney Ben Harding to clarify the type of contract needed to hire an individual for this role and to determine whether an employee can also work as a contractor. Manager Koser indicated that he would conduct further research into the matter.

***This meeting was recessed at 12:43 p.m. and then reconvened at 1:01 p.m.**

6. PARK FEASIBILITY STUDY – PRESENTED BY LANDWORKS DESIGN GROUP (Attachment #3)

A group of designers from Landworks Design Group presented two concepts for the Yadkinville Community Park located on Tennessee Street, as well as two concepts for the property located next to the Yadkin County Chamber of Commerce building on Jackson Street. The goal is to move the Farmers Market from Tennessee Street to Downtown Yadkinville, as well as enhance the park. Mr. Charles Gelsanliter stated that the original Master Plan, which was created in 2008, utilized the whole property, but only a portion was constructed with grant monies, knowing that later more would be added. Concept A consists of preserving the current Farmers Market structure and adding a playground and spray ground in that area. It also includes a pickleball court, a basketball court, a disc golf course, and additional parking. Concept B includes a dog park where the current Farmers Market building is situated, a pump track, a skate park, and another parking area. Mr. Gelsanliter explained that a pump track is a dirt track for bicycles that consists of areas where riders can do jumps. He also explained that aspects from each concept can be merged to create the plan that the Commissioners see best. There was some discussion regarding price. Mr. Gelsanliter stated that concept A would be more expensive due to the sprayground and concrete for the courts. Commissioner Parker inquired about overall maintenance, and Ms. Katie Thayer replied that it depends on

utilization. After further discussion, the Board decided to use concept A as the draft outline for the plan.

Ms. Thayer introduced Concept A for the property beside the Yadkin Chamber of Commerce. This concept includes a restroom structure on the backside of the existing building, as well as more trees for shade, and a bench area for seating. Concept B eliminates some parking, includes shade structures along the perimeter of the property, and consists of a restroom and plaza area behind the existing building. Ms. Thayer mentioned that each concept can be constructed in phases. There was a discussion about parking under the shade structures when they are not in use. Manager Koser stated that he would contact Landworks Design with changes and schedule a follow-up meeting.

9. ADJOURNMENT

With no further business to discuss, Commissioner Monta Davis-Oliver moved the meeting to adjourn. Commissioner Scott Winebarger seconded the motion, and the motion was approved unanimously. The meeting adjourned at approximately 1:51 p.m. Vote: 4/0



Eddie T. Norman, Mayor



Alex Potts, Town Clerk