

**YANCEYVILLE TOWN COUNCIL
MEETING MINUTES
Tuesday, January 5th, 2021 at 7:00 PM**

The meeting of the Town Council was held remotely in the Yanceyville Museum of Art at the Yanceyville Municipal Services Building and due to COVID-19 the meeting was also conducted electronically through Zoom on Tuesday, January 5th, 2021 at 7:00 PM.

Council Members present in person: Mayor- Alvin Foster, Keith Tatum, and Brian Massey

Council Members present electronically: Mayor Pro Tem- Odessa Gwynn and Margie Badgett-Lampkin

Staff present in person: Town Manager- Brian Collie and Town Attorney- Lee Farmer

Staff present electronically: Town Clerk- Kamara Graves

Item 1: Call to Order

Mayor Alvin Foster called the Town Council Meeting to order at 7:00 PM. The meeting opened with a prayer. He asked all to stand for the pledge of allegiance. Mayor Foster also stated that the Yanceyville Town Council rules and procedures reflect the revisions of the North Carolina open meeting law of the North Carolina General Statutes, a copy of the Yanceyville Town Council rules and procedures are available upon request. Yanceyville Town Council also has rules and procedures for electronic meetings that reflect the revisions of the North Carolina open meeting law of the North Carolina General Statutes, a copy of the Yanceyville Town Council rules and procedures are available upon request.

Item 2: Review and Adoption of Agenda – Mayor & Council

Mayor Foster added Item 8a. Appoint Voting Delegate for the North Carolina League of Municipalities and add Real Estate to the Closed Session item. He asked Town Council for a motion to adopt the Agenda as amended. After a short review, Mayor Pro Tem Gwynn made a motion to adopt the Agenda as amended. The motion was seconded by Councilman Tatum and passed with a unanimous vote.

Item 3: Consent Agenda

- a.) Minutes from December 1st, 2020 Town Council Meeting
- b.) Minutes from December 15th, 2020 Town Council Meeting

Mayor Foster He asked Town Council to review the Consent Agenda. After a short review, Mayor Pro Tem Gwynn made a motion to adopt the Consent Agenda as presented. The motion was seconded by Councilwoman Badgett-Lamkin and passed with a unanimous vote.

Item 4: Public Comments

Town Manager Collie read aloud Public Comment submitted by Matthew Hoagland, 291 West Main Street, Yanceyville NC, 27379:

Dear Town Council:

Over the past few years, I have spoken to you about the need to clarify West Main Street as officially separate from Main Street. Issues continue to persist with our address on West Main Street, especially with regards to mail and package delivery.

A couple of Christmases ago, I had \$100 in gift cards delivered to the wrong address. I was not able to resolve the situation until January of the following year. This Christmas, I ordered an iPhone 11 for my wife. When the FedEx delivery man got to Yanceyville, he attempted to find our house but ended up at Teddy Bear's on Main Street. He then went to the Register of Deeds and thankfully they directed him to my office, which they know is next to the Post Office.

All this happened because I am unable to enter my physical address into many online forms. Their systems simply do not recognize it. Thankfully, the iPhone found its way to the right place. But if I did not work as the county planner, who knows where it would have ended up. When he found me, the FedEx guy said, "you really ought to put West Main Street on your package." Oh, the irony...

Speaking of the Post Office, their listed address is 146 West Main Street. Meanwhile, mail for Bill Daniel's Law Firm at 144 West Main Street gets wrongly delivered to the Building Inspections Department almost weekly. In other words, we are not alone.

I know efforts have been made to correct these issues. The county GIS, for example, has become much more accurate. But when it comes to US mail, package delivery, DMV data, Google Maps, and more, the records remain scattered. Please do whatever you can to correct these records as soon as possible.

Mayor Foster noted that contact has been made with the United States Postal Service as well as Caswell County 911 Communications Department, and the North Carolina Department of Transportation.

Councilman Tatum asked where does Main Street West end? Mayor Foster answered the street name is West Main Street. Mayor Foster added that Kenneth Everitt, 911 Communications Director Caswell County indicated that the issue has been corrected within his system.

Town Manager Collie noted that he felt the issue derives from the USPS. Mayor Foster indicated that the issue is also happening with UPS and FedEx. Town Manager Collie asked how do you correct the issue?

Town Attorney Farmer explained that the Town could have the Town engineers draft a composite map of the Town to renumber problem streets and rename streets and then adopt the plat as an official ordinance for the Town. Streets signs will change, and residents and businesses will have to change their numbers.

Town Manager Collie asked Attorney Farmer could it just be communication among the USPS and 911 Communications on what the correct street names and numbers are. Attorney Farmer indicated that the USPS will not accept changes unless there is an Ordinance or legal adoption.

Mayor Foster indicated that USPS gathers information from 911 Communications. Attorney Farmer explained that Town Council has the authority to change the name of a street 911 Communication has no authority to circumvent with the Town adopts/changes. He added that the ultimate ah=

Item 5: Public Hearing- Proposed Amendment – Parking Zoning Ordinance

Town Manager Collie explained that there have been several discussions about the parking issues around the court square. He noted that the signage has been placed around the square at this time. The signs indicate 2 -Hour parking Monday- Friday 8am-5pm. For the Town to enforce the signage legally there will have to be a text amendment to the Town of Yanceyville Zoning Ordinance Off Street Parking and Loading section.

Chapter 8: Off Street Parking and Loading
Sec 8.1 Scope. Off Street Parking and Loading

The requirement set forth in this chapter shall apply to all districts except the B-1 district. (Central Business)

Below is the proposed amendment:

Aside from any Town administered Monday through Friday 8:00am – 5:00pm parking sign (unmetered). It shall be a civil violation to park a vehicle in such are during the hours indicated for more than two (2) hours.

Mayor Foster asked Town Council for a motion to convene to Public Hearing. Mayor Pro Tem Gwynn made the motion to convene to Public Hearing. The motion was seconded by Councilman Massey and passed with a unanimous vote.

Councilman Tatum asked if this amendment is passed will it allow the designated Sheriff's Deputy to write tickets in other areas where persons are park illegally? Town Manager Collie relied, Yes. Councilman Tatum express a traffic safety concern on First Avenue. He suggested that since the Town has a designated Sheriff's Deputy who can closely monitor the illegal parking and loading on First Avenue could the Town consider removing the one way on First Avenue. He added that it is an inconvenience.

Mayor Foster indicated that he would speak with the Jason Julian, District Engineer of the North Carolina Department of Transportation to see if it would be feasible to change the one-way street back to two-way traffic.

Mayor Foster asked for questions and or concerns.

Mayor Foster asked Town Council for a motion to go out of Public Hearing. Mayor Pro Tem Gwynn made a motion to go out of Public Hearing. The motion was seconded by Councilman Tatum and passed with a unanimous vote.

Mayor Foster asked Town Council for a motion to reconvene to Regular Session. Mayor Pro Tem Gwynn made a motion to reconvene to Regular Session. The motion was seconded by Councilman Tatum and passed with a unanimous vote.

Mayor Foster asked for a motion. Councilman Tatum made a motion to adopt the amendment to Chapter 8: Off Street Parking and Loading: Aside from any Town administered Monday through Friday 8:00am – 5:00pm parking sign (unmetered). It shall be a civil violation to park a vehicle in such are during the hours indicated for more than two (2) hours. The motion was seconded by Mayor Pro Tem Gwynn and passed with a unanimous vote.

Item 6: Discussion of Surplus Property

Town Manager Collie explained that purchasing a dump truck for the Public Works Department was included in the budget for the fiscal year, to be purchased from the Enterprise Fund. He indicated that the dump truck was purchased.

He explained that if the Town decides to sell the old dump truck there are three options that the Town can used under NC General statutes. Town Manager Collie recommended used the Sealed Bid Process. He would explain that the Town Council would need to set a minimum bid as well as declare the dump truck surplus property.

Mayor Foster asked for a motion. Councilman Massey made a motion to declare the old dump truck as surplus property of the Town. The motion was seconded by Councilman Tatum and passed with a unanimous vote.

Mayor Foster asked for a motion. Councilman Massey made a motion to set the minimum bid at \$ 2500 for the old dump truck of the Town (Ford 1988 F 700 Diesel). The motion was seconded by Councilman Tatum and passed with a unanimous vote.

Item 7: Town Attorney Report- Lee Farmer

None

Item 8: Town Manager Report- Brian Collie

Town Manager Collie explained that Brooks Network Services has started the technology upgrade in Town Hall. He explained that once the Town's website is launched the Town will have to shift emails. Town Manager Collie recommended that Town Council receive @yanceyvillenc.gov email addresses. Attorney Farmer added that Town Council having Town emails are common among other Cities and Towns with the ability to encrypt emails.

Town Manager Collie updated Town Council on the Emergency alert system for the Town which would include all water customers. He explained that he had reached out to the Caswell County Emergency Management Director Barry Lynch. He noted that Mr. Lynch stated that he would be willing/ able to provide that service for the Town at no charge. The alert system would notify water customers of water main breaks, notice of water shut off, boil water advisory, discoloration due to water main break etc. within the Town.

Town Clerk Graves updated Town Council on the Public WIFI Expansion Project. She explained that Brooks Network Services is working with the Town on the Public WIFI project. Brooks Networking is scheduled to begin the project on Tomorrow January 6th, 2021 and will continue as products become available.

Town Manager Collie explained that Public Works Department Maintenance Worker Position has been advertised at and we hopefully have the position filled by February 1, 2021

Town Clerk updated Town Council on the Public Works Department Monthly report

- Fixed six -inch water main break on Main Street in front of the Brian Center Nursing Facility and the Laundry Mat.
- Fixed eight-inch water main break on the 200 block of East Church Street
- Fixed one-inch water line serving a home on Lee Street removed and replaced water line. Installed water meter.
- Jetted Sewer lateral at Suburban Mobile Home Park
- Jetted Sewer lateral at Barco Street
- Jetted Sewer lateral at Parkway Drive
- Replaced sewer pump motor on NC Highway 86
- Done regular monthly routine monthly maintenance.
- (clean basket at Kimbro Road, Check all lift stations, monthly check on all generators, etc.
- Fixed six- inch water line in front of North Village Pharmacy and Main Street

- Fixed three- inch water main on Seventh Street.
- Fixed water line on Gwynn Street

-Justin Chandler obtained Distribution C water license

-Tyler Blackstock obtained Pesticide license

-Logan Wilson was hired for the Public Works Maintenance Technician Position

Town Manager Collie indicated that he requested the Public Works Department to provide Town Council a monthly update. As well as he will be providing a weekly synopsis of things completed or discussed

Item 8a: Appoint Voting Delegate for the North Carolina League of Municipalities

Mayor

Item 9: Closed Session- G.S. 143-318.11 Real Estate & Contractual

Mayor Foster asked Town Council for a motion. Mayor Pro Tem Gwynn made a motion to go into Closed Session General Statutes 143-318.11 Real Estate and Contractual. The motion was seconded by Councilman Massey and passed with a unanimous vote.

After Town Council returned from Closed Session, Mayor Foster asked for a Town Council motion to come out of Closed Session. Councilman Massey made a motion to come out of Closed Session. The motion was seconded by Councilman Tatum and passed with a unanimous vote.

Mayor Foster asked Town Council for a motion to go back into Regular Session. Mayor Pro Tem Gwynn motion to go back to into Regular Session. The motion was seconded by Councilman Massey and passed with a unanimous vote.

Item 10: Informal Discussion/ Public Comment – Discussion & Comments must directly relate to agenda items

None.

Item 11: Adjournment

Mayor Foster asked Council for a motion to adjourn. After no further discussion, Councilman Tatum made a motion to adjourn. Councilman Massey seconded the motion that passed with a unanimous vote

Kamara Graves, Town Clerk prepared the above minutes. They represent a brief description of those matters that were addressed at this meeting.

Respectively Submitted:

Alvin Foster, Mayor

Kamara Graves, Town Clerk