

**YANCEYVILLE TOWN COUNCIL  
MEETING MINUTES  
Tuesday, July 13<sup>th</sup>,2021  
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 WebEx on Tuesday, July 13<sup>th</sup>, 2021, at 7:00 PM.

**Council Members present in person:** Mayor- Alvin Foster and Brian Massey

**Council Member present electronically:** Mayor Pro Tem- Odessa Gwynn

**Council Members absent:** Margie Badgett-Lampkin and Keith Tatum

**Staff present in person:** Kamara Barnett, Interim Town Manager/Clerk, Lee Farmer, Town Attorney and Bradley Davis, Planning and Zoning Services

**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 asked Town Council to review the Agenda. After a short review, Mayor Pro Tem Gwynn made a motion to adopt the Agenda. The motion was seconded by Councilman Massey and passed with a unanimous vote.

**Item 3: Consent Agenda**

- a.) Minutes from June 8<sup>th</sup>, 2021, Town Council Meeting
- b.) Minutes from June 29<sup>th</sup>, 2021, 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 Councilman Massey and passed with a unanimous vote.

**Item 4: Public Comment**

None

**Item 5: Inframark Update (Water/ Wastewater Plant)- Gregory Ryland**

Mayor Foster introduced Mr. Gregory Ryland, Inframark. Mr. Ryland updated Town Council. Mr. Ryland presented the monthly update as follows:

Yanceyville Water Treatment Plant

- No excursions occurred for the month of June 2021
- Water flushing occurred for 16 hours this month (June 2021)
- Cleaned Out Sedimentation Basin # 1 and returned to service. Plan to clean sedimentation basin # 2 in July 2021.
- Hired another licensed Water Operator. This brings the total licensed operators trained to operate the facility to five (5).

Yanceyville Wastewater Treatment Plant

- Preventative Maintenance Activities include:
  - Pumping and cleaning the Cl2 contact chamber weekly.
  - Bi-Weekly Pumping of the Influent Wet well (Hodnett)~ this has reduced the influent pump callouts since this program has begun.
  - Weekly and Monthly schedules PM's
- Corrective Maintenance Activities include:
  - Replacement of the barscreen teeth
  - Waste pump repair
- Investigation Activities
  - Inspection of the current bar screen with the Town Mayor, Consulting Engineers and Public Works Director.
  - Working with Aqua Aerobics on process control strategy for cycle times for the SBRs.
  - New influent pump will arrive in July 2021. Consulting Engineers recommended a “deragging” unit for the pump impellers. Reaching out to the vendor to schedule trial operation.
- Operations
  - Monthly compliance with BOD, TSS
  - Non-compliance ~ fecal coliform
    - The repair of the waste pumps has reduced the solids inventory in the SBRs and reduced the solids carryover into the chlorine contact chamber.

Mayor Foster thanked Mr. Ryland for presenting a detailed report.

**Item 6: Review and Discuss Comprehensive Land Use Proposals – Bradley Davis, Planning and Zoning Services**

Mayor Foster introduced Mr. Bradley Davis. Mr. Davis updated the Town Council on the amendments to the Town of Yanceyville Zoning Ordinance for compliance with North Carolina

General Statutes 160D Planning and Development Regulation Legislation. Mr. Davis explained that the State wanted uniformity across the State regarding Planning and Zoning regulations. He noted that the Town is moving toward phase two which is completing a Comprehensive Land Use Plan for the Town of Yanceyville. Mr. Davis explained that at this time the Town has proposals from NFous and Piedmont Regional Triad Council to assist the Town in completing the Land Use Plan. Mr. Davis indicated that the Town is currently using the Caswell County's Land Use Plan to guide and use as reference for our Land Use. He mentioned that the plan was adopted in 2014. He indicated that the information in the Plans that the Town's currently have are helpful in creating a new updated Land Use Plan. Mr. Davis indicated that the Town has started moving toward preparing for a land use Plan. He noted that the Town re adopted in full the Zoning Ordinance and Zoning Map for the Town in May 2019, and currently working on the Recodification of the Town's Code of Ordinances.

He explained that the Town will need to create a Land Use Land that will illustrate the existing conditions and analysis of what we have at this point. He indicated that the Town will need Public involvement and recommendations to create a meaningful plan. Mr. Davis suggested that we look ten in advance for the Comprehensive Land Use Plan, but revisit in five years. Mr. Davis noted that the Town can create the data and survey, we need the larger companies to compile the data.

#### **Item 7: Review Informal Bid and Recommendation from Town Engineer for Kimbro Road Water Line Extension Project**

Town Manager Barnett explained that included in the agenda Packet was a letter of recommendation produced by Alley, William Carmen and King, Town Engineers. She explained that the bids for the referenced project were received on June 30th, 2021, at 2:00 p.m. One (1) bid was received in the amount of \$122,850.00 by C&J Utilities, Inc. She explained that since the project was bid informally, the Engineers were able to open and review the proposal. She indicated that AWCK would typically prefer to receive multiple bids on construction projects for comparison, but due to the recent spike in construction cost, they didn't anticipate it being beneficial to re-bid the project. She noted that Alley William Carmen and King recommended the referenced contract to be awarded to C& J Utilities. Town Manager Barnett mentioned that the line extension would extend to the Kimbro Lift Station.

#### **Item 8: Consider Contract for Kimbro Road Water Line Extension**

Mayor Foster asked for a motion for consideration of award contract for Kimbro Water Line Extension. Councilman Massey made motion to award the Kimbro Road Water Line Extension project to by C&J Utilities, Inc. in the amount of \$122,850.00 The motion was seconded by Mayor Pro Tem Gwynn and passed with a unanimous vote.

#### **Item 9: Discussion of Options for School Drive Water Line Construction**

Town Manager Barnett explained the Town is applying for the Community Development Block grant funding to improve water infrastructure within the Town for the September 30 ,2021 Grant Cycle through the North Carolina Department of Commerce.

She explained that the Town had initially considered connecting Dillard School Drive by way of School Drive to NC Hwy 62. She explained that School Drive would be a new waterline where there is currently no water line therefore it would not earn these points; however, a de minimis level of new water lines to form loops is allowed. The cost of the new waterline (e.g., for the purpose of looping) cannot exceed 10% of the total cost of waterlines in the project and cannot provide new service to undeveloped areas. The School Drive water line exceeds 10% of the project. She noted that the end of goal is to score as many points as possible with the hope of receiving funding. Town Manager Barnett explained that a water line on School Drive would improve water pressure, water quality, and provide fire protection.

Town Manager Barnett noted that there is a need, so the options are the Town Funding the project, possibly utilizing American Rescue Funding, Infrastructure Funding coming from the Federal Government, or “Shovel Ready” Infrastructure Funding (which at this point the project isn’t ready). Councilman Massey indicated that it would help with water quality and the hydrants at the High School as well as Piedmont Community College. Mayor Foster indicated that the Town’s Enterprise Fund is about 120% of the State requires that the Enterprise Fund is at least 8% of the Town’s Yearly Enterprise Budget, which gives the Town a little flexibility in improving Water and Sewer Infrastructure needs.

Mayor Foster made a motion to proceed with North Carolina Department of Transportation and Engineering work associated with the School Drive Water Line. The motion was seconded by Councilman Massey and passed with a unanimous vote

#### **Item 10: Town Attorney Report- Lee Farmer**

Mr. Farmer indicated that he didn’t have any material on the Real Estate or Contractual matters and recommended to dispense Closed Session Item, unless the Town Manager had something to address. Town Manager Barnett indicated that she didn’t have anything to address during Closed Session.

Town Attorney Farmer noted that since March of 2020 the Town had entered three Emergency Declarations/ Resolution and based on the trend in the State he made a recommendation to rescind all three.

Proclamation Declaring a State of Emergency Caswell County NC regarding COVID- 19 Adopted Jointly March 30<sup>th</sup>, 2020, by the Town of Yanceyville, The Town of Milton, and Caswell County

Supplemental Declaration regarding COVID-19 adopted June 2<sup>nd</sup>, 2020

Public Safety and possible demonstrations within the Town of Yanceyville Corporate Limits. Adopted June 16<sup>th</sup>, 2020. Town Attorney Farmer mentioned that he does not feel the Town should keep them in full affect.

Mayor Foster asked for a motion. Councilman Massey made motion rescind all three Declarations approved by the Town in 2020. The motion was seconded by Mayor Foster and passed with a unanimous vote.

**Item 11: Town Manager Report- Kamara Barnett**

Town Manager Barnett thank everyone for their efforts in making the July 3<sup>rd</sup>, 2021, Independence Day Fireworks Event a huge success.

She announced that First Friday including the Cruise in will take place on August 6<sup>th</sup>, 2021, starting at 7pm. The Megan Doss Band will be providing the music and food for purchase will be provided by the Recreation Development Foundation.

She noted that the Town did receive notification of the first installment of the American Rescue Money received from the State in the amount of \$312,801.54.

Town Manager Barnett noted that the Pre-approval Application had been submitted to NC Commerce for the CDBG-I project for Water Infrastructure needs.

She also noted that the August Town Council Meeting will take place on August 10<sup>th</sup>, 2021 (second Tuesday).

Town Manager Barnett also pointed out the Public Works update provided by Justin Chandler, Public Works Director.

**Item 12: Informal Discussion/Public Comment- Discussion & Comments must directly relate to agenda items.**

None

**Item 13: Adjournment**

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

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

Respectively Submitted:

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Alvin Foster, Mayor

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Kamara Barnett, Town Clerk