

**YANCEYVILLE TOWN COUNCIL
MEETING MINUTES**

Tuesday, June 25th, 2024, 6:00pm

The meeting of the Town Council was held in the Yanceyville Town Council Chambers at the Yanceyville Municipal Services Building located at 158 East Church Street, Yanceyville, NC and streamed through the Webex platform on Tuesday, June 25th, 2024, at 6:00pm.

Council Members present: Mayor- Alvin Foster, Mayor Pro Tem- Darrell McLean, Kenneth Darnell, Keith Tatum, and Brian Massey

Staff present in person: Kamara Barnett-Town Manager/Clerk, Lee Farmer- Town Attorney, Miranda Harrelson- Deputy Clerk, and Harmon Crutchfield-Financial Consultant

Item 1: Call to Order

Mayor Alvin Foster called the Town Council Meeting to order at 6:00 pm. The meeting opened with a silent 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 of Agenda – Mayor Foster and Town Council

Mayor Foster asked Town Council to review the Agenda. Under Item New Business: Mayor Foster added Caswell GOP Building Use Request, and Town Manager Updates. Mayor Foster asked if there are any other additions or deletions at this time.

Item 3: Consideration and Adoption of Uniform Conflict of Interest Policy

Attorney Farmer presented the Conflict-of-Interest Policy to Town Council.

After a brief discussion, Mayor Foster asked Town Council for a motion. Councilman Tatum made a motion to approve and adopted the Conflict-of-Interest Policy dated 6-25-2024. The motion was seconded by Councilman Darnell and passed with a unanimous vote.

*See Attached

Item 4: Consideration of Budget Amendment IV for FY ending June 30th, 2024

Mr. Harmon Crutchfield presented Budget Amendment IV for Fiscal Year ending June 30th,2024 to Town Council.

After a brief discussion, Mayor Foster asked Town Council for a motion. Councilman Darnell made a motion to approve Budget Amendment IV for Fiscal Year ending June 30th, 2024. The motion was seconded by Mayor Pro Tem McLean and passed with a unanimous vote.

*See Attached

Item 4b. Review and Consideration of Municipal Tax Rate

After a brief discussion, Mayor Foster made a motion to set the Town of Yanceyville tax rate at .30 cent per \$100. The motion was seconded by Councilman Darnell and passed with a 4-1 vote.

Mayor Foster performed a roll call vote.

Councilman Darnell-Yes, Mayor Pro Tem McLean- Yes, Mayor Foster- Yes, Councilman Massey- Yes, and Councilman Tatum- No

Item 5: Consideration and Adoption of Town of Yanceyville Budget Ordinance for FY 24-25

Town Manager Barnett presented the Budget Ordinance for Fiscal Year 24-25.

Mayor Foster asked Town Council for a motion. Councilman Massey made a motion to approve the Town of Yanceyville Budget Ordinance for Fiscal Year 24-25 (year ending June 30th, 2025). The motion was seconded by Mayor Pro Tem McLean and passed with a 4-1 vote.

Mayor Foster performed a roll call vote

Councilman Darnell-Yes, Mayor Pro Tem McLean- Yes, Mayor Foster- Yes, Councilman Massey- Yes, and Councilman Tatum- No

*See Attached

Item 6: New Business


None

Item 7: Adjournment

Mayor Foster asked Town Council for a motion to adjourn. After no further discussion, Councilman Tatum made a motion to adjourn the June 25th, 2024, Town Council Meeting. The motion was seconded by Councilman Massey and passed with a unanimous vote. The meeting ended at 6:12pm

Kamara Barnett, Town Clerk and Miranda Harrelson, Deputy 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 Barnett, Town Clerk



Miranda Harrelson, Deputy Town Clerk

TOWN OF YANCEYVILLE
CONFLICT OF INTEREST AND
GIFT POLICY

Comment: When spending federal award funds, local governments are required to adopt written policies governing conflicts of interest and gifts. 2 C.F.R. § 200.318(c)(1).

I. Purpose

The purpose of this policy is to establish conflicts of interest guidelines that meet or exceed the requirements under state law and local policy when procuring goods (apparatus, supplies, materials, and equipment), services, and construction or repair projects paid for in part or whole by federal funds and required under 2 C.F.R. § 200.318(c)(1).

II. Policy

This policy applies when procuring goods (apparatus, supplies, materials, and equipment), services, and construction or repair projects funded in part or whole with federal financial assistance (direct or reimbursed). This policy also applies to any subrecipient of the funds.

The employee responsible for managing the federal financial assistance award shall review the notice of award to identify any additional conflicts of interest prohibitions or requirements associated with the award, and shall notify all employees, officers, and agents, including subrecipients, of the requirements of this policy and any additional prohibitions or requirements.

A. Conflicts of Interest. In addition to the prohibition against self-benefiting from a public contract under G.S. 14-234, no officer, employee, or agent of the Town [unit of government] may participate directly or indirectly in the selection, award, or administration of a contract supported by a federal award if he or she has a real or apparent conflict of interest. A real or apparent conflict exists when any of the following parties has a financial or other interest in or receives a tangible personal benefit from a firm considered for award of a contract:

1. the employee, officer, or agent involved in the selection, award, or administration of a contract;
2. any member of his or her immediate family;
3. his or her partner; or
4. an organization which employs or is about to employ any of these parties.

Any officer, employee, or agent with an actual, apparent, or potential conflict of interest as defined in this policy shall report the conflict to his or her immediate

supervisor. Any such conflict shall be disclosed in writing to the federal award agency or pass-through entity in accordance with applicable Federal awarding agency policy.

B. Gifts. In addition to the prohibition against accepting gifts and favors from vendors and contractors under G.S. 133-32, officers, employees, and agents of the Town _____ [unit of government] are prohibited from accepting or soliciting gifts, gratuities, favors, or anything of monetary value from contractors, suppliers, or parties to subcontracts. Items of nominal value valued at less than \$25.00 which fall into one of the following categories may be accepted:

1. promotional items;
2. honorariums for participation in meetings; or
3. meals furnished at banquets.

Any officer, employee or agent who knowingly accepts an item of nominal value allowed under this policy shall report the item to his or her immediate supervisor.

III. Violation

Employees violating this policy will be subject to discipline up to and including termination. Contractors violating this policy will result in termination of the contract and may not be eligible for future contract awards.

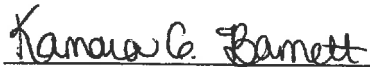
Adopted and Approved, this the 25th day of June, 2024.

TOWN OF YANCEYVILLE

By: 

Alvin W. Foster, Mayor

ATTEST:



Kamara G. Barnett, Clerk

TOWN OF YANCEYVILLE
Budget Ordinance Amendment IV

BE IT ORDAINED by the Yanceyville Town Council that the following amendment be made to the Budget Ordinance for the fiscal year ending June 30, 2024:

Section 1. To amend the General Fund, the appropriations change as follows:

	<u>Decrease</u>	<u>Increase</u>
Governing Board		\$ 1,000.00
General Government	\$11,000.00	
Fire Department	\$40,000.00	
Public Works		\$ 25,000.00
Debt Service		\$ 25,000.00

This will result in no change in the appropriations of the General Fund Budget.

Section 2. To amend the General Fund, there is no change in revenues from the General Fund Budget.

Section 3. To amend the Water and Sewer Fund, the appropriations change as follows:

	<u>Decrease</u>	<u>Increase</u>
Operating	\$39,000.00	
Budgetary Appropriations		\$70,000.00
Capital Improvement Plan		\$ 1,000.00

This will result in a net increase of \$32,000.00 in the appropriations of the Water and Sewer Fund Budget.

Section 4. To amend the Water and Sewer Fund, the revenues change as follows:

	<u>Decrease</u>	<u>Increase</u>
Water Revenues		\$22,000.00
Sewer Revenues		\$15,000.00
Tappage Fees		\$25,750.00
Reconnect Fees		\$ 5,505.00
ARP Funds	\$19,868.00	
Appropriation From Fund Balance	\$16,387.00	

This will result in a net increase of \$32,000.00 in revenues from the Water and Sewer Fund Budget.

Copies of this Budget Amendment shall be delivered to the Budget Officer and the Finance Officer for their direction.

THIS BUDGET ORDINANCE AMENDMENT ADOPTED THIS 25th DAY OF JUNE 2024.

ATTEST:

Kamara Barnett
Kamara Barnett, Town Clerk



Alvin Foster
Alvin Foster, Mayor

TOWN OF YANCEYVILLE
BUDGET ORDINANCE
2024-2025

BE IT ORDAINED by the Governing Board of the Town of Yanceyville, North Carolina:

Section 1. The following amounts are hereby appropriated in the General Fund for the operation of the town government and its activities for the fiscal year beginning July 1, 2024, and ending June 30, 2025, in accordance with the chart of accounts heretofore established for this Town:

Governing Board	\$ 37,500.00
General Government	540,295.00
Fire Department	262,550.00
Public Works	118,500.00
Recreation Department	30,000.00
Debt Service	75,000.00
Capital Improvement Plan	13,000.00

	\$1,076,855.00

Section 2. It is estimated that the following revenues will be available in the General Fund for the fiscal year beginning July 1, 2024, and ending June 30, 2025, to meet foregoing appropriations:

Ad Valorem Taxes	\$368,455.00
Motor Vehicle Taxes	24,000.00
Penalties and Interest	2,500.00
Beverage Tax	8,500.00
Franchise Tax	110,000.00
Local Option Sales Tax	250,000.00
Solid Waste Disposal Tax	2,000.00
Charges for Current Services	83,500.00
Interest on Investments	41,100.00
Other Revenue	186,800.00

	\$1,076,855.00

Section 3. The following amounts are hereby appropriated in the Water and Sewer Enterprise Fund for the operation of the water and sewer utilities for the fiscal year beginning July 1, 2024, and ending June 30, 2025, in accordance with the chart of accounts heretofore approved for the Town:

Operating	\$1,792,724.00
Capital Outlay	100,000.00
Debt Service	230,607.00
Capital Improvement Plan	50,588.00

	\$2,173,919.00

Section 4.

It is estimated that the following revenues will be available in the Water and Sewer Enterprise Fund for the fiscal year beginning July 1, 2024, and ending June 30, 2025. These projections reflect no rate increase for the water and sewer rates.

Water Revenues	\$1,275,025.00
Sewer Revenues	747,291.00
Tap Fees	37,356.00
Reconnect Fees	10,000.00
Water Connection Fee	1,000.00
Other Operating Revenues	80,000.00
Appropriation from Fund Balance	23,247.00

	\$2,173,919.00

Section 5.

The following amounts are hereby appropriated in the Special Revenue Fund for the operation of restricted revenue sources such as Powell Bill Revenues and grant awards for the fiscal year beginning July 1, 2024, and ending June 30, 2025, in accordance with the chart of accounts heretofore established for this Town:

Powell Bill – Restricted	\$40,000.00
Cemetery Maintenance	4,000.00

	\$44,000.00

Section 6.

It is estimated that the following revenues will be available in the Special Revenue Fund for the fiscal year beginning July 1, 2024, and ending June 30, 2025, to meet foregoing appropriations:

Powell Bill – Restricted	\$40,000.00
Cemetery Fund	4,000.00

	\$44,000.00

Section 7.

There is hereby levied a tax at the rate of thirty-three cents (.30) per hundred dollars (\$100) valuation of property listed for taxes as of January 1, 2024, this reflects no increase in the tax rate for this fiscal year. This rate is based on a total valuation of property located in Yanceyville by the Caswell County Tax Department for the purposes of taxation of \$126,402,098 and estimates a rate of collection of 98.55%.

Section 8.

The Finance Officer is hereby authorized to transfer appropriations as contained herein under the following conditions:

- a. The Finance Officer may not transfer any amounts between funds, except as approved by the Governing Board in the Budget Ordinance as amended.

Section 9.

Copies of this Budget Ordinance shall be furnished to the Town Manager and to the Finance Officer to be kept on file by them for their direction in the disbursement of funds.

THIS ORDINANCE ADOPTED this 25th day of June 2024.


Alvin W. Foster, Mayor

ATTEST:



Kamara Barnett, Town Clerk