

**MINUTES**  
**YANCEYVILLE TOWN COUNCIL**  
**October 4<sup>th</sup>, 2016**  
**7:00 PM**

The meeting of the Town Council was held in the Council Chambers at the Yanceyville Municipal Services Building on October 4<sup>th</sup>, 2016 at 7:00 PM.

**Council members present:** Alvin Foster, Mayor, Odessa Gwynn, Mayor Pro Tem, Margie Badgett-Lampkin, Brian Massey, and Keith Tatum.

**Staff:** Brian Collie, Town Manager, Lee Farmer, Town Attorney

**Item 1: Call To Order**

Mayor Alvin Foster called the meeting to order at 7:00 PM. Meeting opened with silent prayer. He asked all to stand for the pledge of allegiance. Mayor Foster also stated that copies of the Town's Rules and Procedures were available if anyone needed a copy.

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

Mayor Foster stated that Council needed to add Caswell Family Medical Centers request between agenda item 4 & 5. Councilwoman Badgett-Lampkin asked Council to add an agenda item for old business in between item 6 & 7. Mayor Foster then asked Council for a motion to approve the agenda as presented with the stated additions. Mayor Pro Tem Gwynn made a motion to approve the agenda. The motion was seconded by Councilman Massey and passed with a unanimous vote.

**Item 3: Consent Agenda- September 6<sup>th</sup>, 2016 Minutes**

Mayor Foster asked Council to review the minutes from the September 6<sup>th</sup>, 2016 Town Council Meeting. Councilman Massey made a motion to adopt the consent agenda for September 6<sup>th</sup>, 2016 as presented. The motion was seconded by Councilman Tatum and passed with a unanimous vote.

**Item 4: Public Comment**

Mayor Foster stated that no one had sign up to speak during public comments, and asked the audience if anyone would like to approach Council for comments.

### **Item 5: Caswell Family Medical Center Request**

Mayor Foster stated that the director of Caswell Family Medical Center recently contacted him and that the center is looking into applying for a grant to expand their services in the community and that they would like a letter of support from the Town. After short discussion amongst the Council members, Councilman Massey made a motion to approve a letter of support for the Medical Center. The motion was seconded by Councilman Tatum and passed with a unanimous vote.

### **Item 6: Town Manager Report**

Manager Collie stated that the County Manager had recently asked him would the Town consider an Animal Control inter local agreement, since the Counties Animal Control department also covers the town limits. Mayor Foster interjected and stated that he is not against an inter local agreement but feels that the Town should not be required to pay for those services unless the Town ask the county to inforce a more stringent ordinance than what the county already does. Councilwoman Badgett-Lampkin stated that the Town pays County taxes so what exactly do those taxes give us. Manager Collie stated that the County is currently redoing its animal control ordinance and that he has not been given a final draft for review. Manager Collie recommended that the Town wait until that ordinance is adopted so that we can review what exactly it is we are considering an inter local agreement for. Council agreed and asked Manager Collie to report back at the next meeting.

Mr. Collie stated that the previous approved Town surplus items will be sold at the Counties auction on October 22<sup>nd</sup>. He then stated that he has yet to fill the Assistant Town Clerk Position but that he had interviewed several applicants and had a few more to go before he would make a decision.

Manager Collie then asked the Council to consider a potential late fee amendment. He stated that they had talked about the amendment at previous meetings and that going from a \$10 late fee across the board to a percentage would help people with smaller bills that are more likely to be on fixed incomes, while making customers with larger bills pay more frequently. He said that he feels that 15% would be a good starting point and that the Town's billing software can easily make this change. After discussion Mayor Pro Tem Gwynn made a motion to change how late fees are calculated from \$10 a late fee to 15% of the customer's bill for that month. She stated that this motion would go into effect after town wide newsletters are sent out to inform citizens of the change. The motion was seconded by Councilman Massey and passed with a unanimous vote.

**Item 7: Closed Session- G.S. 143-318.11- Real Property & Contractual Purposes**

Mayor Foster asked for a motion to go into closed session. A motion was made by Mayor Pro Tem Gwynn. The motion was seconded by Councilman Tatum and passed with a unanimous vote.

After Council re-entered the chambers from closed session, Mayor Foster asked for a motion to come out of closed session. Mayor Pro Tem Gwynn made a motion to come out of closed session. The motion was seconded by Councilman Massey and passed with a unanimous vote.

At that time, Mayor Foster asked for a motion to go back into open session. Councilman Tatum made a motion to go back into open session. The motion was seconded by Councilwoman Badgett-Lampkin and passed with a unanimous vote.

Mayor Foster stated that nothing had been discussed during closed session that needed to be reported on at this time.

**Item 8: Old Business**

Councilwoman Badgett-Lampkin asked Mr. Collie for a progress report on the town's wireless project, the Planning Board terms, and the recently discussed security system. Manager Collie stated that he has finally found a reputable local company that is willing to contract with the town on fixing and expanding upon its current Wi-Fi system. He stated that he has had several meetings and discussions with the company and that they have completed an assessment of the Town's current system. He stated that he would like to have the company come before Council to present their ideas in the near future. He stated that the Planning Board terms will be up for re-appointment after December 31<sup>st</sup> and that he plans to begin advertising for the vacancies this month and that Council will review the submitted applications at their meeting in December. He then stated that the company that will be installing the security system has been developing their project plan to give us an exact estimate after Council agreed to the project.

**Item 9: Informal Discussion/Public Comment- Discussion & Comments must directly relate to agenda items**

Mrs. Monroe and Mr. Albert Tardy both spoke about the late fee amendment and felt that it was the right decision. Mr. Gilbert Anderson asked about the letter of support for the CFMC. Mayor Foster responded to Mr. Anderson's question.

**Item 10: Adjournment**

After no further discussion, Councilman Tatum made a motion to adjourn. Councilwoman Badgett-Lampkin seconded the motion that passed with a unanimous vote.

Brian Collie, Town Manager/Clerk, prepared the above minutes. They represent a brief description of those matters that were addressed at this meeting. A detailed account of this meeting is available for review on tape at the Yanceyville Municipal Services Building.

Respectively Submitted:

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Alvin Foster, Mayor

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Brian Collie, Town Clerk