

**YANCEYVILLE TOWN COUNCIL
MEETING MINUTES
Tuesday, April 4th, 2023
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, April 4th, 2023, at 6:00pm.

Council Members present: Mayor- Alvin Foster, Mayor Pro Tem- Odessa Gwynn, Brian Massey, and Keith Tatum

Staff present in person: Kamara Barnett-Town Manager/Clerk, Lee Farmer- Town Attorney, and Kathryn Hinton-Administrative Assistant,

Item 1: Call to Order

Mayor Alvin Foster called the Town Council Meeting to order at 6:01 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 for a motion. After a brief review, Mayor Pro Tem Gwynn made a motion to adopt the agenda as presented. The motion was seconded by Councilman Massey and passed with a unanimous vote.

Item 3: Consent Agenda

a.) Minutes from March 7th, 2023, Town Council Meeting.

Mayor Foster 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 Tatum and passed with a unanimous vote.

Item 4: Public Comment

None

Item 5: Water and Wastewater Treatment Facilities Update: Gary Stainback, Inframark Representative

Mayor Foster introduced Gary Stainback, Inframark. Mr. Stainback updated and presented Town Council the monthly update as follows:

Yanceyville Water Treatment Plant

Collected Disinfection by Product (DBP) samples, which consisted of Trihalomethanes (THM) and Haloacetic Acids (HAA), on February 22nd. These samples are compliant with the regulatory limits and lowered the site running average limit back to compliance.

Inframark staff and technical service manager met with the Town on March 15th and 16th to discuss plans and approach for a system wide water hydrant flushing program.

Staff cleaned solids from sedimentation basins.

Staff collects distribution water quality samples throughout the week and collaborates with Public Works on specific hydrant flushing needs.

Yanceyville Wastewater Treatment Plant

Following the repair of a malfunctioning decanting valve, the treatment system did experience elevated effluent BOD and Ammonia Nitrogen levels that exceeded permit limitations. Additional “seed sludge” was added to the biological treatment system to expedite recovery of the process. Additional compliance samples have been collected to judge weekly and monthly compliance for the March reporting period.

Inframark Wastewater Manager, Kevin Woods attended training class in Raleigh on March 21st through 23rd.

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

Item 6: Consideration of and Adoption of Yanceyville Planning and Zoning Fee Schedule

Town Manager Barnett recommended that Town Council approved the proposed updated Planning and Zoning Fee schedule. She indicated it would assist with projections in the budget process.

Mayor Foster asked Town Council for a motion. After no further discussion, Councilman Tatum made a motion to approve the Yanceyville Planning and Zoning Fee Schedule. The motion was seconded by Councilman Massey and passed with a unanimous vote.

*Please see attached: Town for Yanceyville Planning and Zoning Fee Schedule

Item 7 Consideration of and Adoption of Budget Amendment IV for Fiscal Year ending June 30th, 2023

Town Manager Barnett read aloud the Budget Amendment IV for Fiscal Year ending June 30, 2023.

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, 2023

Section 5. To amend the Special Revenue Fund, new appropriation is established below, the appropriations change as follows:

	<u>Decrease</u>	<u>Increase</u>
Veteran's Memorial Fund		\$2,000.00

This will result in a net increase of \$2,000 in the appropriations of the Special Revenue Fund Budget

Section 6. To amend the General Fund Budget Ordinance the expenditures are to be changed as follows:

	<u>Decrease</u>	<u>Increase</u>
Veteran's Memorial Fund		\$2,000

This will result in a net increase of \$2,000 in the revenues of the Special Revenue Fund Budget

Mayor Foster asked Town Council for a motion. After no further discussion, Councilman Massey made a motion to approve Budget Amendment IV for Fiscal Year ending June 30, 2023. The motion was seconded by Councilman Tatum and passed with a unanimous vote.

Item 8: Town Manager Report- Kamara Barnett

Town Manager Barnett indicated that she had a few announcements/ reminders.

- Easter Egg Hunts – Library Wed; Parks and Rec and Caswell County Historical Association on Saturday
- Health Revival hosted by Compassion Health Care, Sunday, April 16, 2023, 3:00pm – 6:00pm held at the Pavilion.
- Farmers Market – Thursday, April 20, 2023, 4:30-6:00pm held at the Pavilion.
- Town of Yanceyville 9/11 Memorial project has started; 150-day schedule to be completed by September 11, 2023.
- 2023 Frist Friday Events will begin May 5th, 2023, at 7:00pm, Unlimited Grace and Beyond Blessed will be providing entertainment and food will be available for purchase.

Town Manager Barnett noted that Town Council should have received a communication postcard to be proactive with the citizens and businesses regarding the water situation in Town. She indicated that the Caswell County has the Red Code Alert system, and the Town can utilize it, Mr. Barry Lynch, Director of Emergency Management, Caswell County indicated that manual data entry of the emails, text/phone numbers is required for the Town of Yanceyville to effectively use this. It is not clear why an upload of the data cannot be done even if we key in all the data necessary, and if there is an emergency, since the Town has no direct access to this software, it is concerning. Town Manager Barnett indicated that she is currently investigating alert systems for rural/small town communities. These are typically texted based alert systems and are very user friendly and more affordable than initially thought. I'll keep you updated on this progress.

As our mission statement reads, public safety is one of the primary reasons the Town exists, and it is incumbent upon us to have the proper means of communications for our citizens.

Town Manager Barnett indicated that the three most important priorities for the Town of Yanceyville from the day-to-day operations: include but not limited to Capital Improvements (particularly water/sewer and this includes a sound Emergency Alert System) . She noted that she is actively seeking grant funding that is available to small towns through numerous rural grants. Have a few meetings with grantors on this later in April. Proactive Communications Plan with the public this includes a quarterly newsletter as well as more ongoing communication to the community in various ways. Communications solves so many problems. She added that there are several grant opportunities that would support proactive communication with the Public.

Becoming a Main Street Community – a bit longer term, but having Yanceyville become a NC Main Street participant. The NC Main Street program provides downtown strategic economic development planning and project-specific technical assistance. She added that with all the growth going on in Danville, the time is now to have this on the radar.

Item 9: Town Attorney Report- Lee Farmer

None

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

None

Item 11: Adjournment

Mayor Foster asked Town Council for a motion. After no further discussion, Councilman Tatum made a motion to adjourn the Town Council Meeting. Councilman Massey seconded the motion that passed with a unanimous vote. Meeting ended at 6:29 pm.

Kamara Barnett, 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