

**YANCEYVILLE TOWN COUNCIL
MEETING MINUTES
Tuesday, March 2nd, 2021**

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, March 2nd, 2021 at 7:00 PM.

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

Council Member present electronically: Mayor Pro Tem- Odessa Gwynn

Council Member absent: Margie Badgett-Lampkin

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

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 9: West Main Street Petition and Item 10: Closed Session: Personnel to the Agenda. After a short review, Mayor Pro Tem Gwynn made a motion to adopt the Agenda with said changes. The motion was seconded by Councilman Tatum and passed with a unanimous vote.

Item 3: Consent Agenda

- a.) Minutes from February 2nd, 2021 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 Massey and passed with a unanimous vote.

Item 4: Public Comments

None

Item 5: Public Hearing – Satellite Annexation

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.

Attorney Farmer explained that a resolution Stating the Intent of the Town of Yanceyville to Annex Property owned by the Town which is not Contiguous to the Existing Municipal Boundaries was previously adopted by Town Council. In the resolution the Town resolved to annex six tracts of land located in West Yanceyville (Airport Property) consisting of the W. Maynard Gregory Tract, Russell C. Watlington Tract, Caswell Mennonite Church, Otha Hicks, and Prospect United Methodist Church Tract.

Attorney Farmer explained by resolution we are considering tonight the annexation of the total tracts which will become a part of the Town of Yanceyville. He indicated that the Town currently has one tract (1.12acres) where the West Yanceyville Fire Department Sub Station is located. He added that if the Ordinance is approved/adopted on tonight the Town will add 39.87 acres. Totaling 40.99 acres that will be owned and become a satellite annexation to the Town of Yanceyville.

Attorney Farmer explained that a map has been prepared as required by law and upon adoption of the Ordinance tonight the documents will be recorded with the Secretary of State, the Caswell Register of Deeds, and the Caswell County Tax Office effective midnight tonight this property will be become a part of the Town of Yanceyville.

Councilman Tatum stated that for the record this is a Voluntary Annexation? And property owned by the Town? Attorney Farmer confirmed. Mayor Foster added that voluntary annexations are the only annexations done by the Town.

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 Massey and passed with a unanimous vote.

Mayor Foster asked Town Council for a motion to adopt Annexation Ordinance No. 21 TOYSA1 to Extend the Corporate Limits of the Town of Yanceyville, North Carolina. Councilman Massey made a motion to Annexation Ordinance No. 21 TOYSA1. The motion was seconded by Councilman Tatum.

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

Item 6: Adoption of Budget Calendar Workshops for Fiscal Year 2021-2022

Mayor Foster asked Town Council to review the Budget Calendar for FY 2021-2022.

The following dates outline the Town of Yanceyville Budget Workshops for Fiscal Year 2021-2022. These meetings will be conducted remotely and electronically, zoom links will be sent out prior to all meetings for those who would like to participate electronically.

Thursday, April 8th, 2021 6:00pm Budget Workshop (Basic, Outline’s priorities, etc.)

Thursday, April 15th, 2021 6:00pm Budget Workshop (General Fund Review)

Thursday, April 22nd, 2021 6:00pm Budget Workshop (Enterprise Fund Review)

Thursday, April 29th, 2021 6:00pm Budget Workshop (Optional)

Tuesday, May 4th, 2021 7:00pm Town Council Meeting- Budget is announced to the public (final /minor adjustments can be made)

Tuesday, June 1st, 2020 7:00pm Town Council Meeting Public Hearing, Budget Presentation, Town Council Adoption

Mayor Foster asked for a motion. After a short review, Councilman Tatum made a motion to adopt the Budget Calendar for FY 2021-2022. Mayor Pro Tem Gwynn made a motion to adopt the Agenda with said changes. The motion was seconded by Mayor Pro Tem Gwynn and passed with a unanimous vote.

Item 7: Assistant Town Manager Report- Kamara Barnett

Assistant Manager Barnett indicated that the Inframark and Public Works Department updates were attached to the agenda packet.

Assistant Manager Barnett explained that three Yanceyville Planning Board Members terms had expired. She indicated that all three members Patricia Price Lea, Sylvia Johnson, and Darrell McLean would like to be re-appointed to serve on the Yanceyville Planning Board. The term would start January 1, 2021 to December 31, 2024. Mayor Foster added that the Planning Board Members have done a great job serving the Town.

Mayor Foster asked for a motion. Mayor Pro Tem Gwynn made a motion to reappoint Patricia Price Lea, Sylvia Johnson, and Darrell McLean to serve on the Yanceyville Planning Board (January 1, 2021 to December 31, 2024).

Assistant Manager Barnett updated Town Council on the Email Transfer/Website Migration. She explained that there were serve issues with the current hosting GOV Office. She indicated that hopefully Town Council Members will receive @yanceyville email addresses, and the Town of Yanceyville website will be live by the next Town Council Meeting.

Assistant Manager Barnett explained that the Town received a Conditional Zoning District Permit Application. She explained that the application was presented to the Yanceyville Planning Board on February 24, 2021. She indicated that there are several additional items needed to proceed with the Conditional Zoning Process. Assistant Manager Barnett asked Town Council to schedule a Public Hearing for a Zoning Map Amendment contingent upon receiving the necessary documents from the property owners.

Mayor Foster asked for a motion. Councilman Tatum made a motion to schedule a Public Hearing for a Zoning Map Amendment Tuesday, April 6th, 2021 during the Town Council Meeting starting at 7pm. The motion was seconded by Councilman Massey and passed with a unanimous vote.

Assistant Manager Barnett updated Town Council on the Water Plant Filter #2. She explained that Filter #2 has been offline since July 2020. She indicated that during the December 15th, 2020 meeting Town Council voted to replace the Filter Media and nozzles in Filter #2. Assistant Manager Barnett explained that during the replacement process a valve within Filter # 2 must also be replaced. She explained that at the time the Water Plant is only running three Filters and the State has shown concern. She recommended that we get Filter # 2 online as soon as possible. Mayor Foster indicated that its part of maintenance and upkeep and we need to the filter back in service so proceed with placement of valve.

Assistant Manager Barnett introduced Mr. Fred Smith to give an update on the Town of Yanceyville Public Safety Memorial. Mr. Smith explained that committee was able to meet the representatives of South Boston Memorial to discuss the Town Memorial. Mr. Smith indicated that he feels we are on track with designing and planning the memorial. He explained that we have several quotes on the concrete for the Town Seal 10 x10 and for the Black Granite to be place on top of the concrete. Mr. Smith indicated that the Public Safety Committee would provide a full report at the next Town Council meeting with draft drawings of what the memorial and prices for Town Council to review.

Councilman Tatum indicated that he was concerned with a strong smell on Pemberton Street especially on when the temperature increases. Mayor Foster explained that a sewer manhole is located on that street and it could be the cause of the odor. Town Clerk Barnett noted that she would speak with the Public Works Department to assess the condition of the manhole.

Assistant Manager Barnett updated Town Council on the Memorandum of Understanding received form Alley, Williams, Carmen and King for the Water Improvements Engineering Design, Bidding, Construction Inspection and Administration and Surveying Services relating to the water line extension on Kimbro Road. She noted the Town Attorney Farmer reviewed the documents and recommended that the Town move forward on the water improvements.

Item 8: Town Attorney Report

Attorney Farmer thanked Mr. Fred Smith for his continued time and dedication to working on the Town of Yanceyville Public Safety Memorial.

Attorney Farmer noted that he had met with Mr. Franz Holt, AWCK. Mr. Holt is preparing the final map of the Yanceyville Municipal Airport Property to be submitted to the North Carolina Department of Transportation Aviation Division in Raleigh and get the property register in the Town's name as an operating Airport. He added that Mr. Holt is working on the design for signage for the Airport along with the design for the helipad.

Item 9: West Main Street Petition

Mayor Foster explained that during the January 5th, 2021 Town Council Meeting Mr. Matthew Hoagland submitted a Public Comment logging a complaint about package deliveries on West Main Street. He added that after investigating this issue further he was able speak with Kenneth Everitt, E 9-11 Director. Mr. Everitt suggested that the Town rename West Main Street (Main Street, West) by way of a petition. The petition would require 75% of property owners and tenant signatures. Mr. Hoagland has agreed to assisting in the Town in getting signatures. If the property owner owns road frontage for every 400ft they are allowed a vote. West Main Street starts at the square to Town limits. (near old reservoir)

Item 10: Closed Session- G. S. 143-318.11- Personnel

Mayor Foster asked Town Council for a motion. Mayor Pro Tem Gwynn made a motion to go into Closed Session General Statues 143-318.11 Personnel. 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. Councilman Massey motion to go back to into Regular Session. The motion was seconded by Councilman Tatum and passed with a unanimous vote.

Mayor Foster noted that while in Closed Session Town Council does not have any information to present at this time.

Item 11: Informal Discussion/Public Comment- Discussion & Comments must directly relate to agenda items.

None

Item 12: 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 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