

**YANCEYVILLE TOWN COUNCIL
MEETING MINUTES
Tuesday April 2nd, 2024, 6:00pm**

The meeting of the Town Council was held in the Yanceyville Town Council Museum of Art at the Yanceyville Municipal Services Building located at 158 East Church Street, Yanceyville, NC and streamed through the Webex platform on Tuesday, April 2nd, 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 Kathryn Hinton-Administrative Assistant

Item 1: Call to Order

Mayor Alvin Foster called the Town Council Meeting to order at 6:02 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

Mayor Foster asked Town Council to review the Agenda.

Item 3: Consent Agenda

a) Minutes from the March 12th, 2024, Town Council Meeting

Mayor Foster asked Town Council to review the Consent Agenda. After a short review, Councilman Darnell made a motion to adopt the Consent Agenda as presented. The motion was seconded by Mayor Pro Tem McLean and passed with a unanimous vote.

Item 4: Public Comment

None

Item 5: Water and Wastewater Treatment Facilities Update: Matthew Malone, Regional Manager Inframark

Mayor Foster introduced Mr. Matthew Malone Regional Manager to Town Council. Mr. Malone presented the monthly update as follows:

Yanceyville Water Treatment Plant:

No violations were recorded.

Total Organic Carbon (TOC) sample collected on March 12th was required to have 45% removal for compliance and we achieved 53% removal.

Raw Water turbidity levels are slowly dropping back down. Currently Averaging 40 Nephelometric Turbidity Unit (NTU).

Number Three Filter Solenoid Valve was replaced on March 12th and returned to service.

Number One Filter is still out of service with parts on order (April 4th ETA).

Elevated Tank Repairs were completed March 26th – water quality testing in progress.

Yanceyville Water Treatment Plant:

No violations were recorded. (waiting on results for March 18-31).

Still waiting on replacement shaft for Number Two Mixer on Number Two SBR (May 2024 expected receipt date).

Number Two Aerator from Number Two SBR is still out of service for offsite troubleshooting by Underwood.

North Carolina Department of Environmental Quality completed a Laboratory inspection March 19th, 2024, Final report expected in May 2024.

Purchase Order in place to repair/replace the composite samplers.

Mayor Foster thanked Mr. Malone for providing an update to Town Council.

Item 6: Public Hearing Resolution for the Adoption of the Town of Yanceyville Water and Sewer System Development Fee Schedule at 6pm on the 7th day of May 2024

Town Manager Barnett noted that in the January Town Council meeting Stantec Consulting Services Inc, Engineering Consulting Firm, presented the system development fee analysis/ and report for Yanceyville.

She explained that prior to adopting the calculated system development fees, the Town must provide the public with an opportunity to review and provide comment for a minimum of 45 days. She noted that the 45-day period will end on April 5, 2024. Town Manager Barnett indicated action from Town Council would be required to set fee schedule.

Mayor Foster asked Town Council for a motion. After a short review, Councilman Massey made a motion to schedule a public hearing for consideration of the Town of Yanceyville Water/Sewer System Development Fee during the May 7th, 2024, Regular Town Council Meeting. The motion was seconded by Mayor Pro Tem McLean and passed with a unanimous vote.

Item 7: Public Hearing Resolution for the Adoption of Text Amendment to the Town of Yanceyville Zoning Ordinance at 6pm on the 7th day of May 2024

Town Manager Barnett indicated that there were several text amendments to the current Yanceyville Zoning Ordinances.

As required by North Carolina General Statutes 160D-601(d) the Yanceyville Planning Board has reviewed text amendments to bring the Yanceyville Zoning Ordinance into conformity with N.C. G.S. 160D, Local Planning and Development Regulation, and to make other revisions and updates. The proposed amendments update and correct definitions, refer to statutory references by their G.S. 160D citations, and provide for processes and procedures required by G.S. 160D. All amendments are text amendments, and they do not affect the zoning of any property. The proposed amendments are consistent with Yanceyville’s Comprehensive Land Use Development Plan 2022-2036 as follows:

An updated text with procedures clearly spelled out can make it more feasible for town officials to consider simplifying the zoning map and reducing the number of zoning districts, a key concern identified in the Plan. Adoption of a revised Zoning Ordinance will meet one of the goals of the Comprehensive Plan which is to “Complete Recodification according to the Comprehensive Land Use Development Plan 2022- 2035.”

Mayor Foster asked Town Council for a motion. After a short review, Councilman Darnell made a motion to schedule a public hearing for consideration of the Town of Yanceyville Zoning Ordinance Text Amendments during the May 7th, 2024, Regular Town Council Meeting. The motion was seconded by Councilman Massey and passed with a unanimous vote.

Item 8: Town Attorney Updates- Lee Farmer

Town Attorney Farmer indicated that because of significant deficiencies, material weaknesses, and other findings in the audited financial statements it was determined that the Town had Financial Performance Indicators of Concern (FPIC). He added that due to the FPIC’s Yanceyville was placed on the Local Government Commission’s Units Assistance List. He noted that a response must be submitted to the LGC within 60 days of the auditor's presentation.

Town Attorney Farmer explained that a draft letter has been prepared for review. Continue implementing segregation of duties measures. Implement a re-audit review for all future expenditures. Continue working with Fidelity Bank and Scott and Watlington P.A. to improve reporting and payroll efficiencies. Anticipate adjusting water and sewer fees in the next budget year to address bond deficiencies.

Town Attorney Farmer noted that if there are no objections all Town Councilmembers and the Town Manager will need to sign and submit back to the LGC.

*Letter Attached

Item 9: Town Manager Updates - Kamara Barnett

Town Manager Barnett provided several announcements, updates and reminders to Town Council as follows:

Caswell Farmer’s Market opening day Thursday, April 18th, 2024 - Thursday, September 19th, 2024, beginning at 4:00pm- 6:30 handle here at the Town’s Pavilion.

Town Manager Barnett added that the Town will undergo the first initial assessment regarding the conversion of Municipal Accounting Software Program (MAS) Black Mountain on April 4th, 2024, with Martin & Starnes PA representative, Elsa Swepson and the North Carolina League of Municipalities (NCLM) representative Judy Gallam. Town Manager Barnett explained that they overall goal of the assessments is to help make sure Yanceyville is current and stays “conversion ready” between now and the date the conversion begins. Once the assessment is completed by Martin & Starnes the NCLM will continue to work with and mentor the Town in the process necessary to be successful with the software conversion in 2025.

Town Manager Barnett indicated that the Town of Yanceyville received funding from Division of Water Infrastructure - DWI in 2023 regarding the Asset Inventory Assessment grant for the Town’s Sewer System in the amount of \$150,000 and \$250,000 for the Town’s Water System totaling 400,000. She explained that the Town’s engineering firm AWCK has started working on the grant. The funding will assist the Town in mapping the existing Collections/Sewer System and assessing the condition of the gravity sewer system. The Water Distribution system currently has paper maps showing Town Staff its water infrastructure and the Town would like to create a GIS database. By mapping the water system with GIS tools, the Town will be able to address discrepancies that have been found in the field.

Item 10: New Business

None

Item 11: Adjournment

Mayor Foster asked Town Council for a motion to adjourn. After no further discussion, Councilman Tatum made a motion to adjourn the April 2nd, 2024, Town Council Meeting Councilman Massey seconded the motion that passed with a unanimous vote. The meeting ended at 6:22pm.

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