

YANCEYVILLE TOWN COUNCIL MEETING MINUTES

Tuesday, August 6th, 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, August 6, 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 6:01 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. Mayor Foster stated that it is the policy of the Yanceyville Town Council to allow 15 minutes during each monthly meeting for public comment. Individuals will be called in the order signed up to speak. Three-minute time limit for everyone.

Item 2: Review of Agenda – Mayor Foster and Town Council

Mayor Foster asked Town Council to review the Agenda. After a brief review, Mayor Foster asked if there are any other additions or deletions at this time? There were none.

Item 3: Consent Agenda

- a. Minutes from the July 9th, 2024, Town Council Meeting

Mayor Foster asked Town Council to review the Consent Agenda. After a brief 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

Mayor Foster asked if anyone signed up for public comment? Ms. Hinton indicated no one signed up for public comment.

Item 5: Code Enforcement Update: Paul Fuller, State Code Enforcement, Inc

Mayor Foster introduced Mr. Paul Fuller to Town Council. Mr. Fuller provided Town Council with an update on the opened and abated cases within the Town. He also provided a Minimum Housing Scoring Sheet prioritizing properties for clean-up based on safety conditions and main thoroughfares. He noted that he would like to recommend to the Town to revisit the tall grass and high vegetation ordinance. He indicated that the current ordinance states that the grass can be 20 inches, and you have 20 days to cut the grass. He recommended that the grass be 12 inches and to be cut within ten days. Mr. Fuller indicated that he is in need of landscaping and debris-clean -up contractors to provide services for the Town. Please provide the names and contacts to Town Manager Barnett.

*See attached

Item 6:Water and Wastewater Treatment Facilities Update: Adam Brooks- Operations Manager, Inframark

Mayor Foster introduced Mr. Adam Brooks Operations Manager to Town Council. Adams presented the Monthly update below:

Yanceyville Water Treatment Plant

No violations were recorded during the month of July.

Cleaned out Sedimentation in Basin #2 on July 17th and returned to service

TTHM samples collected in June were all below the MCL – the Operational Evaluation Level for the Quarter was in compliance.

Yanceyville Wastewater Treatment Plant

No violations were recorded during the month of July (waiting on final two sets of results).

SBR #2 decant cycle is still letting solids through. Pump out was completed on July 8th, 2024.

Once pumped out we were able to identify that the linear actuator for decanter has failed operators are running SBR on manual mode. This is requiring extra hours and manpower onsite. Maintenance and Operations support from the Danville and Chatham projects have been utilized to maintain compliance.

Sludge pump for #1 SBR is failing. Replacement on order (30-day lead time).

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

Item7: Consideration of Reappointment of Mayor Alvin Foster to the Caswell Economic Development Commission

Mayor Foster indicated that he is currently the Caswell Economic Development Commission, Chairman and would like to continue to serve the Town of Yanceyville on the board. He noted that there are three seats held by appointees for Yanceyville. He currently holds the one- year term seat, two-year term is vacant, and the three- year term seat is held by Ms. Ruby Graves.

Councilman Massey made a motion to reappoint Mayor Alvin Foster to serve the one-year term seat and continue representing the Town of Yanceyville on the Caswell Economic Development Commission. The motion was seconded by Council Darnell and passed with a unanimous vote.

Item 8: Approval of Professional Services for Farmers Market Design and Bid, Town Engineers-Alley Williams Carmen King- Kamara Barnett

Town Manager Barnett shared a proposal from Alley Williams Carmen King to design an open structure of about 8,000 ft for the Yanceyville’s Farmers Market. The building will be the approximate shape and size of the one shown in our preliminary master plan that was shown two months ago. The building/Shelter will not have restrooms. Alley Williams Carmen & King proposes to provide the construction drawings, the specifications and bid documents for the Yanceyville Farmers Market for the sum of \$44,000.00. Town Manager Barnett further explained that the bidding and construction administration will be performed on an hourly basis under a separate contract not to exceed \$7,500. She noted that the surveying shall also be performed within a separate agreement estimated to not exceed \$5,000.

Mayor Foster asked Town Council for a motion. Councilman Tatum made a motion to approve the Farmers Market Design Bid proposal for professional services from Alley, William, Carmen and King for the sum of \$44,000.00. The motion was seconded by Mayor Pro Tem McLean and passed with a unanimous vote.

Item 9: Town Manager Updates- Kamara Barnett

Town Manager Barnett provide announcements and updates:

She noted that on tonight National Night will be taking place at the Caswell Parks and Recreation Starting at 5:00pm until 9:00pm.

She noted that she would be out of the office attending the North Carolina Association of Zoning Officials Conference from Sunday August 11- Wednesday August 14th, 2024.

The Joint Council Meeting with Caswell County, Town of Milton and Yanceyville will be held on Thursday, August 15th, 6pm at the Co square- hosted by Caswell County Board of County Commissioners.

Town Manager Barnett announced that Eckerd Connects officially opened today, August 6th, 2024.

The Caswell Chamber of Commerce will be hosting the Annual Hoedown Festival on Saturday, September 28, 2024, 9:00am -7:00pm.

Dillard School Apartment Project Update

Town Manager Barnett indicated that the Dillard School Apartments Project has started the installation of the waterline along School Drive. Due to an unknown sewer main on Dillard School Drive Engineers are reviewing plans to create an alternate route. The Town’s sewer map did not reflect sewer main.

Wastewater Treatment Plant Upgrades

As for the Wastewater Treatment Plant upgrades, we are still in the process of getting the Bar Screen installed at the plant which has played a huge role in the deficiencies/ violations in the treatment process that the Town has occurred in the past. The contractor for the project has been on site getting the necessary measurements for installation

The office space connected to the Town Hall has been leased as this time to Caswell Council for the Arts. With the same lease agreement as the tenants in past years received.

Town Manager Barnett noted that Virginia Booker, Attorney at Law is diligently working on the Recodification of the Town's Code of Ordinances and hopefully in the next few weeks will have a draft copy for Attorney Farmer and myself to review.

Town Manager Barnett noted that we are currently in the process of updating the phone system here at Town Hall. Some hardware has been ordered and installed at this time .

Item 10: Town Attorney Updates- Lee Farmer

Town Attorney Farmer shared that once Mrs. Booker has completed the final draft of the Code of Ordinances Town Council can review and adopt at one time. He added that the Code will cover all the elements of the Town.

Item 11: New Business

None

Item 12: Adjournment

Mayor Foster asked Town Council for a motion to adjourn. After no further discussion, Councilman Tatum made a motion to adjourn the August 6th, 2024, Town Council Meeting, Mayor Pro Tem McLean seconded the motion that passed with a unanimous vote. The meeting ended at 6:26pm.

Kamara Barnett, Town Clerk and Miranda Harrelson, Deputy Town Clerk prepared the above minutes. They present 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