

MINUTES
YANCEYVILLE TOWN COUNCIL
April 4th, 2017
7:00 PM

The meeting of the Town Council was held in the Council Chambers at the Yanceyville Municipal Services Building on April 4th, 2017 7:00 PM.

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

Staff: Brian Collie, Town Manager, Lee Farmer, Town Attorney, and Kamara Graves, Assistant Town Clerk

Item 1: Call to Order

Mayor Alvin Foster called the meeting to order at 7:00 PM. 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.

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

Mayor Foster then asked Council for a motion to approve the agenda with any additions or deletions. 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- March 7th, 2017 Minutes

Mayor Foster asked Council to review the minutes from the March 7th, 2017 Town Council Meeting. Mayor Pro Tem Gwynn specified that an addition needed to be added to Item 11 Town Manager Report on page four last paragraph that a Public Hearing was suggested for the exchange of land with the Caswell County Historical Society, but Attorney Farmer stated that it was not necessary because it is an exchange of deed. Mayor Pro Tem Gwynn made a motion to adopt the consent agenda from March 7th, 2017 with addition. The motion was seconded by Councilman Massey and passed with a unanimous vote.

Item 4: Public Comment

None

Item 5: Caswell County Fire Service District Discussion -Yanceyville Fire Chief, Vernon Massengill

Mayor Foster introduced Vernon Massengill, Yanceyville Fire Chief to come before Council and discuss the Caswell County Fire Service District. Chief Massengill thanked Town Council for allowing him to come before them. Chief Massengill stated that he would like to provide Town Council and Citizens with a summary update, and then answer any questions.

Chief Massengill updated Council on the proposal made by Caswell County Fire Association has made to the Caswell County Board of Commissioners. Chief Massengill stated that the Yanceyville Fire Department cannot stand alone we need help. There are 10 Departments in this Caswell County that are made up of men and women of all ages and volunteers who are available 24/7 for fire protection, rescue services, first responders medical care, weather related incidents, traffic control, and prevention/risk reduction.

A portion of the funding for YFD comes from the Town which is greatly appreciated, quarterly payments of 6, 250 estimated total per year \$34,000-\$35,000 from the County. Other funding for all fire departments come from the vehicle tax which has been in effect for about 20 years. Which is still not enough to operate the fire departments proficiently and effectively, to supplement the cost the fire departments fund raise.

The current needs stations repairs, maintenance, new fire trucks, thermal camera, turnout gear, extrication, hose, and firefighters. To continue to serve the community it will have to be an increase tax budget yearly, fire tax district, fund from the regular tax budget yearly, fire service district. The best option to help cover the cost of the fire department's expense is a fire service district. A four cent per one hundred dollars. It would cause the ISO rating to decrease. At this time, Yanceyville has five ISO rating other areas in the county have a nine ISO.

Public hearing will take place at the Caswell County Historic Courthouse on May 1st, 2017 at 6:30 pm, if approved it will take effect July 2017. Putting it all together future planning, fire service of tomorrow, working as a County fire service not as a department or district alone.

Mayor Foster asked if there were any questions or comments for Mr. Massengil. Mr. Massengil thanked Town Council.

Item 6: Public Hearing- Consideration and Adoption of Voluntary Annexation-Lee Farmer, Town Attorney

Mayor Foster asked for a motion to go into Public Hearing for Consideration and Adoption of Voluntary Annexation. Mayor Pro Tem Gwynn0 made a motion to go into Public Hearing. The motion was seconded by Councilman Massey and passed with a unanimous vote.

Attorney Farmer stated that a petition of voluntary annexation was presented to the Town and the necessary Legal Notice has been filed, and Town Manager Collie had filed the Certificate of Sufficiency as well. The property that Council will be considering is on the East side of NC Hwy 62 South, which is the remainder of the Moorefield Farm. The petition was submitted by the Trustee of the Moorefield Farm. If council approves the annexation we will be adding 170 acres to the Town's Jurisdiction. The Town limits will move seven tenths of a mile to the Country Line Creek Bridge.

After discussion Mayor Foster asked for a motion to go out of Public Hearing for Consideration and Adoption of Voluntary Annexation. Mayor Pro Tem made a motion to go out of Public Hearing. The motion was seconded by Councilman Massey and passed with a unanimous vote.

Item 7: Adoption of Voluntary Annexation - Lee Farmer, Town Attorney

Mayor Foster asked for a motion to adopt the Voluntary Annexation of the Moorefield Farm. Councilman Massey made the motion to adopt the Voluntary Annexation. The motion was seconded by Councilman Tatum and passed with a unanimous vote.

Item 8: Approval of CDBG Grant Administrator

Town Manager Collie updated Council that as a formality of receiving the Community Development Block Grant (CDBG-I) through the State of North Carolina for the Rehabilitation of the Town's Sewer Plant a Grant Administrator would have to be approved. Town Manager Collie stated that Piedmont Triad Regional Council (PTRC) would be the Administrator. PTRC has actively and successfully participated in the grant process with the Town by helping with the application process. The grant agency allows for direct contracting services with the Councils of Government for administration services. The Town of Yanceyville will contract with PTRC for administrative services of the grant in the amount of \$110,000 with a contract document to be developed consistent with e CDBG, PTRC, and Town Policies.

Mayor Foster asked for a motion to approve Piedmont Triad Regional Council as the grant administrator for the Community Development Block Grant for the Rehabilitation or the Sewer Treatment System. Councilman Massey made the motion to approve Piedmont Triad Regional Council as the grant administrator for the Community Development Block Grant for the Rehabilitation or the Sewer Treatment System. The motion was seconded by Councilwoman Badgett-Lampkin and passed with a unanimous vote.

Item 9: Approval of Waste Water Treatment Plant Lagoon Sludge Removal Contract

Town Manager Collie updated Council on the Waste Water Treatment Plant Lagoon Sludge Removal Contract. Town Manager Collie explained that the quality of service and the amount of money spent annually to support this service is pertinent to the Town.

Town Manager Collie updated Council that EMA Resources Inc. of Mocksville, North Carolina would be providing this service for the Town through the end of the fiscal year.

Mayor Foster asked for a motion to approve the Waste Water Treatment Plant Lagoon Sludge Removal Contract. Councilman Tatum made the motion to approve the Waste Water Treatment Plant Lagoon Sludge Removal Contract with EMA Resources Inc. The motion was seconded by Councilman Massey and passed with a unanimous vote.

Item 10: Town Manager Report

Town Manager Collie explained to Town Council the requirements and the strict timeline with the Community Development Block Grant (CDBG-I) that have to occur in order to get the project started. Town Manager Collie explained Because we are using the Council of Government (COG) for administrative services we don't have to go through a procurement process. As for the engineering services, you have strict guidelines and specific timing for the procurement of an engineer that is going to be over this project. There are several classes and training over the next couple of months that an engineer who has been procured will have to attend. If they are not able to go to classes then they are not qualified or registered to support the Town with this grant.

Town Manager Collie explained the request of qualifications have been advertised for the last two weeks the deadline for them to be submitted to the Town is tomorrow by 5:00 pm. The first requirement of the CDBG procurement process is to select a committee to review the Request of Qualifications and submit a recommendation back to council. It is recommended that there is one member of Council and at least two members of staff on this committee. Town Manager Collie stated that he would like to make a recommendation that the selection committee be made up of Attorney Farmer, one Council Member and Himself. Councilmembers asked Mayor Foster would he participate on the committee he accepted. A Special Meeting will need to take place once we have received ROQs from Engineers. Town Manager Collie suggested that the Special Meeting take place on April 25, 2017 and time will still be permitted if the ROQs needed to be advertised again.

Town Manager Collie explained that the May 2nd Council Meeting would need to be change to May 9th. The firm BBK that the Town has been working with for the last year from Washington DC to procure funds for the Dan River Intake Project has specifically requested Attorney Farmer, Mayor Foster and Myself to be in Washington DC at the National Headquarters to meet with representatives to seek funding for this project on May 1st -May 4th, 2017.

Town Manager Collie announced the Easter Egg Hunt that is hosted by the Caswell County Historical Society and the Town of Yanceyville will take place Saturday April 8th 2017 at the Maud Gatewood Park from 10am-12pm.

Town Manager Collie announced the 2nd Annual County Day would take place on the Square.

Mayor Foster stated that he received a thank you letter from Ms. Glenda Graves on behalf of her father, Mr. David Williamson Jr. for letter and recognition of his 100th birthday from the Town of Yanceyville.

Mayor Foster announced the kickoff of “First Friday’s” will be begin May 5th ,2017 with Cruize Control performing.

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

Ms. Kimberly Monroe from the family of Mr. David Williamson Jr. spoke on his behalf thanking the Yanceyville Town Council and Mayor Foster for the letter from the Town of Yanceyville recognizing his 100th Birthday. Ms. Monroe stated that Mr. Williamson long with his family was very touched by the gesture of Town Council and Mayor Foster.

Item12: 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.

Brian Collie, Town Manager/Clerk, and Kamara Graves, Assistant Town 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:

Alvin Foster, Mayor

Brian Collie, Town Manager / Clerk

Kamara Graves, Assistant Town Clerk