

**MINUTES
YANCEYVILLE TOWN COUNCIL
SPECIAL MEETING
October 12th, 2017
5:30 PM**

The meeting of the Town Council was held in the Council Chambers at the Yanceyville Municipal Services Building on October 12th, 2017 5:30 PM.

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

Council members absent: Brian Massey

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 5:30 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 asked Council for a motion to adopt the agenda with any additions or deletions. Mayor Pro Tem Gwynn made a motion to adopt the agenda. The motion was seconded by Councilwoman Badgett-Lampkin and passed with a unanimous vote.

Item 3: Approval of CDBG Compliance Procedures for the Yanceyville WWTP Project

Town Manager Collie thank Council for attending the Special Meeting. He explained that Piedmont Triad Regional Council (PTRC), Grant Administrators for the CDBG Project were under the assumption that Town Council Meeting would be held on November 7th, 2017 the first Tuesday in November, which in fact we rescheduled for November 14th, 2017 due to Election Day. Town Manager Collie explained the compliance documents were sent by PTRC had to be submitted by November 9th, 2017. Town Manager Collie explained that these documents have to be adopted by every Town or City receiving the CDBG Funding.

Mayor Foster asked Council for a motion to adopt the CDBG Wastewater Treatment Plant Project Grant Compliance Documentation. Mayor Pro Tem Gwynn made a motion to adopt the CDBG Wastewater Treatment Plant Project Grant Compliance Documentation for:

1. Equal opportunity Plan
2. Procurement Plan

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3. Section 3 Plan
4. Language Access Plan
5. Grievance Procedure
6. Fair Housing Complaint Procedure
7. Resident Anti- Displacement and Relocation Assistance Plan
8. Citizen Participation Plan
9. Excessive Force Provision

The motion was seconded by Councilman Tatum and passed with a unanimous vote.

Item 4: Democratic Party Building Use Request

Town Manager Collie stated that we have considered Building Use Request several times in the past. If a political party or any political affiliation the Municipal Building is requested for usage it would have to be approved by the Town Council first along with proper paper work completed and submitted. Town Manager Collie noted that the Democratic Party would like to use the Municipal Building on Thursday November 2nd, 2017 from 6-8pm.

Mayor Foster asked Council for a motion. Mayor Pro Tem Gwynn made a motion to allow the Democratic Party use of the Municipal Building on Thursday November 2nd, 2017 from 6-8pm with proper paperwork submitted. The motion was seconded by Councilman Tatum and passed with a unanimous vote.

Item 5: Informal Discussion/Public Comment-Discussion & Comments must directly relate to agenda items

Mayor Foster read an appreciation card from the Peoples Memorial Christian Church in memory of Mr. Mark Averette of Alley, Williams, Carmen and King Engineering Firm to the Town for the acts of kindness shown in the passing of their love one.

Mayor Foster also read a letter of thanks from the Caswell County Chamber of Commerce for the support shown during the Hoedown.

Councilman Tatum updated Council on potential funding for the 9/11 Memorial. Mayor Foster thank Councilman Tatum for his efforts in finding funding for the project.

Item 12: Adjournment

Mayor Foster asked Council for a motion to adjourn. After no further discussion, Councilman Tatum made a motion to adjourn. Mayor Pro Tem Gwynn seconded the motion that passed with a unanimous vote.

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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