

MINUTES
YANCEYVILLE TOWN COUNCIL SPECIAL MEETING
May 9th, 2017
7:00 PM

The meeting of the Town Council was held in the Council Chambers at the Yanceyville Municipal Services Building on May 9th, 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

Town Manager Collie stated that this was a special meeting that was advertised. The meeting date is normally the first Tuesday of each month.

Mayor Foster then asked Council for a motion to approve the agenda with the deletion of **Item 11: 215 Barco Street Housing Discussion to replace with Resolution to the North Carolina General Assembly to Amend Senate Bill 377 and House Bill 310.** Mayor Pro Tem Gwynn made a motion to approve the agenda with corrections. The motion was seconded by Councilman Massey and passed with a unanimous vote.

Item 3: Consent Agenda- April 4th and April 27th, 2017 Minutes

Mayor Foster asked Council to review the minutes from the April 4th, 2017 Town Council Meeting. After review Councilman Massey made a motion to adopt agenda minutes as presented. The motion was seconded by Mayor Pro Tem Gwynn and passed with a unanimous vote.

Mayor Foster asked Council to review the minutes from the April 27th, 2017 Town Council Meeting. After review Mayor Pro Tem Gwynn made a motion to adopt agenda minutes as presented. The motion was seconded by Councilwoman Badgett-Lampkin and passed with a unanimous vote

Item 4: Public Comment

None.

Item 5: Consideration of Caswell County Fire Service District

Mayor Foster updated Council on the Fire Service District. He explained that on May 1st, 2017 the Caswell County Board of Commissioners considered and approved the creation of a Fire Protection Service District. Mayor Foster stated that the Town would have endorse, approve and adopt the Fire Protection Service District or not.

Mayor Foster asked Council for a motion. Councilman Massey made a motion to endorse, approve and adopt the Fire Protection Service District. The motion was seconded by Mayor Pro Tem Gwynn and passed with a unanimous vote.

Item 6: Public Hearing- Zoning Amendment Request-Dillard School Redevelopment, LLC (Peter Cvelich)

Mayor Foster asked for a motion to go into Public Hearing for Zoning Amendment Request Dillard School Redevelopment LLC. Mayor Pro Tem Gwynn made a motion to go into Public Hearing. The motion was seconded by Councilman Tatum and passed with a unanimous vote.

Town Manager Collie explained to Council that tonight we have Public Hearing for a zoning amendment request of 403 Dillard School Drive owned by Dillard Education and Economic Development Service, Inc (DEEDS) which had been submitted by Dillard School Redevelopment, LLC, Peter Cvelich on their behalf to the Town. A letter of support was also sent by Gladys Fowler Graves, Chairperson of Dillard Education and Economic Development Services, Inc. The current zoning for 403 Dillard School Drive is R- 12 Residential -Suburban. Dillard School Redevelopment, LLC are requesting that the zoning district be changed to R-8 Residential Medium Destiny for mixed residential uses. Town Manager Collie stated that Dillard School Redevelopment, LLC intends to historically renovate the historic Dillard School property into an estimated 42 affordable housing apartments for seniors. There is potential for a community oriented commercial space of up to 2,00S SF within the building. All of this development will take place inside the existing structure. Some new exterior amenities will be provided such as a gazebo, sidewalks, and parking.

Town Manager Collie explained that the Yanceyville Planning Board reviewed the complete application and made a unanimous decision to recommend that own Council re-zone 403 Dillard School Drive from R-12 to R-8. Town Manager Collie state the Peter Cvelich with the Dillard School Redevelopment Group was present and could answer questions and address concerns.

Mayor Foster stated that this is a Public Hearing and anyone can speak.

Mr. Philip Lipscomb asked, how would this impact the entire street, sidewalks, and traffic? Mayor Foster replied, that he assumes that it being housing for the elderly the impact on the community would not be significant. How would it affect sidewalk or street improvements? I don't think anyone here tonight can answer that question. Mayor Foster explained that in the future the concern of sidewalk and street improvements may have to be addressed due to the increased foot traffic.

Mr. Barry Jackson asked, would the re-zoning of this area affect people who own property and pay taxes in this area? Mayor Foster answered "that in my opinion I don't think that adjacent property would be affected greatly. He added, look at the state of the building now, if this renovation occurs aesthetically and as a community at whole in my opinion it's got to be better. At this point the school is experiencing demolition by neglect. So, I think it is positive for the community, but those of you who live in the community tell us what you think."

Mr. Barry Jackson stated that he has been living in the community over 40 years, and has gotten used to living there and having privacy. Mr. Jackson inquired where would the parking lot to the property be located? He noted that he heard it was going to be in front of his driveway. Mr. Jackson also stated he was just concerned about how this would affect his living. Mr. Jackson stated that he has been living there all his life and was not use to a lot of cars and noise.

Councilwoman Badgett-Lampkin asked, Mr. Cvelich did he bring a larger site plan to share? Mr. Cvelich replied, No.

Mrs. Brenda Day asked, would Dillard School Drive be re-zone or will it just be for the property? Mayor Foster answered, that it will just be for the property not for the entire street.

Mrs. Vicky Blackwell- Marrow, stated she wanted to add that the field attached to the property doesn't belong to DEEDS it belongs to the Caswell County Board of Education, and it's not involve in the plan.

Councilwoman Badgett-Lampkin asked would there be 42 -parking spots for residents? Mr. Cvelich replied, that there are roughly 60- parking spaces included in the site plan.

Councilwoman Badgett-Lampkin asked, about the church across the street from the property and if the church potentially had an event that caused spill- over parking to the sides of the road how would it affect the property. Councilwoman Badgett-Lampkin asked didn't the site plan say something about widening something? Mr. Cvelich explained, that the site plan did not address anything about widening the road. The public right- away is being preserved. Mr. Cvelich explained that events envisioned for the property would essentially take place on the property and the drive around the property.

Councilwoman Badgett-Lampkin stated, that everything happening is going to be right on the property, and will not impact or cause a hindrance to anyone on the street? Mr. Cvelich explained, that the intent of the project is to fit into the neighborhood without impacting the community.

Councilwoman Badgett-Lampkin explained, that there may be a lot of people who may want to know this information, but are not as verbal as I am.

Councilman Tatum asked, is the funding in place to do these renovations? Mr. Cvelich explained, that they are pursuing a competitive program to receive a tax credit for the project. It's a statewide program administered by the North Carolina Housing Finance Agency so, it not a guarantee yet that we will be receiving these funds. The re-zoning is a requirement to be eligible to apply for these funds.

Councilman Massey asked, would this be strictly a senior type of environment? and if all the units are not filled with seniors would there be an exception to place non-senior residents in this housing unit? Mr. Cvelich explained, that the funding they are pursuing is age-restricted to 55-years-old and older residents. You would not be able to accommodate younger households based on the money strategy.

Mr. Barry Jackson stated, that people 55-years old have children and grandchildren, would they be able to live with their parents? Mr. Cvelich answered, that it does not include dependents joining them. The units are primary one and two bedroom units.

Councilman Tatum asked, what is the approximate cost to rehabilitate this structure? Mr. Cvelich replied, approximately six to seven million dollars.

Councilman Massey asked, who will be maintaining the upkeep of the interior and exterior of the environment? Mr. Cvelich explained, that there will be a professional onsite property management that will be maintaining ownership of the property. There are several requirements for the approval process for the competitive funding. You have to demonstrate that you have sufficient cash flow to support operating the facility, and that it is maintained.

Councilwoman Badgett-Lampkin asked, is this a competitive grant? Mr. Cvelich replied, that it is a competitive tax credit program, which is equity in the project.

Mr. Barry Jackson asked, would this make the homeowners around the property taxes go up? Mr. Cvelich, explained, that it would be an improvement to the property, tax increase would depend on how the counties accesses taxes and how they determine tax value of property. The impact on the neighborhood would be determined how the county accesses taxes. Mr. Cvelich explained, that we are talking one specific parcel that has no direct bearing on surrounding property other than improving the blighted building.

Mayor Foster asked, if there were any other questions or comments.

Mrs. Anita Johnson asked, just like this building was built and the Town of Yanceyville pays taxes, then this building being rebuilt would affect the taxes in the town.

Mr. Cvelich explained, that the property will be taxable it's not exempted, its adding to the tax base which is good for all tax payers. So, without growth in your tax base you will have to pay higher taxes, adding development to your community is positive for taxpayers.

Mrs. Vicky Blackwell Marrow asked, because that road is so narrow do you see the possibility of making that a truck route for the road that connects to Dillard School Drive to Hwy 62 to connect to the back of the school that in the future be a possible roadway for the complex.

Mayor Foster explained that the Town of Yanceyville only owns one road in the Town which is Cole Street. The Town had to take ownership of the street from the state of North Carolina in order to close the street it so that it would interfere with the Town Hall parking lot. Mayor Foster explained, that North Carolina owns every road in this Town. Mayor Foster explained that we can make request to the state, but weather they actually fund the project we have no control over that. Mayor Foster stated that transportation dollars in the state are very tight.

Mr. Barry Jackson explained, that on Dillard School Drive we only have one way in and one way out, if something happens how are we going to get out. Mayor Pro Tem replied to Mr. Jackson stating that you have been there for a number of years. You where there when it was Caswell County High School and Dillard Middle School with a number of teachers, faculty, pedestrians, vehicle traffic, commercial vehicles, buses, and food trucks the whole operations for running an educational institute. The traffic at that time would probably more traffic than for a 42 -unit senior living facility. Mayor Pro Tem Gwynn explained, that most of the residents will probably have to rely on the Caswell County Area Transportation for assistance. The traffic and pedestrian traffic with the 42- unit Senior Living facility would be nothing compared to when Dillard School was in operation.

Mrs. Brenda Day asked, would there be handicap accessible units? Mr. Cvelich replied yes, and there will be an elevator added to the project.

Mr. Antonio Foster, member of the Deeds Board, explained that Deeds has owned this building since 2001. He stated that Deeds has been trying to renovate the building, but selling hotdogs and hamburgers will not get them to the point where they need to be. Mr. Foster expressed, that this here is a golden opportunity to get a seven-million-dollar grant for Yanceyville, and I think that it is a golden opportunity for us to take advantage of it.

Mrs. Beverly Lea, asked as far as parking would here be overflow parking in front of the building from the parking lot? Mr. Cvelich explained, that the site plan has a few on-

street parking, but the bulk of the parking would be rear of the building for easier accessibility.

Mrs. Anita Johnson asked would you be getting any federal funding? Mr. Cvelich explained that their funding strategy will look at federal funding essential including the tax credits. Tax credits are a source of federal funding that has to go through the State to be allocated. Federal Tax Credits, Historic Tax Credits, State Tax Credits will be used one of the goals of the project is to renovate the building, and preserve the integrity of the building.

After the discussion Mayor Foster asked, for a motion to go out of Public Hearing for Zoning Amendment Request Dillard School Redevelopment LLC. Mayor Pro Tem made a motion to go out of Public Hearing. The motion was seconded by Councilman Tatum and passed with a unanimous vote.

Mayor Foster asked for a motion for consideration of the Zoning Amendment Request. Councilman Tatum made a motion to re-zone the property of 403 Dillard School Dr. The motion was seconded by Councilwoman Badgett-Lampkin and passed with a unanimous vote.

Item 7: Resolution Adoption for Caswell County Comprehensive Transportation Plan – Hemang Surti NCDOT

Mayor Foster asked for a motion to adopt the resolution for the Caswell County Comprehensive Transportation Plan with changes. Mayor Pro Tem Gwynn made a motion to adopt the resolution for the Caswell County Comprehensive Transportation Plan with changes. The motion was seconded by Councilman Tatum and passed with a unanimous vote.

Item 8: Voluntary Annexation Zoning Classification Approval- Moorefield Property Located off of NC Hwy 62 S

Town Manager Collie explained, that the Voluntary Annexation of the Moorefield Property had been approved. The Yanceyville Planning Board reviewed the zoning classification of this newly acquired property to the Town on last month, and they unanimously voted to zone the property as Residential Agricultural (RA). Town Manager Collie explained, that RA fits the location, and the Planning Board made the recommendation to continue with RA for the area. Town Manager Collie suggested, that Council review the recommendation and possibly approve the zoning classification of the Moorefield Property.

Mayor Foster asked for a motion to approve the zoning classification of Residential Agricultural (RA) for the Moorefield Property. Councilman Tatum made a motion to approve the zoning classification of Residential Agricultural (RA) for the Moorefield Property. The motion was seconded by Councilman Massey and passed with a unanimous vote.

Item 9: Budget Message for FY 17-18

Town Manager Collie read aloud to Council and Citizens the Budget Message for fiscal year 2017-2018. The message went as follows:

“I am pleased to present the recommended budget for the fiscal year 2017-2018. The budget was prepared in accordance with G.S. 159-17, the North Carolina Local Government Budget and Fiscal Control Act. All funds within the proposed budgets are balanced, and all revenues and expenditures are identified for the fiscal year 2017-2018

The budget is presented with no changes in the current ad valorem tax rate, water rate, or sewer rate. For 2017-2018, a conservative approach was used in preparing projections for all six statewide revenue sources: Beer and Wine Tax, Utility Franchise Tax on Electric Service, Sale Tax on Telecommunications, Piped Natural Gas Excise Tax, Local option Sales Tax and Power revenue. The Town Has developed a conservative budget that seeks to maintain current service levels. While also addressing infrastructure needs to main our current assets to allow for prolonged use and efficiency.

The proposed budget for the General Fund is approximately 4.7% lower than the 2016-2017 fiscal year (down from 762,800 2016-2017 to 726,850 in 2017-2018); primarily due to the non-revenue generating line item that was the Fire Department Case Reserve line item.

The Enterprise Fund is approximately 1% higher than the respective budget for 2016-2017 fiscal year (up from 1,546,760 in 2016-2017 to 1,563,810 in 2017-2018). This increase is primary due to a projected increase in water revenues.

The Town will allocate 3% of all water revenues to the repayment of the USDA loan that has allowed the Town to pursue an emergency water line connection with the City of Danville, VA. The Town anticipates the revenues collected from the 3% of water revenues to allow the Town to pay off the debt taken on by the project much sooner.

The Special Revenue Fund will be used to track all monies awarded from Power Bill funds, which are allocated from the State annually and are restricted for use on pedestrian and side-walk projects only, and to track all monies used to help maintain the Town’s new cemetery. The Special Revenue Fund will be tracked as a stand-alone fund, and will be shown on the finical statements separate from the General Fund. The Special Revenue’s Budget is \$ 46,000 for FY 2017-2018.

The total budget amount for all funds in 2017-2018 is 2,336,660 compared to 2,354,560 in 2016-2017 (a total decrease of .07%)

There will be no proposed use of un-appropriated fund to balance the budget this year. The Town has made strong efforts to increase the un-appropriated fund balance of the Town, and has done so over the past seven budget cycles

The Town does intend to continue working with third-party contractors for Water and Wastewater Management and Operations, Code Enforcement needs, legal needs, and extensive water/sewer repair needs.

Some of the major items in this year's budget are outlined below:

- Completion of the re-codification of the Town Code
- Completion of updating the Town's Zoning map
- Museum Artwork Rehabilitation
- Maintenance Contracts for water and sewer equipment/repair
- Chemicals for water and sewer plant
- Dredging of lagoon at both the Water and Wastewater Plants
- Zoning Code Enforcement Services
- Wi-Fi Network Expansion
- Town Hall Updates and Maintenance
- Security/surveillance system for Town owned buildings
- Continued repair/replacement of aging water/sewer infrastructure
- Capital Improvements
- Police Department Start-up Fund

Grant Project:

In 2016-2017 the Town was awarded \$ 2 million in CDBG grant money from the NC Division of Water Infrastructure to improve and enhance the operations of our wastewater treatment facility. This grant project will begin in this fiscal year and will greatly improve the wastewater treatment facility.

Budget Format:

This year's budget format presents the revenues and expenditures in a line item format. The budget is designed to function as a work plan in guiding departmental operations, in an attempt to accomplish all the goals and objectives outlined by Town Council. The operating budget is divided into the General Fund, Enterprise fund, and Special Revenue Fund. A description of these funds is included with the proposed budgets.

Manager's Message:

The proposed 2017-2018 budget balances revenues with expenditures in accordance with state statutes. The proposed budget substantially addresses the goals and objectives established by the Town Council. The recommended budget provides the financial resources necessary to continue improving the current level of Town services.

On behalf of all our outstanding Town employees, I want to express our gratitude to the Mayor and Town Council for their strong leadership and dedication to the community. And to the dedicated employees, thank you for the continued devotion to providing outstanding service to the Town and the Citizens of our Community."

Town Manager Collie then stated that the public hearing for adoption of the budget will be held at the next Town Council Meeting on June 6th 2017.

Item 10: Review & Consideration of Audit Contract- Stout, Stuart, McGowen, & King, LLP

Town Manager Collie stated, that the Town has been working with Stout, Stuart, McGowen & King, LLP for years. He explained that this contract is for one year the upcoming fiscal year, the total cost for the contract is \$16,750 a \$750 increase from prior fiscal years. Town Manager Collie acknowledged that the Town has great service with this firm. Town Manager Collie recommended that the Town continue the service with Stout Stuart, McGowen & King firm, and approve this contract.

Mayor Foster asked Council for a motion. Councilman Massey made a motion to continue service with Stout Stuart, McGowen & King firm, and approve this contract. The motion was seconded by Councilman Tatum and passed with a unanimous vote.

Item 11: Resolution to the North Carolina General Assembly to Amend Senate Bill 377 and House Bill 310

Mayor Foster updated Council on House Bill 310 and Senate Bill 377. He stated that both Bills could significantly impact towns and cities. He explained that the bills basically control where cell towers can be place taking the control away from towns and cities as far as zoning, and place it under state control. The Bills would make the cities/towns responsible for engineering cost of the cell towers. Mayor Foster explained that these documents had been sent out asking members of the government to complete resolutions opposing these two bills.

Mayor Foster asked Council for a motion. Mayor Pro Tem Gwynn made a motion to oppose House Bill 310 and Senate Bill 377. The motion was seconded by Councilman Massey and passed with a unanimous vote.

Item 12 Consideration of Republican 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 reason the Municipal Building is requested for usage it would have to be approve by Town Council first, along with proper paper work completed and submitted. Town Manager Collie noted that the Republican Party would like to use the Municipal Building on May 16, 2017 and June 20, 2017.

Mayor Foster asked Council for a motion. Mayor Pro Tem Gwynn made a motion to allow the Republican Party the use of the Municipal Building with proper paper work submitted. The motion was seconded by Councilman Massey and passed with a unanimous vote.

Item 13: Town Manager Report

Town Manager Collie updated Council on tree removal. He stated that at the Maud Gatewood Park had several trees and dead trees that needed to be removed. He stated that he had several quotes on tree removal and has one with a reasonable price. He also stated that in the past he has spoken with the Historical Association concerning the trees located on the lower end of the Town Hall's parking lot near the Pavilion that ride the property line of the Historical Association property about possible removal of the trees. Town Manager Collie explained that he has a gentleman who made a quote that he could remove the trees, grind the stumps, and sow grass for about \$3,600, which is the low bidder of the three companies who submitted quotes. Town Manager Collie explained that he intends on moving forward with the project as long as anyone doesn't have any opposition.

Town Manager Collie commented, that the financial statements are included in the packet if you have any questions.

Town Manager Collie updated, Council that Jeanine Everidge, Caswell County Senior Center Director had contacted him in reference to a "Cruise In". The Cruise In would be an event where people could showcase their cars. Mrs. Everidge suggested that it would be a good idea to have it in conjunction with a First Friday event. Mayor Foster agreed that it could possibly enhance the First Friday event. Town Manager Collie stated he would contact Mrs. Everidge to potentially set a date.

Councilwoman Badgett- Lampkin stated that the property beside the basketball court on Main Street needed to cut the grass. Town Manager Collie explained that the Code Enforcement Administrator had mailed a letter in reference to the violation. Town Manager Collie explained that this is a repetitive issue, and the next violation in reference to the tall grass would result in a fine.

Item 14: Closed Session

Mayor Foster asked for a motion to go into closed session. A motion was made by Mayor Pro Tem Gwynn. The motion was seconded by Councilman Tatum and passed with a unanimous vote.

After Council re-entered the chambers from closed session, Mayor Foster asked for a motion to come out of closed session. Mayor Pro Tem Gwynn made a motion to come out of closed session. The motion was seconded by Councilman Massey and passed with a unanimous vote.

Mayor Foster asked for a motion to go back into open session. Mayor Pro Tem Gwynn made a motion to go back to into open session. The motion was seconded by Council Massey and passed with a unanimous vote.

Mayor Foster stated that nothing had been discussed during closed session that needed to be reported at this time.

Item 15: Informal Discussion/ Public Comment – Discussion & Comments must directly relate to agenda items

Community Stakeholder Julian Williamson, stated that he thought the “Cruise- In would be a great idea to show case at a Frist Friday event.

Item 16: Adjournment

Mayor Foster asked Council for a motion to adjourn. After no further discussion, Mayor Pro Tem Gwynn made a motion to adjourn. Councilman Tatum 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