

**YANCEYVILLE TOWN COUNCIL
MEETING MINUTES
SEPTEMBER 10TH, 2019
7:00 PM**

The meeting of the Town Council was held in the Council Chambers at the Yanceyville Municipal Services Building on Tuesday, September 10th, 2019 7:00 PM.

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

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

Item 1: Call to Order

Mayor Alvin Foster called the Town Council Meeting to order at 7:00 PM. The meeting opened with a 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 Town Council for a motion to adopt the Agenda. Mayor Pro Tem Gwynn made a motion to adopt the Agenda. The motion was seconded by Councilman Massey and passed with a unanimous vote.

Item 3: Consent Agenda

a.) Minutes from August 13th, 2019

Mayor Foster asked Town Council to review the minutes from the August 13th, 2019 Town Council Meeting. After a short review, Councilman Massey made a motion to adopt the minutes from the August 13th, 2019 Town Council Meeting as presented. The motion was seconded by Mayor Pro Tem Gwynn and passed a unanimous vote.

Item 4: Public Comment

None

Item 5: Caswell Economic Development Commission Update – Cori Lindsay

Mayor Foster updated Town Council on the Caswell Economic Development Commission. He explained that the Caswell EDC is made- up of three appointed representatives from each governmental entity in Caswell (Town of Yanceyville, Town

of Milton, and Caswell County) and Piedmont Community College. Mayor Foster stated that he felt that the partnership with Piedmont Community College has been a valued asset to Caswell County. He noted the Piedmont Community College, Caswell County and the Town of Yanceyville collectively combined funding to hire a Director for Economic Development in Caswell. Mayor Foster explained that he hiring of the Director for Economic Development allowed for someone to coordinate and facilitate the EDC. It has also helped to change the focus of Caswell County on recruitment of larger businesses to small businesses and entrepreneurship, because Caswell County is unable to compete economically with larger Cities, and Counties. He acknowledged that Mrs. Cori Lindsay is a huge part of the success in Economic Development in Caswell County. Mayor Foster introduced and welcomed Mrs. Cori Lindsay to give Town Council an update on Economic Development in Caswell. Mrs. Lindsay thanked Town Council for the opportunity to speak. She gave an update on the Caswell Economic Development 2012-2019 as follows:

Established Joint Economic Development Commission

- Bylaws
- Confidentiality Policy
- Conflict of Interest Policy
- Code of Ethics Policy

Developed Job Description for joint position between PCC, Caswell County, and Town of Yanceyville and hired new Director, Economic Development / Small Business Center.

Supported County Wide Assessment including interviews and surveys, this resulted in a new Strategic Plan for economic development

Reviewed and approved of the new Economic Development Strategic Plan

Supported PCC in providing the following in new programming:

- Small Business Center classes on Caswell campus
- New Agribusiness Technology, 2-year degree program

Recommended a new streamlined Incentive Policy approved by Caswell County and the Towns of Yanceyville and Milton

Supported efforts of the Caswell Local Foods Council

Supported the following PROJECTS in accordance with priorities established in the new Strategic Plan:

- CoSquare, coworking center on the Square in Yanceyville
- Center for educational and Agricultural Development
- Broadband Internet Surveys and GREAT grant
- Mesur.io, ag-technology company, will be relocating to CoSquare
- Caswell county loan program for small businesses

Mayor Foster thanked Mrs. Lindsay for her presentation.

Item 6: Presentation/Discussion of Town Surveillance

Mayor Foster noted that at the previous Town Council Meeting an option for security camera surveillance was briefly discussed. He stated that he participated in a meeting with the Caswell County Sheriff's Department and Property Managers from the housing complexes Town facilitated by that Flock Safety, Atlanta Georgia. Mayor Foster stated that he felt Flock Safety could offer another level of protection for the Town. The cameras would securely capture images, vehicle fingerprints including license plates, vehicle type, and vehicle color. The cameras could assist the Sheriff's Department in making the Town a little safer.

Town Manager Collie presented a video demo of Flock Safety to Town Council and the public. Mayor Foster stated that he and Town Manager Collie will schedule a meeting with Sheriff Durden to get thoughts and suggestions on how the Sheriff's Department can benefit and help with the surveillance system.

Item 7: Town Attorney Report

Presentation of Annexation Petition:

Town Attorney Farmer submitted a petition requesting voluntary annexation of a tract of land on North Carolina Highway 86 containing 6.306 acres Caswell County Tax Map No. 66, Parcel No.90. He noted that it is contiguous to the Town currently. This is a petition from W. Maynard Gregory and he intends on developing the property as commercial.

Item 8: Town Manager Report

Town Manager Collie updated Town Council on the following announcements:

Last First Friday of 2019:

Friday, October 4th, 2019 at 6 pm (time change) featuring Unlimited Grace and The Silver Stars along with a Cruise-in. Food will be provided by the Southern Caswell Ruritan Club for purchase.

Hoedown:

Saturday September 21st, 2019 9:00am- 6:30pm encouraging all to come and support the Chamber of Commerce.

Water/Sewer Policy:

Town Manager Collie explained that the Town has a water/sewer policy that is approved and adopted by Town Council. The policy regulates how water/sewer bills are sent out and paid. All customers have to comply with the policy on a monthly basis. Town Manager Collie noted that the Town has several medical facilities that serve clients, patients, elderly residents, and or long-term patients. The policy at the time states that water/sewer bills have to be paid by the last day of each month. If bills are not paid a

15% late fee is added. On the tenth day of the following month if bills are not paid service is suspended. Service will only be restored if the water bill, late fee, and reconnection fee are paid in full. Town Manager Collie stated that he felt it is not in the best interest of the Town to suspend water/sewer service to medical facilities with out offering an alternative, because it could harm a client, patient, elderly resident, and/or long-term patient. The client, patient, elderly resident, and/or long-term patient has no control in the payment of the water/sewer bill. Town Manager Collie noted that most of the medical facilities in Town have a corporate office that's located out of state and the turn-around time on sending a payment can be delayed. He mentioned that there have been several medical facilities in the past that water/sewer service was suspended due to non-payment. Town Manager Collie recommended amending the water/sewer Policy allowing for medical facilities only to receive a seven- day extension with a fee of \$100. Mayor Foster added that a medical facility in Town had experienced this issue earlier this week, but it's imperative that every customer is treated the same. He noted that water/sewer is a business. He explained the Enterprise Fund is a separate fund that encompasses water/sewer, which is mandated by the State. Mayor Foster noted that if Town Council agrees to amend the water/sewer policy to allow all medical facilities, including nursing homes a seven-day extension it is important to attach a fee to discourage abuse of the alternative. Mayor Foster stated that he would like to see the water/sewer policy modified to include a seven-day extension fee of \$100 as an option for all medical facilities only. The medical facilities who seek an extension fee will still be responsible for paying the initial bill, 15% late fee, and \$35 reconnection fee. Town Manager Collie added that if the Town has not received a payment in full after the seventh day water/sewer will be suspended. Mayor Pro Tem Gwynn stated that she felt it is important to make sure all corporate offices of the medical facilities receive an updated copy of the water/ sewer policy. Town Manager Collie acknowledged that if Town Council votes to amend the water/sewer policy all facility managers, property owners, and corporate offices will receive a copy of the updated water/sewer policy with a cover clearly addressing the seven-day extension fee, and what happens if the Town does not receive payment in full.

Town Attorney Farmer suggested that the Town consider implementing an automatic draft program. He noted that it could help the Town's cash flow.

Councilman Massey suggested sending the updated water/sewer policy via mail and email to all facility managers, property owners, and corporate offices.

Item 9: Closed Session- G.S. 143-318.11-Real Estate

Mayor Foster asked Town Council for a motion. Mayor Pro Tem Gwynn made a motion to go into Closed Session General Statues 143-318.11 Real Estate. The motion was seconded by Councilman Tatum and passed with a unanimous vote.

After Town Council re-entered the chambers from Closed Session, Mayor Foster asked for a Town Council 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 Tatum and passed with a unanimous vote.

Mayor Foster asked Town Council for a motion to go back into Regular Session. Mayor Pro Tem Gwynn a motion to go back to into Regular Session. The motion was seconded by Councilman Tatum and passed with a unanimous vote.

Mayor Foster noted that while in Closed Session Town Council doesn't have any information to present at this time.

Item 10: Informal Discussion/ Public Comment – Discussion & Comments must directly relate to agenda items

None

Item 11: Adjournment

Mayor Foster asked Town Council for a motion to adjourn the Town Council Meeting. After no further discussion, Councilman Tatum made a motion to adjourn the Town Council. Councilwoman Badgett- Lampkin seconded the motion that passed with a unanimous vote.

Brian Collie- Town Manager and Kamara Graves-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

Kamara Graves, Town Clerk