

**MINUTES
YANCEYVILLE TOWN COUNCIL
February 6th, 2018
7:00 PM**

The meeting of the Town Council was held in the Council Chambers at the Yanceyville Municipal Services Building on February 6th, 2018 7:00 PM.

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

Council members absent: Margie Badgett-Lampkin

Staff: Brian Collie- Town Manager/Clerk, 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 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 Statues, 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 approve the agenda as presented with any additions or deletions. Mayor Pro Tem Gwynn made a motion to adopt the agenda. The motion was seconded by Councilman Massey and passed with a unanimous.

Item 3: Consent Agenda- January 9th, 2018 Minutes

Mayor Council asked Council to review the minutes from the January 9th, 2018 Town Council Meeting. After a short review, Mayor Pro Tem Gwynn made a motion to adopt the minutes as presented. The motion was seconded by Councilman Massey and passed a unanimous vote.

Item 4: Public Comment

Mayor Foster asked, Town Manager Collie did anyone sign-up for Public Comments? Town Manager Collie replied yes.
Mayor Foster acknowledged, Jim Martin.
Mr. Martin declined to speak.

Item 5: Public Hearing – Consideration and Adoption of Voluntary Annexation Lee Farmer, Town Attorney

Attorney Farmer stated that Town Council would have to convene to Public Hearing.

Mayor Foster asked for a motion to convene to Public Hearing. Mayor Pro Tem Gwynn made the motion to convene to Public Hearing. The motion was seconded by Councilman Tatum and passed with a unanimous vote.

Attorney Farmer explained that in the previous Town Council Meeting a petition for voluntary annexation was presented to the Town for 54.70 acres, Tract 3A of the T.O. Jones heirs property. This petition was submitted to Town Council by Benjamin and Margaret Williams prior to their deaths and has been pending. Attorney Farmer explained that the necessary legal notice had been posted and published by the Caswell Messenger Newspaper as required by Law. Town Manager/Clerk Collie executed the Certificate of Sufficiency. Attorney Farmer noted that Town Council can proceed if they so desire with the Voluntary Annexation.

Mayor Foster asked if anyone in the audience had any questions or comments at this time.

Mayor Foster asked Council for a motion to come out of Public Hearing. Mayor Pro Tem Gwynn made a motion to come out public hearing. The motion was seconded by Councilman Tatum and passed with a unanimous vote

Mayor Foster asked Council for a motion to accept the Voluntary Annexation. Councilman Massey made a motion to accept the Voluntary Annexation of Tract 3A of the T.O. Jones heirs' property. The motion was seconded by Councilman Tatum and passed with a unanimous.

Attorney Farmer asked Mayor Foster to execute the ordinance. Attorney Farmer stated that he would so that he could file the ordinance on February 7th, 2018 and send the appropriate information to State and Local Agencies. He noted that the annexation would be effective tonight but will not go on the tax roll until next year 2019.

Item 6: Duke Energy Saving Assessment Review & Consideration

Town Manager Collie updated Town Council on the Duke Saving Energy Assessment. He explained that Duke Energy has a program for commercial businesses or governmental entities that have buildings the size of the Municipal Building, Old Town Hall, the Water Plant, and the Sewer Plant. The program provides an incentive if the interior and exterior lighting are converted to LED lighting. Changing the lighting saves money. Town Manager Collie explained that in this Budget Year he would like for Town Council to consider Town Hall (Municipal Building) 158 Church Street for the LED replacement. He explained that there are two options. The first option is a complete LED replacement with a rated life of 50,000 hours. The second option is LED retrofit with a

rated life of 3,389 hours. Town Manager Collie recommended option one: complete LED replacement Total Project Cost \$22,647 with Utility Incentive -\$6,903 Total Cost \$15,744. Town Manager Collie noted that funding is in the General Fund under the Capital Reserve Fund as well as Building Maintenance. He explained that if paid in full Town would be eligible to receive a discounted 10.6% making a Total Cost of \$14,074 with the estimated annual savings of \$5,056 (energy and maintenance).

Mayor Foster asked Council for a motion. Councilman Massey made a motion to go with Option One a complete LED replacement with a one-time payment in full in order to receive the 10.6% discount from Duke Energy. The motion was seconded by Mayor Pro Tem Gwynn and passed with a unanimous.

Item 7: Piedmont Triad Regional Development Corp Business Investment Fund

Town Manager Collie updated Town Council on the Business Investment Fund through Piedmont Triad Regional Development Corporation. What is the Business Development Fund? The Piedmont Triad Regional Development Corporations (PTRDC) Business Investment Fund is available to new small businesses or expanding existing businesses to stimulate business development, create employment opportunities, encourage community engagement, and improve living conditions for residents in eligible areas. The Investment fund is a locally controlled source of capital used to finance start-ups and expanding small and medium sized businesses her in the Piedmont Triad.

The PTRCD investment fund will provide the funding needed to make the highest impact possible for our member communities and partners, which will retain and attract young adults in our communities and revitalize vacant and underutilized commercial and industrial properties. The number of jobs created/retained against amount loaned must be at least one job for every \$20,000 loaned. Twenty percent of jobs created will be paid wages/salaries that exceed the county average by 25%.

Town Manager Collie insisted that if anyone knew of any person that would be interested or could potentially benefit from the Business Investment Fund to please encourage them to complete the application. He stated that he would place material in the lobby of Town Hall, and on the Town website.

Town Manager Collie noted that the loan proceeds could be used to purchase land, purchase buildings, to construct new buildings, to renovate existing buildings, to purchase machinery and equipment, to provide working capital, and more. The interest rates are variable from Prime -.75 % to Prime +5%. Loans are secured by the best collateral position available and can be subordinated. Typically, loans range from 200,000 to 600,000. Town Manager Collie stated this is a great program and can be a benefit to small businesses.

Item 8: Town Attorney Report

Town Attorney Farmer informed Town Council that he was still waiting on the Solar Easement information for the Johnston Family property.

Item 9: Town Manager Report

Town Manager Collie updated Town Council on February 14th, 2018 at 10:00am Caswell County would be hosting a Groundbreaking Ceremony for the Gunn Memorial Library.

Also, the Town of Milton will be Hosting the next Joint Council Meeting scheduled for March 15th, 2018 at 6:00 pm.

Town Manager Collie explained that the Town's Building Use Request, states if a political party or any political affiliation request use of the Municipal Building it will have to be approved by the Town Council first. Town Manager Collie noted that the Democratic Party of Caswell County would like to reserve the meeting room on February 12th, 2018 6:30-8:30pm, March 17th, 2018 12-2pm, and March 24th, 2018 9am-12pm. The GOP Republican Party of Caswell County would like to reserve the meeting room on March 31st, 2018 9am-12pm.

Mayor Foster asked Council for a motion. Mayor Pro Tem Gwynn made a motion to allow the Democratic Party of Caswell to reserve the meeting room on February 12th, 2018 6:30-8:30pm, March 17th, 2018 12-2pm, March 24th, 2018 9 am-12pm, and the GOP Republican Party of Caswell to reserve the meeting room on March 31st, 2018 9am-12pm. The motion was seconded by Councilman Tatum and passed with a unanimous vote.

Town Manager Collie also update Town Council on setting a date for a potential Town Council Retreat. The Town Council Retreat would provide an opportunity for board members to learn more about each other's, motivations, interests, and work preferences, clarify their mutual expectation, goals, and identify as a governing board, receive information about key issues or the current state of the jurisdiction, establish broad priorities for the organization or community, develop strategies that are consistent with community values, resources and limitations.

Item 10: Closed Session- General Statutes 143-318.11

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

Mayor Foster asked Town Council for a motion to come out of Closed Session General Statues 143-318.11. 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 made a motion to go back into Regular Session. The motion was seconded by Councilman Massey and passed with a unanimous vote.

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

No discussion

Item 12: Adjournment

Mayor Foster asked Town 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