

**MINUTES
YANCEYVILLE TOWN COUNCIL
MARCH 5th, 2019
7:00PM**

The meeting of the Town Council was held in the Council Chambers at the Yanceyville Municipal Services Building on Tuesday, March 5th, 2019 7:00 PM.

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

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

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 asked Town Council to review agenda for adoption. After a short review, 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- February 5th, 2019 Minutes

Mayor Foster asked Town Council to review the minutes from the February 5th, 2019 Town Council Meeting. After a short review, Mayor Pro Tem Gwynn made a motion to adopt the minutes from the February 5th, 2019 Town Council Meeting as presented. The motion was seconded by Councilman Tatum and passed a unanimous vote.

Item 4: Public Comment

None

Item 5: NC Community Development Block Grant Division of Water Infrastructure Wastewater Treatment Plant Project Construction Bid Approval- Alley Williams Carmen & King & Piedmont Triad Regional Council

Town Manager Collie introduced Franz Holt, Town Engineer, AWCK to come before Town Council to update them on the Wastewater Treatment Plant Project Construction Bids that were received on Wednesday, February 27th, 2019.

Mr. Holtz explained that Bids the Wastewater Treatment Plant Project-CDBG were received in Council Chambers of the Municipal Building on February 27th, 2019 at 3:00pm. Five Bids were opened and read aloud for all present. In addition to the base bid, two Bid Alternates were included to provide the Town with flexibility in determining the most appropriate and cost-effective approach to the project, through coordination with Town Staff, it was determined that it is in the Town's best interest to decline bid alternate #1 and select Bid Alternate #2. Turner Murphy Company Inc. submitted the lowest proposal including Bid Item #2 in the amount of \$1,507,866.00. Mr. Holtz noted that they have made contact with several of the references provided within the bid documents, all of whom were very positive about their experience and expressed no hesitation about entering into future contracts with Turner Murphy Company Inc. As such, we recommend that the referenced contract be awarded to Turner Murphy Company Inc. on the basis of their proposal in the amount of \$1,507,866.00.

Mr. Holtz, thanked Town Council for the opportunity to serve the Town of Yanceyville. Mayor Foster thanked Mr. Holtz for his work.

Mayor Foster asked Town Council for a motion. Councilman Tatum made a motion to award Turner Murphy Company Inc, for the Wastewater Treatment Plant Project on the basis of the proposal in the amount of \$1,507,866,00. The motion was seconded by Mayor Pro Tem Gwynn and passed with a unanimous vote

Item 6: Discussion of Interlocal Agreement for Caswell County Animal Control Ordinance

Mayor Foster updated Town Council on the Interlocal Agreement for Caswell County Animal Control Ordinance. He stated that the County previously asked for the Town to sign a new Interlocal Agreement for the Animal Control Ordinance, because the ordinance has been updated. Mayor Foster reminded Town Council that a payment component was included in the agreement, but the Town opted to have the payment component removed from the agreement. He noted the Town was not requesting the County to provide any additional services that they provide for the rest of the County. He added that Yanceyville Residents are Caswell County Residents too.

Town Manager Collie added that in 2018 Caswell County re-adopted their Animal Control Ordinance. He explained that the County's previous Animal Control Ordinance the Town had an interlocal agreement that their Animal Control would extend in the Town limits of Yanceyville. The interlocal agreement presented at this time is what the County would like the Town to consider. When the agreement is executed services will be rendered in the Town limits of Yanceyville.

Mayor Pro Tem Gwynn noted that the interlocal agreement presented stated on page two number Six Termination. "This Agreement may be terminated by either party by providing sixty (60) days advance written notice to the other party. This Agreement shall automatically terminate if the Town does not make any payment required under this Agreement when due." Mayor Pro Tem stated that if there is no payment required the

second sentence needs to be removed to alleviate confusion.

Mayor Foster made a motion to adopt the Interlocal Agreement for the Caswell County Animal Control and Protection Services with the deletion of the second sentence on page two number Six Termination “This Agreement shall automatically terminate if the Town does not make any payment required under this Agreement when due.” The motion was seconded by Mayor Pro Tem Gwynn and passed with a unanimous vote.

Item 7: USDA Rural Business Development Grant Resolution WI-Fi Project

Town Manager Collie stated the Town has been discussing the Wi-Fi project for a for a period of time. At this time the Town is exploring and seeking potential grant funding, and or loan grant funding sources. The United States Department Agricultural is one grant source that the Town is seeking. The Wi-Fi Project would potentially provide the public access to free Wi-Fi in the Yanceyville Downtown Area. Town Manager Collie explained that he looked into the USDA Grants program because the Yanceyville Fire Department was awarded funding from a USDA loan grant program for a 10-year 0% interest loan. While pursuing this potential funding source Town Manager Collie noted that the USDA explained that the Wi-Fi project could potentially work under one of their loan grant programs. He explained that the resolution presented tonight is through the USDA Rural Business Development Grant that could essentially provide the Town with the majority of the funding for project cost as a grant. The last quote for the Wi-Fi project for phase one and phase two was submitted by Steve Brooks, Brooks Networking project cost \$150,000 which covers a good portion of the Downtown Yanceyville. Town Manager Collie explained that this resolution has to be adopted to proceed with seeking funding for this grant cycle. He noted that adopting this resolution doesn't require anything from the Town it is just a necessary step in seeking funding. Town Manager Collie explained in trying to achieve the maximum number of points for this grant the Town would need to put down 26% of the actually cost of the project in order to be competitive. If the project cost was \$150,000 the match for the Town would be \$40,000, and if the project cost was \$200,000 the match for the Town would be \$52,000. Town Manager Collie stated that he would like Town Council to adopt the resolution for the USDA Rural Business Development Grant contingent upon receiving an updated quote from Brook Networking Company for a project cost no less than \$150,00 and no more than 200,000. He added that at this time the Town has set aside \$80,000 for the Wi-Fi project.

Mayor Foster asked Town Council for a motion. Councilman Tatum made a motion to adopt the resolution for the USDA Rural Business Development Grant contingent upon receiving an updated quote from Brook Networking Company for a project cost no less than \$150,00 and no more than 200,000. The motion was seconded by Councilman Massey and passed with a unanimous vote

Item 8: Planning Board Vacancy Approval- Julian Williamson

Town Manager Collie updated Town Council on the Yanceyville Planning Board Vacancy. He explained that Mr. Fred Smith resigned from the Yanceyville Planning Board due to moving out of the Town of Yanceyville. Town Manager Collie noted that after several months of advertising the Planning Board vacancy he received one letter of interest from Mr. Julian Williamson a resident of Yanceyville. Town Manager Collie added that the Planning Board made a recommendation with a three to zero vote to Town Council for Mr. Williamson to become a member of the Yanceyville Planning Board. Town Manager Collie stated that final action needs to be taken.

Mayor Foster asked Town Council for a motion. Councilman Massey made a motion to accept the nomination/recommendation from the Yanceyville Planning Board for Mr. Julian Williamson to become a member of the Yanceyville Planning Board. The motion was seconded by Mayor Pro Tem Gwynn and passed a unanimous vote.

Item 9: Economic Development Commission Vacancy

Mayor Foster updated Town Council on the Economic Development Commission Vacancy. He noted that the Town of Yanceyville Representative, Joey Knight retired and stepped down from the EDC appointment. Mayor Foster made a recommendation for Mr. Tony Smith to fulfill the unexpired term of Mr. Knight as a representative for the Town of Yanceyville.

Mayor Foster made a motion made a motion accept the nomination/recommendation for Mr. Tony Smith to fill the unexpired term of Mr. Joey Knight on the Economic Development Commission. The motion was seconded by Mayor Pro Tem Gwynn and passed a unanimous vote.

Item 10: Discussion to re-set Public Hearing Date for Zoning Ordinance & Map Amendments

Town Manager Collie updated Town Council on the Public Hearing Date for the Zoning Ordinance and Map Amendments. He explained that Town Council set the Public Hearing date on the Proposed Zoning Ordinance and Zoning Map changes for March 5th, 2019 at 7pm. He explained that there are several steps per North Carolina General Statutes involved in advertising a Public Hearing. A Public Notice should be advertised in the local newspaper for two consecutive weeks. Due to an advertisement conflict the Public Hearing date has been re-scheduled to April 2nd, 2019 Town Council Meeting at 7pm. Town Manager Collie explained that because there are several parcels located throughout Town with new zoning designation, he would be sending letters to all property owners in the Town. The letter will include the date of the Public Hearing, and a summary explaining the signage posted throughout Town announcing the Public Hearing for Zoning Amendments.

Item 11: Town Attorney Report

a. Presentation of Annexation Petition

Town Attorney Farmer submitted a petition requesting voluntary annexation of Caswell County Tax Map No. 82, Lot No.35. The petition was executed on August 7th, 2018. He stated he wanted to file it tonight, and bring it back before Town Council in May.

b. Surplus Property Realty Conveyances

Town Attorney Farmer stated that the Town sold two tracts of land under the Surplus Property Statues. One tract located on Seventh Avenue and second tract on Dillard School Drive. He noted that the successful bidders have paid the Town in full. Town Attorney Farmer noted that he needs Town Council to approve the Surplus Property sales, and Mayor Foster can execute the deeds.

-Seventh Avenue tract purchased by- Philip Poe and Wife

-Dillard School Drive tract purchased by- Yanceyville Missionary Baptist Church

Mayor Foster asked Town Council for a motion. Councilwoman Badgett-Lampkin made a motion to approve the Surplus Property sales of Seventh Avenue tract purchased by- Philip Poe and Wife, and Dillard School Drive tract purchased by- Yanceyville Missionary Baptist Church. The motion was seconded Councilman Massey by and passed with a unanimous vote.

Item 12: Town Manager Report

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. Town Manager Collie noted that the Democratic Party of Caswell County would like to reserve the Maud Gatewood meeting room on March 30th, 2019 10am-1pm for their Annual Convention.

Mayor Foster asked Town Council for a motion. Councilman Massey made a motion to allow the Democratic Party of Caswell to reserve the Maud Gatewood meeting room on March 30th, 2019 10am-1pm for their Annual Convention. The motion was seconded by Mayor Pro Tem Gwynn and passed with a unanimous vote

Town Manager Collie updated Town Council on the Fair Housing 101 Rights and Responsibilities Workshop Tuesday March 19th, 2019 10:00 am -12:00pm at Town Hall in the Maud Gatewood meeting room.

Assistant Town Clerk Graves updated Town Council on the Downtown Strong Initiative. Ms. Graves noted that the Town of Yanceyville has been selected to receive services through the Downtown Strong Initiative. The North Carolina Main Street in conjunction with the Rural Planning Center will be discuss downtown revitalization, business mix, building stock, and the overall potential of Downtown Yanceyville through visits and meetings. Assistant Town Clerk Graves added that she will be attending the Downtown Strong Conference in Salisbury, NC on March 13th-14th, 2019.

Town Manager Collie updated Town Council on the Budget Calendar for 2019-2020.

April 4 th	6: 00pm Budget Workshop (Basic, outlines priorities, etc.)
April 11 th	6: 00pm Budget Workshop (General Fund Review)
April 18 th	6: 00pm Budget Workshop (Enterprise Fund Review)
April 25 th	6: 00pm Budget Workshop (optional)
May 7 th	Town Council Meeting- Budget is announced to the public (final/ minor adjustments can be made)
June 4 th	Town Council Meeting- Public Hearing, Budget Presentation, Town Council Adoption

Mayor Foster asked Council for a motion. Mayor Pro Tem Gwynn made a motion to adopt the Budget Calendar for 2019-2020. The motion was seconded by Councilman Massey and passed with a unanimous vote.

Item 13: Closed Session -G.S. 143-318.11- Contractual, Economic Development, Personnel, and Attorney/ Client Consultation

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

After Town 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 Regular Session. Mayor Pro Tem Gwynn made a motion to go back to into Regular Session. The motion was seconded by Councilman Massey and passed with a unanimous vote.

Mayor Foster announced that Kamara Graves, Assistant Town Clerk will be promoted to Town Clerk for the Town of Yanceyville. Assistant Town Clerk Graves thanked Mayor Foster and Town Council for the opportunity.

Item 14: Informal Discussion/ Public Comment – Discussion & Comments must directly relate to agenda items

None

Item 15: 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 Meeting. Councilwoman Badgett-Lampkin 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