

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

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

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

Council Members absent: Brian Massey

Staff: Brian Collie- Town Manager/Clerk, Kamara Graves- Town Clerk, Lee Farmer- Town Attorney, and Bradley Davis- Code Enforcement

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 the agenda for adoption. After a short review, Mayor Pro Tem Gwynn made a motion to adopt the agenda. The motion was seconded by Councilman Tatum and passed with a unanimous vote.

Item 3: Consent Agenda- April 2nd, 2019 Minutes

Mayor Foster asked Town Council to review the minutes from the April 2nd, 2019 Town Council Meeting. After a short review, Mayor Pro Tem Gwynn made a motion to adopt the minutes from the April 2nd, 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: Budget Message for FY 2019-2020

Town Manager Collie read aloud to Town Council and Citizens the Budget Message for fiscal year 2019-2020. The message went as follows:

I am pleased to present the recommended budget for the fiscal year 2019-2020. 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 2019-2020.

The budget is presented with no changes in the current ad valorem tax rate, water rate, or sewer rate. For 2019-2020, a conservative approach was used in preparing projections for all six statewide revenue sources: Beer and Wine Tax, Utility Franchise Tax on Electric Service, Sales Tax on Telecommunications, Piped Natural Gas Excise Tax, Local Option Sales Tax and Power revenues. The Town has developed a conservative budget that seeks to maintain current service levels, while also addressing infrastructure needs to maintain our current assets to allow for prolonged use and efficiency.

The proposed budget for the General Fund is approximately 2.6% higher than the 2018-2019 fiscal year (up from \$817,850 in 2018-2019 to \$838,800 in 2019-2020); primarily due to increase in the Town's interest income.

The Enterprise Fund is approximately 3.3% higher than the respective budget for 2018-2019 fiscal year (up from \$1,614,910 in 2018-2019 to \$1,667,810 in 2019-2020). This increase is primary due to a projected increase in water and sewer 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.

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 financial statements separate from the General Fund. The Special Revenue's Budget is \$ 45,000 for FY 2019-2020.

The total budget amount for all funds in 2019-2020 is \$2,506,610 compared to \$2,477,760 in 2018-2019 (an increase of 1.16%).

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 “full-service” operation of our Water and Wastewater Plants, Code Enforcement needs, legal needs, engineering fees, 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
- Museum Artwork Rehabilitation
- Full-Service operation of Water & Sewer Plants
- Zoning Code Enforcement Services
- Wi-Fi Network Expansion
- Town Hall Updates and Maintenance
- Water Tank 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 2019-2020 budget balances revenues with expenditures in accordance with state statues. The proposed budget substantially address’ 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.

Mayor Foster asked, does anyone have questions or comments for Town Manager Collie? After no discussion, Town Manager Collie stated that the Public Hearing for adoption of the Budget Ordinance will be held at the next Town Council Meeting on June 4th, 2019.

Item 6: Discussion of Re- Adoption of Yanceyville Zoning Ordinance & Map

Town Manager Collie explained that Recodification is a long process the overall point of the Recodification is to help the citizens and the Town function better. Town Staff, Yanceyville Planning Board, and a private contractor have been working on the Zoning Ordinance. He explained that Zoning is a part of Recodification, and outside of small amendments the Zoning Ordinance and Map was initially adopted by the Town in 1997. The main purpose of the recodification of the Town of Yanceyville Zoning Ordinance is to update current uses, permitted uses, language, verbiage, etc. Town Manager Collie explained that the Zoning Ordinance and Map for the Town of Yanceyville needed to be updated to current North Carolina General Statues. Town Manager Collie noted that the Town has had several public meetings in an effort for the public to give comments and share concerns about the proposed changes to the Zoning Ordinance and Map. Following all North Carolina General Statues practices on April 2nd, 2019 during the Town Council Meeting a Public Hearing on the proposed amendments to the Town of Yanceyville Zoning Ordinance took place. Town Council directed Town Staff at the April 2nd, meeting to note all questions and concerns discussed during the Public Hearing and report back to the Yanceyville Planning Board for members to review and bring all recommendations back to Town Council on May 7th, 2019. Town Manager Collie noted that Patricia Price-Lea, Chairwoman of the Yanceyville Planning Board was present and willing to answer any questions about the recommendations made by the Planning Board. Town Manager Collie explained that there were several parcels discussed during the Public Hearing with potential zoning changes from one zoning district to another. Town Manager Collie used the interactive proposed Zoning Map to aid in explaining the parcels discussed below.

Mrs. T.J. Henderson Heirs

PO Box 728

Reidsville NC, 27320

Parcel: 0067 051

Current Zone: Restricted Residential- RR8 Proposed Zone: Highway Business

Planning Board recommended changing the current zone of Restricted Residential (RR8) to Highway Business (HB)

Tatum Holding LLC

Parcel: 0067 157

Current Zone: Restricted Manufacturing M1 Desired Zone: Highway Business HB

Planning Board recommended changing the current zone of Restricted Manufacturing (M1) to Highway Business (HB)

Kenneth and Virginia Graves

443 Marshall Graves Rd, Yanceyville, NC

Parcel: 0067 009

Current Zone: Restricted Residential (RR-8) Desired Zone: Highway Business (HB)

Planning Board recommended that the current zone of Restricted Residential (RR8) remain Restricted Residential (RR8)

Mayor Foster inquired about the Conditional Zoning District. Town Manager Collie explained that the Conditional Zoning District is one of the major changes in the Zoning Ordinance text document. Conditional Zoning Districts are zoning districts in which the property owner purposes development and use of property subject to standards and conditions submitted by the owner. The conditional district itself, like a rezoning, is created by means of a legislative decision. A conditional zoning district can be beneficial because, unlike a general use district, it allows a particular use or uses to be established with specific standards and conditions that will enhance the compatibility of the use with the area and adjacent property. A conditional use Highway Business rezoning will provide more flexibility. It will be less intrusive on the residential homes located in the area as well as protect the other property owners. Town Council can also require certain stipulations for the property within reason.

Councilman Tatum addressed Parcel 0067 048 located behind Tommy' Mini Mart viewing the Proposed Zoning Map. The current zone is Restricted Residential (RR8) he suggested that it be changed to Highway Business (HB). Town Manager Collie agreed that from a planning perspective Parcel 0067 048 needed to be align with surrounding parcels.

Town Manager Collie continued with the questioned addressed at Public Hearing:

Tyrone Kimbro
4801 Pitikin Court, Greensboro NC
Parcel 0082 112
Restricted Residential: part of the tract proposed for Highway Business
How much of the parcel will been changed to HB?
Town Manager Collie noted that that proposed tract for Highway Business is approximately 400ft from the right away on Highway 86.

James Y. Kerry II ETAL
3865 Dumbarton Rd NW Atlanta GA
Parcel 0068 025
Current Zone: Restricted Manufacturing -M1
Proposed Zone - Residential Agricultural -RA
Planning Broad recommended that the proposed zone of Restricted Manufacturing (M1) remain Residential Agricultural (RA)

Reece and Sandra Cobb
7887 NC Hwy 86 S Yanceyville
Parcel 0082 053
Current Zone: Restricted Residential R12 Proposed Zone: Highway Business
Town Council suggested that the Current Zone remain Restricted Residential (R12)

Well Fargo Bank Trustee Arlington Texas
Parcel: 0083 018A
Current Zone: Restricted Residential- R12 Proposed Zone: Highway Business
Town Council suggested that the Current Zone remain Restricted Residential (R12)

J. A. Kimbro Heirs
William A. and Lisa Hunt
3900 South Rockingham Rd
Greensboro NC, 27407
Parcel 0082 017
Current Zone: Restricted Residential R12 Proposed Zone: Highway Business
Town Council suggested that the Current Zone remain Restricted Residential (R12)

Tatum Holding LLC
0067 157
Current Zone: Restricted Manufacturing M1 Desired Zone: Highway Business HB
Planning Board recommended changing the current zone of Restricted Manufacturing to Highway Business

Mayor Foster made a motion to re-adopt the Zoning Ordinance and Map with the changes to parcel 0082 017 Restricted Residential (R12), 0083 018A Restricted Residential (R12), 0082 053 Restricted Residential (R12), and (HB) 0067 051 Highway Business (HB). The motion was seconded by Councilman Tatum and passed with a unanimous vote.

Councilwoman Badgett-Lampkin noted that she would like to talk with Mrs. Ginger Booker in reference to the Zoning Ordinance. Town Manager Collie noted he would contact Mrs. Booker

Item 7: Code Enforcement Discussion- Tall Vegetation & Minimum Housing Code Violation

Town Manager Collie updated Town Council on Code Enforcement issues. He also introduced Bradley Davis contracted Code Enforcer for the Town through Piedmont Regional Triad Council to address the over abundance of code enforcement issues. Town Manager Collie noted that Mr. Davis works in the Town twice a month. Town Manager Collie explained that this time of year there is always major code violations with tall grass/vegetation from repeat offenders every year. Property owners will not cut their grass until they receive multiple letters of notification to cut the grass. Town Manager Collie explained that sending letters of notification, phone calls and/or site-visits has been the common practice in the Town of Yanceyville when enforcing code violations. He explained that year after year we have the same individuals who do not abide by Town Ordinances. Town Manager Collie stated that the Town should not have to continue to have staff send letters of notification, make phone calls, and do site-visits to make sure that residents are cutting their grass. He noted that the Town has not fined anyone for tall grass/vegetation. Town Manager Collie explained that the Town also has an issue with the Minimum Code Violations of homes that are vacant. There is vegetation growing all

over the property, the structures are falling down they are health and safety concerns. Other property owner who are neighboring these properties are having issues with rodents and loiters.

Town Manager Collie recommended that the Town send one last letter of notification for code violations with 15 days to correct the violation and if not corrected, fine property owner and any future occurrences will also result in fine. He noted that with the current Code of Ordinances the Town has the ability to enforce fines, and unless we address these issues the Town will continue to have repeat offenders.

Item 8: Town Attorney Report

None

Item 9: Town Manager Report

Town Manager Collie reminded Town Council of Joint Council Meeting Thursday, May 9th at 6:00pm at the 911 Building. Hosted by Caswell County. The meeting is open to the public.

Town Manager Collie updated Town Council on Parks and Recreation Trust Fund Grant. He noted that the grant was successfully submitted, and the Town has received feedback that the grant application was complete, and a site -visit will be scheduled.

Town Manager Collie announced the North Carolina League of Municipalities City Vision Conference May 14th -16th, 2019 in Hickory, North Carolina. Attendees representing the Town of Yanceyville: Mayor Foster, Mayor Pro Tem Gwynn, and Town Manager Collie.

Town Manager Collie encouraged all to attend the Downtown Strong Community Meeting Monday, May 13th at 6:00pm in the Maud Gatewood Museum meeting room at the Municipal Services Building.

Town Manager Collie noted that if the Town receives funding from PARTF we will still need to seek out additional funding for the Pavilion Park Project. One of the potential grant sources that the Town is seeking is the Danville Regional Foundation (DRF). He explained that one of the key components for DRF is connectivity and walkability from Downtown Yanceyville to Maud Gatewood Park, Library, Caswell County Parks and Recreation, and the Senior Center. He explained that the Town has discussed connectivity several times in the past. Town Manager Collie added that the Town needs to create a Pedestrian Plan. Creating the Pedestrian Plan would all the Town to be more competitive in obtaining grant funding for future projects. He added that he would like directive from Town Council on creating the plan.

Mayor Foster stated that the Pedestrian Plan is a great idea. It actually shows that there has been planning. Mayor Foster added that some of the pedestrian plan information has

been recorded in the Yanceyville Caswell County, North Carolina Pedestrian Plan that was created a couple of years ago. Town Manager Collie noted that the Town would not be obligated to spend any money it would just be a text document that the Town could use for future planning.

Town Manager updated Town Council on parking issues around the square. He noted that he has had several complaints from citizens about parking. He noted that maybe it could be two- hour parking around the square for certain times of the day. Town Manager Collie added that he would like directive from Town Council. Mayor Foster stated that the streets in Town are owned by the State, and the Town would need to make a request to the North Carolina Department of Transportation. He noted that essentially the decision comes from North Carolina Department of Transportation.

Item 10: Closed Session -G.S. 143-318.11- Attorney/ Client Consultation and Personnel

Mayor Foster asked for a motion. Mayor Pro Tem Gwynn made a motion to go into Closed Session General Statues 143-318.11 Attorney/ Client Consultation, and Personnel. 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 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 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 Tatum and passed with a unanimous vote.

Mayor Foster stated that nothing was discussed during Closed Session that needed to be reported at this time.

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

None

Item 12: 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-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, Town Clerk