

**MINUTES  
YANCEYVILLE TOWN COUNCIL  
MARCH 10<sup>th</sup>, 2020  
7:00PM**

The regular meeting of the Town Council was held in the Council Chambers at the Yanceyville Municipal Services Building on Tuesday, March 10<sup>th</sup> 2020 at 7:00 PM.

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

**Staff:** Town Clerk- Kamara Graves, Town Attorney- Lee Farmer and Assistant Billing Clerk/ Administrative Assistant- Kathy Hinton

**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 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 February 4<sup>th</sup>, 2020
- b.) Minutes from February 13<sup>th</sup>, 2020
- c.) Minutes from February 27<sup>th</sup>, 2020
- d.) Reschedule May Town Council Regular Meeting
- e.) Resolution in support of High Street Baptist Church's request for a Crosswalk and Flashing Warning Sign

Mayor Foster asked Town Council to review the Consent Agenda. After a short review, Mayor Pro Tem Gwynn made a motion to adopt the Consent Agenda as presented. The motion was seconded by Councilman Tatum and passed a unanimous vote.

**Item 4: Public Comment**

None

**Item 5: Adoption of Town of Yanceyville Budget Calendar for FY 2020-2021**

Town Clerk Graves updated Town Council on the Budget Calendar for 2020-2021.

- April 2<sup>nd</sup> 6: 00pm Budget Workshop (Basic, outlines priorities, etc.)
- April 9<sup>th</sup> 6: 00pm Budget Workshop (General Fund Review)
- April 16<sup>th</sup> 6: 00pm Budget Workshop (Enterprise Fund Review)
- April 23<sup>th</sup> 6: 00pm Budget Workshop (optional)
- May 12<sup>th</sup> Town Council Meeting- Budget is announced to the public (final/ minor adjustments can be made)
- June 2<sup>nd</sup> Town Council Regular Meeting- Public Hearing, Budget Presentation, Town Council Adoption.

Mayor Foster asked Council for a motion. Councilman Tatum made a motion to adopt the Budget Calendar for 2020-2021. The motion was seconded by Mayor Pro Tem Gwynn and passed with a unanimous vote.

**Item 6: Update on First Friday 2020**

Town Clerk Graves updated Town Council on the First Friday event for 2020. She noted that the First Friday events would start in April this year. All event will start at 7pm except in the month of July. She explained the Caswell Chapter of the Health Collaborative will be sponsoring July.

Below is the schedule for First Friday 2020:

April 3 <sup>rd</sup>	Beyond Blessed	American Legion Post 210
May 1 <sup>st</sup>	Retro Band	Central Caswell Ruritan
June 5 <sup>th</sup>	Jerry Wilson & The Rocking Soul Band	Southern Caswell Ruritan
July 10 <sup>th</sup>	Health Collaborative Community Celebration	
August 7 <sup>th</sup>	Boule'	American Legion Post 210
Sept, 4 <sup>th</sup>	Megan Doss Band	Central Caswell Ruritan
October 2 <sup>nd</sup>	Buttermilk Creek	Southern Caswell Ruritan

**Item 7: Schedule Yanceyville Town Council Work-Session/ Retreat**

After a brief discussion, Town Council scheduled the Town Council Retreat/ Work-Session for Tuesday April 14<sup>th</sup>, 2020 10am -2pm meeting will be located in the in Yanceyville Museum of Art at Municipal Service Building.

**Item 8: Review and Consideration of Yanceyville Municipal Services Building Maintenance**

Town Clerk Graves asked Town Council to review the quote in the agenda packet from J.W. Squire Company, LLC in reference to the replacing the carpet in the Yanceyville

Museum of Art due to a roof leak. Councilman Tatum suggested having Yanceyville Art Museum tested for mold before replacing carpet.

Town Attorney Farmer noted that based on the Town's insurance carrier the Town needs to do testing of the building before any expenses are incurred by any remodeling or renovations. He added that it may be appropriate to have all Town Facilities tested at one time, because if there is a presence of mold the Town is liable if someone gets an occupational illness. Town Clerk Graves noted that she would research and contact companies that specializing in testing for mold. She added that she would have an update for Town Council.

### **Item 9: Review and Discussion of Water and Wastewater System Extension and Connection Policies**

Mayor Foster directed Town Council to turn to page three of the Water and Wastewater Extension and Connection Policy. He noted that the water and sewer connection for inside of Town limits is cost +10% and the fee for outside of Town limits is cost +100 %. He explained that the Town is flushing water in lines that run outside of Town limits due to chlorine contact time. Mayor Foster suggested making outside water connection the same as inside cost +10% which covers administrative cost, encourages individuals living outside of Town to connect to the Town's system, and the outside lines will not have to be flushed as much if more customers are connected. Councilman Massey asked would the amendment be just for water connection? Mayor Foster replied the amendment would be for water and sewer connection.

Mayor Foster made a motion for water connection and sewer connection for inside and outside Town limits to be cost +10%. The motion was seconded by Councilman Tatum and passed with a unanimous vote.

### **Item 10: Inframark Report- Charles Overby**

Mayor Foster introduced Mr. Charles Overby, Project Manager. Mr. Overby gave a brief summary of the month's activities. He noted that at the Water Plant the run off from the rain has caused raw turbidity to increase. At this time the plant is running longer at a lower flow and higher chemical to keep high water quality. He added that the Waste Water Plant is performing well. During the flooding on the 8<sup>th</sup> and the 9<sup>th</sup> the plant pushed over 2MGD through the plant each day. Tuner Murphy is continuing with construction on the Waste Water Treatment Plant. EMA has been delayed hauling sludge due to wet weather. He stated that here are no compliance issues for the month even with rain and extra flow coming into the Waste water Plant.

Mr. Overby thanked Town Council. Mayor Foster thank Mr. Overby for his summary of monthly activities for both plants.

### **Item 11: Town Attorney Report – Lee Farmer**

#### **a) Certificate of Sufficiency**

Town Attorney Lee Farmer stated that the Town Clerk has executed a Certificate of Sufficiency for the Benny T. Cox Property. Town Attorney Farmer noted that the finding is correct and a Public Hearing needs to schedule for the April 7<sup>th</sup>, 2020 Town Council Regular Meeting to annex the property.

Mayor Foster asked Town Council for a motion. Mayor Pro Tem Gwynn made motion to set the Public Hearing for April 7<sup>th</sup>, 2020 Town Council Regular Meeting to annex the Benny T. Cox Property. The motion was seconded by Councilman Massey and passed with a unanimous vote

### **Item 12: Town Manager Report**

Town Clerk Graves indicated that she had several announcements and updates.

She announced if you are interested in attending the 2020 City Vision Conference in Wilmington NC, please stop so that proper arrangements are made for registering for the conference and lodging.

Town Clerk Graves explained that she was contacted by County Manager Bryan Miller in reference to our Quarterly Joint Meetings. A Caswell County Commissioners wanted to know how Town Council felt about inviting elected officials specifically, Caswell County School Board and Sheriff to Meetings. She added that the next Joint Council Meeting has been scheduled for Thursday May 14<sup>th</sup>, 2020 at 6:00pm hosted by Yanceyville Town Council.

Town Clerk Graves updated Town Council/Community Partners that the Caswell County Health Department is holding a meeting on Thursday March 12, 2020 at 3:30pm at the Health Department to discuss COVID, otherwise known as the Coronavirus.

She added that a Fair Housing event is scheduled for Thursday March 19<sup>th</sup>, 2020 at 6:00pm to satisfy a requirement for the Community Development Block Grant for the Waste Water Treatment Plant Upgrades.

Mayor Pro Tem Gwynn announced the 2020 NCBEMO Summer Conference to be held in Beaufort, North Carolina August 2-4, 2020. Town Clerk Graves noted that yearly membership fees have been paid in full.

### **Item 13: Closed Session G.S. 143-318.11- Personnel**

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 Personnel. The motion was seconded by Councilman Tatum and passed with a unanimous vote.

After Town Council re-entered Town Council 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 Massey 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 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.

*Kamara Graves-Town Clerk prepared the above minutes. They represent a brief description of those matters that were addressed at this meeting.*

Respectively Submitted:

---

Alvin Foster, Mayor

---

Kamara Graves, Town Clerk