

**MINUTES  
YANCEYVILLE TOWN COUNCIL  
February 2<sup>nd</sup>, 2016  
7:00 PM**

The meeting of the Town Council was held in the Council Chambers at the Yanceyville Municipal Services Building on February 2<sup>nd</sup>, 2016 at 7:00 PM.

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

**Staff:** Brian Collie, Town Manager, Lee Farmer, Town Attorney, Ryan Strader, Finance Officer.

**Item 1: Call to Order**

Mayor Alvin Foster called the meeting to order at 7:00 PM. Meeting opened with silent prayer. He asked all to stand for the pledge of allegiance. The Mayor then stated that copies of the Town's Rules and Procedures were available if anyone needed a copy.

**Item 2: Review and Adoption of Agenda – Mayor & Council**

Mayor Foster stated that Council needed to move agenda item number 8 to item 12 and then add "Economic Developer Discussion" into number 8's spot. Mayor Pro Tem Odessa Gwynn made a motion to approve the agenda with the Mayor's amendments. The motion was seconded by Councilman Massey and passed with a unanimous vote.

**Item 3: Consent Agenda**

Mayor Foster asked Council to review the minutes from the January 5<sup>th</sup>, 2016 Town Council Meeting. After review Mayor Pro Tem Gwynn made a motion to adopt the minutes as presented. The motion was seconded by Councilman Tatum and passed with a unanimous vote.

**Item 4: Public Comment**

Mayor Foster stated that no one had signed up to speak during public comments.

**Item 5: Fiscal Year 2014-2015 Financial Report**

Mayor Foster introduced Patricia Rhodes from Stout, Stewart, McGowan, & King to come before Council and go over the Town's 2014-2015 audit financial report. Mrs. Rhodes thanked Council for allowing her to come before them. She said that she would like to provide a summary of the

report and then answer any questions that Council may have. After giving a brief summary she directed Council to turn to page 3, and went over the Independent Auditors Report. Mrs. Rhodes informed Council that she received an un-modified opinion, which is the best opinion that can be received. She then went over the Management Analysis Report, in which she spoke very highly of the job staff had performed.

Mrs. Rhodes stated that in this fiscal year revenues exceeded expenditures by approximately \$587,000. She complimented the town for this considering that we had so much going on. She stated that the Towns solvency ratio was 80% which is positive and that it was very high compared to similar towns in the state.

Finally, Mrs. Rhodes went over 2 letters, concerning segregation of duties and how the state pension changes from the county have changed and what all that entails.

Mayor Foster thanked Mrs. Rhodes for her work.

#### **Item 6: Yanceyville EDC Position Vacancy Appointment**

Mayor Foster stated that as the Chairman of the Economic Development Commission that 1 of 3 Yanceyville dedicated seats needed to be filled. He stated that Councilman Tatum had to step down from the Commission due to a conflict in the Commission's meeting time. Mayor Foster thanked Councilman Tatum for his service on the Commission and opened the floor for volunteers and nominations. He stated that the seat did not have to be filled with a council member and that the 2 current members from Yanceyville were Joey Knight and himself.

Yanceyville citizen Ruby Graves stated that she would like to volunteer for the position. After no other volunteers or nominations Mayor Foster made a motion to fill Yanceyville's vacant seat on the Caswell County Economic Development Commission with Ruby Graves. The motion was seconded by Mayor Pro Tem Gwynn and passed with a unanimous vote.

#### **Item 7: Yanceyville EDC Positions Staggered Terms Approval**

Mayor Foster stated that when the Economic Development Commission was first formed they did not stagger the length of terms for the members. He stated that the EDC had recently finalized and adopted a set of rules and procedures and within that made a requirement to stagger member's terms from each of the 3 government bodies. He stated that this was done to ensure that complete turnover could not occur at one time. Mayor Foster suggested to stagger the 3 Yanceyville members as follows. Joey Knight a 3 years, Ruby Graves at 2 years, and himself at 1 year.

Mayor Pro Tem Gwynn made a motion to approve Mayor Foster's suggested term limits for Yanceyville's EDC members. The motion was seconded by Councilman Tatum and passed with a unanimous vote.

### **Item 8: Economic Developer Discussion**

Mayor Foster, representing his position on the Caswell County Economic Development Commission went over the motion that the EDC approved at its January meeting for a joint venture between Piedmont Community College and Caswell County in forming an Economic Development Department. He stated that the economic developer position/department proposal presented by Dr. Walter Bartlett, President of PCC, would be funded by both PCC (50.5%) and Caswell County (49.5%) and the departments needs would be split between both.

Mayor Foster stated that when brought before the County Commissioners, one of their remarks asked if the Town of Yanceyville was going to pitch in on the cost. Mayor Foster then provided Council with Dr. Bartlett's write-up that outlined the department's functions and estimated cost breakdown.

After review, Councilwoman Badgett-Lampkin stated that it has been a long time since this county had a designated economic developer and that it is something that we really need to be able to attract business into the town/county. Mayor Pro Tem Gwynn said it sounds like a great idea and that the town should consider contributing to the fund. Mayor Foster said that he believes this is a positive effort to promote economic growth in the town & county. He then asked if anyone had any further questions. After not further questions, Mayor Foster asked Council to review the information so that we can have further discussions on the matter at next month's meeting.

### **Item 9: Town Attorney Report**

Town Attorney, Lee Farmer informed council that the "Offer to Purchase & Contract" for the "Pinnacle Studios" property had been approved by the courts in Washington State in January. Attorney Farmer then stated that the Dugger property owners of the recently demolished dilapidated structure on West Main St. had been served. He said that the hearing will be held on February 19<sup>th</sup> to get a judgment. He stated that he would update Council at their March meeting. Attorney Farmer informed council that the Trident Risk Management Assessment will be updated soon, and that he would inform council of its findings.

## **Item 10: Town Manager Report**

Town Manager, Brian Collie gave council an update on the status of the town's anticipated "Multi-Use Path Project". He stated that the NC Department of Transportation re-let contract bids for the project after an unsuccessful initial bidding process. He said that although the second round of bids did solicit a better turn out the lowest bidder was still several hundred thousand dollars over the estimated cost of construction. Mr. Collie stated that the town's funds received by NCDOT and current Powell Bill funds are nowhere near enough to begin the project at this time. He stated that the town's engineers and he will be working with representatives from the DOT to go over possible cost cutting methods to make the project more feasible.

Manager Collie then provided an update on the town's Community Development Block Grant application for the town's waste water treatment plant renovations project. He stated that the State's Water Infrastructure Authority had reviewed the town's 2 million dollar grant request at their January meeting and that they only allocated \$750,000 to go towards the project. Mr. Collie stated that it was his understanding that this CDBG program had always been a fully funded grant program. He said that the town had not yet received a formal letter of approval from the authority but he is seeking answers to the partial funding confusion.

Manager Collie informed council that PTRC contracted Code Enforcement Officer designated to the Town had resigned and that PTRC would be providing the town with a new Code Enforcement Officer to take over the duties. He stated that he would keep council informed on the matter. He then stated that he was working with "Gamewood" out of Danville, V.A. to pick back up progress on the previously halted Yanceyville Wi-Fi project. He said that it has been extremely difficult to locate a firm capable and willing to continue this project for the town, but "Gamewood" had reviewed the town's pre-existing Wi-Fi infrastructure and was currently conducting a study on how to proceed.

Manager Collie then informed council of recent Planning Board special use permit recommendations. He stated that the Planning Board reviewed a special use permit for a solar facility at its January meeting. He stated that proposed location of the solar facility was on the property behind the State Employees Credit Union, owned by Richard & Russell Johnston having road frontage on NC Hwy 86 & Firetower Rd. He stated that the Planning Board approved a recommendation to deny the special use permit with a 4 to 1 vote. He said that a public hearing will be scheduled to hear the permit proposal at Town Council's March 1<sup>st</sup> meeting.

**Item 11: Closed Session- G.S. 143-318.11(3)- Attorney Consultation**

Mayor Foster asked for a motion to go into closed session. A motion was made by Mayor Pro-Tem Gwynn. The motion was seconded by Councilman Tatum and passed with a unanimous vote.

After 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 Councilwoman Badgett-Lampkin and passed with a unanimous vote.

At that time, Mayor Foster asked for a motion to go back into open session. Mayor Pro-Tem Gwynn made a motion to go back into open session. The motion was seconded by Councilman Massey and passed with a unanimous vote.

**Item 12: Consideration & Adoption of Government Relations Contract- Best, Best, & Krieger**

After brief discussion Mayor Foster made a motion to employ Washington, D.C. firm, Best, Best, & Krieger for a period up to 1 year for grant preparation towards the “Dan River Water Project”. The motion was seconded by Councilman Massey and passed with a unanimous vote.

**Item13: Informal Discussion/Public Comment- Discussion & Comments must directly relate to agenda items**

Ruby Graves asked Mayor Foster what the meeting times and place were for the Economic Development Commission. Mayor Foster stated that the next EDC meeting was at 1:00 p.m. at the Caswell County Historic Courthouse.

Gilbert Anderson addressed council about the proposed multi-use path project and suggested resources to get contacts for contractors that may be able to submit better quotes. He also asked about some specific path requirements in which Mayor Foster answered.

Ms. Monroe asked for an update on the “Pinnacle Studios” project. Mayor Foster gave her a summary of the town’s involvement. She also asked questions about CDBG funding for water/sewer projects. Manager Collie answered and provided a brief summary.

Councilwoman Badgett-Lampkin spoke about awareness of Black History Month, citing references of “the Lone Ranger” and Thomas Day.

Mayor Pro Tem Gwynn brought up Commissioner David Owens comments from the latest Joint Council Meeting about the counties litter problem and the efforts he is involved with helping clean it up. She stated that it would be a good thing if a representative from Yanceyville also got involved in the efforts.

**Item 14: Adjournment**

After no further discussion Councilman Tatum made a motion to adjourn. Mayor Pro Tem Gwynn seconded the motion which passed with a unanimous vote.

Brian Collie, Town Manager/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:

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Alvin Foster, Mayor

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Brian Collie, Town Clerk