

TOWN OF YADKINVILLE  
BOARD OF COMMISSIONERS  
***MONTHLY MEETING MINUTES***  
LOCATION: COMMISSIONERS CHAMBERS  
213 VAN BUREN STREET  
YADKINVILLE, NC  
***MONDAY, NOVEMBER 4, 2019***

**OFFICIALS PRESENT:**

Mayor Eddie Norman- Absent

Commissioners:

Tony Hall – Arrived at 6:08 pm

Monta Davis-Oliver

Richie Parker

Chris Matthews

Scott Winebarger

**STAFF PRESENT:**

Town Manager: Perry Williams - Absent

Assistant Town Manager: Shelia Weathers

Town Clerk: Crystal Sprague

Finance Officer: Dina Reavis - Absent

Police Chief: Dawn Pardue - Absent

Planning Director: Abigaile Pittman

Town Attorney – Ben Harding

Quorum requirements met – meeting proceeded.

**1. CALL TO ORDER**

The regular meeting was called to order by Mayor Pro Tem Davis–Oliver at 6:00 p.m.

**2. INVOCATION**

Mayor Pro Tem Davis-Oliver offered the invocation.

**3. ADOPTION OF AGENDA**

*Commissioner Chris Matthews made a motion to approve the adoption of the agenda as presented. Commissioner Scott Winebarger seconded the motion, and the motion passed unanimously.*

*Vote: 5/0*

**4. PUBLIC COMMENTS**

Mr. Gray Garrison addressed the Board during the Planning Report.

## **5. WEST YADKIN ELEMENTARY SCHOOL STUDENT PRESENTATION**

Ms. Laura Hobson with West Yadkin Elementary School presented students from the West Yadkin Robotics/Lego League to the Board. Mrs. Hobson is one of the coaches for the robotics team, she explained that the Lego League involves robotics, building with legos and a research project. Mrs. Hobson stated that the research project the team completes must be from the local community. Students with the West Yadkin Robotics Team decided to look into how cutting down trees and logging affects the community. The students gave a short presentation to the Board members regarding their research and solution into the effects of logging and cutting down trees in our community. The solution the students presented to the Board was Tree City USA. County Ranger John Kessler with the NC Forest Service shared with the lego team his expertise regarding trees and he introduced the team to Tree City USA that could help with air pollution and higher temperatures due to the lack of shade in most cities. Mrs. Laura Hobson introduced Mr. John Kessler to the Board. Mr. Kessler spoke to the Board and explained further the options available through Tree City, USA including grant money, to help with preservation, planting trees, and trimming. Mrs. Hobson ask the Board for any feedback for the team, Commissioner Chris Matthews said they did a great job. The Board thanked Mrs. Hobson, Mr. Kessler and the students with the West Yadkin Robotics Team for their presentation and information regarding Tree City, USA.

## **6. APPROVAL OF MINUTES (Motion)**

*Commissioner Scott Winebarger made a motion to approve the minutes as presented.*

*Commissioner Richie Parker seconded the motion, and the motion passed unanimously.*

*Vote: 5/0*

- October 7, 2019 Regular Meeting Minutes
- October 7, 2019 Close Session Minutes
- October 10, 2019 Special Meeting Minutes
- October 10, 2019 Close Session Minutes

## **7. REQUEST TO SET PUBLIC HEARING(S)**

One (1) Public Hearing was set for Monday, December 2, 2019

- *December 2, 2019 at 5:55 PM – ZTA-2019-06): Request to clarify the definition of a principal use. Appendix A and Section 3.3.2.C*

## **8. CONSENT AGENDA (ITEM(S) #1) (1 Motion Needed To Approve) (Attachment #1)**

Assistant Town Manager Shelia Weathers presented the consent agenda items for the Board's consideration.

### **1. INVOICE:**

- Cannon & Company - \$8,724.00 (Budgeted Item)  
- *Annual Audit*

- Creative Resurfacing - \$21,335.00 (Budgeted Item)  
-Paint rails, pipe gallery and basin walls at Water Treatment Plant

## **2. TAX DEPARTMENT WRITE OFFS**

- Gonzalo Real-Valerio - \$4,457.23 (Incorrect Value Billed)

## **3. BUDGET AMENDMENT:**

- BA #2 – Department: Recreation Department – Purchase of Property on Corner of Willow Street and Virginia Drive  
-Budget Amendment to increase fund balance to purchase property on the corner of Willow Street and Virginia Drive for a pocket park  
-Fund Balance Increase - \$10,657.00

*Commissioner Scott Winebarger made a motion to approve all items in the consent agenda. Commissioner Tony Hall seconded the motion and the motion passed unanimously.*

*Vote: 5/0*

## **9. SURPLUS PROPERTY – SALE OF REAL PROPERTY BY UPSET BID (Motion) (Attachment #2)**

- Beech Street Properties ( Town of Yadkinville):
  - Resolution #2019-03 authorized Sale of Real Property by Upset Bid was passed by the Board of Commissioners on May 6, 2019.
  - Bid Amount \$23,850 by Wishon and Carter Builders
    - Parcel(s) #130270 and #130272
    - Tax Value #130270 - \$10,350 and #130272 - \$13,500

*Commissioner Chris Matthews made a motion to approve the bid amount of \$23,850 by Wishon and Carter for the properties located on Beech Street. Commissioner Scott Winebarger seconded the motion and the motion passed unanimously.*

*Vote: 5/0*

## **10. FIRE CHIEF’S REPORT**

Fire Chief Jody Doss presented the Town Board with the Fire Department’s monthly report. Chief Doss reported they had been spending a lot of time on I-77 assisting with wrecks.

## **11. POLICE CHIEF’S REPORT**

Police Division Commander Randy Dimmette presented the Town Board with the Police Department’s monthly report. Police Division Commander Randy Dimmette reported that the Downtown Halloween event went very well.

## **12. PUBLIC SERVICES DIRECTOR REPORT**

Public Services Director Jacob Swaim reported that everything was going good for the Public Works Department.

### **13. PLANNING REPORT**

Planning Director Abigaile Pittman presented the Town Board with the Planning Department's monthly report.

- **Façade Grant Request(s)**

- **Shirish Patel, owner of Ace's Restaurant at 225 E. Main Street (Tier 1 Major Façade Upfit, 50% match, up to \$10,000)**

Planning Director Abigaile Pittman reviewed the structures on the property and the proposed renovations, referencing the staff report in the staff report.

Commissioner Chris Matthews asked if the paint color for the house would be the blue depicted in the attached photo. Ms. Pittman said that Mr. Patel had an interest in painting the house a blue color but the exact hue had not been decided. She said that she would continue to work with Mr. Patel to finalize his selection of paint colors, wall coating/bonding, awnings, doors, windows, and columns. Commissioner Matthews expressed that the colors should be in compliance with the CB District Design Standards of the Development Ordinance, as required by the Façade Grant guidelines.

At its meeting on August 19, 2019 the Planning Board unanimously recommended approval of the applicant's requested Tier 1 Major Façade Upfit.

*Commissioner Chris Matthews made a motion to approve the Tier 1 Major Façade Upfit Grant Request. Commissioner Richie Parker seconded the motion and the motion passed unanimously. The Board of Commissioners voted to approve the Tier 1 Major Façade Upfit Grant Request, 50% match, up to \$10,000, for Shirish Patel, owner of Ace's Restaurant at 225 E. Main Street.*

*Vote: 5/0*

- **Gray Garrison, 105-107 Jackson Street (Tier 1 Major Façade Upfit, 50% match, up to \$10,000)**

Planning Director Abigaile Pittman reviewed the structure on the property and the proposed renovations, referencing the staff report in the agenda packet. Ms. Pittman noted that staff has concerns regarding the vinyl material proposed for the two upper single double-hung windows. The program guidelines instruct that all façade design proposals for buildings greater than 50 years old should follow the spirit of the Secretary of the Interior's Standards for Rehabilitation (SISR). The SISR states that new exterior alterations or construction should not replace historic materials such as the original wooden windows, and if necessary due to deterioration they should be replaced with wooden windows. Ms. Pittman stated that staff recommends approval of the applicant's requested Tier 1 Major Façade Upfit subject to the following conditions:

1. The material for the proposed two upper single double-hung windows shall be wood rather than vinyl; and
2. If the applicant is proposing an unfunded replacement of the existing 4x3 pane mullioned window on the first floor, then the window pattern of the two upper single double-hung windows should be consistent. That is, either both with mullions or both without mullions. Either pattern would be appropriate for the building.
3. Staff approval of the LED lighting under the soffit prior to purchase and installation.

Ms. Pittman noted that at its meeting on October 21, 2019 the Planning Board recommended approval of the applicant's requested Tier 1 Major Façade Upfit subject to the staff's three conditions.

Mr. Garrison addressed the Board of Commissioners and he felt that there had been a misunderstanding because the existing upper windows were vinyl, not wooden.

*Commissioner Chris Matthews made a motion to approve the Tier 1 Major Façade Upfit Grant Request. Commissioner Scott Winebarger seconded the motion and the motion passed unanimously. The Board of Commissioners voted to approve the Tier 1 Major Façade Upfit Grant Request, 50% match, up to \$10,000, for Gray Garrison, owner of 105-107 Jackson Street, subject the following conditions:*

*1. If the applicant is proposing an unfunded replacement of the existing 4x3 pane mullioned window on the first floor, then the window pattern of the two upper single double-hung windows should be consistent. That is, either both with mullions or both without mullions. Either pattern would be appropriate for the building.*

*2. Staff approval of the LED lighting under the soffit prior to purchase and installation.*

*Vote: 5/0*

- **Planning Report Summary**

Planning Director Abigaile Pittman reviewed the Planning Report handout, summarizing the activity for September, and the totals to date for 2019:

- 5 Zoning Permits; 70 total to date
- 3 Sign Permits; 20 total to date
- 7 Warning Citations; 67 total to date
- 1 total Stop Work Order to date
- 2 total Conditional Use Permits to date

- 1 Zoning Map Amendment; 2 total to date
- 3 total Zoning Text Amendments to date
- 2 total Variances to date
- 0 total Appeals to date
- 0 total Temporary Use Permits
- 1 Façade Improvement Grant; 2 total to date
- 1 total Annexation to date

Planning Director Abigaile Pittman also advised the Board of Commissioners that a rezoning application had been requested for an OI zoned parcel on the east side of Progress Lane, north of Virginia Drive, but she did not have further details at this time. Ms. Pittman also advised the Commissioners that a Minimum Housing Code complaint for property located at 132 George Street is being addressed by the property owners over the next 30 days.

#### **14. TOWN ATTORNEY REPORT**

Town Attorney Ben Harding had nothing to report at this time.

#### **15. MANAGER'S REPORT (Attachment #4)**

Assistant Town Manager Shelia Weathers presented the Manager's Report to the Board.

- Yadkin County Resolution Declaring Real Property as Surplus and conveying Title of Said Property:
  - Parcel #129459 – Located at Crescent View Drive

Assistant Town Manager Shelia Weathers informed the Board that a price needed to be set to sell the property at Crescent View Drive, Parcel #129459. Mrs. Weathers notified the Board that the property is valued at \$11,100 with acreage of 0.2154. It was the concensus of the Board to begin the cleanup of the property and acquire the cleanup costs and bring those costs to the Board at a later date and a price will be set then. The property is a buildable lot per Planning Director Abigaile Pittman.

Assistant Town Manager Shelia Weathers notified the Board that Chip Thomas has stepped down from the Planning Board /Board of Adjustments. Mrs. Weathers asked the Board to please let her know of any recommendations they may have to fill this vacancy.

- Water Bill Adjustment (Motion Required)

Assistant Town Manager Shelia Weathers presented the Board with a request for a water bill adjustment from Commissioner Chris Matthews. Commissioner Chris Matthews abstained from the vote.

*Commissioner Scott Winebarger made a motion to adjust the water bill for Chris Matthews.*

*Commissioner Tony Hall seconded the motion and the motion passed unanimously.*

*Vote: 4/0*

Assistant Town Manager Shelia Weathers reminded the Board that the Town Hall and Town facilities will be closed on Monday, November 11, 2019 in observance of Veteran's Day, along with Thursday, November 28<sup>th</sup> and November 29<sup>th</sup> for the Thanksgiving Holiday. Mrs. Weathers also reminded the Board of the upcoming festivities for December which include the following:

- Christmas Tree Lighting – Friday, December 6, 2019 at 6:00 p.m.
- Christmas Parade – Saturday, December 7, 2019 at 10:00 a.m.
- Board Appreciation Dinner – Friday, December 13, 2019 at 5:30 p.m.
- Employee Appreciation Dinner – Friday, December 20, 2019 at 12:00 noon.

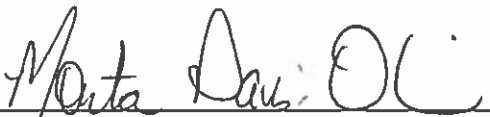
#### **16. COMMISSIONER COMMENTS**

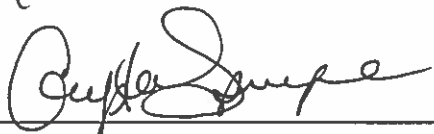
No comments were given by the Board of Commissioners.

#### **17. ADJOURNMENT**

*With no further business to discuss, Commissioner Scott Winebarger moved the meeting be adjourned. Commissioner Tony Hall seconded the motion, and the motion was approved unanimously. The meeting adjourned at approximately 7:05 p.m.*

*Vote: 5/0*

  
\_\_\_\_\_  
Mayor Pro Tem Monta Davis-Oliver

  
\_\_\_\_\_  
Crystal Sprague, Town Clerk