

TOWN OF YADKINVILLE
BOARD OF COMMISSIONERS
MONTHLY MEETING MINUTES
LOCATION: COMMISSIONERS CHAMBERS
213 VAN BUREN STREET
YADKINVILLE, NC
MONDAY, MARCH 3, 2025

OFFICIALS PRESENT:

Mayor Eddie Norman

Commissioners:

Tony Hall

Monta Davis-Oliver

Chris Matthews

Scott Winebarger

Richie Parker

Town Attorney Ben Harding

STAFF PRESENT:

Town Manager: Mike Koser

Town Clerk: Alex Potts

Finance Director: Hunter Gooden

Event Planner: Lauren Willard

Public Works Director: Jacob Swaim

Police Commander: Philip Scott

Quorum requirements met – meeting proceeded.

1. CALL TO ORDER

The regular meeting was called to order by Mayor Norman at 5:58 p.m.

2. INVOCATION

Manager Mike Koser offered the invocation.

3. ADOPTION OF AGENDA (MOTION)

Commissioner Chris Matthews made a motion to adopt the agenda as presented.

Commissioner Scott Winebarger seconded the motion, and the motion passed unanimously.

Vote: 5/0

4. APPROVAL OF MINUTES (MOTION)

Commissioner Monta Davis-Oliver made a motion to approve the following minutes as presented. Commissioner Scott Winebarger seconded the motion, and the motion passed unanimously.

Vote: 5/0

- February 3, 2025 (Regular Meeting Minutes)

5. PUBLIC HEARING

- **Zoning Map Amendment 2025-01:**

A request to rezone Parcel 133386, located on E. Main Street, from Highway Business (HB) to Residential Medium Density (RM) District.

Manager Mike Koser introduced Meredith Detsch as the new Planning Director. He mentioned that she has already been working diligently and collaborating with him on several planning initiatives. Ms. Detsch then shared a brief introduction about herself, expressing her gratitude for the opportunity. Mayor Norman welcomed her and subsequently opened the public hearing.

Ms. Detsch provided an overview of a rezoning request for a property located on East Main Street (Parcel #133386). She explained that the applicants, Mr. and Mrs. Williams, are seeking to rezone their property from Highway Business to Residential Medium Density District. Their goal is to construct a single-family home on the site. Ms. Detsch mentioned that the proposed rezoning aligns with the Yadkinville Comprehensive Plan, as well as the Growth Strategies and Land Use Plan. The Planning Board met on February 17th and has recommended approval of the request.

6. PUBLIC COMMENTS

No one signed up for this section of the meeting.

7. ACTION ON PUBLIC HEARING

- Zoning Map Amendment 2025-01 (ZMA 2025-01): Ordinance No. 2025-01

Commissioner Monta Davis-Oliver made a motion to approve the consistency statement dated March 3rd, 2025, contained in the agenda materials to approve the Zoning Map Amendment for Parcel 133386, for a rezoning from the Highway Business (HB) District to a Residential Medium Density (RM) District for a .319-acre property at 1605 East Main Street. Commissioner Chris Matthews seconded the motion, and the motion passed unanimously.

Vote: 5/0

8. FIRE CHIEF'S REPORT

Fire Chief Jody Doss was absent from this meeting.

9. POLICE CHIEF'S REPORT

Police Commander Philip Scott presented the monthly report for the Police Department. He noted an impaired driving incident on February 9th, and a domestic incident on February 24th.

Commander Scott introduced Mr. Eric Charles from Off Duty Management, who presented the services that his company offers to the Yadkinville Police Department. Off Duty Management oversees jobs that require police presence. For instance, if Food Lion requests an officer to be on-site at a specific time to help reduce shoplifting, Off Duty Management will schedule the officer and manage their payment. Mr. Charles explained that they operate under the rules and guidelines of the Police Department while taking on additional work to alleviate the department's workload. There are two payment options available: Off Duty Management can either pay the police agency or pay the officer directly. If the officer is paid directly, they will receive a 1099 form at the end of the year. He also noted that 19 other agencies within North Carolina, including Davie

County, and over 500 agencies across 35 states utilize their services. There is no cost to the Town. Police Department, or officers, and Off Duty Management holds the liability insurance and workers' compensation insurance. Their software is cloud-based and was developed by the company, offering 24/7 support. Commander Scott indicated that the Town is growing and has seen an increased need for off-duty officers. After some discussion, the Board requested Attorney Harding to review the contract, and Mr. Rusty Crissman to examine the insurance.

10. PUBLIC SERVICES DIRECTOR REPORT

Public Works Director Jacob Swaim updated the Board that water and sewer taps are current. The utility relocation on the south side of U.S. Highway 601 is nearly complete, but the situation is continually evolving.

11. EVENT PLANNER REPORT

Event Planner Lauren Willard reminded the Board about the Fill the Basket Easter Fest on April 12th at Yadkinville Park. She noted that she met with the Friends of Downtown Yadkinville group on February 18th, and they plan to have Ms. Anna Howe create a website for downtown Yadkinville. Ms. Willard stated that her and Planning Director Meredith Detsch will be attending a North Carolina Main Street expo next week, to gain more information about being involved in the NC Main Street Community Program.

Ms. Willard apprised the Board that she is involved in several committees and boards, including the America 250 Committee. America 250 will receive a State Grant to administer activities to celebrate America's 250th birthday.

12. TOWN ATTORNEY BEN HARDING

Town Attorney Ben Harding had nothing to report.

13. PLANNING REPORT

Planning Director Meredith Detsch presented a monthly report to the Board including the construction of eleven new houses, various code enforcement violations, as well as Map Amendments.

14. MANAGER'S REPORT

- **2026 Urban Archery Participation (Motion):**

Manager Koser presented the 2026 Urban Archery Participation form. He noted that no property owners have signed up to participate, so it is up to the individual hunter to seek permission.

Commissioner Tony Hall made a motion to approve participation in the 2026 Urban Archery Program. Commissioner Scott Winebarger seconded the motion, and the motion passed unanimously.

Vote: 5/0

- **Update on Main Street Power Poles (Duke Energy):**

Manager Koser informed the Board that Duke Energy will send a professional this week to review possible plans for relocating the power poles on Main Street. Mr. Koser also pointed out that the sidewalk project for Highway 601 to Unifi

Industrial Road (R-5909) is scheduled to begin in 2030. However, he hopes to have the power poles relocated before that project starts.

- **ABC Board Recommendations (fill by June 2025):**

Mr. Koser informed the Board that Mr. Jerome Kay has moved out of town limits. Town Clerk Alex Potts emphasized that she spoke with an ABC Board auditor, who confirmed that the representative for the Town does not need to reside within the town limits. However, it is important for them to have some level of investment in the Town. It was noted that we have until June to fill the position.

- **Re-appointment of Anna Howe to the Planning Board and Board of Adjustment (3-year term) (Motion):**

Commissioner Chris Matthews made a motion to re-appoint Anna Howe to the Planning and Board of Adjustment to serve another 3-year term. Commissioner Richie Parker seconded the motion, and the motion passed unanimously.

Vote: 5/0

- **Re-appointment of R.J. Speaks as an ETJ Representative on the Planning Board and Board of Adjustment (3-year term)) (Motion):**

Commissioner Chris Matthews made a motion to re-appoint R.J. Speaks to the Planning and Board of Adjustment to serve another 3-year term. Commissioner Richie Parker seconded the motion, and the motion passed unanimously.

Vote: 5/0

- **Re-appointment of Tony Snow as an ETJ Representative on the Planning Board and Board of Adjustment (3-year term)) (Motion):**

Commissioner Chris Matthews made a motion to re-appoint Tony Snow to the Planning and Board of Adjustment to serve another 3-year term. Commissioner Richie Parker seconded the motion, and the motion passed unanimously.

Vote: 5/0

- **Appointment of Issac Pelagio to the Tourism Development Authority (1-year)(Motion):**

Commissioner Tony Hall made a motion to appoint Issac Pelagio to serve a 1-year term on the Tourism Development Authority. Commissioner Scott Winebarger seconded the motion, and the motion passed unanimously.

Vote: 5/0

- **Appointment of Sam Stone to the Tourism Development Authority (1-year)(Motion):**

Commissioner Tony Hall made a motion to appoint Sam Stone to serve a 1-year term on the Tourism Development Authority. Commissioner Scott Winebarger seconded the motion, and the motion passed unanimously.

Vote: 5/0

- **Additional Item – Elm Street Sidewalk Update:**

Manager Koser informed the Board that Mr. Bryan Southard had begun work on the Elm Street sidewalk.

15. COMMISSIONER COMMENTS

Commissioner Monta Davis-Oliver: Commissioner Davis-Oliver announced that the ribbon-cutting ceremony for the YMCA will be held on Monday, March 10th, at 10:00 a.m. She expressed her gratitude to Ms. Detsch for providing a detailed planning report. Additionally, she shared concerns about the Holcomb House, which was relocated from Elm Street to Van Buren Street. She mentioned that the house appears to be in poor condition in its current location and requested that the Planning Director explore ways to guide the Historical Society in improving the property.

Commissioner Richie Parker: Commissioner Parker inquired about an alternate route since Pine Street is currently closed. Public Works Director Swaim stated that the NCDOT does have signs posted showing the alternative route to use. Commissioner Chris Matthews inquired about the electronic speed limit sign. Commander Scott stated that it is currently on Carolina Avenue.

Mayor Eddie Norman: Mayor Norman reported receiving correspondence from Mr. Jimmy Lancaster, a resident of Northwood Church Road, who expressed concerns about the construction of over seventy-five homes on Northwood Church Road. Mr. Lancaster highlighted that this development would significantly impact traffic on both Northwood Church Road and Lee Avenue and was displeased that residents were not informed about the project. Manager Koser mentioned that there had been discussions with Developer Robert Baldwin regarding the potential rezoning of the property for the subdivision; however, Mr. Baldwin has decided against this. Instead, he plans to construct twenty-eight homes equipped with septic tanks. Manager Koser also emphasized that since there is no intention to rezone the property, and as long as the developer meets all subdivision criteria, the Town has no authority to intervene.

Mayor Norman requested the staff to explore options for wayfinding signage. Manager Koser indicated that we may need to wait until the roundabout project is complete.

Mayor Norman inquired about the possibility of constructing pickleball courts at Yackinville Park. He would like to know if grant funding is available for the construction.

16. CLOSE SESSION

Commissioner Monta Davis-Oliver made a motion to go into "Close Session" at 6:46 p.m. pursuant to N.C.G.S. § 143-318.11 (a)(6) To consider the qualifications, competence, performance, character, fitness, conditions of appointment or conditions of initial employment of an individual public officer or employee or prospective public officer or employee; or to hear or investigate a complaint, charge, or grievance by or against an individual public officer or employee. Commissioner Richie Parker seconded the motion and the motion passed unanimously.

Vote: 5/0

Commissioner Monta Davis-Oliver made a motion to come out of "Close Session" at 7:11 p.m. Commissioner Chris Matthews seconded the motion, and the motion passed unanimously.

Vote: 5/0

17. ADJOURNMENT

*With no further business to discuss, Commissioner Monta Davis-Oliver moved the meeting to adjourn. Commissioner Chris Matthews seconded the motion, and the motion was approved unanimously. The meeting adjourned at approximately 7:11 p.m.
Vote: 5/0*



Eddie T. Norman, Mayor



Alex Potts, Town Clerk