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MINUTES

MARCH 12, 2015

7:00PM

REGULAR MEETING

YOUNGSVILLE COMMUNITY HOUSE

Mayor Fonzie Flowers called the Meeting of the Town of Youngsville Board of Commissioners to order at 7:00pm. Commissioner Hedlund gave the invocation. In attendance were Commissioners Graham Stallings, Catherine Redd, Larry Wiggins, Terry Hedlund and Joseph Johnson. Also in attendance were Town Administrator Bill Tatum, Town Clerk / Tax Collector Emily Hurd, Police Chief Daren Kirts, Town Attorney Joseph Olivieri, and Maintenance Supervisor Sheldon Patterson. Representatives from the Wake Weekly and the Franklin Times were also present.

The first item on the agenda was citizen's comments. David Jerose, Youngsville Kiwanis Club, gave the Board some history of the Kiwanis Club and stated that their one focus was youth service projects. He stated that when they started the Youngsville Chapter, there were 25 members but now they are down to seven members. He stated that they were actively recruiting to help the Kiwanis Club continue. Mr. Jerose stated that they have adopted several projects from YABA including Christmas Cares. He explained that seven members were just too few to do the work of twenty five. Mr. Jerose stated that the Wake Forest Chapter wants them back but they want to stay in Youngsville. When asked, he stated that they try to instill values and build character traits in the youth of Youngsville area children. Mr. Jerose stated that they have the Builders Club at Cedar Creek Middle School and the Key Club at Franklinton High School as well as the K Club at the elementary schools.

The next item on the agenda was the Financial Report. There were no comments.

The next item on the agenda was the approval of the Consent Agenda. The Consent Agenda consisted of approval of the minutes from the Board Meeting on February 12, 2015. Also included on the Consent Agenda were the Tax Collectors Report, the Police Department Report, and Budget Amendment 2015-09.

MOTION: TO APPROVE THE CONSENT AGENDA

The motion was made by Commissioner Johnson and was seconded by Commissioner Wiggins. It passed unanimously.

The next item on the agenda was Old Business. The first item under Old Business was to approve the bid to purchase land located at 102 SW Railroad Street. Attorney Olivieri stated that the Board needed to pass a Resolution approving the bid. He stated that Patricia Anderson had the winning bid at \$8,000. He explained that the Resolution states

that the Board approves the sale of land with the legal description that was included in the bidding process. He stated that it is subject to a driveway easement and that she has 120 days to demolish the building on the premises and remove the debris.

MOTION: TO ADOPT THE RESOLUTION APPROVING THE BID TO PURCHASE LAND LOCATED AT 102 SW RAILROAD STREET

The motion was made by Commissioner Stallings and was seconded by Commissioner Hedlund. Commissioner Redd stated that Mrs. Anderson had called her at home and we needed to work with her to get her new business going. Hurd stated that Mrs. Anderson had met with Clark for about an hour and a half earlier that week concerning what she can legally place on that land. The motion passed unanimously. Attorney Olivieri stated that he would inform Mrs. Anderson that we were ready to move forward.

The second item under Old Business was to continue the discussion on the Parks and Recreation 10 Year Plan. Commissioner Johnson stated that Gibson was unable to attend. He stated that this has been talked about a lot but all of this hinges on the Parks and Recreation Department becoming a 501 C 3. He stated that this would allow them to get more grant money and donations. Commissioner Johnson stated that a key issue was to solidify the Advisory Board. He explained that the main issues right now involved upgrading areas for safety purposes, such as lights and screens for the batting cages, fence around the playground, and repairing the lights on the fields. It also included some field maintenance issues such as turf for upper and lower fields, new infield dirt and a new JD 1200 for dragging and maintaining the fields. The Plan also states their needs and wants on a two to five year basis, such as converting to 2 fields, seating, fencing, turf, and drainage, and a five to ten year basis, such as housing for community events and adult leagues. Commissioner Johnson stated that they will be talking to the coaches concerning fund raising during the spring draft. He stated that there were a number of children that have been drawn to the Youngsville program from places like South Granville, Bunn and Louisburg.

The third item under Old Business was to discuss Policy 6.201 – Roadside Trash Removal by Town Public Works Employees. Commissioner Hedlund stated that during slow times, this Policy asks that Town employees help with litter. He explained that this would not be something scheduled but done during down times. Commissioner Hedlund stated that he and some of his neighbors had gone out to pick up litter but they need help. Tatum stated that they have put in place a schedule to try doing this on Thursdays plus other days as time permits. Commissioner Hedlund stated that he would work on 1A South but other areas that need to be hit are Highway 96, S Cross Street and Holden Road. Tatum asked the Board to let us know at Town Hall if they see an area that needs to be cleaned and we will get it done. Commissioner Wiggins stated that this is subject to availability of the employees. Commissioner Redd asked Patterson if they would have the time to do this and Patterson stated that they would make time and do the best they can. Commissioners Wiggins and Hedlund stated that was all they were asking. Tatum explained that he was hoping to bring the only part time employee we have left as full time. He stated that this employee has been here for two years and he would become full time with the understanding that he may still only work three to five days a week as

needed. Tatum stated that they should have plenty of time between the two employees. Commissioner Hedlund stated that any help would be appreciated.

MOTION: TO APPROVE POLICY 6.201 – ROADSIDE TRASH REMOVAL BY TOWN PUBLIC WORKS EMPLOYEES

The motion was made by Commissioner Redd and was seconded by Commissioner Hedlund. The motion passed unanimously.

The next item on the agenda was New Business. The first item under New Business was to appoint Mayor Fonzie Flowers and Commissioner Catherine Redd to the Youngsville Fire Department Board of Directors. Mayor Flowers stated that as Youngsville grows, we need to be more involved to help mitigate concerns. Commissioner Redd stated that there were two openings on their Board that were set aside for Town Officials. She stated that she and Mayor Flowers want those positions and have been attending meetings already. Commissioner Hedlund stated that it was a good idea to connect with the Fire Department.

MOTION: TO APPOINT MAYOR FONZIE FLOWERS AND COMMISSIONER CATHERINE REDD TO THE YOUNGSVILLE FIRE DEPARTMENT BOARD OF DIRECTORS

The motion was made by Commissioner Wiggins and was seconded by Commissioner Stallings. It passed unanimously.

The next item on the agenda was Closed Session (if necessary). Mayor Flowers stated that there was no reason to go into Closed Session.

The next item on the agenda was Committee Updates.

Policy / Ordinance Committee – Commissioner Hedlund stated that they were looking into an ordinance concerning snow removal. Hurd stated that there was already an ordinance on the books that stated that businesses needed to clear the snow and ice from the sidewalk in front of their businesses but it did not include residential. Commissioner Hedlund stated that they will look into it.

Finance Committee – There were no comments.

Capital Improvement Committee – There were no comments.

Comprehensive Development Committee – There were no comments.

The next item on the agenda was Reports and Other Business. Mayor Flowers wanted to thank the Maintenance Department for a job well done clearing the streets during our two snow storms. He stated that there were a couple of officers that went above and beyond as well but he would let Chief Kirts mention that.

Mayor Flowers also wanted to state that opening day for YAKS would be this Saturday and reminded everyone that traffic would be heavy.

Mayor Flowers stated that the Youngsville Fire Department will be having their Annual Family Day on April 11th at Hillridge Farms at 11am. He stated that they wanted him to mention that they needed more volunteer firemen. Mayor Flowers explained that they service a six mile radius of the Youngsville area.

Mayor Flowers stated that the YABA Business Expo has been moved to April 23rd. He stated that it would cost \$150 a booth and registration can be completed online at www.yabaonline.com.

Mayor Flowers stated that Oak Level Church now operates their food pantry on Wednesday 11am to noon and Thursday even from 6pm to 7pm. He stated that they will have their rummage sale on March 21st from 9am to 1pm. He stated that they are located on Cedar Creek Road.

Tatum stated that there was a pothole in the Industrial Park and the only bid to come in was for \$2,100 from Oakes Grading.

Tatum stated that the new furnace came in under budget but we needed to get insulation in the attic. He stated that there were two bids that came in but Allpro Insulation Company, here in Youngsville, came in at the lowest bid at \$960.

Tatum stated that we sold the property on SW Railroad Street for \$8,000 but we need to purchase a new lawnmower. He stated that state contract gives a price of \$7,700 but he was able to negotiate a price of \$7,000 with another company. This is for a 60" Snapper, zero turn mower. Tatum explained that this was originally going to be for next year's budget but the mowers that we have need to be repaired often and we are spending a great deal on repairs. He stated that we can use the money from the sale of land to purchase the new mower for cheaper than financing on state contract.

Tatum stated that he was looking for affirmation from the Board for all three projects that he just mentioned.

MOTION: TO PROCEED AS THE TOWN ADMINISTRATOR HAS RECOMMENDED CONCERNING PATCHING THE POTHOLE IN THE INDUSTRIAL PARK, INSULATION FOR THE COMMUNITY HOUSE, AND PURCHASING A MOWER

The motion was made by Commissioner Redd and was seconded by Commissioner Johnson. It passed unanimously.

Commissioner Redd wanted to express concerns about YABA's change of focus and felt that we need to set up a meeting with their current president, Wendy Jones. She stated that we need to find out how we can continue helping each other and the local businesses.

Mayor Flowers stated that he did not see any changes when he was last on their website. Tatum stated that he would schedule it for late April.

Commissioner Wiggins stated that he had concerns about annexation of subdivisions after the last Board Meeting. He stated that it may not be in Youngsville's best interest to approve rezoning and subdivisions if it is not annexed. Commissioner Wiggins stated that he met with Clark and Tatum to see what we can do to support the annexation of incoming subdivisions. He stated that one solution was to tie annexation in with the allocation of sewer. Commissioner Wiggins stated that this idea needs to be explored soon, because once the subdivision has been developed and the homes sold, there is no longer the option of annexing the properties. He stated that he wanted to get Board support before the Franklin County Public Utilities (FCPU) meeting on April 6th.

Commissioner Stallings stated that this was a good idea and felt that having our attorney present would also send a clear message at that meeting. Attorney Olivieri stated that he would talk to Clark to coordinate and help with the legal side of this matter. Tatum stated that Clark was hoping for a statement of support from the Board and had suggested a motion to show that support. Commissioner Wiggins stated that his reasoning behind this suggestion was that Youngsville will continue to grow and it will be at the tax payers' expense. Mayor Flowers agreed, especially when you consider emergency response.

Commissioner Redd wanted to clarify that if a subdivision comes in and wants sewer from FCPU, they would have to be annexed into the town and Attorney Olivieri stated that it was making FCPU have a policy to say that if they want utility services then, FCPU would then tell them that they need to ask for annexation. He stated that it was a way to get the Town and County to help support each other as growth happens.

Commissioner Redd asked if the subdivision decided that they didn't want to be annexed, they would still get water but no sewer and Commissioner Wiggins stated that this would make the subdivision have to get septic tanks, thus making the lot sizes larger and fewer homes located in the subdivision. Commissioner Wiggins stated that they are looking at other options as well since we aren't trying to shut down subdivisions coming to the area. He stated that one possibility is that the developer comes in and develops the area in two stages, after the completion of the first stage, the Town pays the developer for the streets (or a portion thereof) as an incentive for them to annex. Commissioner Wiggins stated that since we can't forcibly annex we have to do something if we want the town to grow. Tatum stated that Clark has experience with this concept and Commissioner Wiggins agreed.

MOTION: TO SUPPORT THE GRANTING OF SEWER ALLOCATION BY FRANKLIN COUNTY OF TOWN APPROVED DEVELOPMENTS, SUCH AS HOLDEN ROAD SUBDIVISION, WITH THE UNDERSTANDING THE DEVELOPER PETITION FOR ANNEXATION OF THE PROPERTY MATCHED TO ANY PHASING OF THE ALLOCATION AS GRANTED BY THE COUNTY. IN ADDITION, AUTHORIZING THE ADMINISTRATION AND PLANNING STAFF TO WORK WITH THE BOARD'S POLICY COMMITTEE AND PLANNING BOARD IN STUDYING AND PRESENTING THE STRATEGIES FOR THE BOARD TO CONSIDER THAT STRENGTHEN THE TOWN'S

ABILITY TO PLAN GROWTH OF THE CORPORATE LIMITS. FURTHER, THOSE INVOLVED ARE ENCOURAGED TO CONSULT WITH FRANKLIN COUNTY UTILITIES AND COUNTY PLANNING IN CONSIDERING ITS RECOMMENDATIONS FOR DESIGNATING AREAS FOR FUTURE SEWER ALLOCATIONS.

The motion was made by Commissioner Johnson and was seconded by Commissioner Hedlund. It passed unanimously.

Commissioner Hedlund stated that the Steering Committee would meet on April 2nd at the Community House.

Chief Kirts stated that he had two officers go above and beyond the call of duty during the last snow storm. He stated that they drove their personal 4WD vehicles for patrol to keep the town safe. He stated that it was Officer Taylor and Sgt Kimball. Commissioner Wiggins stated that was fantastic and wanted to make sure that they were compensated for their mileage. Commissioner Wiggins also stated that the Police Department look into purchasing a 4WD instead of another police car this budget year. Chief Kirts stated that he was discussing it with Tatum about getting one that is patrol capable.

Hurd stated that we have collected \$3,530.29 in garbage from the Debt Setoff Program. She also wanted to mention that since there were issues in the news concerning government emails, the State Archives of North Carolina offers tutorials on maintaining government email accounts per State regulations.

Mayor Flowers stated that due to conflicts, the April Workshop has been cancelled. As there was no date clear for all members of the Board to have another Workshop soon, it was decided to have the Powell Bill discussion on the April agenda.

Patterson stated that he too had to drive his personal vehicle since the town truck didn't have 4WD either. He stated that they have been using the leaf truck to push snow but we would need different style of tires next year to get a better grip in poor conditions. Mayor Flowers stated that they have discussed getting the town staff a 4WD vehicle as well. Commissioner Wiggins stated that Wake Forest uses 4WD vehicles that have plow attachments to do their streets. Patterson stated that all of Wake Forest trucks were set up for snow plows. Commissioner Wiggins stated that they may be easier to maneuver and that we will work in that direction.

The meeting adjourned at 7:55pm.