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MINUTES

APRIL 12, 2018

7:00 PM

REGULAR MEETING

YOUNGSVILLE COMMUNITY HOUSE

Mayor Fonzie Flowers called the Board Meeting of the Town of Youngsville Board of Commissioners to order at 7:01pm. Commissioner Hedlund gave invocation. In attendance were Commissioners Graham Stallings, Catherine Redd, Larry Wiggins, Joseph Johnson and Terry Hedlund. Also in attendance were Town Administrator Roe O'Donnell, Town Clerk / Tax Collector Emily Hurd, Town Attorney Edward Bartholomew, Police Chief Daren Kirts, Finance Officer Jaclyn Patterson, and Planning / Zoning Administrator Bob Clark. Representatives from the Wake Weekly and the Franklin Times were also present.

MOTION: TO APPROVE THE AGENDA AS PRESENTED

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

The first item on the agenda was two Public Hearings. The first Public Hearing was for the Annexation Petition by Laurel Oaks Subdivision, Phase 2 on Holden Road. Mayor Flowers opened the Public Hearing at 7:02pm. As there were no comments from the public, Mayor Flowers closed the Public Hearing at 7:02pm.

The second Public Hearing was for the Annexation Petition by Barbara and Gary Strickland for property located at 340 Holden Road. Mayor Flowers opened the Public Hearing at 7:02pm. As there were no comments from the public, Mayor Flowers closed the Public Hearing at 7:03pm.

The next item on the agenda was citizens' comments. Logan Harrison wanted to propose a Youth Advisory Board for youth community service. He explained Franklin Academy required 100 hours of community service and he felt a Youth Advisory Board would be perfect for Youngsville. Mr. Harrison stated they would participate in events, adopt a road, and attend meetings and hearings. He explained the Youth Advisory Board would consist of a Chair, Vice-Chair, Secretary, and Treasurer. Mr. Harrison pointed out the youth are the future of politics. He stated they wanted to make changes and advocate for youth. Mayor Flowers stated he liked the idea and apologized for being unable to meet with Mr. Harrison before this. He asked if Mr. Harrison could get a full presentation together and meet with him and O'Donnell. Mr. Harrison stated he could get that done. O'Donnell explained that an Advisory Board would be similar to the Planning Board. He stated it would require an Ordinance change to include the bylaws of the Youth Advisory Board. Mayor Flowers agreed we should get started.

The next item on the agenda was the Financial Report. Patterson explained the final Budget Amendment was included on the Consent Agenda. She stated everything was looking good so far.

The next item on the agenda was the approval of the Consent Agenda. The Consent Agenda consisted of the minutes from the Board Meeting on March 8, 2018, the Tax Collector's Report, the Police Department Report, and the Youngsville Fire Department Report. Budget Amendment 2018-05 was included on the Consent Agenda. Contracts with N*Focus were also included; to approve the contract between N*Focus, Inc. and the Town of Youngsville for the provision of planning and code enforcement services for FY 2018 – 2019 and approve the contract extension with N*Focus, Inc. to provide contractor personnel to serve as part-time Town Administrator to perform any / all functions related to local government administration, said extension being from September 17, 2018 to March 15, 2019. Also included on the Consent Agenda was the re-appointment of Janice Pearce to the Planning Board and to declare personal property surplus.

MOTION: TO APPROVE THE CONSENT AGENDA AS PRESENTED

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

The next item on the agenda was Old Business. The first item under Old Business was to adopt Annexation Ordinance 2018-2 for Laurel Oaks Subdivision, Phase 2 on Holden Road.

MOTION: TO ADOPT ANNEXATION ORDINANCE 2018-2 FOR LAUREL OAKS SUBDIVISION, PHASE 2 ON HOLDEN ROAD

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

The second item under Old Business was to adopt Annexation Ordinance 2018-3 for Barbara and Gary Strickland, 340 Holden Road.

MOTION: TO ADOPT ANNEXATION ORDINANCE 2018-3 FOR BARBARA AND GARY STRICKLAND, 340 HOLDEN ROAD

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

The next item on the agenda was New Business. There was no New Business

The next item on the agenda was Closed Session. Mayor Flowers stated that the Board did not need to go into Closed Session.

The next item on the agenda was Committee Updates.

Policy / Ordinance Committee – There were no comments.

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 congratulate Ron Adkins for winning the Staff Bracket Challenge and Bryan O’Bannon for winning the Citizen’s Bracket Challenge. He stated he would take each of them out to lunch at a Youngsville restaurant.

Mayor Flowers reminded the Board that the Franklin County Chamber of Commerce would be hosting their annual Golf Tournament on April 19th. He noted the Board of Adjustment would meet on April 19th as well.

Mayor Flowers noted the Youngsville Fire Department would be hosting their annual Ceremony on April 21st at 4pm. Jason Brown will be the guest speaker.

Mayor Flowers wanted to thank Commissioner Hedlund for helping to keep Youngsville clean and beautiful. He expressed his concerns about the amount of litter that keeps occurring on our streets.

Mayor Flowers noted the Youngsville 5K Color Run was a huge success. He hoped it would become an annual event. Mayor Flowers thanked the Youngsville Police Department and Fire Department for all of their help in keeping the participants safe. He also wanted to thank all of the volunteers for making the Run a success.

Mayor Flowers stated that Corey Hilderhoff was a senior at Franklin Academy. He explained Mr. Hilderhoff’s senior project had two parts and the 5K Color Run satisfied one portion of his project. Mayor Flowers stated Mr. Hilderhoff wanted to give back to the community and chose Feeding Franklin as the recipient of the \$1,905 raised. Jay Lamm was present as a representative for Feeding Franklin. Mr. Hilderhoff presented Mr. Lamm a check for the proceeds. Mr. Lamm stated the funds would help finance the two community gardens they operate in Franklin County. He explained they produced 70,000 pounds of produce last year. Mr. Lamm stated he appreciated all of Mr. Hilderhoff’s work. Mayor Flowers presented Mr. Hilderhoff with a Certificate of Appreciation for his community efforts.

O’Donnell reminded the Board the Pay and Classification Study would start on April 23rd with orientation for employees. He stated the Study would cross two fiscal years.

O’Donnell explained the Comprehensive Development Plan (CDP) is ongoing. Mr. Flowe has been in Youngsville, with two colleagues, gathering information.

O'Donnell stated he has spoken with NC DOT concerning 5Points intersection. They have completed their survey and noted that widening would be required. O'Donnell explained the design will take a few weeks to prepare, then they will present the Town with a cost estimate budget.

O'Donnell noted there was a healthy increase in the tax base. He explained some was due to revaluations, though most was due to growth. O'Donnell stated that these numbers would be reflected in the Budget. He stated additional numbers would be coming in, mostly personal property values for the larger industries.

O'Donnell stated he would like to have a Budget Workshop. After a brief discussion, May 8th at 6pm at the Youngsville Community House was decided.

Commissioner Wiggins noted he has received calls concerning the condition of a residential property. He stated it was time for him to discuss the situation with Clark. Clark stated he would get the information to the Code Enforcement Officer after he received it. Commissioner Wiggins stated he looked at the property in question and it does look like there is a problem.

Commissioner Wiggins also wanted to note the muffler noise in town has worsened. Chief Kirts stated there was little they could do at this time. He explained some mufflers were standard issue and factory installed, which makes it hard to tell the difference. Chief Kirts explained the Ordinances / laws need more teeth to enforce. Commissioner Wiggins noted he hears them all over town and Chief Kirts stated he would look into it further.

Commissioner Hedlund noted several roads had been cleaned by their adopted organizations: Jeff Fields (40+ bags) and Youngsville Kiwanis Club (51 bags). He stated the Youngsville Kiwanis Club would start cleaning their adopted highway every six weeks instead of twelve weeks. Commissioner Hedlund stated the next cleanup would be April 28th at 10am and they will gather at the Youngsville Post Office.

Clark reminded the Board there would be a Board of Adjustment Hearing on April 19th for a Variance. He explained the second case cancelled and noted it was a good sized development. Clark stated it would be heard at the quarterly Board of Adjustment Hearing on May 3rd. He noted they were waiting on information from NC DOT.

Clark explained the Main Street Improvements Project has 65% plans based on the Public Meeting. He stated he would coordinate with Kimley-Horne to host another Public Meeting. Clark stated NC DOT wants to make sure that all easements, including temporary construction easements, are in effect so the crews will have the right to do the work required. He stated he, O'Donnell and Kimley-Horne will meet to start the formal process for the easements. Clark noted there was about thirty properties involved. He explained the agreement with CSX has been forwarded to their engineers for review.

Assistant Fire Chief Graney stated there have been 95 fire calls, which is a 1.5% increase over last year.

Assistant Fire Chief Graney noted their annual Ceremony would be held on April 21st at 4pm at Faith Baptist Church. All elected officials, staff and press are invited. He explained new and re-elected members would be sworn in and awards and citations will be handed out. Assistant Fire Chief Graney noted Mayor Flowers would speak, as well as a keynote speaker.

Assistant Fire Chief Graney also wanted to mention how well organized the 5K Color Run was and noted it was a successful event.

Assistant Fire Chief Graney noted they have completed their ISO inspection and everything went well. He explained this sets insurance premiums for their coverage area. Inspection was on March 26th and 27th and would have a 90-day turn around.

Assistant Fire Chief Graney noted there has been burning inside of town limits, where it is prohibited by Ordinance. He gave a brief rundown of the rules pertaining to burning in the Ordinance. Assistant Fire Chief Graney thanked the Youngsville Police Department for their assistance and follow up.

Assistant Fire Chief Graney noted they were accepting applications for volunteers. He explained the Fire Department pays for training and equipment. Assistant Fire Chief Graney stated there was a Junior Program for fourteen to eighteen year olds to help explore career options in the Fire Department.

Commissioner Johnson stated opening games would be April 16th for Flag Football and games would be every Saturday night.

Commissioner Johnson stated the Luddy Park was chosen for the Junior Home Run Derby, with promos running on ESPN. He explained only four sites were chosen. Commissioner Johnson stated the winner of the Junior Home Run Derby would attend the MLB All-Star Game.

Chief Kirts stated the Maintenance Department was getting caught up and there were no recent complaints. He noted the light has been installed in the parking lot at Town Hall. Chief Kirts also noted there were some lights on the building that would need to be replaced as well. Mayor Flowers agreed that the parking area is well covered. Commissioner Wiggins wanted to look into upgrading the light for the sign and Chief Kirts noted that it would require underground wiring by an electrician. Commissioner Wiggins asked that we start getting quotes so we can proceed with upgrading the lights.

The meeting adjourned at 7:36pm.