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MINUTES

APRIL 11, 2019

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 7:00pm. Commissioner Hedlund gave invocation. In attendance were Commissioners Catherine Redd, Larry Wiggins, Joseph Johnson and Terry Hedlund. Commissioner Graham Stallings was not in attendance. Others in attendance were Town Administrator Phillip Cordeiro, Town Clerk / Tax Collector Emily Hurd, Town Attorney Edward Bartholomew, Police Chief Daren Kirts, Youngsville Fire Department Assistant Chief Justin Graney, Finance Officer Jaclyn Patterson, and Planning and Zoning Administrator Bob Clark. Representatives from the Franklin Times and the Wake Weekly were also present.

MOTION: TO APPROVE THE AGENDA

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

The first item on the agenda was a Public Hearing. The Public Hearing was to hear comments on the Annexation Petition for Holden Creek Preserve, Phase 5. Mayor Flowers opened the Public Hearing at 7:01pm. Clark noted the Town Clerk had received the Annexation Petition and everything was in order. He explained Holden Creek Preserve would be annexed in phases as previously discussed. Phase 5 would include approximately 28 lots. There were no comments from the public. Mayor Flowers closed the Public Hearing at 7:02pm.

The next item on the Agenda was citizens' comments. Rodney Bowen, 201 SE Railroad Street, wanted to clarify that he did not have a problem with the rezoning of the property across street. His only concern was how it would affect him. Mr. Bowen asked if there were any plans for a buffer and Clark noted that it has been a while since he's looked at the plans but knew there was existing vegetation. Clark stated there were buffer standards in the Zoning Ordinance. Clark stated the owners were proposing office space and he would look over the plans again. Mr. Bowen asked what he could do to be proactive in his yard and Clark stated he would call him.

Mr. Bowen also wanted to talk about the drainage problem in his area. He informed the Board that he had sued the Post Office to resolve their drainage problem. Mr. Bowen noted they had installed a retention pond; however, it was not working properly and has failed. He understood this was probably as good as they are willing to make it though. This creates concerns about mosquitos because the retention pond does not drain

properly. Mr. Bowen explained the retention pond drains towards an eroded ditch that is in the Town's right of way. He asked who was responsible for maintaining the ditch and noted there was a lot of water heading into the ditch.

Clark stated the Town Engineer had inspected the retention pond and determined that it did not meet specifications. He noted that it was supposed to be a "dry pond" and not hold water. Clark stated a letter has been sent to the owners requesting they correct the problem. He noted the water was flowing in the direction that it was designed. Mr. Bowen reiterated the ditch needed to be deeper and he felt the owners would not correct the problems based on past experience. He felt that it wasn't right for him to pay to correct the ditch and has already spent over \$9,000 on his property. Mr. Bowen stated it shouldn't be unreasonable for the Town to dredge ditches every few years.

Mayor Flowers asked for clarification and Clark explained there was a shallow swell, but Mr. Bowen's home was lower. Clark stated it was time to revisit the ditch problems, especially due to the recent paving of E Persimmon Street. Mr. Bowen expressed his concerns that the hay will block the culverts. He stated all he was asking was for the Town to fix the ditches again, as it should not be his responsibility. Mayor Flowers noted there was a constant struggle around town to maintain the ditches, especially ditches that had shallow utilities. Cordeiro stated he would get the Maintenance Department and Clark to investigate this situation. He agreed it was a valid concern and appreciated Mr. Bowen bring it to the Town's attention. Mr. Bowen stated the retention pond and system was working some but there was still a lot of water coming from the Post Office parking lot.

The next item on the agenda was the Financial Report. Patterson stated everything was going well. She noted that Cordeiro did a great job finishing the Budget. Patterson stated the Town received confirmation that their reimbursement from the Main Street Improvements Project has been approved. She stated payment should be received soon and the change order will come in shortly after.

The next item on the agenda was the approval of the Consent Agenda. The Consent Agenda consisted of:

- Minutes from the Board Meeting on March 14, 2019
- Minutes from the Board Retreat on March 22 and April 1, 2019
- Minutes from the Planning Board Joint Session on April 2, 2019
- Tax Collector's Report
- Police Department Report
- Youngsville Fire Department Report
- Youngsville Parks and Recreation Report
- Resolution adopting the requirement of Daily Deposits when Cash Drawers exceed \$500
- Direct Town Administrator to Negotiate and Execute a Contract between the Town of Youngsville and S Preston Douglas & Associates, LLP, for Audit Services.

MOTION: TO APPROVE THE CONSENT AGENDA AS PRESENTED

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

The next item on the agenda was Old Business. The first item under Old Business was Annexation Ordinance 2019-2 for Holden Creek Preserve, Phase 5.

MOTION: TO ADOPT ANNEXATION ORDINANCE 2019-2, HOLDEN CREEK PRESERVE, PHASE 5

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

The next item on the agenda was New Business. The first item under New Business was a Resolution adopting compensation for the Members of the Youngsville ABC Board. Mayor Flowers noted the ABC Board Members would get an increase from \$25 to \$50 per month.

MOTION: TO ADOPT THE RESOLUTION ADOPTING COMPENSATION FOR THE MEMBERS OF THE YOUNGSVILLE ABC BOARD

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

The second item under New Business was to approve a contract with the Youngsville ABC Board for professional services.

MOTION: TO APPROVE A CONTRACT WITH THE YOUNGSVILLE ABC BOARD FOR PROFESSIONAL SERVICES

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

The third item under New Business was a Resolution to increase the size of the Youngsville ABC Board from three to five Members.

MOTION: TO ADOPT THE RESOLUTION TO INCREASE THE SIZE OF THE YOUNGSVILLE ABC BOARD FROM THREE TO FIVE MEMBERS

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

The fourth item under New Business was the submission of the FYE 2020 proposed Budget and Budget Message to the Governing Board.

MOTION: TO SCHEDULE A PUBLIC HEARING ON FYE 2020 BUDGET, WITH A TAX RATE OF \$.655 PER \$100 VALUATION, FOR MAY 9, 2019

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

The fifth item under New Business was a Resolution requesting the removal of the ten percent cap on satellite annexations.

MOTION: TO ADOPT THE RESOLUTION REQUESTING THE REMOVAL OF THE TEN (10) PERCENT CAP ON SATELLITE ANNEXATION

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

The next item on the agenda was Reports and Other Business. Mayor Flowers reminded everyone the 5K Color Run would start Saturday morning at 8:30am, followed by the Egg Hunt at 11am. He noted there would be food trucks, bouncy houses, etc. Mayor Flowers stated it would be an outstanding day. He stated the Youngsville Fire Department will have a team at the festivities but noted their Installation Ceremony started at 4pm at Faith Baptist Church. All public officials are invited to the Installation Ceremony.

Cordeiro asked if there were any questions on the proposed Budget and there were not. He noted the Board could contact him if they need more information.

Cordeiro asked if the Board had any questions regarding the Youngsville ABC Board. He stated he attended their April 5, 2019 meeting and noted they were purchasing the property beside the ABC Store. Cordeiro explained the proposed arrangement states they will remit profits after debt costs and the Town will continue to provide our current services. He stated candidates would be presented once the process has been determined.

Cordeiro stated the Town has notified Waste Industries that we intend to cancel our current contract to take bids, noting that Waste Industries will have the opportunity to submit bids as well. The bid process ensures the Town is getting the best price. Cordeiro stated there have been some service related issues recently that will also need to be addressed during the bidding process. The new contract will take effect on July 1st.

Cordeiro stated we were still on track for updating our phone systems. At this time, we are only waiting on the new phone numbers to be assigned and explained the last four digits would be the extension numbers.

Cordeiro stated the updates to the new webpage are coming along. He noted it was too early to present to the Board as Staff was still giving feedback to the vendor.

Cordeiro noted the Downtown Strong Initiative was going well. He stated the Board would receive an update from Ms. Young in May. Mayor Flowers requested it be included in the Board Meeting to keep from having an extra meeting.

Cordeiro asked the Board for more information to guide applicants during the branding competition. He noted Gather YV would be focusing on developing a brand for the downtown businesses. The concept is a logo and a catch phrase to market Youngsville. Cordeiro stated he wanted to crowd source the idea on social media. He suggested a subcommittee to narrow nominations before presenting ideas to the Board.

- One word to describe Youngsville – Gather / “Living Best Life” / “Small Town Living”
- What sets Youngsville apart from other communities – Community / Caring / Life / Alive
- What would Youngsville’s spirit animal be? – Meer Cat / Squirrel
- Verb or Action Word – Gather / Grow / Go
- Existing Logos the Board likes – Century Link / Target (circle and one color) / Marriott
- Restrictions on Logo? – Simple (x 3) / 2-3 colors
- What we want people to think when they see the Logo – Home (x4) / Entertainment / Fun (we want people to think “Hey, Youngsville” and the things they can do) / Social

Commissioner Johnson noted how impressed he was on how quickly the speed limit sign was replaced after it was hit. However, he noted the speed limit needs to be lowered.

Commissioner Hedlund mentioned the Egg Hunt was on April 13th and noted the perimeter of the Luddy Park needed to be cleaned. He stated the Fall Festival would also be done as a partnership with Tassie McGannon leading the charge. Commissioner Hedlund asked if this would be something Gather YV would be interested in helping with. He stated they will already have leaders, but they needed help. Commissioner Hedlund stated we wanted to ensure the Fall Festival remained a great event every year. He noted Faith Baptist Church is really stepping up and he appreciated it. Commissioner Redd stated she would send an email to Gather YV. Commissioner Hedlund stated he wanted members of Gather YV to speak to the Kiwanis Club about their group.

Clark stated there would be a Board of Adjustment Hearing at the regularly scheduled May 2, 2019 Hearing. There was one Conditional Use Permit Application. He stated the Hearing has been advertised. Clark recommended having the Downtown Strong meeting after the Board of Adjustment meeting and Cordeiro stated he would follow up to see if that date works best.

Clark stated he and Cordeiro had been invited to the meeting for the Franklin County Comprehensive Development Plan on April 25th. He noted they will stay involved during the process.

Clark stated the Planning Board has been meeting twice a month to work on the Youngsville Development Ordinance (YDO). He stated they were getting interest from people that may want to wait before developing. Clark noted the sessions are open to the public.

Attorney Bartholomew stated he was trying to get with opposing council concerning the purchase of the old Town Hall. He noted it was impossible to get in touch with him. Attorney Bartholomew stated he has followed up with emails but still has not heard back.

Attorney Bartholomew stated he has sent emails to Cordeiro and Clark concerning stormwater. He noted the Town was in a good position at this time and stated he could come to Town Hall before meetings if he's needed.

Attorney Bartholomew stated there will be a conference in October by the School of Government for Town Attorneys and he would like to attend. He stated this opportunity would give him more training. Attorney Bartholomew noted the cost would be split between Youngsville and Franklinton since he served both as Town Attorney. He stated he would bring more information to the Board as it became available. Attorney Bartholomew stated the training would last approximately three days and noted he would cover his own mileage.

Chief Kirts stated he wasn't sure who's responsibility it was to maintain the ditch that Mr. Bowen had mentioned but noted that it did need to be attended to. He explained the Town did not have the equipment or manpower to repair this ditch.

Mayor Flowers read the Parks and Recreation Report. He noted the tournament would need more volunteers and a PA System. Attorney Bartholomew stated he may be able to find one.

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

The meeting adjourned at 7:45pm.