



Town of Youngsville

Board of Commissioners

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MINUTES BOARD OF COMMISSIONERS

SEPTEMBER 12, 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. After a moment of silence to commemorate September 11th, Commissioner Hedlund gave invocation. In attendance were Commissioners Catherine Redd, Graham Stallings, Larry Wiggins, Joseph Johnson, and Terry Hedlund. Others in attendance were Town Administrator Phillip Cordeiro, Town Clerk / Tax Collector Emily Hurd, Town Attorney Edward Bartholomew, Interim Police Chief Joseph Kimball, Finance Officer Jaclyn Patterson, and Assistant Planning and Zoning Administrator Erin Klinger. A representative from the Franklin Times was also present.

MOTION: TO APPROVE THE AGENDA

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

The next item on the agenda was citizens' comments. Mary Powell, 209 S Nassau Street noted the traffic did slow down after recent Town improvements but is now picking up again. She stated something still needs to be done such as speedbumps or closing street. When asked, Mrs. Powell stated there were still tank and box trucks using S Nassau Street but there were no 18 wheelers.

The next item on the agenda was the Financial Report. Patterson stated that is has been a busy month. She noted she had already received the ABC draft financials and the Town will follow shortly, hopefully next month. Patterson noted the audit questionnaire had been included in their packets which needed to be filled out then mailed back. She explained the auditors require a majority of the questionnaires returned before they release financials. Patterson noted things were moving along.

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

- Minutes from the Board Meeting on August 8, 2019
- Tax Collector’s Report
- Police Department Report
- Youngsville Fire Department Report
- Tax Release – Blair Mathews – Personal Property not located within Town Limits
 - 2016 - \$61.03
 - 2017 - \$62.24
 - 2018 - \$62.24
 - 2019 - \$56.83

MOTION: TO APPROVE THE CONSENT AGENDA

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

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

The next item on the agenda was New Business. The first item under New Business was to adopt the new Town Brand as proposed by Arnett Muldrow and Associates. Cordeiro noted the Board should have received an email that contained a manual on how to use the new Brand along with a wayfinding strategy. He presented the Board with the new Town Seal and alternate Logo, noting the Town Seal will be for more official business and the Logo will be for marketing. The next few slides showed Brand extensions (Halloween, Farmers’ Market, etc.), color scheme, fonts, and samples for wayfinding signage. Cordeiro stated he will start getting quotes and asked the Board if they had a preference on what came first. After a brief discussion, signage for 5-Points intersection was agreed upon. Cordeiro noted the last slide showed the Logo on the front of our new website, which is almost completed. He noted departments now needed to add their content before the website can go live.

MOTION: TO ADOPT, BY RESOLUTION, THE NEW TOWN BRAND AS PROPOSED BY ARNETT MULDROW & ASSOCIATES

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

The second item under New Business was a resolution approving public sponsorship of a Special Event, Trick or Treat. Mayor Flowers noted this was the third year for this event. He stated last year had a stellar turnout. Mayor Flowers stated it was good for the kids but also great for the businesses.

MOTION: TO ADOPT THE RESOLUTION APPROVING PUBLIC SPONSORSHIP OF A SPECIAL EVENT – TRICK OR TREAT

The motion was made by Commissioner Wiggins and was seconded by Commissioner Hedlund. Commissioner Redd asked who was overseeing the event and Cordeiro stated that Miranda from Carolina Insurance filed the Special Event Permit. When asked,

Cordeiro stated he did not think it would require any public works staff but there would be Police Officers on site. Chief Kimball stated it would not cost too much as only a few officers would be needed. Mayor Flowers asked if they would help with street crossings and Chief Kimball stated he will have officers positioned on both sides of the tracks to help people cross Main Street. Commissioner Hedlund stated events would continue at the Luddy Park. He noted that Smith would meet with the Kiwanis Club on Friday to discuss their event. Commissioner Redd stated the Town was doing great. The motion passed unanimously.

The third item under New Business was a to approve the contract between Jaclyn Patterson and the Town of Youngsville for the provision of financial services from September 2019 through September 2020. Cordeiro stated that Patterson was doing a great job.

MOTION: TO APPROVE THE CONTRACT BETWEEN JACLYN PATTERSON AND THE TOWN OF YOUNGVILLE FOR THE PROVISION OF FINANCIAL SERVICES FROM SEPTEMBER 2019 THROUGH SEPTEMBER 2020

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

The fourth item under New Business was to approve the Franklin County Involuntary Commitment Transportation Agreement. Chief Kimball gave a brief explanation of the process. Officers would take the individual to the hospital and sit with them for 30 minutes. If the person is not committed, then the officers can leave. If they are committed, then a Deputy Sheriff will take them if the facility is out of the county. This agreement just puts the process in writing and adopts the protocol. Attorney Bartholomew noted there is a primary IVC in Franklin County located at the hospital in Louisburg.

The next item on the agenda was Reports and Other Business. Mayor Flowers stated we had our first Farmers' Market last night. He noted it was small but hopes that it will continue to grow. Mayor Flowers stated it was well attended. Mayor Flowers noted that Kickball Season started last night as well. He stated everyone had a great time.

Mayor Flowers wanted to commend the Police Department for their drug bust of 485 bags of heroin, noting how many lives had been saved by getting those drugs off the streets. He stated they did an amazing job.

Mayor Flowers stated the Youngsville Fire Department also did a great job honoring those fallen on September 11th. He noted there was a flag draped from the ladder truck over the fields for opening day of Kickball Season. Mayor Flowers stated the Youngsville Fire Department had also attended a September 11th Memorial in Louisburg earlier in the day.

Cordeiro reminded the Board of their upcoming schedule. September 26th at 5:00pm would be a Special Called Meeting at Town Hall for Closed Session to discuss personnel. He stated this meeting would last approximately an hour and a half. Afterwards, there will be another Special Called Meeting at the Community House for Chief of Police Interviews.

Cordeiro stated the Board would need to set aside time from 5:00pm to 9:00pm to complete both meetings.

On October 1st, Cordeiro stated there would be a joint Work Session with the Planning Board. Rick Flowe, N*Focus, will present the draft Youngsville Development Ordinance (YDO). He noted this should take about two to three hours. Cordeiro stated there would need to be another Special Called Meeting at the end of October to have a Public Hearing on the YDO and possibly pass it at that time.

Cordeiro stated the lighting on Field 3 of Luddy Park has been installed and looks great. This will help the Parks and Recreation Department add additional programs. The basketball court will be completed soon. Cordeiro explained there was some confusion about replacing the broken backboards. It was finally determined that the Town would replace them and deduct the costs out of the final payment. Hopefully, they will be installed next week.

Commissioner Hedlund asked if the Town would host a Candidate Forum for the upcoming election. Cordeiro stated he would be happy to facilitate that event. Mayor Flowers explained previous events and Cordeiro stated he would get with everyone on a good date to hold the event.

Commissioner Johnson noted, as far as speeding goes, the cut through streets are an issue, especially Nassau and Winston Streets. He stated it was hard for cops to be everywhere at one time. He stated it was difficult to walk down the street, even to walk the dog, as people are flying down the road at all times of the day. It is very frustrating.

Mayor Flowers asked if he had seen any difference since the upgraded stop/turn lights were installed and Commissioner Johnson stated he thinks it has become worse. Commissioner Wiggins stated he noticed a change at the intersection, but he still can't get out of his parking lot on W Main Street because cars are still backed up. Commissioner Johnson noticed if leaves later in the morning, traffic is almost backed up to the tracks on Winston Street, which is a new development. Commissioner Redd noticed more traffic on the back roads, as well as the increase in backed up traffic. Mayor Flowers stated it seemed odd to him because he felt it should be faster to use the new turn signals on W Main Street, which would keep them off the side roads. Commissioner Wiggins reiterated Main Street still jammed up. Commissioner Hedlund stated Main Street was not as bad as it used to be. He noted people never had to wait too long. However, Commissioner Hedlund felt the Board needed more data on the situation and what is causing it. Commissioner Johnson noted the light at Cedar Creek still adds a lot of traffic because of the two schools. Commissioner Redd stated traffic was ruining the quality of life in town. It was no longer satisfying.

Commissioner Redd stated we might also want to mention to NC DOT that during the green left arrow from North College Street onto Main Street, there is no warning/signal to let cars stopped opposite of them to know they can turn left. This has created people trying to turn right on red when oncoming traffic has a green left light. Commissioner Redd noted there has been a couple of close calls. Cordeiro stated he would investigate getting a sign installed to remind them. He stated NC DOT has come out to check on things, but he will

keep them engaged. Chief Kimball noted NC DOT has the Cedar Creek stop light on their radar because of backed up traffic. He stated they are also looking at split at Highway 96 and Park Avenue. Chief Kimball stated the Police Department will put up a speed sign at Nassau and Winston Streets next week. This electronic speed sign will give data on what is going on in each area. Commissioner Johnson noted the Police Department used to have a mobile one and Chief Kimball explained that is not the one they will be using. This sign will send data back to the Police Department. Commissioner Hedlund noted there was one by the school and Chief Kimball stated that was the sign they would be using. Commissioner Hedlund noted it gets attention.

Mayor Flowers stated he had noticed the traffic flowing better from N College Street and thought it would keep people off the back roads. Commissioner Johnson noted that traffic was stalled today coming from N College Street onto W Main Street. It stalled out because of the red light and noted it was going to be a problem. However, his main concern was the speeding problem. Commissioner Johnson stated he can deal with traffic, but the speeding is the problem, especially when you consider kids walking the neighborhood along with the older walkers/joggers. He stated he knows there are not enough officers, but it gets frustrating.

Commissioner Stallings stated that as a Board, they could fix the problem. He noted that S Nassau Street could be made into a one lane street or closed off to create a dead-end street. Commissioner Stallings stated the problems won't go away until the Board takes action.

Commissioner Stallings noted the garbage men had left roll carts knocked over and stated they also leave the tops open after they have been serviced. He expressed concerns over the carts filling with rainwater. Hurd stated she would notify Republic.

Commissioner Redd noted the doors to the Community House were in bad shape. She stated that she understood the bathroom would be the next thing renovated on the Community House but asked if new doors could be added sooner rather than later.

Commissioner Hedlund stated the Fall Festival and Car Show would be held on September 28th from 9am-3pm at Faith Baptist Church. He stated Tassie McGannon was doing a great job getting everything organized.

Commissioner Hedlund stated he would organize a road cleanup near the end of October, possibly a Friday and a Saturday. He asked anyone interested to contact him and noted they could use the help.

Attorney Bartholomew stated the contract for the sale of the old Town Hall and Police Department has been signed by the bidder. He stated he would receive the original contract and earnest check soon. Once he receives that information, we can start with the upset bid process. Mayor Flowers thanked Attorney Bartholomew for a job well done and noted the delay was due to opposing council. Attorney Bartholomew stated he expects this process to be completed by the end of the year.

Attorney Bartholomew noted, as a motorist passing through Youngsville a few times a week, he has noticed the evening traffic seems to be better. He stated the 5-Points intersection was much easier to get through. Attorney Bartholomew stated Youngsville was heading in the right direction. He understood that what he sees passing through is a completely different experience than the residents have.

Chief Kimball stated the new speed signs should help relieve some of the issues and give the Police Department the information they need to move forward on alleviating some of the problem areas. He stated they answered forty calls last month for a total of 442 calls so far this year.

Chief Kimball stated the Youngsville Police Department's Blood Drive will be held on November 9th. Anyone wishing to sign up could contact the Police Department.

Commissioner Hedlund asked if the Town could purchase more speed signs and Chief Kimball stated he would be adding more to next year's budget. Chief Kimball stated they were also looking into grants.

Mayor Flowers stated the Youngsville Fire Department will host their 75th Anniversary Open House of Station #1 on October 12th. He noted the Youngsville Fire Department would put more information out as it becomes available.

Cordeiro stated that Smith will be at a Parks and Recreation Conference next week.

Hurd stated that she would set up a Christmas Parade meeting for next week. She noted Faith Baptist Church will let the Town stage in their parking lot. Hurd explained a new route would need to be planned.

Hurd reminded the Board they had received a copy of the adopted Comprehensive Development Plan (CDP) earlier in the year after it was adopted. She asked the Board to bring it to the Work Session on October 1st so that it could be placed in the YDO binders.

Hurd explained there was an error in the Tax Collector's Report totals. She explained it has been corrected and future reports will show the proper total.

Cordeiro stated Randy Smith had been hired as the new Maintenance Supervisor and started on Monday. He explained Mr. Smith has approximately twenty five years' experience in solid waste from both Raleigh and Durham and will be a great addition to our team.

The next item on the agenda was Closed Session. Mayor Flowers stated there was no reason to go into Closed Session.

The meeting adjourned at 7:42pm.