

August 8, 2022 (REGULAR MEETING)

Minutes of the regular meeting of the Mayor and Board of Commissioners of the Town of Elkin, August 8, 2022, 6:00 p.m. at Town Hall.

Present: Mayor Sam Bishop, Commissioners Cicely McCulloch, Robert Ball, Will Gwyn and Tommy Wheeler (attended through Zoom). (Excused: Commissioner Jeff Eidson.)

Also present: Town Manager Brent Cornelison, Assistant Town Manager and Recreation Director Adam McComb, Town Attorney Raymond Parker and Town Clerk Cathie Tilley.

Following a reception to honor Commissioner Wheeler, Mayor Bishop welcomed everyone and called the meeting to order. He asked Police Chief Monroe Wagoner to lead our Pledge of Allegiance.

Mayor Bishop asked for a motion to excuse Commissioner Eidson. A motion by Commissioner McCulloch to excuse Commissioner Eidson from tonight's meeting was seconded by Commissioner Ball, and was unanimously approved.

### **CONSENT AGENDA**

The following items were presented for the consent agenda:

- Minutes of July 11, 2022 (Regular Meeting)
- Tax releases and discoveries (included as Exhibit A)
- Approve BA#2023-1 to appropriate Purchase Order rollover from Fund Balance to current Fiscal Years (included as Exhibit B)
- Approve BA#2023-2 to appropriate Fund Balance to Purchase new HVAC system for the Elkin Public Library in the amount of \$19,230 (included as Exhibit C)
- Approve BA#2023-3 to appropriate Fire Department donations in the amount of \$1,050 to purchase car seats (included as Exhibit D)
- Approve BA#2023-4 to appropriate grant monies for Rural Economic Development Health Care Grant for Building Reuse Program in the amount of \$157,500 (included as Exhibit E)
- Approve Writing off inactive water accounts (included as Exhibit F)

There were no questions regarding the Consent Agenda. A motion by Commissioner McCulloch to approve the Consent Agenda was seconded by Commissioner Ball, and was unanimously approved.

### **SPECIAL RECOGNITION**

- Mayor Bishop:
  - o Spoke about Commissioner Wheeler's dedication to Elkin:
    - Forty-one years' service with the fire department
      - Twenty-one of those years were as Fire Chief
    - Magistrate
    - Member of Yadkin Valley Sewer Authority

- Held numerous positions in both the Masonic Lodge and Shrine Club
    - Tommy was a very respected Elkin citizen who willingly gave of himself to his community.
  - Presented a picture of the fire station planned for the north Elkin area.
    - Informed everyone that the Board of Commissioners had previously approved naming it in honor of Commissioner Wheeler.
  - Gave everyone in attendance an opportunity to speak.
  - Following the speakers, Mayor Bishop instructed the Town Manager and Fire Chief to start moving ahead with finding a location for the new fire station and to keep this project moving forward.
- Mayor Bishop called for a short recess at 6:00 p.m. to allow visitors an opportunity to leave.
- Mayor Bishop called the meeting back to order at 6:03 p.m.

#### **PUBLIC COMMENTS**

- Comments were heard from the public earlier in the meeting.

#### **MAYOR AND BOARD COMMENTS FOR STAFF**

- All Commissioners and Mayor Bishop:
  - Expressed appreciation to staff for putting this event together to honor Commissioner Wheeler.
- Mayor Bishop:
  - Informed everyone that Elkin's Yadkin Valley Wine Festival won fifth place as the best wine festival in the United States by USA Today readers.
  - Attended Reevestock for the first time.
    - Was one of the best organized events he's attended.
    - Expressed appreciation for Commissioner Eidson and his family providing a location for this event.
  - Attended the Change of the Guard at the National Guard Armory.
    - It was an honor to attend this event.

#### **PUBLIC HEARING**

##### ***1. Conduct a Public Hearing and Review Rezoning Application for Parcel ID Number 4951-09-05-1954 on NC Hwy 268 (Sarah Harris)***

- This matter came before the Board last month.
  - At the last minute, the developer ran into problems with the front yard setback requirement of 30 feet.
  - Town staff recommended sending this request back to the Planning Board to consider rezoning to MDR-CD Medium Density Residential Conditional District.
- Mayor Bishop opened the Public Hearing:
  - Asked if there was anyone who wished to speak in favor of this project. (There were no speakers.)

- Asked if there was anyone who wished to speak against this project. (There were no speakers.)
- Mayor Bishop closed the Public Hearing.
- Sarah Harris:
  - The Planning Board reviewed the revised request on July 25<sup>th</sup> to rezone a portion of the parcel to MDR-CD Medium Density Residential-Conditional District.
    - The Planning Board approved recommending approval of the application on the condition of a legal description being submitted prior to this meeting tonight.
  - To keep the project moving forward, the developer decided not to subdivide the property at this time.
    - He sent in a revision of the site plan showing no subdivision.
    - Developer was advised by legal counsel they would not be able to produce a legal description before the Town Board meeting.
  - The application is consistent with all the objectives and policies for growth and development contained in the Town of Elkin Land Use Plan.
- Mayor Bishop asked for consideration of the Town Council Action Required sheet. Commissioner McCulloch made a motion to approve the statement that this application is consistent with all of the objectives and policies for growth and development contained in the Town of Elkin Land Use Plan. There were no questions. Upon a second by Commissioner Ball, the motion was unanimously approved. Commissioner Gwyn made a motion to approve the statement that the application is both reasonable and in the public interest. There were no questions. Upon a second by Commissioner McCulloch, the motion was unanimously approved. Thus, the Town Council Action Required sheet was approved (copy included as Exhibit G).
- Commissioner McCulloch made a motion to approve an Ordinance Amending the Zoning Ordinance of the Town of Elkin, North Carolina and the Official Zoning Map, Elkin, North Carolina. There were no questions. Upon a second by Commissioner Gwyn, the motion was unanimously approved. (Copy of Ordinance may be found in Ordinance Book 5, Pages 2022-08-0114 and 2022-08-0115.)

This concluded the public hearing.

## **REGULAR MEETING**

### **1. Consider approving a Change Order for the new ladder truck (Chief Wilson)**

- Staff traveled to Wisconsin the first week in June for a pre-construction meeting with engineers from Pierce Manufacturing.
- Following this meeting (and to save in this year's capital requests and future years' capital requests), staff recommends a change order to better equip the ladder truck.
  - The engineers found things that were lacking from our order that should have been included, and they also recommended:
    - Some changes in our graphics.

- Quite a few changes to the lights on the truck.
- Several changes that addressed safety issues.
- These changes will increase our price an additional \$33,203.
- Following a brief discussion, Commissioner McCulloch made a motion to approve a Change Order from Atlantic Emergency Solutions for our new ladder truck for job number 38740 as presented. There were no questions. Upon a second by Commissioner Ball, the motion was unanimously approved. (Copy of Change Order included with these minutes as Exhibit H.)
- 2. *Receive an update on the Crater Park grant process (Adam McComb)*
  - Provided a project update on the application for an Accessibility for Parks Grant through the NC Parks and Recreation Trust Fund.
  - The Board approved a grant preparation budget in the spring of 2022.
  - This year, each one dollar of town funds is matched by five dollars from NCPARTF Grant.
  - Deadline for this grant application is November 1, 2022.
  - Contracts for the grants will be issued in the spring of 2023.
  - Have been working with Troy Luttmann of Luttmann Architecture on some improvements at Crater Park including:
    - Small picnic area with shade structures
    - Small picnic shelter
    - Small restrooms building
    - Splash/Spray pad
    - Renovated playground
    - Backyard games area
    - Improved parking
    - Accessible sidewalks to all areas
    - Parking for food trucks and buses
    - Landscaping and beautification
  - Currently working on parking, sidewalks, landscaping and beautification.
  - Presented a sketch showing:
    - Food truck/bus parking
    - Shade structures and game tables
    - Picnic shelter
    - Playground
    - Splash pad
    - Restroom building
    - Existing pickleball courts
    - Pickleball court expansion area
    - Central walkway emergency access
    - Future press box/restroom building
    - Existing baseball field
    - Baseball field expansion
    - Boat/trailer parking
    - Boat launch
  - New parking will be added on Monroe Street.
  - Discussed sidewalks and access road.

- Everything in the park will be accessible to everyone; no matter who you are, you will be able to use everything in the park.
- Have started holding public meetings:
  - o Mark Garner VFW Post 7794 on July 26<sup>th</sup>
  - o Yadkin Valley Rotary Club on August 2<sup>nd</sup>
- Other meetings are scheduled as follows:
  - o August 12<sup>th</sup> – Food Truck Friday from 12-2 p.m. and 5-7 p.m.
  - o August 25<sup>th</sup> – Drop-in Public Meeting at Heritage Center from 5-7 p.m.
  - o September 9<sup>th</sup> – Food Truck Friday from 12-2 p.m. and 5-7 p.m.
  - o September 15<sup>th</sup> – Recreation & Parks Advisory Board Final Review
  - o October 10<sup>th</sup> – Elkin Town Board Final Application Approvals
- Application is due November 1<sup>st</sup>.
- Once the application is submitted, the grant authority will make a decision on grants in the spring of 2023.
- *Other Crater Park Information:*
  - o Pickleball Courts:
    - Dedication planned for September 10<sup>th</sup> at 10:00 a.m.
    - Everyone is invited.

#### **MANAGER UPDATES**

- Updates given on the following:
  - o Asset Inventory Assessment Grant (water infrastructure)
  - o Water Plant tour – Thursday 9:30 a.m.
  - o Boutique Hotel – grand opening/open house August 30<sup>th</sup> at 5:30 p.m.

#### **COMMISSIONS AND BOARDS**

- Minutes included:
  - o Yadkin Valley ABC Board – May 2022 and June 2022

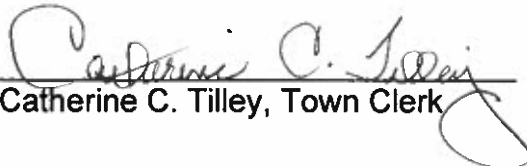
There being no further business, Commissioner McCulloch made a motion to adjourn. Upon a second by Commissioner Gwyn, the motion was unanimously approved. The meeting adjourned at 6:40 p.m.




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Sam Bishop, Mayor

Attest:




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Catherine C. Tilley, Town Clerk