

## December 11, 2023 – REGULAR MEETING

Minutes of the regular meeting of the Mayor and Board of Commissioners of the Town of Elkin, December 11, 2023, 6:00 p.m. at Town Hall.

Present: Mayor Sam Bishop, Commissioners Will Gwyn, Cicely McCulloch, Robert Ball, Jeff Eidson and Alvin Hayes.

Also present: Town Manager Brent Cornelison, Attorney Raymond Parker and Town Clerk Darla Parker.

Mayor Bishop welcomed everyone and called the meeting to order. He asked Police Chief Monroe Wagoner to lead our Pledge of Allegiance.

### **Consent Agenda**

- Approve minutes of the November 13th, 2023 Board of Commission meeting.
- Approve tax releases and discoveries.
- Approve BA#2024-11 for grant monies awarded for airport land acquisitions.

A motion was made by Commissioner Eidson to approve the consent agenda in its entirety, seconded by Commissioner McCulloch and passed unanimously.

### **Special Recognitions**

1. Police Chief Monroe Wagoner was recognized for 49 years of service with the Elkin Police Department. Mayor Bishop presented a Resolution awarding him his badge and sidearm. He was presented with a plaque along with an encased frame of his dress uniform. Many sentiments were given by all of the commissioners congratulating and thanking him for his many years of service. Senator Eddie Settle presented an American flag from the State Capital to Chief Wagoner and thanked him for his many years of service and sacrifice.
2. Town Manager Brent Cornelison introduced Interim Police Chief Joey Vanhoy who will be taking over as of January 1, 2024. He is currently a Detective Lieutenant with 29 years of law enforcement experience.

### **Public Comments**

Robin Turner of 196 Pinewood Dr, Elkin and ABC Board Chair announced to the Board that the ABC Store mortgage loan of 1.2 million had been paid in full in six years. The Town of Jonesville has a remaining portion still owed of \$44,000.

### **Mayor and Board Comments**

All Commissioners and Mayor Bishop expressed what a great “Light Up Elkin” night we had on December 8<sup>th</sup>. Many thanks were given to Laura Gaylord and all of the staff for making it a huge success. Many additional thanks and congratulations were given to retiring Police Chief Monroe Wagoner as well as Interim Police Chief Joey Vanhoy.

**Public Hearing – Ordinance for 122 Hayes Street**

Mayor Bishop opened the public hearing at 6:20 pm. Planner Sarah Harris presented a recommendation from the Planning Board, an Ordinance to consider the demolition of the structure and clean the property located at 122 Hayes Street. The property is in violation of Elkin Code of Ordinances and the minimum housing ordinance. After the planning board had met and approved the ordinance recommendation, Surry County tax office has filed foreclosure proceedings for this property at 122 Hayes Street. After a brief discussion a motion was made by Commissioner Edison to table this discussion to an uncertain date, seconded by Commissioner Ball and passed unanimously. With no further business to discuss, Mayor Bishop closed the public hearing at 6:21 pm.

**Public Hearing – Consider approving text amendment for townhouses in the Medical Arts District.** Mayor Bishop opened the public hearing at 6:22 pm.

Planner Sarah Harris presented to the commissioners; the Planning Boards recommended text amendment of the Unified Development Ordinance. In Chapter 2 Zoning Districts and Supplemental Standards, 2.6 Table of Uses, 2.7 Supplemental Standards by Use, and Chapter 3 Lot, Structure, and Design Standards, Figure 3.5 Table of Dimensional Standards pertaining to Townhouses in Medical Arts. After some discussion the follow motions were made and approved.

*Action*

1. First motion and vote:
  - (a) The application is consistent with all of the objectives and policies for growth and development contained in the Town of Elkin Land Use Plan. Motion was made by Commissioner McCulloch, seconded by Commissioner Eidson and passed unanimously.
2. Second motion and vote:
  - a. The application **(is)** ~~(is not)~~ both reasonable and in the public interest. The motion was made by Commissioner McCulloch, seconded by Commissioner Eidson and passed unanimously.
3. Adopt an ordinance amending the Unified Development Ordinance of the Town of Elkin, North Carolina and the official zoning map, Elkin, North Carolina. A motion was made by Commissioner McCulloch to adopt the ordinance, seconded by Commissioner Eidson and passed unanimously.

**Regular Agenda**

1. Receive the FY-2023 Audit Report – Mr. Eddie Carrick CPA was present to discuss the final 2023 audit report. He praised Dina Reavis for the wonderful job of preparing all the documentation needed for the audit. After a brief discussion a motion was made by Commissioner Eidson to approve the FY-2023 Audit, seconded by Commissioner Ball and passed unanimously.

2. Consider approving a RC2 Grant in the amount of \$49,999 for downtown Elkin. Elkin representatives Laura Gaylord and Sarah Harris completed a 6-month program (on-site & virtual) after being accepted into the Rural Community Capacity (RC2) Program held at the Walker Business College at App State. After successfully completing the program, a grant was awarded to Elkin for the full amount available to participating communities for the application submitted.

The application included a request for:

- 1) **a new gateway sign & landscaping** into downtown Elkin, and
- 2) **connectivity for safe pedestrian access** from Crater Park (and E Standard St parking) towards the Heritage & Trails Center's future event venue. This includes:

- Adding 160' of sidewalk on the north side of Standard St (across from Crater Park) to Bridge St -as there is no safe passage on the west end of East Standard St for pedestrians at this time,
- a new crosswalk from Crater Park's west side over to the new sidewalk,
- landscaping / planters by the sidewalks,
- visual improvements (greenery) to the intersection at Bridge/Standard,
- and 2 park benches along the sidewalks.

Both grants, the \$800K (received recently) and this \$49,999, fall under the Rural Transformation Grant Program, thru the Dept of Commerce Rural Economic Development Division and the NC Main Street Program.

- a. After much discussion a motion was made by Commissioner Eidson to accept the \$49,999 grant from the Rural Transformation Grant Program, seconded by Commissioner McCulloch and passed unanimously.
- b. A motion was made by Commissioner McCulloch to adopt the Pedestrian Accessibility & Gateway (RC2) Grant Fund Project Ordinance, seconded by Commissioner Gwyn and passed unanimously.

3. Golf Cart Ordinance committee made the following recommendations to the board for consideration of setting a public hearing.
  1. Golf carts are only allowed to travel on streets with a posted speed limit of 25 mph or less.
  2. Golf carts may only cross streets with a posted speed limit of 35mph or less.
  3. All owners must have liability insurance and show proof of insurance at the time of registration.
  4. Must possess a legal driver's license to operate a golf cart.
  5. Rear view mirror required.
  6. A rear triangle reflector is required.
  7. Headlights and taillights are required.
  8. Brake lights are required.
  9. A horn is required.
  10. The yearly registration fee of \$48. Due in January and will be prorated.
  11. Temporary 1 month permits fee \$5. Same registration requirements.
  12. Must register at Town Hall.

13. If the golf cart cannot be brought to Town Hall for inspection, an at-home inspection fee of \$10 will be charged and must be paid at the time of registration.
14. A police officer or designated staff must inspect the golf cart at the time of registration and a renewal to ensure all safety requirements are met.
15. Violation of the Ordinance is \$100 for first violation. Second violation will result in revocation of permit for 1 year. The third violation will result in a permanent revocation of the permit.
16. The permit sticker must be placed in a visible location.
17. The completed registration form, proof of insurance and a copy of the ordinance must always be on the golf cart.

After a brief discussion a motion was made by Commissioner Eidson to set a public hearing for January 8<sup>th</sup>, 2024, seconded by Commissioner McCulloch and passed unanimously.

The Golf Cart Committee also recommends the speed limit on Memorial Park Drive and Brookwood Drive be changed from 35mph to 25mph. After some discussion a motion was made by Commissioner Eidson to approve this change, seconded by Commissioner McCulloch and passed unanimously.

4. Approve the 2024 Board of Commissioners meeting dates.

The Board of Commissioner meeting dates will be the second Monday of each month with the exception of November due to Veteran's Day. Those dates are as follows:

January 8  
 February 12  
 March 11  
 April 8  
 May 13  
 June 10  
 July 8 (if necessary)  
 August 12  
 September 9  
 October 14  
 November 12 – (Tuesday due to Veteran's Day)  
 December 9  
 Budget retreat – Friday, March 8<sup>th</sup> at the Heritage and Trails Center (conflicts)

After a brief discussion a motion was made by Commissioner Gwyn to approve the dates with the exception of the Budget retreat date will be changed to March 1<sup>st</sup>. The motion was seconded by Commissioner Hayes and passed unanimously.

**Commissions and Boards** – The planning board and Board of Adjustment motioned to recommend Barry Huff, Dr. Mark Habel, and Jimmy Chappell/ETJ Alternate for another 3-year term. After a brief discussion a motion was made by Commissioner Eidson to re-appoint Barry Huff and Dr. Mark Habel, seconded by Commissioner Ball and passed unanimously. A

motion was made by Commissioner Eidson to recommend to Surry County that Jimmy Chappell be re-appointed as the ETJ Alternate member, seconded by Commissioner McCulloch and passed unanimously.

### MANAGER UPDATES

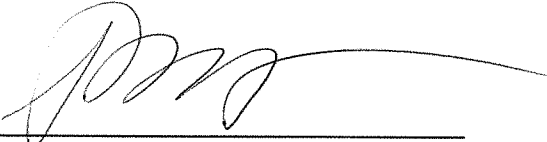
1. Brent Cornelison reminded all that there will be special reception for retiring Police Chief Monroe Wagoner on Wednesday, December 13<sup>th</sup>, 2023 at The Liberty from 2 – 5 pm and all are invited to stop by.
2. Board members are invited to tour the new gymnasium at the Elkin High School on Friday, December 15<sup>th</sup> at 3:15 pm.
3. The closing of the purchase of property for the Front Street parking project will take place on Friday, December 15<sup>th</sup>.
4. The Christmas parade has been rescheduled for Sunday, December 17<sup>th</sup> and will begin at 3:00 pm in Jonesville.

Brent announced that the Board needed to go into closed session according to NCGS 143-318.11(a)(5). A motion was made by Commissioner McCulloch to go into closed session, seconded by Commissioner Gwyn and passed unanimously at 7:01 pm.

Returned to Open Meeting at 7:11 pm.

A motion was made by Commissioner Jeff Eidson to accept an offer of \$7700.00 to purchase from Business Park Associates LLC (Tampco Inc.) up to 14.24 acres of Parcel #495209254613, based on the final survey. Property is owned by the Town of Elkin and is off of Elkin Business Park Dr. This offer is contingent upon walking the property and based on the new map provided. The motion was seconded by Commissioner McCulloch and passed unanimously.

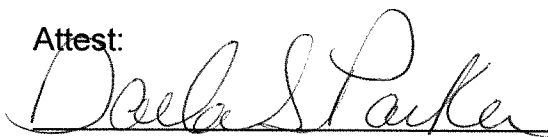
There being no further business to discuss, a motion was made to adjourn the meeting by Commissioner McCulloch, seconded by Commissioner Ball and passed unanimously.



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Sam Bishop, Mayor

Attest:



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Darla S. Parker, Town Clerk