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MINUTES

AUGUST 9, 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 7:00pm. Commissioner Hedlund gave invocation. In attendance were Commissioners Graham Stallings, Catherine Redd, Joseph Johnson, and Terry Hedlund. Commissioner Larry Wiggins was not in attendance. 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 Administrators Bob Clark and Andy Thomas. Representatives from the Wake Weekly and the Franklin Times were also present.

Mayor Flowers explained he wanted to move Closed Session further down the Agenda, to the last item before adjournment.

MOTION: TO APPROVE THE AMENDED AGENDA

The motion was made by Commissioner Hedlund and was seconded by Commissioner Johnson. The motion passed unanimously. Hurd asked the Board if they wished to make this a permanent change on future Agendas and the Board agreed.

The first item on the Agenda was a Public Hearing for the text amendment deleting the regulation of awning colors and style restrictions. Thomas explained the Main Street Business District (MSBD) contains a provision that regulates the color and style of awnings in Section 312.4.3 of the Youngsville Zoning Ordinance. When the MSBD was introduced, it was conceived that there be a unified appearance in the district by regulating the colors of awnings. The code currently allows awnings that are green, burgundy or green and burgundy striped.

Over the years, some owners have desired to have other colors. In the past, some other colors have been permitted and installed in the MSBD. Staff recommends eliminating this provision. The ordinance does regulate building materials and the location of buildings but the colors of the buildings themselves are not regulated.

Staff has prepared an ordinance that, if adopted, would delete any mention of the regulation of awning colors. Thomas noted Staff received a fair number of calls concerning other color options.

Commissioner Redd asked if Staff was looking at regulating the color of the buildings in the MSBD and Thomas stated not at this time, unless the Board directed them to. Clark

explained the Comprehensive Development Plan (CDP) process will help with policy direction based on input from the local businesses. The possibility of color restrictions can be visited during this process. Thomas noted the Planning Board made a unanimous recommendation in favor of the proposed text amendments.

Mayor Flowers opened the Public Hearing for comments at 7:05pm. As there were no comments, Mayor Flowers closed the Public Hearing at 7:05pm.

The next item on the Agenda was citizens' comments. Keith Falt, Chipping Sparrow Court, stated he was taken aback by the significant increase in his taxes. He noted the Town did not raise the tax rate but the new values led to an increase in total taxes. Mr. Falt noted other communities went down on their tax rate, to include Franklin County. He expressed concerns that Youngsville did not even make a token decrease, even though they knew very well it would be a significant bump in people's taxes.

Mr. Falt handed the Board an analysis that he compiled. He asked the Board to study the financials when they go over decisions and look at the trend lines. Mr. Falt stated the trend lines did not look terrific. He stated he was not questioning how the revenues were spent as he was not privy to all of the information but the trend lines were concerning, especially with the taxes increasing this year.

Mr. Falt noted the information shows a trend of increased spending. He stated he understood the Town needed to spend money but reminded the Board he had been in Youngsville during harsh times that nearly bankrupted the Town. Mr. Falt praised Bill Tatum and Bob Clark for their help in the rebuilding process. He stated, based on the trends, he felt the Town looked to be in trouble again. Mr. Falt expressed concerns that the Town was spending faster than it was growing. He asked the Board to look at what is going on and make more rational choices. Mr. Falt noted the expenses in the Police Department were going up steadily and noted he was glad they had better vehicles than in previous years. Under Administration, he noted that salaries would be included and that employees had gone years without raises, though he knew they were needed. Mr. Falt stated he understood that a Pay Study was underway and wondered what happens if the Town needed to pay the employees more. He noted Youngsville can't compete with larger towns. Mr. Falt stated the Board needed to do what was right for the people and use their best judgement.

Mayor Flowers invited Mr. Falt to meet with him and O'Donnell to go over how the funds are being spent. He told Mr. Falt he appreciated his comments. Mr. Falt stated he would be happy to meet with them.

Irma Bode, E Franklin Street, stated she has lived in Youngsville for two years and loves it here. She expressed concerns about speeding and the lack of stopping at the four-way stop sign at N Cross and E Franklin Streets. Mrs. Bode noted the Police Department was doing the best they can. She noted that during construction, the roadway was partially blocked and this slowed the traffic down. Mrs. Bode asked the Board to consider installing speed humps again. She expressed concerns for the elderly and children in the neighborhood. Mrs. Bode implored the Board to do something to help slow the traffic

down. She noted there have been no tragedies in that area as of yet, but there have been several close calls. Mrs. Bode stated again that she loves being in Youngsville.

Brenda Wade, E Winston Street, asked what the Ordinance was concerning music in cars. She noted the music was so loud at times that it vibrated her house. She stated that she understood the Police Department was doing what they could. O'Donnell explained that lower frequencies travel slower and further making them more irritating. However, they also rarely break the decibel level based on their pitch.

James Moss, N College Street, stated that Youngsville needed a Thoroughfare Plan and it needs to be at the top of the list.

Laura Buttram agreed with Mr. Moss. She noted that she has seen semi-tractors on N Cross and E Winston Streets. Mrs. Buttram noted there was a lot of traffic on the side streets in town. She stated it was a priority that the Town do something about the traffic.

The next item on the agenda was the Financial Report. Patterson noted she had used a condensed version for the Financial Report and asked if the Board like this version better. Commissioner Redd noted that she did like the new version. Patterson stated the detailed reports will always be available but she felt this version was easier to read and gave the Board a quick sense of the finances.

Patterson noted the Auditor will be at Town Hall on August 21st and 22nd. She stated she was still looking into computer options but was moving forward.

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

- i. Minutes from the Board Meeting on July 12, 2018
- ii. Tax Collector's Report
- iii. Police Department Report
- iv. Youngsville Fire Department Report
- v. Resolution to purchase two police vehicles financed by Union Bank and Trust
- vi. Tax Release – 2018 – Donald Salkovick - \$32.01 – moved out of town
- vii. Approve contract addenda #1 between the Town of Youngsville and Jaclyn Patterson, CPA, PLLC
- viii. Approve contract between N*Focus, Inc and the Town of Youngsville for the provision of Planning and Code Enforcement services for FY 2018-2019

MOTION: TO APPROVE THE CONSENT AGENDA AS PRESENTED

The motion was made by Commissioner Johnson 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 the text amendment deleting the regulation of awning colors and style restrictions. Mayor Flowers noted this was probably a good idea at the time but it was in need of being updated.

**MOTION: TO APPROVE THE PROPOSED TEXT AMENDMENT
DELETING REGULATIONS OF AWNING COLORS AND STYLE
RESTRICTIONS**

The motion was made by Commissioner Redd 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 Committee Updates.

Policy / Ordinance Committee – Commissioner Hedlund stated he and Commissioner Wiggins were updating a Human Resources policy that should be ready for next month.

Finance Committee – There were no comments.

Capital Improvement Committee – Commissioner Redd stated she was still working on getting the Downtown Revitalization Committee started. She stated she has received good feedback from the businesses and hopes to have this started by the end of the year. Commissioner Redd noted she was meeting with Lisa Harris from Wake Forest for ideas.

Comprehensive Development Committee – There were no comments.

The next item on the agenda was Reports and Other Business. Mayor Flowers noted Coffee with a Cop was earlier this morning at Charron's and was well attended. He commended Officer Kimball for a job well done on these events.

Mayor Flowers stated it was time for the 2nd Annual Color Run. He explained they were still in the planning stages but wanted to see this as an annual event. Mayor Flowers noted they still needed volunteers.

Mayor Flowers stated Faith Baptist Church was hosting a Back to School Bash this Saturday from 10am – 2pm. They will have bouncy houses and food trucks. The event was free.

Mayor Flowers stated he received a letter from a student at Youngsville Elementary School that had concerns about cigarette butts on her walk to school. He met with her earlier in the day and noted she was an awesome kid for writing the Mayor for help. Mayor Flowers explained he went to the area she had mentioned and agreed that it was covered in cigarette butts. He noted the Town maintenance crew helped him to clean the area up and Officer Taylor would speak with a potential offender.

O'Donnell noted Matt Reece would be at Town Hall on August 21st to conduct employee interviews for the Pay and Classification Study. He explained the Town wanted to make sure that their employees were compensated for their work. This helped to retain employees, with all of their knowledge and experience, for longer periods of time.

O'Donnell noted it was not budgeted for this year to increase salaries based on this Study, it would be allocated in future budgets.

O'Donnell explained NC DOT has secured some money for the upgrades at the 5-Points intersection. He explained the money would have to be leveraged by the Town. The upgrades will cost \$890,000. NC DOT has found \$750,000 but wants some funding from Youngsville. O'Donnell explained that Youngsville could spend \$50,000 to bring in the remaining \$840,000 for the upgrades, then it is money well spent. At this time, NC DOT did not need a motion to approve, just a consensus of the Board that they were willing to move forward with this project. All of the Board Members present agreed to move forward.

O'Donnell explained the Board would need to start working on the search for a new Town Administrator soon. He explained he would be leaving in mid-March and this process would take approximately four to five months. O'Donnell stated he would email potential dates for a Work Session to the Board.

Commissioner Redd stated she continues to hand out bags to new residents and noted Faith Baptist Church has also been giving them to residents outside of town limits. She stated Facebook now has approximately 3,000 likes and she continues to put as much information on the Facebook page. Commissioner Redd stated she is working on getting information out there as the lack of communication has been a problem in the past and she is working to fix that.

Commissioner Stallings asked for an update on the issues he brought forth last month. Clark explained Eudy had started his investigations into the complaints. Eudy has spoken with the owners of the Haunted Forest signs and repairs will be made shortly. The house was located outside of town limits which meant the Grass Ordinance did not apply. The house did look to pass the Minimum Housing Codes. As the Ordinances were not enforceable outside of town limits, Eudy will make a courtesy call to see if the owner would be willing to clean the property and keep the grass mowed.

Clark noted that signage was also becoming an issue concerning feather banners and gaterboard signs. He stated they try to address them as they arise. Clark stated getting the word out about what type of signs are allowed before businesses spent money would be ideal.

Clark stated one of the cases had recently had a house fire. The owners were checking into their insurance. As a result, the animals have been removed from the premises.

Commissioner Redd asked for an update concerning the litter at the Speedway and Clark stated that he, Eudy, and Thomas have all met with the manager concerning this matter. He stated this has been an ongoing situation. Clark explained the landscape contract does not include cleaning the litter in the parking lot and bushes. He stated they have asked the owner for help but the owner has not yet responded. Commissioner Redd stated she would continue to work on this as well. Clark noted there were campaigns that helped educate on litter prevention but NC DOT has cut back the funding of these programs.

Commissioner Johnson stated he understood the complaints on traffic as he lives on E Winston Street as well. He stated even the railroad tracks don't slow the traffic down and noted they speed over them, sometimes going airborne. Commissioner Johnson stated that previous conversations concerning speed bumps had come to the conclusion that they were not feasible at that time. He noted the amount of traffic was a legitimate concern, which will increase when the rest of school starts, especially since there were limited sidewalks in the area. Commissioner Johnson noted the bypass has been on the record for a long time and it will be a long time before it gets funded. He reiterated he shared everyone's concerns. O'Donnell explained the Highway 98 Bypass in Wake Forest showed a reduction in traffic by 2/3rds. However, by the time it was finished in 2010, traffic levels were back to their previous numbers.

Commissioner Hedlund noted the speed limit on US 1A South towards Wake Forest looks to have been turned to 35MPH all the way to the county line.

Commissioner Hedlund stated Faith Baptist Church will be doing road cleanup on Friday. They will be cleaning Highway 96 and S Cross Street along with their own road, Holden Road. He thanked Hurd for helping to get extra tongs for the cleanup.

Commissioner Hedlund stated the Kiwanis Club will have several events coming up. YAKS opening day, the Kiwanis Club will have hotdogs and waters. The Fall Festival and Car Show will be September 29th from 9am – 3pm. The Halloween Carnival will be held on Halloween night. Mayor Flowers noted the Youngsville Elementary School will have their 5K Neon Fun Run on the same morning as the Fall Festival.

Clark stated Kimley Horne received comments back from CSX on the 75% plans. There were no major issues noted.

Clark stated Staff was getting more interest in vacant properties that had access to water and sewer. He also wanted to commend the investors on Main Street for all of the work they are doing in revitalizing their buildings.

Clark stated traffic issues, including traffic calming tactics such as speed bumps, have been looked at by the Town before. The Town has implemented several tactics, such as the 3-way and 4-way stops to help slow down traffic. Clark stated there was nothing the Town could do to keep people from taking short cuts through the residential areas. He explained that trucks did not have to take the available truck routes and could still come through town. However, the larger trucks could not cut through residential areas unless they were doing an actual delivery. Clark noted that did not always stop larger trucks from trying. O'Donnell explained Wake Forest had tried using speed bumps in the past and found that the residents did not want them any longer in their neighborhoods as they had become a nuisance. Wake Forest no longer installs new ones at this time. O'Donnell explained they also interfered with the Fire Department and EMS vehicles, causing them to slow down drastically on their way to an emergency and hindering their ability.

O'Donnell stated Rick Flowe will be back in Youngsville on August 30th to meet with the Commissioners concerning the CDP. He noted the CDP should be completed around October or November. Clark stated Mr. Flowe has walked around town, speaking with the businesses. O'Donnell stated Mr. Flowe will next speak with civic organizations such as the Kiwanis Club and Woman's Club. He noted they will probably also speak with Faith Baptist Church as they volunteer around town often.

Chief Kirts read a memo that he had given his officers in May concerning traffic during morning and afternoon rush hours. He explained one to three officers, including himself, were out in force during these times trying to help alleviate the traffic problems. Chief Kirts noted they could not be everywhere and were targeting problem areas. He explained people obeyed the traffic laws if they notice an officer in the area, for example, when he watch the 4-way stop at N Cross and E Franklin Streets, everyone stopped. Chief Kirts stated the Police Department issued 164 citations, including 215 charges last month, all on town streets. He explained Youngsville did not have the manpower. Chief Kirts stated that calls for service have doubled as the residences in town have increased. O'Donnell noted most of the traffic coming through town was from people who lived outside of town limits cutting through and Chief Kirts stated most of the citations were for those that lived outside of town. O'Donnell stated unfortunately we have to police them, even though they aren't paying for the Police Department. Chief Kirts noted most of the times larger trucks come through the smaller neighborhood streets was because they were lost, though some were intentional. He stated there were also four drug arrests, one DWI and one warrant served.

Mayor Flowers read the Youngsville Fire Department Report. The YFD will be hosting a fundraiser on September 29th at the Fall Festival. There will be a raffle drawing for a Kubota UTV and a utility trailer for \$50 per ticket. Only 300 tickets will be sold.

Mayor Flowers stated the YFD is accepting applications for interested Youngsville residents that would like to volunteer. They will provide all uniforms, gear, and training free of charge.

Mayor Flowers stated the new ISO ratings will take effect of September 1, 2018. Inside of town limits, the ISO rating is 4. He stated there have been 597 year-to-date incidents, an increase of 2.75% from last year.

Mayor Flowers stated Faith Baptist Church had helped the Parks and Recreation Department install new dugouts in lower, lower Luddy fields.

Hurd stated taxes were mailed on July 20th. State Certifications will be mailed next month after she received the values.

Chief Kirts noted the Maintenance Staff was doing a good job of keeping up with the work load.

The next item on the agenda was Closed Session. Mayor Flowers stated that the Board did need to go into Closed Session. General Statute 143-318.11 (3) to consult with the Attorney and General Statute 143-318.11 (6) to discuss personnel.

MOTION: TO GO INTO CLOSED SESSION TO CONSULT WITH THE ATTORNEY AND DISCUSS PERSONNEL

The motion was made by Commissioner Johnson and was seconded by Commissioner Stallings. The motion passed unanimously. The Board of Commissioners went into Closed Session at 7:54pm and came out at 8:50pm. Mayor Flowers stated the Board consulted with Attorney Bartholomew and no action was taken. He stated the Board also discussed personnel and action was taken in Closed Session.

The meeting adjourned at 8:52pm.