

**Memorandum of the Yorktown Town Council
Work Session
Tuesday, June 20, 2023, at 5:30 p.m.
Yorktown Town Hall**

In attendance:

Chase Bruton
Carolyn Gant
Nanci Perry
Rick Glaub
Marta Guinn
Nicole Rector
Jason Gasaway

Erin Hurley
Lance Turner
Kurt Walthour
WWTP Employees and spouses
Tim Caldwell
Water Dept. Employees and spouses
David Boone

The topics of the work session were employee benefits and adjusting the pay period.

President

**Prepared by/Attest
Clerk Treasurer-Lance Turner**

**Minutes of the Yorktown Town Council
Regular Meeting
Tuesday, June 20, 2023, at 6:00 p.m.
Yorktown Town Hall**

Call to Order, Pledge of Allegiance, Roll Call:

Bryan Smith	Carolyn Gant	Nanci Perry	Rick Glaub	Marta Guinn	Nicole Rector	Jason Gasaway
Absent	Present	Present	Present	Present	Present	Present

Approval of Claims- Marta Guinn motioned to approve claims totaling \$1,152,440.04. Jason Gasaway seconded and the motion passed without dissent.

Approval of May 15, 2023, Work Session Memorandum and Council Meeting

Minutes- Nanci Perry motioned to approve the memorandum and meeting minutes. Marta Guinn seconded and the motion passed without opposition.

No public comments were made.

Unfinished Business: 1) Ordinance 837 Amending Ordinance 471 Linda Davis

Donation Fund – The Linda Davis Donation Fund has been dormant since 2006. The amendment to the fund allows new donations and widens the allowed expenditures. Nanci Perry moved to adopt the ordinance. Marta Guinn seconded and the motion passed 6-0.

New Business: 1) Resolution 2023-08 Rescind Yorktown Plan Commission Res.

2016-01 Wellington Knoll – In 2016, Resolution 2016-01 was passed to limit construction due to contractor’s failure to complete the project in an acceptable manner. The resolution would revoke the previous resolution in the hopes that the parcels in Wellington Knoll can be sold and developed. Nanci Perry motioned to approve the resolution. Marta Guinn seconded and the motion passed with no objections.

2) Appoint Water Superintendent – After 41 years of service to the Town, Wayne Studebaker has announced his retirement July 3, 2023. Nanci Perry moved to appoint James (Jamie) Mixell as the new Water Superintendent effective June 22. Marta Guinn seconded and the motion passed with uncontested approval.

3) Appoint Wastewater Superintendent – Alan Neff has taken a leave of absence. Marta Guinn moved to appoint George Kane as the Wastewater Superintendent effective June 22 through the end of the year. Carolyn Gant seconded and the motion was unanimously approved.

4) New Phone System for Town Buildings – Milo Sutton, IT Consultant, has recommended switching the Town phones to Level365 at a savings of \$150 per month and increased customization options such as an auto attendant directory. The cost of \$6,540 for the phones will be paid from machinery & equipment split between town manager, water, and sewer. Jason Gasaway motioned to approve the cost. Carolyn Gant seconded and the motion passed without dissent.

5) Financial and Consulting Services – Stone Municipal Group proposed to assist with Redevelopment Commission economic development and TIF projects at \$1,500 per month to be paid from Town Council Professional Services. The proposal would be less than the fees charged by Baker Tilly. Jason Gasaway moved to accept the proposal. Marta Guinn seconded and motioned passed without opposition.

6) RFP Development Proposal for Downtown Parcels – Veridus has presented an agreement to assist the Redevelopment Commission with requests for proposals for 6 parcels owned by the Town along Canal Street. Jason Gasaway moved to accept the proposal. Nanci Perry seconded and the motion passed 6-0.

7) Fire Department Building Repainting – The Fire Station needs repainting at a cost of \$6,790 by Abram’s Painting to be paid from Fire Repairs & Maintenance. Nanci Perry motioned to accept the quote. Carolyn Gant seconded and the motion passed with no objections.

8) Fire Department Garage Doors – The Fire Station needs to replace the garage door operators at a cost of \$16,690 from Overhead Door to be paid from Opioid Settlement Fund for infrastructure to assist in the prevention of overdoses. Nanci Perry moved to approve the expenditure. Carolyn Gant seconded and the motion passed with uncontested approval.

Water/Waste Water/Storm Water: 1) Water Meter Order – Jason Gasaway motioned to approve the order of 100 “5/8 x 3/4” water meters and nodes at a cost of \$26,247.92 to be paid from ARPA Water. Marta Guinn seconded and the motion was unanimously approved.

2) Abandon Water Line on Broadway – Environmental Constructions, Inc. provided the most reasonable quote for transferring service pits from the back to the front of seven properties to the west side of Broadway and abandoning the water lines of the east side of Broadway. The cost not to exceed \$73,500 would be paid from ARPA Water Improvements & a READI Grant for the remaining cost of \$12,000. Jason Gasaway moved to accept the quote. Carolyn Gant seconded and the motion passed without dissent.

3) Replace Fence at Well #3 – _Top Choice Fence provided the most reasonable quote to include a 10' double drive gate with fencing around the well at Lion's Club Park at a cost of \$6,750 to be paid from ARPA Water. Nanci Perry motioned to accept the quote. Marta Guinn seconded and the motion passed without opposition.

4) Park One Water Building Repairs – West and Sons Construction provided the lowest price of \$4,200 in a quote to repair the roof at the Park One Water well house and out buildings to be paid from ARPA Water. Carolyn Gant motioned to accept the quote. Jason Gasaway seconded and the motion passed 6-0.

5) Wastewater Plant Actuator Replacement – One of the three oldest power valve actuators is failing to completely open or close the primary sludge valves. The cost of \$6,915 would be paid from Sewer Depreciation. Marta Guinn motioned to approve the replacement. Jason Gasaway seconded and the motion passed with no objections.

Departmental Reports: Town Marshal Kurt Walthour announced they were seeking to hire a new officer, the Merit Board had approved 7 promotions for police officers, and the active shooter training included 11 police departments. Town Manager Chase Bruton reported on upcoming events.

Comments were made by Town Council Members.

Adjournment: 6:28 p.m.

President

**Prepared by/Attest
Clerk Treasurer-Lance Turner**