

**TOWN OF HILDEBRAN
COUNCIL'S CHAMBER
ALBERT PARKHURST
MUNICIPAL COMPLEX**

**JANUARY 22, 2024
7:00 PM**

**REGULAR MEETING
MINUTES**

CALL TO ORDER

Mayor Hildebrand called the regular meeting of the Town Council to order at 7:00 p.m. The meeting was streamed live via the Town's YouTube channel.

COUNCIL PRESENT

The following members of the Board were present: Mayor Wendell Hildebrand and Council Members Ben Honeycutt, Mike Smith, Mike Stroupe, Terry Weaver and Jody York.

STAFF PRESENT

The following staff members were present: Town Manager Logan Shook, Town Clerk Alice Sanders, Finance Officer Fredrick Rankins, and Town Attorney Jared Amos.

CITIZENS & MEDIA

See attached sheet.

INVOCATION

George Hollowell led a prayer.

PLEDGE OF ALLEGIANCE

Council Member Weaver led the Pledge of Allegiance to the United States Flag.

APPROVAL OF AGENDA

Council Member Honeycutt made a motion to approve the agenda as presented. All voted in favor.

APPROVAL OF MINUTES

Council Member Stroupe requested to amend the December 18, 2023 regular meeting minutes on page 2 to notate that he stated that he prefers to begin reviewing the job description for a new events coordinator position now. Council Member Weaver made a motion to approve the December 18, 2023 regular meeting minutes as amended. All voted in favor.

PUBLIC COMMENTS

Rick Barnes, President EBYAO, discussed a rate reduction in gym rent, an unpaid request, the COI requirements for contractors to provide quotes for gym renovations, and requested a special meeting with Council to discuss these issues.

**SPECIAL RECOGNITION –
BRAND LINGERFELT**

Mayor Hildebrand read a proclamation honoring Brand Lingerfelt, retired Fire Chief, for his service to the community over the past 46 years. Mr. Lingerfelt was awarded a framed copy of the proclamation and a key to the Town. A copy of the proclamation is hereby

incorporated by reference and made a part of these minutes (Attachment A).

PUBLIC HEARING
ZMA 2024-1

Mayor Hildebrand opened the public hearing at 7:12 p.m. regarding the Zoning Map Amendment 2024-1 of the property located at 3266 US Hwy 70 SW.

Diane Speigle, Planning Board Chair, provided a review of ZMA 2024-1. She stated that a rezoning petition was submitted for a 5-acre portion of the 23.53-acre parcel located at 3266 US Hwy 70 SW due to the owners wishing to sell the property to a buyer that intends to put a single-family home on the lot. Currently, the entire parcel is zoned General Manufacturing. The 5-acre portion of the property is located along the southern tip and abuts Old NC 10 (Main Ave W). This portion of property is currently vacant with a majority of single-family homes surrounding it on both sides.

The 5-acre lot has been surveyed out from the whole but is awaiting official registration upon approval of this rezoning request. Rezoning this portion of the parcel from General Manufacturing (G-M) to Residential Low Density (R-20) will enable a single-family home to be placed on the lot and will align the property with the surrounding zoning districts.

Ms. Speigle reviewed the surrounding zoning and land uses and provided maps of the areas. In order for a single-family house to be built, a subdivision of the 5-acres would need to occur. The subdivision and single-family home would be permitted under this rezoning as long as the applicant complies with section 8.1 and Hildebran minor subdivision regulations.

Staff believes this request is reasonable and in the best interest of the Town due to the surrounding land use consisting of single-family homes. This ensures compatibility with the type of development occurring within this portion of Hildebran.

This request is in accordance with the Town of Hildebran Comprehensive Development Plan that calls for cohesive development of residential housing. The Plan also states, “single-family use should be encouraged in areas already zoned for residential development, where single-family uses exist.” Therefore staff recommends approval of the Zoning Map Amendment.

Mayor Hildebrand asked if there were any comments from the public.

Stephen Brittain, a property owner adjacent to 3266 US Hwy 70 SW, who lives at 405 Fourth St SW, stated that there was a drainage issue that runs across his property to the property that is proposed for rezoning. He stated that the issue is a result from Third St SW and since the Town owns Third St SW, he asked if the Town will fix the drainage issue.

*CLERK NOTE: Third St SW is not a Town maintained road. Fourth St SW is a Town maintained road.

Ms. Speigle stated that the drainage issue was not addressed with the Planning Board. Mayor Hildebrand suggested that Mr. Brittain meet with the Town Manager this week. Town Manager Shook stated that he suggested he also meet with Town Planner Katelyn Smith. He informed Council that they can postpone the approval until next month so that staff has time to research.

There being no further comments, Mayor Hildebrand closed the public hearing at 7:17 p.m.

**OLD BUSINESS:
CONSIDER APPROVAL OF
ZMA 2024-1 REGARDING
REZONING REQUEST
FROM GM TO R-20**

Council Member Honeycutt made a motion to postpone the decision to approve ZMA 2024-1 regarding the rezoning request from GM to R-20 for the property located at 3266 US Hwy 70 SW until the February regular meeting in order to give time for staff to research the drainage issue. All voted in favor.

**NEW BUSINESS:
CONSIDER APPROVAL OF
FAÇADE GRANT
APPLICATION FOR
PROPERTY LOCATED AT
521 US HWY 70 E**

Town Manager Shook provided a background of the Town’s Façade Grant project. The Town was awarded a \$44,000 Downtown Revitalization Grant from the NC Department of Commerce in 2018. The Council chose to use those funds for a revitalization of buildings in the downtown district. These grants help encourage renovations and façade improvement to enhance the appearance of downtown buildings, as well as promote commercial activities and occupancies. Businesses inside the established downtown district are eligible to apply for a 50/50 grant match for upgrades (up to \$5,000). Council may award 50% of projects costing more than \$5,000 on a case-by-case basis. The Town has allocated funds to one recipient since the inception of the program in 2018.

The Town received an application from D and C Investments of the Foothills LLC to paint murals on both sides of the building located at 521 US Hwy 70 E. The company provided an explanation of work to be reimbursed, three quotes, proposed drawings with color schemes of one side of the building and photos of the site.

The total cost of the project for two murals is \$12,000 - \$15,000. The Planning Board reviewed the application and recommended approval of the full price of the project given that the Town has only approved one project since 2018.

There was discussion about the proposed mural on the second side of the building and owner, Derek Cline, will provide a proposed colored drawing prior to awarding the funds.

Council Member Honeycutt made a motion to approve the façade grant application submitted by D and C Investments of the Foothills LLC to paint two murals on each side of the building located at 521 US Hwy 70 E for the total project cost up to \$15,000, provided, that a colored drawing is presented for the second side of the building prior to awarding the contract. All voted in favor.

Half of the total cost of the project will be paid by the Town at the completion of the project, as proposed in the work program, and when the project is deemed complaint with all regulatory codes. The Town will forgive the loan over a three-year period.

CONSIDER APPROVAL OF RESOLUTION OPPOSING A 4-WAY STOP SIGN AND REQUESTING A TRAFFIC SIGNAL AT THE INTERSECTION OF S CENTER ST AND MAIN AVE

Staff presented a resolution at the request of Council opposing a 4-way stop sign at the intersection of S Center St and Main Ave. The resolution also requests a traffic signal to be installed at the same intersection. Council Member York made a motion to approve the resolution as presented opposing 4-way stop signs at intersection of SR 1002 (South Center St) and SR 1761 (Main Ave E / Main Ave W) and requesting installation of a traffic signal. All voted in favor. A copy of the resolution is hereby incorporated by reference and made a part of these minutes (Attachment B).

CONSIDER APPROVAL OF ACKNOWLEDGEMENT

Council agreed to provide gift cards to volunteers who serve on our current committees and boards. Staff researched any tax implications and according to the NC

FOR TOWN COMMITTEE
VOLUNTEERS

School of Government, gifts cards are subject to taxation but the Town will not be on the hook for them. Council Member York made a motion to provide a \$25 gift card to any current volunteer who has been appointed by Council to serve on a Town Board or Town Committee. All voted in favor.

JANUARY FACILITIES
REPORT

The January Facilities Report was provided for review.

DECEMBER DELINQUENT
TAX REPORT

Tax Collector Sanders provided the December tax report. A copy of the report is hereby incorporated by reference and made a part of these minutes (Attachment C).

DECEMBER DEPUTY
REPORT

The December Deputy report was provided for review.

COMMITTEE REPORTS

Transportation Advisory Committee (TAC) and Technical Coordinating Committee (TCC) – Town Manager Shook reported that he noticed a delay in rehabilitation in the State Transportation Improvement Program for work from exits 93-119. This delay should not affect work scheduled for Exit 118 and 119.

WPCOG Policy Board – No report.

Burke Economic Development – Town Manager Shook reported that DOT approved a new street into the Burke Business Park. Board members signed a conflict-of-interest statement for the mega site property given the Board has received funding from the state. Mr. Shook was installed as Board Secretary which may require him to sign checks on occasion.

Recreation and Tourism Committee – No report.

Water Resource Committee – No report.

VEDIC – No report.

Library Board – No report.

Events Committee – Town Manager Shook stated that the committee wants direction on events for 2024. The festival is proposed for either fall 2025 or spring 2026. They asked about doing an Easter Egg Hunt at the park. They also thanked Council Member Weaver for helping transport people during the parade.

Council was in agreement to the Easter Egg Hunt. Council Member Honeycutt made a motion to approve a budget amendment in the amount of \$500 for the Easter Egg Hunt. All voted in favor. A copy of the budget amendment is hereby incorporated by reference and made a part of these minutes (Attachment C).

OTHER BUSINESS:
EVENTS COORDINATOR
JOB DESCRIPTION

Council Member Stroupe stated that he would like to continue working on creating and approving a job description for an event coordinator.

ROYAL PARK BID
PROCESS UPDATE

Town Manager Shook stated that the Town would have a better idea of available funds for this position after the Town receives bids for Royal Park. He stated that West Consultants and Talley & Smith completed their redesigns and bid package updates and sent out the new bid package. A pre-bid meeting will be held on February 1, 2024 and bids are due on Thursday, February 15, 2024. Results of the bid openings will be communicated.

Town Manager Shook stated that Council can discuss the job description next month or at the budget meeting.

MEETING WITH EB YAO

Mayor Hildebrand asked Council how they wanted to address Rick Barnes' request to meet about gym issues and adjusting rental fees for EB YAO. It was the consensus of Council to have that discussion. Town Manager Shook suggested that he, Attorney Amos and two Council members meet with EB YAO. Council Members York and Smith volunteered. The group agreed to meet on Tuesday, February 6, 2024 at 6:00 p.m. at Town Hall.

ANNOUNCEMENTS

None.

ADJOURN

All business being concluded, Council Member Honeycutt made a motion at 7:51 p.m. to adjourn. All voted in favor.

I attest these are the approved minutes of the Board.

Alice Sanders, Town Clerk

Wendell Hildebrand, Mayor