

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

**NOVEMBER 27, 2023
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.

INVOCATION

A moment of silence was observed.

PLEDGE OF ALLEGIANCE

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

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, Code Enforcement Officer Chad Powell, and Town Attorney Jared Amos.

CITIZENS & MEDIA

See attached sheet.

APPROVAL OF AGENDA

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

APPROVAL OF MINUTES

Town Clerk Sanders stated that there was a typo on the amount of the budget amendment on page 2. The corrected amount should be \$15,600. Council Member Honeycutt made a motion to approve the October 23, 2023 regular meeting minutes as amended. All voted in favor.

PUBLIC COMMENTS

Libby Lowman discussed the zoning violations on her property. She requested additional time to address the violations.

**OLD BUSINESS:
DISCUSSION OF
DEADLINE FOR ZONING
VIOLATIONS AT THE
PROPERTIES LOCATED AT
234 US HWY 70A E**

Chad Powell, Town Code Enforcement Officer, gave a summary of the zoning violations of the three properties at 234 US Hwy 70A E. He stated that there was an order to demolish the three houses that do not meet minimum housing ordinances since the cost to repair the damages would be more than 50% of the value of the house. Libby Shook, property owner, has asked for more time to obtain funding to demolish the houses and to allow the current

renters enough time to find another place to live. After a brief discussion, Council Member Smith made a motion to extend the deadline to demolish the three houses to June 1, 2023. All voted in favor.

Council Member Honeycutt asked Mrs. Shook for updates throughout the upcoming months.

Mrs. Shook stated that currently, there is a Flock Camera located on her property. She stated that she will not sign an easement concerning the camera.

**NEW BUSINESS:
CONSIDER APPROVAL OF
QUOTE TO INSTALL
CAMERAS AT THE
MUNICIPAL COMPLEX
AND GYM AND BUDGET
AMENDMENT**

Town Manager Shook reviewed quotes from Childers Electric to install 12 outdoor and 6 indoor/interior cameras at the municipal complex. He stated that cameras can be installed at a later date at the gym and auditorium and can tie into the same system. Council Member Honeycutt made a motion to approve the quote from Childers Electric for 18 cameras to be installed at the municipal complex in the amount of \$22,967.26. All voted in favor.

Council Member Smith made a motion to approve the budget amendment as presented in the amount of \$22,968 to appropriate funds for security cameras for the municipal complex. All voted in favor. A copy of the amendment is hereby incorporated by reference and made a part of these minutes (Attachment A).

**CONSIDER APPROVAL OF
CONTRACTOR TO
OVERSEE ROYAL PARK
AND TOWER REBUILD
PROJECT**

Town Manager Shook stated that the Town received three contractor bids for the Royal Park project. Currently, staff has plans to meet with the lowest bidder and West Consultants tomorrow to discuss pricing. Council should call a special meeting later this week.

After a brief discussion, Council Member Smith made a motion to call a special meeting on Thursday, November 30, 2023 at 5:30 p.m. to be held in the Council's Chamber to review and discuss the contractor bids for the Royal Park project. All voted in favor.

**NOVEMBER FACILITIES
REPORT**

The November Facilities Report was provided for review.

**OCTOBER DELINQUENT
TAX REPORT**

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

OCTOBER DEPUTY
REPORT

The October Deputy report was provided for review.

COMMITTEE REPORTS

Transportation Advisory Committee (TAC) and Technical Coordinating Committee (TCC) – Town Manager Shook reported that the work at the Exit 118 bridge will begin with right-of-way work in December 2024 and a contract let date of December 2025. The NCDOT is currently working at the intersection of S. Center St. and Main Ave and hope to complete the work in the next two weeks.

WPCOG Policy Board – No report.

Burke Economic Development – Town Manager Shook stated that Crystal Morphis will be conducting a feasibility study on a new spec building in Burke County. The housing market demonstrated a slight increase in inventory due to increased interest rates.

Recreation and Tourism Committee – No report.

Water Resource Committee – No report.

VEDIC – Karen Robinson reported that the Board reviewed its financial and delinquent reports. 2 loans were paid off. One new loan was approved. Kerri is working on revisions to the Board’s work plan, policies and guidelines.

Library Board – No report.

Events Committee – Town Manager Shook stated that WSOC TV and Dave Flaherty will be at the parade to interview the class of 1964, the Grand Marshal.

OTHER BUSINESS:
NON-CONFORMING
TRAILER

Town Manager Shook stated that the non-conforming trailer along Hwy 70 has been addressed with the owner and there is a December 6, 2023 deadline to correct the issue.

AUDITORIUM
RENOVATION UPDATE

Town Manager Shook stated that the Town is waiting on a contract from Bakh/Elon Architecture to approve before any work is started on the auditorium. He will be responsible for bidding out the project, overseeing construction, closing out the project and ensuring

compliance with the grant requirements. It was clarified that the no work can be done on the auditorium until the Town is under contract.

EVENT COORDINATOR
JOB DESCRIPTION

Town Manager Shook stated that he is working on creating an events coordinator job description.

ANNOUNCEMENTS

The Hildebran Christmas Parade is this Saturday, December 2nd at 1:00 p.m.

ADJOURN

All business being concluded, Council Member Honeycutt made a motion at 7:28 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