

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

**APRIL 24, 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 Weaver 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, Finance Officer Fredrick Rankins, Attorney Jared Amos and Town Planner Rachel Wooster

**CITIZENS & MEDIA**

See attached sheet.

**APPROVAL OF AGENDA**

Staff requested to amend the agenda to remove "Consider Approval of Contract with Elan Architect for Auditorium Redesign Project" since it is not ready at this time. There being no objections, Council Member Honeycutt made a motion to approve the agenda as amended. All voted in favor.

**APPROVAL OF MINUTES**

Council Member Honeycutt made a motion to approve the March 27, 2023 regular meeting minutes as presented. All voted in favor.

Council Member Stroupe made a motion to approve the April 12, 2023 special meeting minutes as presented. All voted in favor.

**PUBLIC COMMENTS**

None.

**PUBLIC HEARING  
TOWN OF HILDEBRAN  
COMPREHENSIVE PLAN**

Mayor Hildebrand opened the public hearing to consider the Town of Hildebran Comprehensive Plan at 7:05 p.m.

Planner Wooster stated that according to the NC General Statutes, every local government must base their zoning decisions on a long-range plan which describes policies for land-use and growth management issues. The plan

will detail the vision of the Town and serves as a roadmap for how the Town should change and how the Town should remain unchanged. She then reviewed the proposed updates to the Comprehensive Plan.

There being no public comments, Mayor Hildebrand closed the public hearing at 7:16 p.m.

**OLD BUSINESS:**

**CONSIDER APPROVAL OF  
TOWN OF HILDEBRAN  
COMPREHENSIVE PLAN**

Mayor Hildebrand asked if Council had any comments about the proposed Comprehensive Plan. There being no discussion, Council Member Stroupe made a motion to approve the proposed Town of Hildebran Comprehensive Plan as presented. All voted in favor. A copy of Planner Rooster's presentation is hereby incorporated by reference and made a part of these minutes (Attachment A).

**CONSIDER APPROVAL OF  
RESOLUTION TO APPLY  
FOR NC DEPARTMENT OF  
COMMERCE'S RURAL  
TRANSFORMATION  
GRANT FUND**

Town Manager Shook stated that some of the components in the Comprehensive Plan will lead to the ability to apply for grants. One of the recommendations in the plan addresses renovating the auditorium and addressing ADA deficiencies. He stated that a resolution is presented for staff to apply for the Rural Transformation Grant for auditorium renovations in the amount of \$550,000. The grant application also includes hiring a firm to draft plans for the auditorium, gymnasium and municipal complex. Renovations to the auditorium will include adding an ADA ramp, new seating, new lobby restrooms, adding a sound and lighting area, adding a concession area, and adding room at the back of the stage that will provide a space for a green room, changing areas and a restroom. The COG will prepare the application and submit it by May 3, 2023. Bakh Alam will prepare cost estimates for the application. Mr. Shook stated that a resolution is needed in order to apply for the grant. Council Member Stroupe made a motion to approve the resolution as presented authorizing the Town of Hildebran to submit an application to the NC Department of Commerce's Rural Transformation Grant Fund in the amount of \$550,000 for auditorium renovations and a facilities master plan. All voted in favor. A copy of the resolution is hereby incorporated by reference and made a part of these minutes (Attachment B).

**NEW BUSINESS:  
PRESENTATION ON  
HICKORY-LENOIR-  
MORGANTON MSA**

Taylor Dellinger, Senior Data Analyst/GIS Manager at the WPCOG, reviewed the Hildebran population from 1980 and how the Town has changed. He stated that 10% of the

lost population in Burke County during the 2020 census occurred in Hildebran with other large decreases around the County. Mr. Dellinger then discussed employment and wages in Hildebran and housing trends in Hildebran.

CONSIDER APPROVAL OF ORDINANCE AMENDING THE SCHEDULE OF FEES AND CHARGES FOR 2022-2023

Town Manager Shook stated that the ordinance presented for consideration reflects the new auditorium rates, the increased gym mat fee, and the increase of any fee that contained coins to the next dollar amount as discussed at the budget meeting. There being no discussion, Council Member Honeycutt made a motion to approve the ordinance as presented to amend a provision of ordinance #06-27-22A, ordinance establishing the schedule of fees and charges for fiscal year 2022-2023. All voted in favor. A copy of the ordinance is hereby incorporated by reference and made a part of these minutes (Attachment C).

CONSIDER APPROVAL OF AMENDMENT TO FACILITY RENTAL POLICY

Town Manager Shook stated that the revisions to the facility rentals policy addresses discounted non-profit rates, certificate of insurance requirements for non-profits, and the language that prevents a non-profit from sponsoring a for-profit organization in order to get the discounted rate. There being no discussion, Council Member York made a motion to approve the revision to the facility rentals policy as presented. All voted in favor. A copy of the amendment is hereby incorporated by reference and made a part of these minutes (Attachment D).

APRIL FACILITIES REPORT

The April Facilities Report was provided for review.

MARCH DELINQUENT TAX REPORT

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

MARCH DEPUTY REPORT

The March report was provided for review.

COMMITTEE REPORTS

Transportation Advisory Committee (TAC) and Technical Coordinating Committee (TCC) – Town Manager Shook stated that the reduced population in Town affects transportation, Powell Bill funds, property tax and sales tax. The feasibility study at exit 118 has been completed. The DOT is discussing roundabouts that would not take any of the church's buildings but may affect an entrance. The DOT is addressing this issue by providing another entrance to the back side of Curleys

Fish Camp Rd. The details should be released by next week. The roundabouts will take the Shell gas station.

WPCOG Policy Board – Council Member Honeycutt stated that the board reviewed its FY 21-22 audit and heard a presentation by Duke Energy on their efforts to make the grids more reliable to decrease power outages.

Burke Economic Development – Town Manager Shook stated that the board discussed a mega site on the western side of the state just off of exit 94 of I-40.

Recreation and Tourism Committee – No report.

Water Resource Committee – No report.

VEDIC – Karen Robinson reported that the committee reviewed the profit and loss statement and balance sheet. New loan applications continue to be brought to the committee. The delinquent report was reviewed. One loan was modified and one loan was approved. The auto draft option for clients will not be implemented due to bank transaction fees. The committee voted to implement a late payment fee of 4%.

Library Board – Mayor Hildebrand reported that the Burke County library received over \$81,000 in ARPA funds. The Hildebran library received \$13,000 of those funds that went mostly to new shelving. The Burke County library spends \$1.52 per capita on its libraries. The state averages \$2.46 per capita. The library will have to account for an extra \$25,000. Due to the decreased population, the library will most likely get less state aid. The library foundation was able to raise \$27,000 by sending out letters. The Morganton library is 100 years old this year and the Hildebran library is 25 years old.

Events Committee – Town Manager Shook stated that he and Karen Robinson will meet to determine job responsibilities for the festival coordinator and have a contract reviewed by the town attorney. They will then meet with Eddie Marlowe to review the contract with him.

**OTHER BUSINESS:**

**BUDGET AMENDMENT  
MAINTENANCE LINE ITEM**

Finance Officer Rankins stated that another budget amendment is presented for the maintenance line item since we had more issues arise after the last meeting. He presented a report of all maintenance expenses by facility

for this fiscal year as well as upcoming repairs that need to be addressed. Council Member Smith made a motion to approve the budget amendment in the amount of \$15,000 to replenish the maintenance line item after large unexpected expenses. All voted in favor. A copy of the budget amendment is hereby incorporated by reference and made a part of these minutes (Attachment F).

COMMUNITY GARDEN

Council Member Honeycutt stated that the owner of the property behind the Valero gas station near Hardee's has offered his vacant lot as a community garden. Espey's Hardware is sponsoring the garden and donating plants. He would like the Town to make the community aware of the garden. He stated that any extra produce will be donated to East Burke Christian Ministries.

TREE AT GYM

Council Member Weaver suggested that the overgrown tree/bush at the side of the gym hanging over the sidewalk at S. Center St. be removed. Council was in agreement.

ANNOUNCEMENTS

Town Manager Shook reviewed the Burke Chamber retreat meeting. They are hosting their 4<sup>th</sup> annual ball drop as a fundraiser on May 25<sup>th</sup>. Tickets are available at Town Hall.

Karen Robinson stated that the book sale at the library raised over \$1,000 and was the best book sale that they have ever had.

ADJOURN

All business being concluded, Council Member Honeycutt made a motion at 8:13 p.m. to adjourn. All voted in favor.

I attest these are the approved minutes of the Board.

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Alice Sanders, Town Clerk

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Wendell Hildebrand, Mayor