

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

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

CITIZENS & MEDIA

See attached sheet.

INVOCATION

A moment of silence was observed.

PLEDGE OF ALLEGIANCE

Town Clerk Sanders led the Pledge of Allegiance to the United States Flag.

APPROVAL OF AGENDA

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

APPROVAL OF MINUTES

Council Member Smith made a motion to approve the March 25, 2024 regular meeting minutes as presented. All voted in favor.

PUBLIC COMMENTS

None.

OLD BUSINESS:

None.

NEW BUSINESS:

**BDI UPDATE-
ALAN WOOD**

Alan Wood, BDI President and CEO, was in attendance and provided Council with an update concerning issues and projects that BDI is currently involved in. No action was taken.

**CONSIDER APPROVAL OF
CONTRACT WITH COOKS
HEATING AND AIR**

Town Manager Shook stated that HHDA has requested to replace three A/C window units in the basement of the auditorium because they do not work and cannot be fixed. They provided a quote for a new two-ton heat pump from Cooks Heating & Air. Bill Jones from HHDA explained

that the new unit will use 1/8 of the power and will be low maintenance. He stated that if the doors of the museum rooms are left open, the air should reach the band room. There being no further discussion, Council Member Stroupe made a motion to approve the quote as presented from Cooks Heating & Air for a new two-ton Mitsubishi ductless heat pump in the amount of \$7,400. All voted in favor.

CONSIDER APPROVAL OF ORDINANCES DECLARING ROAD CLOSURES FOR 2024 TOWN EVENTS

Clerk Sanders stated that the ordinances presented are to temporarily close S. Center St. for five Cruise Ins and to temporarily close the roads in the Christmas parade route. The NCDOT has approved the closures and require that Council adopt ordinances also approving the closures. It was noted that the June ordinance incorrectly included wording regarding a fireworks show and the Clerk stated that she would remove that wording in the June ordinance. Council Member Smith made a motion to approve the ordinances declaring road closures for the May 25, 2024, June 22, 2024, July 27, 2024, August 24, 2024 and September 28, 2024 Cruise Ins as well as the December 7, 2024 Christmas parade route. All voted in favor. A copy of the ordinances are hereby incorporated by reference and made a part of these minutes (Attachments A, B, C, D, E and F).

CONSIDER APPROVAL OF BUDGET AMENDMENTS TO MOVE LAPP FUNDS TO SCIF FUND

Town Manager Shook stated that funds were moved into the LAPP fund for the sidewalk project at Main Ave E. Due to the cost estimates for this project coming in significantly higher than originally forecasted, the Town cannot move forward at this time due to other obligated projects. The funds should be moved into the SCIF fund. There being no discussion, Council Member Smith made a motion to approve budget amendment #15 to move funds from the LAPP fund to the general fund in the amount of \$519,907.41; budget amendment #16 to accept the LAPP funds to the general fund and to transfer the funds to the SCIF fund in the amount of \$520,000.00; and budget amendment #17 to accept the funds in the SCIF fund in the amount of \$520,000.00. All voted in favor. A copy of the budget amendments are hereby incorporated by reference and made a part of these minutes (Attachments G, H and I).

CONSIDER APPROVAL OF CONTRACT WITH DDI OF HICKORY, LLC FOR

Town Manager Shook stated that the contract with DDI of Hickory, LLC for the Royal Park contractor was presented for approval. He stated that due to the overall project pricing coming in over the original cost estimates, the

ROYAL PARK
CONTRACTOR

pavilion was not in the project. The pavilion was not in the agreement with PARTF so it is not a mandatory amenity. Council can choose to add the pavilion to the park in the future. In addition, The Town will now oversee the installation of the splash pad and inclusive playground equipment. Town Manager Shook met with DDI of Hickory, LLC, the lowest bidder, and also discussed lower pricing by adjusting other small details in the contract. There being no discussion, Council Member York made a motion to approve the Standard Form of Agreement Between Owner, Town of Hildebran, and the Contractor, DDI of Hickory, LLC, as presented for the Royal Park Project to install a walking trail, concessions & restroom building, amphitheater with covered platform, splash pad rough-in, and related work in the amount of \$1,405,488. All voted in favor.

The official bids were as follows:

DDI of Hickory
Base Bid \$1,924,815.78
Deduct 2 (Pavilion) \$210,400.52
Deduct 3 (Splashpad) \$221,167.73
Price After Deducts \$1,493,247.53

Moss Marlow
Base Bid \$1,827,344.00
Deduct 2 (Pavilion) \$93,381.00
Deduct 3 (Splashpad) \$175,956.00
Price After Deducts \$1,558,007

Patton Construction
Base Bid \$1,908,610.00
Deduct 2 (Pavilion) \$144,560.00
Deduct 3 (Splashpad) \$183,000.00
Price After Deducts \$1,581,050

Town Manager Shook stated that the work on the park will begin soon so a decision needs to be made on what to do with the original tower bricks. It was the consensus of Council to save 300-400 bricks to use as pavers and to allow a licensed contractor(s) to come haul off the rest of the bricks.

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 J).

MARCH DEPUTY REPORT The March deputy report was provided for review.

COMMITTEE REPORTS Transportation Advisory Committee (TAC) and
Technical Coordinating Committee (TCC) – No report.

WPCOG Policy Board – The Board’s annual meeting was held in April.

Burke Economic Development – No report.

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 wanted to thank the Council for their appreciation gift cards. The committee asked if Council had any directive concerning the 2024 parade. Clerk Sanders stated that Brand Lingerfelt asked for George Hollowell to be the Grand Marshal. Mr. Hollowell has been a member of the fire department for over 50 years. It was confirmed to ask Rex Lail to use his golf cart again for Council to ride in.

Staff asked for input from Council regarding the Farmer’s Market. The Market ended last year with just one vendor. It was the consensus of Council to continue with the Market for 2024.

OTHER BUSINESS: Mt. Hebron Lutheran Church is holding a spaghetti dinner fundraiser on April 27th at 4:00 p.m.

Town Manager Shook stated that Walkin’ Roll Activities League was awarded a Governor’s Award for non-profit service. They will be recognized on May 21st at 5:30 p.m. at the First United Methodist Church in Morganton and would like Council members to attend.

Bill Jones asked if the windows at the side of the auditorium will be replaced during the renovations. He stated that after the three old A/C window units are removed, there will be a hole in the windows where the

units were. He stated that HHDA could close them up like they have done others for now.

Town Manager Shook asked if Council would like to hold a special meeting to discuss the auditorium design. Council was in agreement and Council Member York asked that Bakh and Jeff Bentley, Director of the J. E. Broyhill Civic Center, be in attendance.

HHDA requested to have a few of the old seats from the auditorium when they will be replaced and suggested selling the rest of the seats instead of throwing them away.

HHDA also requested to be able to use an additional room in the basement to display items that are being donated by the Charles Cook family.

Town Manager Shook stated that he is working on getting the maintenance building divided into three sections. The first quote was \$10,000 and he is looking to find a cheaper option.

CAST will be performing Peter Pan in the auditorium this weekend and invites everyone to attend.

The old boiler room was addressed due to concerns about the homeless breaking in. Town Manager Shook stated that he is working on getting a steel door installed.

Staff asked Council about direction for advertising for the alternate position of the Planning Board/Board of Adjustment that comes open July 1st. Council was in agreement to continue with the current alternate if she is still interested.

ANNOUNCEMENTS

None.

ADJOURN

All business being concluded, Council Member Honeycutt made a motion at 7:58 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