

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

**DECEMBER 21, 2020  
7:15 PM**

**REMOTE REGULAR  
MEETING MINUTES**

**CALL TO ORDER**

Mayor Hildebrand called the remote regular meeting of the Town Council to order at 7:15 p.m. The meeting was held by simultaneous communication and was streamed live via the Town's YouTube channel.

**INVOCATION**

A moment of silence was observed.

**PLEDGE OF ALLEGIANCE**

Finance Officer Fredrick Rankins 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 Derek Cline, Cole Herrell, Mike Smith and Terry Weaver. Council Member Honeycutt was in attendance via telephone.

**STAFF PRESENT**

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

**CITIZENS & MEDIA  
PRESENT**

See attached sheet.

**APPROVAL OF AGENDA**

Council Member Honeycutt made a motion to approve the agenda as presented. The motion was approved by the following **roll call vote**: Ayes: Council Members Cline, Herrell, Honeycutt, Smith and Weaver. Nays: None. Absent: None.

**APPROVAL OF MINUTES**

Council Member Smith made a motion to approve the November 23, 2020 closed session and remote regular meeting minutes as presented. The motion was approved by the following **roll call vote**: Ayes: Council Members Cline, Herrell, Honeycutt, Smith and Weaver. Nays: None. Absent: None.

**PUBLIC COMMENTS**

None.

**OLD BUSINESS:  
CONSIDER APPROVAL OF  
AUTHORIZING  
RESOLUTION FOR  
BUILDING REUSE GRANT  
FOR PROJECT TIME**

Town Manager Shook stated that he had been informed by Alan Wood, BDI President and CEO, that the company has decided to wait until the July/August grant cycle to move forward. As a result, the agenda item will be removed.

CONSIDER APPROVAL OF RESOLUTION APPROVING CONVEYANCE OF PROPERTY TO ANOTHER UNIT OF GOVERNMENT IN NC (DEPUTY VEHICLE)

Town Manager Shook contacted Burke County about the purchase of the Town's 2014 Ford Taurus Police Interceptor deputy vehicle. Burke County offered \$1,400.00 since they recently paid close to \$4,000.00 to repair the transmission as required by the lease agreement between the Town and the County. A resolution approving the conveyance was presented. Council Member Herrell made a motion to approve the resolution approving the conveyance of property (2014 Ford Taurus Police Interceptor, VIN 1FAHP2MT8EG145368) to another unit of Government in North Carolina (Burke County) pursuant to GS 160A-274, in the amount of \$1,400.00. The motion was approved by the following **roll call vote**: Ayes: Council Members Cline, Herrell, Honeycutt, Smith and Weaver. Nays: None. Absent: None. A copy of the resolution is hereby incorporated by reference and made a part of these minutes (Attachment A).

NEW BUSINESS:  
CONSIDER APPROVAL OF TOWN BANNERS

Town Manager Shook presented examples of town banners to the Board. He stated that he would be contacting the vendor to make corrections to the breezeway and train track artwork, as well as perfecting the green shading. He asked for input from Council. It was the consensus of Council to approve 2 blue background and 2 green background banners. Mr. Shook will email Council the final corrections for approval.

CONSIDER APPROVAL OF LEAVE FOR STAFF DUE TO COVID-19 QUARANTINE BEGINNING JANUARY 1, 2021 AND BUDGET AMENDMENT

Town Manager Shook stated that the Families First Coronavirus Response Act provided financial assistance to local governments, including COVID-19 related sick time. The provision expired December 31, 2020 and to date, the federal government has not passed any additional local government funding. Local government officials across the state are addressing employees who contract COVID-19 or show COVID-19 symptoms after December 31, 2020.

Mr. Shook stated that in order to be fair to employees who contract COVID-19 after December 31, 2020, local governments officials have proposed that any unused COVID-19 sick time that was previously covered by the Families First Coronavirus Response Act funding be extended and paid for by the Town as of January 1, 2021. Mr. Shook presented a COVID-19 Emergency Paid Sick Leave Policy and budget amendment for consideration. Council Member Herrell made a motion to approve the COVID-19 Emergency Paid Sick Leave Policy as presented and the budget amendment in the amount of

\$5,107.00 through June 30, 2021, with the stipulation that if the federal government provides funding for this purpose in the future, staff will use those funds to pay for approved sick leave due to COVID-19. The motion was approved by the following **roll call vote**: Ayes: Council Members Cline, Herrell, Honeycutt, Smith and Weaver. Nays: None. Absent: None. A copy of the resolution is hereby incorporated by reference and made a part of these minutes (Attachment B).

CONSIDER APPROVAL OF  
RESOLUTION ADOPTING  
2021 REMOTE REGULAR  
MEETING SCHEDULE

A resolution was presented for approval adopting the 2021 remote regular meeting schedule. Council Member Herrell made a motion to approve the resolution adopting the 2021 Town Council Remote Regular Meeting Schedule as presented. The motion was approved by the following **roll call vote**: Ayes: Council Members Cline, Herrell, Honeycutt, Smith and Weaver. Nays: None. Absent: None. A copy of the resolution is hereby incorporated by reference and made a part of these minutes (Attachment C).

FACILITIES REPORT

The Facilities Report was provided for review. Town Manager Shook stated that he would be working on a social media post showing the before and after pictures of all work done on the Town facilities under the Capital Improvement Project and recent COVID-19 funds.

The lack of appropriate lighting during the night at CVS was discussed. Mr. Shook stated that he and the Planner had reviewed the zoning ordinance. Due to the wording in the zoning ordinance, the Planner is uncomfortable forcing CVS to provide lighting to be on after hours. Mr. Shook stated that the Planner is reviewing the process to install two lights at the Town's expense.

Mr. Shook provided an update about the lighting issue at Exit 119. He stated that he spoke with DOT and was informed that they are aware of the issue and have determined that the repair is a significant cost. DOT responded that the repair will be made but was unsure of the timeframe.

Council Member Weaver asked that the pothole at Frye Daddy's on S. Center St. be fixed.

Council Member Honeycutt reported that the Christmas light at the corner of Main Ave and S. Center St. is not working.

DELINQUENT TAX REPORT

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

DEPUTY REPORT

The November Deputy report was provided for review.

COMMITTEE REPORTS

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

WPCOG Policy Board – Council Member Honeycutt emailed the report to Council.

Burke Economic Development – No report.

Recreation and Tourism Committee – No report.

Water Resource Committee – No report.

VEDIC – No report.

Library Board – No report.

OTHER BUSINESS

Mr. Shook reported that Terminex will cover the bat issue under our warranty except for the cost of a 60 foot lift. He stated that he would contact the Fire Department to see if they would be able to assist.

Mr. Shook announced that he has hired a full time Parks and Grounds Maintenance Worker to start January 4, 2021.

Mr. Shook stated that the new restaurant that will be moving into the old Frankie T's and Vape Shop will be a half pizza and half Mexican restaurant.

ANNOUNCEMENTS

None.

ADJOURN

All business being concluded, Council Member Honeycutt made a motion at 7:50 p.m. to adjourn. The motion was approved by the following **roll call vote**: Ayes: Council Members Cline, Herrell, Honeycutt, Smith and Weaver. Nays: None. Absent: None.

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