

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

**OCTOBER 28, 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.
- 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 Attorney Jared Amos and Town Planner Katelyn Smith.
- CITIZENS & MEDIA** See attached sheet.
- INVOCATION** A moment of silence was observed.
- PLEDGE OF ALLEGIANCE** Council Member Stroupe led the Pledge of Allegiance to the United States Flag.
- APPROVAL OF AGENDA** Town Manager Shook stated that staff would like to add under new business consider approval of contract to install a splash pad at Royal Park. There being no objections, Council Member Stroupe made a motion to approve the agenda as amended. All voted in favor.
- APPROVAL OF MINUTES** Council Member Smith made a motion to approve the September 23, 2024 regular meeting minutes and the October 4, 2024 special meeting minutes as presented. All voted in favor.
- PUBLIC COMMENTS** Abigail Taylor, Marketing and Campaign Manager, Burke County United Way, presented information to Council regarding NC Nonprofit Day. The annual giving day is set for December 3, 2024. Council Member York made a motion to approve Proclamation Burke County, NC Nonprofit Day (aka 1BurkeGives) as presented. All voted in favor. A copy of the proclamation is hereby incorporated by reference and made a part of these minutes (Attachment A).
- PUBLIC HEARINGS** Mayor Hildebrand opened a public hearing at 7:08 p.m. for three hearings.

COMMUNITY
DEVELOPMENT BLOCK
GRANT

Ben Willis, Community and Economic Development Director at the WPCOG, presented information to Council about Community Development Block Grant (CDBG) funding. North Carolina receives approximately \$48 million of funding each year from the Department of Housing and Urban Development that is administered by the North Carolina Department of Commerce Rural Economic Development Division and the North Carolina Department of Environmental Quality. Mr. Willis stated that there is some funding still available that the Town may qualify for. He stated that the Town can apply for funding by identifying a specific project that proposes activities that benefit low-to-moderate income persons. Public hearings are required in order to receive public comments before the Town can submit a CDBG application.

Mayor Hildebrand asked for public comments. No public comments were received.

ZMA 2024-2 REZONING
351 I-40 ACCESS RD SE

Katelyn Smith, Town Planner, presented information concerning ZMA 2024-2. She stated that a rezoning petition was submitted for a 1.12-acre parcel located at 351 I-40 Access Rd SE that is currently zoned Highway Business. The property is currently vacant with single-family homes and other vacant parcels surrounding it.

The reason for the rezoning request is due to the property falling within Miller Creek subdivision. Per the restrictions within the subdivision deed, all lots within the subdivision must be used for residential uses only. No structure shall be erected, altered, placed or permitted other than one detached single-family residence and a customary accessory building. Rezoning this parcel from Highway Business (H-B) 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. Smith stated that staff believes the request is reasonable and in the best interest of the Town due to the surrounding land use consisting of single-family homes. This request ensures compatibility with the type of development occurring within this portion of the property.

Mayor Hildebrand asked for public comments. No public comments were received.

ZMA 2024-3 REZONING

Katelyn Smith, Town Planner, presented information concerning ZMA 2024-3. She stated that a rezoning

112 TENTH ST NE AND 109
ELEVENTH ST NE

petition was submitted for 6.219 acres located at 112 Tenth St NE and 109 Eleventh St NE. This area is currently within the high-density residential zoning district. The property is located across from Huitt Mills Inc. and is between US Hwy 70A E and US Hwy 70 E. The property is currently vacant with single-family homes, an assisted living facility, and other vacant parcels surrounding it.

The reason for the rezoning request is due to a planned unit development proposed for the property. Per the Hildebran Zoning Ordinance section 8.9 (B), conditional zoning districts may be appropriate when a planned unit development (PUD) is proposed. Rezoning this parcel from R-10 to R-10-CD will allow a uniquely designed PUD with 44 units to be placed on the property.

Ms. Smith reviewed overall development conditions of the proposed PUD. She stated that staff believes this request is reasonable and in the best interest of the Town due to the number of housing units it would create for the community. This development will help increase the Town's population/workforce and will diversify the tax base. The request to rezone 6.219 acres at 112 Tenth St NE/109 Eleventh St NE is in accordance with the Town of Hildebran Comprehensive Development Plan. The Comprehensive Plan calls for multi-family/high-density residential uses to be established in existing R-10 parcels. Additionally, it states that this type of development should have easy access to major roads. This property is between both US Hwy 70 E and US Hwy 70A E.

Mayor Hildebrand asked for public comments. Karen Hughes, who lives at 110 10th St NE, stated that her family has lived at her property for four generations. There is an issue with proper deed records being passed down. She expressed concerns over traffic and safety issues if this development is built. She feels it is too many homes for the area.

Connie Powell, who lives at 104 10th St NE, stated that she wants to be sure that her property is not being taken away from her during this process. She stated that there were some property line stakes in her yard that were moved. She stated that the homes will be really close to her and she wants buffers tall enough to conceal anyone from the two-story homes from looking out their window

at her property. She asked that Council consider these issues before voting.

Kenneth Orndorff, the owner of the property, stated that this was the first time he's heard that the neighbors had an issue with property lines. He stated that he did acquire a property survey and he would be happy to be sure the new homes are on his property.

There being no other public comments, Mayor Hildebrand closed the public hearings at 7:24 p.m.

**OLD BUSINESS:
CALL A SECOND PUBLIC
HEARING FOR CDBG**

Mayor Hildebrand stated that a second hearing for the CDBG needs to be called. Council Member Honeycutt made a motion to call a public hearing to hear comments from the public concerning the Community Development Block Grant on Monday, November 25, 2024 at 7:00 p.m. in the Council's Chambers. All voted in favor.

ZMA 2024-2 REZONING

There being no discussion concerning ZMA 2024-2, Council Member Honeycutt made a motion to approve the ordinance and the applicant's request to rezone the property located at 351 I-40 Access Rd SE from H-B to R-20. The Board finds that the proposed map amendment is consistent with the Town of Hildebran's Comprehensive Plan, because single-family uses should be encouraged in areas where single-family zoning already exists. This request is in the public's interest because it ensures consistent residential development within this portion of Hildebran. All voted in favor. A copy of the ordinance and ZMA are hereby incorporated by reference and made a part of these minutes (Attachment B).

ZMA 2024-3 REZONING

Mayor Hildebrand asked the Board if there was any discussion regarding ZMA 2024-3. Council Member Honeycutt stated that he would like for the property issue to be resolved before voting. Council was in agreement. No action was taken regarding ZMA 2024-3.

**UPDATE ON ROYAL PARK
AND AUDITORIUM
RENOVATIONS**

Town Manager Shook stated that Bakh is providing additional drawings and a second bid date will be set in the near future. The A/C ducts were removed and the new metal spiral ducts were installed. The heat pumps will require regular maintenance.

Town Manager Shook reviewed the list of items completed at Royal Park the past month.

CONSIDER APPROVAL OF
ADDITIONAL
EXPENDITURE ITEMS TO
COMPLETE ROYAL PARK

Town Manager Shook stated that the Town anticipates a number of additional expenditures as well as savings as DDI's portion of Royal Park is nearing completion. He provided a list of additional savings totaling \$66,500. He also provided a list of additional expenditures estimated at \$48,745, if Council approves. He stated that in addition to the savings of \$66,500, the Town has currently raised \$25,000 in park sponsorships. The expected completion time for DDI's portion is early December. He recommended that Council approve the additional expenditures.

There being no discussion, Council Member Smith made a motion to approve the estimated costs for additional expenditures as follows:

- \$20,000 fencing
- \$18,745 remove and replace concrete pad at gym entrance
- \$6,000 trees
- \$4,000 playground pad

All voted in favor.

NEW BUSINESS:
CONSIDER APPROVAL OF
PROCLAMATION NC
NONPROFIT DAY

Mayor Hildebrand stated that this item of business was handled earlier in the meeting.

CONSIDER APPROVAL OF
BUDGET AMENDMENT
MOVING NECESSARY
FUNDS TO COMPLETE
ROYAL PARK

Town Manager Shook stated that a budget amendment is required to move funds from the General Fund to the Park Fund for Royal Park. He stated that no additional costs to the Town are occurring. Council Member York made a motion to approve the budget amendment as presented to move funds from the General Fund to the Park Fund for the completion of Royal Park in the amount of \$900,000, and to secure reimbursement of funds from the Parks and Recreation Trust Fund (PARTF) in the amount of \$289,000. All voted in favor. A copy of the budget amendment is hereby incorporated by reference and made a part of these minutes (Attachment C).

CONSIDER APPROVAL OF
CONTRACT FOR SPLASH
PAD AT ROYAL PARK

Town Manager Shook stated that the Town received three bids to install a splash pad at Royal Park. SplashPads USA was the lowest bidder at \$176,500. He stated that after discussion with SplashPads USA, the company is willing to add more features since the Town's budget for the splash pad is \$185,000. The upgraded items include increasing the size to a 42' diameter, adding a three-

bucket feature instead of a two-bucket feature, adding six features instead of five, and adding a seventh geyser plate in preparation for another feature in the future. There being no discussion, Council Member York made a motion to approve the contract with SplashPads USA as presented to install a 42' diameter free flow splash pad at Royal Park, including additional equipment and components, for \$185,000. All voted in favor.

Other bids included: Carolina Recreation and Design at \$185,000 and Great Southern Recreation at \$184,999.26

OCTOBER FACILITIES REPORT

The October facilities report was provided for review.

SEPTEMBER DELINQUENT TAX REPORT

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

SEPTEMBER DEPUTY REPORT

The September deputy report was provided for review.

COMMITTEE REPORTS

Transportation Advisory Committee (TAC) and Technical Coordinating Committee (TCC) – Town Manager Shook stated that the Board approved the removal of LAPP funds for the Main Ave E sidewalk project from the NCDOT plans

WPCOG Policy Board – No report.

Burke Economic Development – No report.

Recreation and Tourism Committee – No report.

Water Resource Committee – No report.

VEDIC – Karen Robinson report from September – the Board reviewed a financial overview. Interest income is down slightly. The balance sheet reflects adequate money to lend. The audit for the past year has been delayed due to office relocation. The job description for a new loan officer was approved.

Karen Robinson report from October – a financial overview was provided, highlighting the Profit and Loss Statement and Balance Sheet. Delinquent reports and technical assistance updates were provided. VEDIC will work with all clients that were affected by Hurricane

Helene with loan modifications. One new loan was approved for \$30,000. The lease for office space at the Old Rock School was approved effective November 1, 2024.

Library Board – E-books reservations keep increasing.

Events Committee – No report.

OTHER BUSINESS:

Town Manager Shook asked if Council preferred to leave the existing grass in front of the breezeway or pave the area as it was before. It was the consensus of Council to pave the area back to avoid mud.

Town Manager Shook stated that he would send out information regarding the Town Christmas party.

ANNOUNCEMENTS

Town Clerk Sanders stated that the American Red Cross will be holding another blood drive in the gym on November 19th from 2:30 p.m. to 7:00 p.m. More drives are requested due to the cancelation of drives as a result of Hurricane Helene.

ADJOURN

All business being concluded, Council Member Honeycutt made a motion at 7:52 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