

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

**FEBRUARY 26, 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 Planner Katelyn Smith, and Town Attorney Jared Amos.

CITIZENS & MEDIA

See attached sheet.

INVOCATION

A moment of silence was observed.

PLEDGE OF ALLEGIANCE

Mayor Hildebrand led the Pledge of Allegiance to the United States Flag.

APPROVAL OF AGENDA

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

APPROVAL OF MINUTES

Council Member York made a motion to approve the January 22, 2024 regular meeting minutes as presented. All voted in favor.

PUBLIC COMMENTS

None.

**PUBLIC HEARING
ZMA 2024-1**

Mayor Hildebrand opened the public hearing at 7:02 p.m. regarding Zoning Map Amendment 2024-1 of the property located at 3266 US Hwy 70.

A rezoning petition was submitted for a 4.79-acre portion of the 23.53-acre parcel located at 3266 US Hwy 70 due to the owners wishing to sell the property to a buyer that intends to put a single-family home on the lot. Currently, the entire parcel is zoned General Manufacturing. The 4.79-acre portion of the property is located along the southern tip and abuts Old NC 10 (Main Ave W). This portion of property is currently vacant with a majority of single-family homes surrounding it on both sides.

The 4.79-acres have been surveyed out from the whole but is awaiting official registration upon approval of this rezoning request. Rezoning this portion of the parcel from General Manufacturing (G-M) 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.

The surrounding zoning and land uses and maps of the areas were provided. In order for a single-family house to be built, a subdivision of the 4.79-acres would need to occur. The subdivision and single-family home would be permitted under this rezoning as long as the applicant complies with section 8.1 and Hildebran minor subdivision regulations.

The decision to approve the amendment at last month's meeting was postponed until tonight's meeting in order for staff to research concerns brought up at the last meeting.

Town Planner, Katelynn Smith, addressed the potential flooding issues on the current property. She stated that the land in question does not fall into a flood area according to the flood map. There may be a storm water issue and the Town does not have a storm water ordinance. If there is a storm water issue, the Town cannot intervene and it would be a civil matter.

Ms. Smith also clarified that the property to be divided would only include a single-family home. In addition, the surrounding zoning around the proposed rezoning area is R-20.

Ms. Smith stated that the owner provided a survey that did not include the driveway and the driveway will not be used. The survey also stated that the property does not lie within the flood hazard area according to FEMA maps.

Staff believes this request is reasonable and in the best interest of the Town due to the surrounding land use consisting of single-family homes. This ensures compatibility with the type of development occurring within this portion of Hildebran.

This request is in accordance with the Town of Hildebran Comprehensive Development Plan that calls for cohesive development of residential housing. The Plan also states,

“single-family use should be encouraged in areas already zoned for residential development, where single-family uses exist.” Therefore staff recommends approval of the Zoning Map Amendment.

Mayor Hildebrand asked if there were any comments from the public.

Greg Moose, the prospective buyer of the 4.79-acre portion, stated that he will put a driveway on the Old NC 10 roadway. He also stated that he walked the property and saw the wet area. He agreed with the Planner that it is a storm water runoff issue and that the property is not in a flood zone. He stated that he can fix any water runoff.

There being no further comments, Mayor Hildebrand closed the public hearing at 7:07 p.m.

**OLD BUSINESS:
CONSIDER APPROVAL OF
ZMA 2024-1 REGARDING
REZONING REQUEST
FROM GM TO R-20**

There being no discussion, Council Member Smith made a motion to approve the ordinance and the applicant’s request as presented to rezone 4.79-acres of the 23.53-acre property located at 3266 US Hwy 70 from GM to R-20, and found that the proposed map amendment is consistent with the Town of Hildebran 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 A).

**NEW BUSINESS:
CONSIDER APPROVAL OF
AMENDMENT NO. 1 TO
CONTRACT WITH WEST
CONSULTANTS FOR
PROFESSIONAL SERVICES
FOR ROYAL PARK
PROJECT**

Town Manager Shook stated that after the Town received the first round of bids for construction of Royal Park, Council agreed to rework the scope of work and rebid in hopes of receiving bids that were more in line with cost estimates. The additional work to redesign and rebid was an additional expense for West Consultants. The amendment to the contract is presented for approval. Council Member Honeycutt made a motion to approve the Short Form of Agreement Between Owner and Engineer for Professional Services, Town of Hildebran Royal Park Project, Amendment No. 1 as presented. All voted in favor. A copy of the amendment is hereby incorporated by reference and made a part of these minutes (Attachment B). The amendment amount is \$8,000.

CONSIDER APPROVAL OF
BUDGET AMENDMENT
FOR DIGITAL SIGN
REPAIR

Town Manager Shook stated that on September 29, 2023, the digital sign located near CVS was hit by a vehicle causing damage to the frame. Staff obtained a quote from Sign Systems for repair and submitted the quote to the driver's insurance company. The insurance company has provided reimbursement based on the quote. Staff is presenting a budget amendment in excess of the quote due to further expenses that will be incurred that is not part of Sign System's scope of work. The additional expenses are not known at this time. Council Member York made a motion to approve the budget amendment as presented to appropriate funds for repair of the frame of the digital sign located near CVS at Hwy 70 in the amount of \$8,000. All voted in favor. A copy of the amendment is hereby incorporated by reference and made a part of these minutes (Attachment C). The insurance company should reimburse the Town for any additional expenses.

DISCUSSION REGARDING
AUDITORIUM RENTAL
FEES

Cathy Stallings, CAST, sent an email to staff requesting a monthly fee for dates that span over a three-month period but only includes 31 days. The dates and price were included in the agenda packet for Council's consideration. There was discussion about not allowing the request due to having to allow this type of fee reduction for everyone else if approved. Other discussion was that it was better to have the auditorium rented than not having it used. Council Member Honeycutt made a motion to approve the request from Cathy Stallings, CAST, to allow the 31 days spanning a three-month period to be considered a monthly rental fee rate of \$1,750. Council Members Honeycutt, Smith and York voted in favor. Council Members Stroupe and Weaver were opposed. The motion carried.

CALL A SPECIAL
MEETING FOR BUDGET
WORKSHOP

Town Manager Shook stated that a budget workshop was needed to specifically discuss the Royal Park project and the auditorium renovation project. Council Member York made a motion to call a special meeting for the purpose of a budget workshop to discuss and take any possible action needed concerning the Royal Park project and the auditorium renovation project to be held on Tuesday, March 12, 2024 at 6:00 p.m. in the Meeting Room in the Albert Parkhurst Municipal Complex. All voted in favor.

FEBRUARY FACILITIES
REPORT

The February Report was provided for review.

JANUARY DELINQUENT
TAX REPORT

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

JANUARY DEPUTY
REPORT

The January Deputy report was provided for review.

COMMITTEE REPORTS

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

WPCOG Policy Board – Council Member Smith reported that the Board recognized people, approved a few budget amendments, discussed the committee that was formed to help with the homeless, and the mega site project costs and awarded grant for the project.

Burke Economic Development – Town Manager Shook reported that a \$34 million grant has been received for the Burke mega site. They also created a fireside chat on YouTube discussing the public’s concerns about the site. The Board’s clerk will be moving to part time. They discussed the recent announcement from Burke County Public Schools of their \$42 million grant for a new school.

Recreation and Tourism Committee – No report.

Water Resource Committee – No report.

VEDIC – Karen Robinson reported for two months of meetings. The financial and delinquent reports were reviewed. One new loan was approved in the amount of \$40,000 and two loans were modified.

The annual report was reviewed and it was stated that without VEDIC, Burke County would not have as many new small businesses that it currently has. The financial report was reviewed. Interest income for the year is up 39.1%. Money was moved from the IRP checking account to a money market making 4.06% interest. Two loans were paid off. A resolution was approved that would allow VEDIC to apply for RBDG funding for \$175,000. There are five new applications in the loan process.

Library Board – No report.

Events Committee – Town Manager Shook stated that the Easter Egg Hunt is March 23rd at 2:30 p.m. There are

over 1,000 stuffed eggs and golden eggs with special prizes. Staff will be there around 12:30 p.m. to start hiding eggs. Council Member Weaver will help transport people from the church to the park.

The committee also asked about Bruce Long doing a concert in the auditorium at Christmas. Due to the upcoming auditorium renovation project, a decision was not made at this time.

OTHER BUSINESS:

Mayor Hildebrand discussed the Burke County's decision to close Hildebran and Icard Elementary schools and build a new school consolidating both schools. He stated that the Superintendent wanted to meet with all the Council members.

ANNOUNCEMENTS

None.

ADJOURN

All business being concluded, Council Member Honeycutt made a motion at 7:35 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