

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

**AUGUST 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, and Town Attorney Jared Amos.

CITIZENS & MEDIA

See attached sheet.

INVOCATION

A moment of silence was observed.

PLEDGE OF ALLEGIANCE

Deputy Towery led the Pledge of Allegiance to the United States Flag.

APPROVAL OF AGENDA

Staff requested to add "Consider Approval of Resolution Authorizing NC Department of Commerce, Building Reuse Program, 2024 Project Office Building Reuse Application and Budget Amendment" under new business. 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 York made a motion to approve the June 24, 2024 regular meeting minutes as presented. All voted in favor.

PUBLIC COMMENTS

None.

OLD BUSINESS:

**UPDATE ON AUDITORIUM
RENOVATIONS AND
CONSTRUCTION OF
ROYAL PARK**

Town Manager Shook stated that a pre-bid conference was held in early August with prospective general contractors to review the bid package for the proposed renovations to the auditorium. During the review, several changes were discussed concerning the plan and it was the consensus of everyone in attendance to update the bid documents and to set the official bid opening on September 17, 2024.

Mr. Shook also discussed the progress of Royal Park. DDI began construction on July 8, 2024. The groundbreaking was held on July 17, 2024 with 75 people in attendance. He provided a list of completed items in the park to date.

Mr. Shook stated that the final details regarding a potential grant for the construction of the pavilion has still not been received, however, staff will be submitting the application soon and the final decision is anticipated to be announced in November 2024.

CONSIDER APPROVAL OF ROYAL PARK CHANGE ORDER 0003 TO PERFORM WORK ON THE BREEZEWAY

Town Manager Shook stated that the Royal Park project did not address any repairs to the breezeway at the municipal complex. The roof, ceilings, and brick wall at the end of the breezeway all need repair. Council may want to address the repairs during the construction of the park.

Mr. Shook stated that staff met with Talley & Smith Architecture, West Consultants, and DDI of Hickory to determine cost-efficient renovations to the breezeway. Over the past few weeks, DDI worked with contractors to provide a cost estimate. Mr. Shook reviewed the work to be completed that included the following: removing framing on the second floor, removing ceilings on both levels, replacing roof and second floor walkway membranes, finishing both ceilings with flat panel fiber cement board and paint, sawing down the edges for symmetrical end caps, stuccoing the entire face insides and out, and removing the existing door frame and infilling with masonry. The total cost to complete the repairs is \$39,962.50. If approved, the total budget of the park project will increase and the additional cost will be considered part of the miscellaneous costs for the project.

Council was in agreement to clean up and repair the breezeway. Council Member Smith made a motion to approve Royal Park change order 00003 with DDI of Hickory to include the aforementioned work on the breezeway located at the Albert Parkhurst Municipal Complex for the cost of \$39,962.50. All voted in favor.

CONSIDER SECOND READING OF CODE OF ORDINANCES AMENDMENT TO

Town Manager Shook stated that the amendment to the Code Of Ordinances to include a section prohibiting urban camping and improper use of public places was reviewed and approved at the last meeting. NCGS 160A-175(b)

INCLUDE A SECTION PROHIBITING URBAN CAMPING AND IMPROPER USE OF PUBLIC PLACES

states that in North Carolina, no ordinance specifying a criminal penalty may be enacted at the meeting in which it is first introduced. The ordinance amendment is brought before Council for consideration for a second reading.

Council Member Stroupe made a motion to approve the second reading of the ordinance to amend the Code Of Ordinances with the addition of Section 2:9 Prohibiting Urban Camping and Improper Use of Public Places and to incorporate the amendment into the Code of Ordinances as presented. All voted in favor. A copy of the ordinance amendment is hereby incorporated by reference and made a part of these minutes (Attachment A).

CONSIDER APPROVAL OF RESOLUTION TO WITHDRAW THE MAIN AVE E SIDEWALK PROJECT FROM THE STATEWIDE TRANSPORTATION IMPROVEMENT PLAN

Town Manager Shook stated that Council had previously discussed the Main Ave E Sidewalk Project. The cost estimates for the project increased from \$520,000 to \$800,000 subsequent to the initial grant application. Due to the Town's two major existing projects, Royal Park and the auditorium renovations, the sidewalk project is no longer feasible financially. A resolution is presented for consideration to withdraw the project from the Statewide Transportation Improvement Plan. Council Member Honeycutt made a motion to approve the resolution as presented to withdraw the Main Ave E Sidewalk Project, BL-0001, from the Statewide Transportation Improvement Plan. All voted in favor. A copy of the resolution is hereby incorporated by reference and made a part of the minutes (Attachment B).

CONSIDER APPROVAL OF FUNDING FOR PROFESSIONAL SERVICES TO OPPOSE CHARLOTTE WATER'S INTERBASIN TRANSFER REQUEST AND BUDGET AMENDMENT

Town Manager Shook reviewed that Charlotte is requesting to increase water transfers from the Catawba River Basin to the Rocky River Basin from 33 million gallons per day (MGD) to 63 MGD. After receiving requests from local governments in our region, the WPCOG is providing coordination of our regional discussions and a response to the Charlotte IBT request. The next steps include employing specialized attorneys, engineers, and lobbying services to navigate this process. The plan is for each local government to share in these expenses. The cost sharing plan is based on the size of each local government's population and water/sewer utility budget. The WPCOG will serve as the contracting entity on behalf of the participating local governments.

There being no objections, Council Member Stroupe made a motion to approve the cost sharing plan with the WPCOG with the initial expenses in the amount of

\$479.08 for FY 24-25 and \$376.71 for FY 25-26. All voted in favor.

Council Member Smith made a motion to approve a budget amendment to appropriate funds for participating in the WPCOG’s project opposing the Charlotte IBT request in the amount of \$856.00. All voted in favor. A copy of the budget amendment is hereby incorporated and made a part of these minutes (Attachment C).

**NEW BUSINESS:
CONSIDER BUDGET FOR
UPCOMING FESTIVAL**

Town Manager Shook stated that the events committee is requesting a budget for the festival to be held in 2025. They would like to hold a 2-day festival with a proposed May 17-18, 2025 date to coincide with the Royal Park grand opening. Some of the expenses will include fireworks, bands, REACT, port-a-johns, trash, helpers and a possible beer garden. The committee is estimating the cost to be between \$15,000 and \$20,000. Mr. Shook stated that the committee is also considering hiring someone to oversee and plan the event. He stated that there might be an organization, called In the Park Events, that may oversee the festival at no cost. He will reach out to them to get more information.

Council discussed the 2-day request and dates. Although no decisions were finalized, the consensus was to set a budget now and discuss details at a later date. Council Member Stroupe made a motion to appropriate \$20,000 in the budget for a 2025 festival. All voted in favor.

**JULY/AUGUST FACILITIES
REPORT**

The July/August facilities report was provided for review.

**JUNE AND JULY
DELINQUENT TAX
REPORTS**

Tax Collector Sanders provided the June and July tax reports. Copies of the reports are hereby incorporated by reference and made a part of these minutes (Attachments D and E).

2023 TAX SETTLEMENT

The Annual Tax Settlement for fiscal year ending June 30, 2024 for the Town was submitted by John Bridgers, Burke County Tax Administrator. Council Member Stroupe made a motion to approve the Annual Tax Settlement as presented for Fiscal Year Ending June 30, 2024. All voted in favor. A copy of the settlement is hereby incorporated by reference and made a part of these minutes (Attachment F).

2023 DELINQUENT TAX SETTLEMENT

The Annual Tax Settlement for Delinquent Taxes for Tax Years 2004-2017 for FY ending June 30, 2024 (not including licensed motor vehicles) was submitted by Alice Sanders, Tax Collector. Council Member Smith made a motion to approve the Annual Tax Settlement for Delinquent Tax Years 2004-2017 for FY 2023-2024 (not including licensed motor vehicles) as presented. All voted in favor. A copy of the settlement is hereby incorporated by reference and made a part of these minutes (Attachment G).

Tax Collector Sanders provided the Order for the Tax Collector to Collect Property Taxes for both Mr. Bridgers and Ms. Sanders. Council Member Smith made a motion to approve the Order for the Tax Collector to Collect Taxes for 2024 for Mr. Bridgers as well as the Order for the Tax Collector to Collect Property Taxes for 2017 and all Prior Years (not including licensed motor vehicles) for Ms. Sanders. All voted in favor. A copy of the orders are hereby incorporated by reference and made a part of these minutes (Attachment H and I).

JUNE AND JULY DEPUTY REPORT

The June and July deputy reports were provided for review.

COMMITTEE REPORTS

Transportation Advisory Committee (TAC) and Technical Coordinating Committee (TCC) – Town Manager Shook stated that the Board reviewed the IFF Revision, LAPP application scores and division updates. He stated that the Exit 118 project may possibly be cut but currently it is delayed.

WPCOG Policy Board – Council Member Honeycutt stated that the Board reviewed the WPCOG building expansion, the Charlotte IBT update, and the homelessness response team efforts. He stated that the team can attend a Council meeting to discuss what resources are available to address the homeless. He stated that the Exit 118 project is in the top 10 DOT projects and could begin in 2025 to be completed in 2026.

Burke Economic Development – Town Manager Shook stated that the Board reviewed the year-to-date financials, the economic impacts at the Burke megasite, and demographics within the MSA.

Recreation and Tourism Committee – No report.

Water Resource Committee – No report.

VEDIC – Karen Robinson reported that in July, the Board approved one new loan for \$50,000. The attorney letter sent for full payment for past due loans resulted in several responses. Highlights from the past year include: loan numbers and amount of loans were up, there were 192 total loans to date amounting to \$9,873,015, the loan default rate was 4.12%, Rural Center and Golden Leaf grant funds continue to grow, and 52% of loans are to minorities. Kerri is working on a job description for the new position and the move to the old rock school was discussed.

Ms. Robinson reported that in August, Kerri conducted a financial overview highlighting the Profit and Loss Statement and Balance Sheet for July. Four clients were given technical assistance, five applications are in the pipeline for new loans, and one loan was paid in full. VEDIC was not approved for the RBRC loan. The board approved setting the new loan lending limit from \$100,000 to \$250,000. Kerri is still working on the job description for new loan officers.

Library Board – Mayor Hildebrand reported that the Hildebran library location is having its 27th anniversary. The Burke County library system was awarded \$32,000 in ARPA funds with Hildebran receiving \$26,000 that was mostly used for study pods. The summer reading program has concluded and the library system made \$6,000 from book sales. The Morganton location now has security

Events Committee – Town Manager Shook stated that the committee discussed the festival, parade and Grand Marshal. The committee reached out to George Hollowell and Brand Lingerfelt to be considered.

CONSIDER APPROVAL OF
RESOLUTION
AUTHORIZING NC DEPT.
OF COMMERCE, 2024
PROJECT OFFICE REUSE
APPLICATION AND
BUDGET AMENDMENT

Town Manager Shook stated that Miller Knoll has applied for a building reuse grant. Burke County was the applicant. The grant requires a 5% local match (\$8,750) that will be split between Burke County and the Town of Hildebran. The Town's portion that will come out of economic development will be \$4,375. A resolution is presented for consideration to approve the fee and application for the grant. There being no discussion, Council Member Stroupe made a motion to approve the Authorization Resolution, Rural Economic Development Commerce,

Building Reuse Program, 2024 Project Office Building Reuse Application as presented. All voted in favor. A copy of the resolution is hereby incorporated by reference and made a part of these minutes (Attachment J).

Mr. Shook stated that a budget amendment is also required. Council Member Smith made a motion to approve the budget amendment to appropriate funds for the Project Office match grant with Burke County, consisting of a 5% match to be split between the Town of Hildebran and Burke County, with each entity paying a 2.5% match of \$4,275. All voted in favor. A copy of the budget amendment is hereby incorporated by reference and made a part of these minutes (Attachment K).

OTHER BUSINESS: None.

ANNOUNCEMENTS Meals on Wheels is looking for volunteers.

Sharon Elliott stated that WRAL will be participating in a fashion show on 9/27 at the Hickory Metro and asked for Council's support.

Senior Day will be held on 9/14. A car show, vendors and free food is planned.

There was a brief discussion about the breezeway renovations. Town Manager Shook stated that the aforementioned renovations are for safety and aesthetics only. The breezeway will not be functional. The cost to add a mural in the future could range from \$12,000-\$15,000. He also stated that the cost estimate to demo the breezeway is \$15,000-\$20,000. The cost estimate to rebuild the tower is \$700,000-\$800,000.

Mt. Hebron is having its homecoming on September 22, 2024. Everyone is invited.

ADJOURN All business being concluded, Council Member Honeycutt made a motion at 7:45 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