

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

**DECEMBER 19, 2022  
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.

**INVOCATION**

A moment of silence was observed.

**PLEDGE OF ALLEGIANCE**

Attorney Amos 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 Ben Honeycutt, Mike Smith, Mike Stroupe and Terry Weaver. Council Member Jody York was absent.

**STAFF PRESENT**

The following staff members were present: Town Manager Logan Shook, Town Clerk Alice Sanders, Finance Officer Fredrick Rankins and Town Code Enforcement Officer Chad Powell. Attorney Jared Amos served as legal counsel.

**CITIZENS & MEDIA**

See attached sheet.

**APPROVAL OF AGENDA**

Town Manager Shook requested to add "Code Enforcement Quarterly Review" under New Business. Council Member Honeycutt made a motion to approve the agenda as amended. All voted in favor.

**APPROVAL OF MINUTES**

Council Member Honeycutt made a motion to approve the November 28, 2022 regular meeting minutes as presented. All voted in favor.

**PUBLIC COMMENTS**

None.

**OLD BUSINESS:**

**CONSIDER APPROVAL OF  
CONTRACT WITH WEST  
CONSULTANTS FOR  
ENGINEER AND  
PROFESSIONAL SERVICES  
FOR ROYAL PARK  
PROJECT**

Town Manager Shook reviewed the revised contract with West Consultants for engineer and professional services for the Royal Park project. He stated that there were still a few issues that he would like to clarify with West Consultants before approval of the contract. He asked that Council delegate approval to him to negotiate with West Consultants on those issues. He also reviewed other expenses that are not listed in the contract. Those issues are the memorial wall, grading work to clear the remains of the existing tower footing, pole lighting, an entrance sign

and the removal of a utility pole in the area of the park. Council Member Smith made a motion to delegate authority to Town Manager Shook to negotiate and execute a contract with West Consultants. Negotiations include a timeline for Land Surveying Phase, Design Phase, Bidding and Negotiating Phase, as well as a review of the Construction Phase. All voted in favor.

**NEW BUSINESS:  
PRESENTATION  
REGARDING PROPERTY  
TAX REVALUATION BY  
BURKE COUNTY**

Burke County Tax Administrator, John Bridgers, provided a review of the NC General Statutes concerning property tax revaluation and the process taken by Burke County to perform the 2023 property tax revaluation. He stated that in Burke County the overall increase in property values is 38%. Land values have increased 19% and building values have increased 46%. He stated that once the County has their final numbers for both budgeted expenses and revenues, the County Commissioners will determine the 2023 tax rate. No action was taken by Council.

**CONSIDER APPROVAL OF  
RESOLUTION ADOPTING  
THE 2023 REGULAR  
MEETING SCHEDULE**

The resolution for the proposed 2023 regular meeting schedule was presented for review. There being no scheduling conflicts, Council Member Honeycutt made a motion to approve the resolution adopting the 2023 regular meeting schedule as presented. All voted in favor. A copy of the resolution is hereby incorporated by reference and made a part of these minutes (Attachment A).

**CODE ENFORCEMENT  
QUARTERLY REVIEW**

Chad Powell, Code Enforcement Officer, provided a quarterly review of code enforcement issues in Town. Council asked about the illegal camper at the property located at 208 US Hwy 70 E. Mr. Powell stated that the camper has been removed. It was reported that there is a camper across the street at 327 US Hwy 70 E and Mr. Powell stated that he will begin working on this issue in January. There was also a question about a fence on I-40 Access Rd and Mr. Powell stated that he is currently working on that violation but is having issues finding the current owners.

**DECEMBER FACILITIES**

The December Facilities Report is provided for review.

**NOVEMBER 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 B).

**NOVEMBER DEPUTY  
REPORT**

The November Deputy report was provided for review.

COMMITTEE REPORTS

Transportation Advisory Committee (TAC) and Technical Coordinating Committee (TCC) – Town Manager Shook reported that the Board approved the State Transportation Improvement Program revisions, adopted safety performance measures, adopted changes to the final list of highway projects and reviewed division updates.

WPCOG Policy Board – No report.

Burke Economic Development – Town Manager Shook stated that the Board held an economic development session that covered key issues affecting Burke County, economic development success stories in the county, job categories that create additional jobs, beautification, recreation, housing, branding and marketing, and land use. They also analyzed what is working and what is not working concerning economic development.

Recreation and Tourism Committee – No report.

Water Resource Committee – No report.

VEDIC – Karen Robinson stated that the Board reviewed the annual audit report and delinquent reports. One new loan was approved. VEDIC has plenty of funds available for loans.

Library Board – No report.

Comprehensive Master Plan Steering Committee – Council Member Stroupe stated that the committee will be holding a public hearing on January 11, 2023 and the final committee meeting will be held on January 30, 2023.

Events Committee – No report.

OTHER BUSINESS:  
OAK TREE REMOVAL

Town Manager Shook stated that Johnny Childers and HHDA requested that the Town remove the oak tree at the entrance to the museum due to acorns and limbs falling in the entrance area. They stated that they remove around 3 truckloads of debris each year. Council requested to get a quote to trim the tree and to remove the tree and discuss at the next meeting.

MONTHLY CALENDAR

Town Manager Shook stated that he will begin providing a monthly calendar of events, projects and meetings.

- CHRISTMAS DINNER Town Manger Shook stated that Council was not able to hold a Christmas dinner in December but he will book in January. Council discussed possible dates and it was the consensus to try to hold the dinner on Friday, January 6<sup>th</sup>.
- EXIT 118 AREA Town Manager Shook stated that he has reached out to the DOT and representative Hugh Blackwell to discuss the Exit 118 interchange and bridge project.
- KUDZU Town Manager Shook stated that he did not have a quote yet to remove KUDZU as requested by Council but would provide a quote at the January meeting.
- PATROL SERVICES Town Manager Shook stated that he is working on getting quotes for patrol services at the Community Park. While researching costs, it was discovered that the Burke County Sheriff's Office may be able to open and close the park each day. He stated that he is waiting to hear back from them.
- EBYAO GYM RENT Town Manager Shook stated that he has requested financial information from EB YAO to review before meeting with them. He is waiting to receive the information.
- MOBILE HOMES IN TOWN LIMITS Council Member Honeycutt asked about zoning requirements for mobile homes in Town limits. Town Manager Shook stated that any mobile homes must be in the mobile home park overlay.
- SNOW REMOVAL STREETS Council Member Weaver asked for a list of streets that the Town scrapes snow from during inclement weather.
- ANNOUNCEMENTS Mayor Hildebrand stated that the Christmas parade was a success. Town Manager Shook stated that the parade was the largest parade in Hildebran and that staff will work to make improvements for next year.
- ADJOURN All business being concluded, Council Member Honeycutt made a motion at 8:02 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