

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

**MARCH 22, 2021  
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

Town Planner Nestor 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 Ben 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, Finance Officer Fredrick Rankins and Town Planner Hunter Nestor.

CITIZENS & MEDIA  
PRESENT

See attached sheet.

APPROVAL OF AGENDA

Council Member Herrell made a motion to amend the agenda to add a discussion and adoption of resolution concerning Senate Bill 288 under New Business. The motion was approved by the following **roll call vote**: Ayes: Council Members Cline, Herrell, Honeycutt, Smith and Weaver. Nays: None. Absent: None. Town Manager Shook stated that a closed session for personnel reasons needed to be added after Other Business. Council Member Herrell made a motion to approve the agenda as amended. 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 Herrell made a motion to approve the February 22, 2021 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.

PUBLIC HEARING:  
160D UPDATES

Mayor Hildebrand opened the public hearing at 7:19 p.m.

John E. Wear, Assistant Community & Regional Planning Director, WPCOG, provided a review on the 160D Zoning and Subdivision Updates. He explained that the new Chapter 160D of the North Carolina General Statutes consolidates current city- and county-enabling statutes for development regulations (previously Chapters 153A and 160A) into a single, unified chapter. Chapter 160D places these statutes into a more logical, coherent organization. While the new law does not make major policy changes or shifts in the scope of authority granted to the Town of Hildebran, it does provide many clarifying amendments and consensus reforms that were required to be incorporated into the town's development regulations. As such, Chapter 160D requires that the Town's zoning, subdivision, and other development regulations be updated to conform to the new law.

Mr. Wear presented the required Zoning and Subdivision Ordinance changes and the updated language in the Planning Board Bylaws. He also stated that as a result of Chapter 160D, the Town must have an up-to-date comprehensive plan or land use plan by July 1, 2022.

Mayor Hildebrand asked if there were any comments from the public. There being none, the public hearing was closed at 7:35 p.m.

Council will officially adopt these changes at the April regular meeting.

OLD BUSINESS:  
CONSIDER APPROVAL OF  
CONTRACT FOR  
RENOVATION WORK ON  
THE TOWER

Mackie Johnson, Architect, was in attendance and presented the bid documents from the request for proposals on the tower. He stated that there were two qualified bids received and that Lail Builders Inc. was the lowest builder at \$41,000.00 with a thirty (30) day turnaround timeframe. Mr. Shook stated that he recommended that Council approve the lowest bidder, with the stipulation that there is an AIA agreement completed as outlined in the architect contract, with the scope of work that outlines in detail the work to be done, including costs, on the ten (10) items listed under the "Scope of Issues/Improvements" in the contract.

Council discussed various topics with Mr. Johnson concerning the timing of the project, the specific work on the tower, the possible conflict of interest with the contractor, change orders, budget, etc. It was the consensus of Council that all change orders and any costs above the \$41,000 original bid must be approved by Council. It was also the consensus of Council that the AIA agreement must include a detailed plan for each of the ten items listed under the “Scope of Issues/Improvements” in the architect contract with Icard Architecture, PLLC. After further discussion, Council Member Herrell made a motion to accept the lowest bidder, Lail Builders Inc., to complete renovation work on the tower contingent on the AIA Agreement to be generated by Icard Architecture, PLLC that details a specific plan for each of the ten items listed under the “Scope of Issues/Improvements” in the architect contract with Icard Architecture, PLLC approved on July 27, 2020 with a notice to proceed date of November 23, 2020. The motion was approved by the following **roll call vote**: Ayes: Council Members Cline, Herrell, Honeycutt, Smith and Weaver. Nays: None. Absent: None.

Mr. Johnson stated that he will proceed with generating the AIA Agreement as requested by Council.

The other qualified bidder not approved was Moss Marlow Building Co., Inc. in the amount of \$68,600.00.

PRESENTATION OF  
FACILITY  
IMPROVEMENTS

Mr. Shook gave a presentation of facility improvements from the recent CIP and funds from the FFCRA.

NEW BUSINESS:  
FIRST DRAFT  
PRESENTATION OF  
SECTION IV OF THE  
PARKS AND REC MASTER  
PLAN

Erin Schotte, Community and Economic Development Administrator, WPCOG, presented the first draft of Section IV of the Parks and Recreation Master Plan. She reviewed the Town properties and recommended the following improvements that the Town may consider in the future:

Hildebran Community Park

- Adding a crosswalk/flashing lights
- Making the pathways more handicap accessible and adding handicap play equipment
- Adding beautification/flowers/landscaping

APMC/Gym

- Enhance landscaping along sidewalk on S. Center St. and include benches
- Demolish concession building at the rear of the property
- Update aging systems in the gym

- Utilize vacant space in the gym

Ms. Schotte stated that the main goals of the park, based on survey results from the public, will be to serve as a gathering place for the community, a space to hold events and a place to unite the existing properties with the new plans. She also reviewed the top amenities requested from the public as follows:

- A paved, level walking trail that is ADA compliant
- A covered picnic area
- A splash pad
- A small outside stage that is multifunctional and available for use all year
- Seating and landscaping
- Interactive art features and/or small play structures
- Outdoor restrooms that are ADA compliant
- Construct a concessions space

Ms. Schotte also discussed suggested improvements to the Town's existing sidewalks that includes improving gaps, adding crosswalks and making areas ADA compliant. She discussed possible routes for new sidewalks as well.

Ms. Schotte discussed long-term plans that could include tying into the Hickory Greenway.

APPOINT PLANNING  
BOARD AS THE PARKS  
AND RECREATION  
BOARD/COMMITTEE

Planner Nestor addressed the Board regarding creating a Parks and Recreation Board/Committee. He stated that a Board is not required for the PARTF grant; however, the Town can receive points on its application for creating the Board which may help the chances of the Town being awarded grant funds.

The role of the new Parks and Recreation Board would be to meet as needed to review and help implement the proposed Parks and Recreation Plan and provide input for the PARTF grant and future grants/potential parks and recreation opportunities for the Town.

Mr. Nestor stated that staff is recommending that the Planning Board serve in this role as it typically meets monthly and any Parks and Recreation business can be held at the same time.

Council Member Herrell made a motion to appoint the Planning Board as well as the Council Member that serves as the Recreation and Tourism Committee Member to serve as the Parks and Recreation Board/Committee. The

motion was approved by the following **roll call vote**: Ayes: Council Members Cline, Herrell, Honeycutt, Smith and Weaver. Nays: None. Absent: None.

CONSIDER AN OFFICIAL  
NAME OF THE PARK AT  
THE OLD SCHOOL SITE

Staff provided a few suggestions for the name of the new park at the old school site but no name was chosen. Council decided to postpone the topic until the April meeting.

UPDATE ON SPLASH PAD

Mr. Shook stated that an estimated cost to install a splash pad at the park at the old school site would be around \$90,000.

DISCUSSION AND  
APPROVAL OF  
RESOLUTION REGARDING  
SENATE BILL 288

Council Member Herrell requested to discuss and approve a resolution either in approval or opposition of Senate Bill 288. The Bill would amend the Charters of each of the Local Governments in Burke County moving elections from odd-numbered years to even-numbered years beginning in 2024. Council had a lengthy discussion and both viewpoints were discussed. Council Member Herrell felt it was important to show Council's view in regards to the Bill prior to the General Assembly voting in the next few days. Council Member Herrell made a motion to adopt a resolution supporting Senate Bill 288. The Mayor called for a **roll call vote** as follows: Ayes: Council Members Herrell and Weaver. Nays: Council Members Cline, Honeycutt and Smith. Absent: None. The motion did not carry.

Council Member Honeycutt made a motion to adopt a resolution to oppose Senate Bill 288. The motion was approved by the following **roll call vote**: Ayes: Council Members Cline, Honeycutt, and Smith. Nays: Council Members Herrell and Weaver. Absent: None. A copy of the resolution is hereby incorporated by reference and made a part of these minutes (Attachment A).

FACILITIES REPORT

The March Facilities Report was provided for review.

DELINQUENT TAX  
REPORT

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

DEPUTY REPORT

The February report was provided for review.

COMMITTEE REPORTS

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

WPCOG Policy Board – No report.

Burke Economic Development – No report

Recreation and Tourism Committee – No report.

Water Resource Committee – No report.

VEDIC – No report.

Library Board – No report.

CLOSED SESSION

Mr. Shook stated that a Closed Session was no longer needed.

OTHER BUSINESS

None.

ANNOUNCEMENTS

Mr. Shook stated that the Town will be receiving approximately \$590,000 in funds from the new American Rescue Plan Act.

ADJOURN

All business being concluded, Council Member Honeycutt made a motion at 9:35 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.

\_\_\_\_\_  
Alice Sanders, Town Clerk

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Wendell Hildebrand, Mayor