

**TOWN OF HILDEBRAN
TOWN HALL**

**DECEMBER 15, 2014
7:00 p.m.**

**REGULAR MEETING
MINUTES**

- CALL TO ORDER** Mayor Cook 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 Virginia Cook, Council Members Brenda Banks, Wendell Hildebrand, Barbara Lowman and Lee Lowman. Council Member Jamie Hollowell was absent.
- STAFF PRESENT** The following staff members were present: Attorney Redmond Dill, Town Clerk Alice Sanders, Finance Officer Fredrick Rankins and Administrative Assistant Rebecah Isenhour.
- CITIZENS PRESENT** See attached list for other citizens.
- MEDIA** No one from the media was in attendance.
- INVOCATION** Mayor Cook called for a moment of silence.
- PLEDGE OF ALLEGIANCE** The Pledge of Allegiance to the United States flag was led by Attorney Dill.
- ADOPTION OF AGENDA** Council Member B. Lowman made a motion to amend the agenda to add "Removal of bats from Town Hall building" under Other Business. All voted in favor.
- Council Member B. Lowman made a motion to adopt the agenda as amended. All voted in favor.
- APPROVAL OF MINUTES** Council Member Banks made a motion to approve the November 24, 2014 Regular Meeting Minutes and the November 24, 2014 Closed Session Minutes. All voted in favor.
- PUBLIC COMMENT** No one signed up to speak.
- OLD BUSINESS:
RECORDS
RETENTION AND
DISPOSITION
UPDATE** Ms. Sanders provided Council with a report from Jason Woolf, Records Management Analyst from the N.C. Department of Cultural Resources. Mr. Woolf visited Town Hall on December 3rd. Ms. Isenhour arranged for the file boxes to be moved to the Meeting Room in preparation of the bat removal. Ms. Sanders provided a plan of action for her and Ms. McKinney to begin reviewing the files in storage within the next few weeks. It was emphasized that the Meeting Room needs to be secured at all times.

REMOVAL OF
BATS FROM TOWN
HALL BUILDING

H. Dixon Herman, Jr. from Blue Ridge Wildlife Control, provided Council with a quote for bat removal from the Town Hall building. His quote included bat inspection, complete bat proofing and exclusion of the structure, and bat removal and eviction of roost site with a two-year warranty. He explained that due to the time of the year, the complete bat removal cannot be completed until after March 1, 2015 but sealing all sites of the building that are susceptible to entry away from the roost sites can begin immediately. Council Member Hildebrand made a motion to accept the quote from Blue Ridge Wildlife Control for bat removal from the Town Hall building in the amount of \$16,766.00. All voted in favor

NEW BUSINESS:
RESOLUTION-2015
REGULAR
MEETING
SCHEDULE

Council Member Banks made a motion to adopt the Resolution of the 2015 Council Regular Meeting Schedule to be filed with the Clerk. All voted in favor. The Resolution is hereby incorporated by reference and made a part of these minutes (Attachment A.)

2015 TOWN HALL
HOLIDAY
SCHEDULE

Council Member B. Lowman made a motion to adopt the 2015 Town Hall Holiday Schedule. All voted in favor.

AUDIT CONTRACT
FOR FY 2014-2015

A contract for Town audit services for FY 2014-2015 from S. Eric Bowman, PA in the amount of \$85.00 per hour per person, was presented to Council. Council Member B. Lowman made a motion to approve the contract. All voted in favor.

NOVEMBER TAX
REPORT

Ms. Sanders provided the tax report for the month of November 2014. The tax report is hereby incorporated by reference and made a part of these minutes (Attachment B.)

DEPUTY REPORT
GARY TOWERY

Deputy Towery gave his report for the month of November 2014.

COMMITTEE
REPORTS &
UPDATES

Transportation Advisory Committee (COG) – Mayor Cook reported that most of the policy board members will need to take the ethics training before the end of January. She also reported that she is working with John Marshall to start applying for grant money for the sidewalk project.

Western Piedmont Council of Governments Policy Board – Council Member Hildebrand was not able to attend the November meeting. He suggested Council Member B. Lowman attend the February meeting.

Burke Economic Development – Mayor Cook reported that there was no meeting, but there is ongoing work on two projects.

Recreation & Tourism Committee – Council Member B. Lowman had no report.

Water Resource Committee – Planner LoCicero was not in attendance.

VEDIC (Valdese) – Mayor Cook reported that the meeting will be held on Thursday. She stated that there is grant money to be distributed after voting on Thursday and more information will be provided next month.

Mayor Cook stated that she and Council Member Hollowell attended an Emergency Management meeting and there was a discussion about shelters. She advised that if there is a power outage, citizens should call 1-800-ReadyOn to report the outage. Council Member Hollowell will provide a more detailed report at the next meeting.

**FACILITIES
UPDATE**

Mayor Cook reported that the digital sign has been ordered and scheduled to be shipped on January 9th and the sign should be completely installed by the end of January 2015.

Ms. Isenhour reported that the facilities continue to be rented, emphasizing that Blue Ridge Health Care began renting the gym on a yearly basis. She also reported that the auditorium has been rented by MDVIT for a program in the near future.

OTHER BUSINESS

Mayor Cook informed Council that two Special Meetings need to be held in January. The first meeting will be to hold a public forum for citizens to discuss options for the original school building. Thursday, January 8, 2015 was chosen for this meeting at 7:00 p.m. in the Auditorium. Citizens will be given 3 minutes to speak. The meeting will be advertised in the paper, website and social media sites and information will be placed on the next sewer bill.

Council Member Hildebrand stated that Council could visit other buildings that have been renovated by Preservation North Carolina. Mayor Cook asked Council to contact her if anyone was interested and she would coordinate a visit.

The second special meeting will be for Council to discuss events and projects for the Town over the next year. Friday, January 23, 2015 was chosen for this meeting at 7:00 p.m. in the Council's Chamber.

ANNOUNCEMENTS

Ms. Sanders announced that she was awarded a scholarship in the amount of \$1060.00 for tuition for her attendance at the 2015 Clerk's Certification Institution offered through the School of Government.

Attorney Dill announced that the work on I-40 at exit 104 and 105 is almost complete. He also stated that Applebee's will be opening within the next two weeks and Cracker Barrel has broken ground.

Mr. Dill further reported that a new director for the Western Piedmont Council of Governments has been announced.

It was announced that the Henry River Way restaurant in Hildebran has closed.

ADJOURNMENT

All business being concluded, Council Member Hildebrand made a motion to adjourn at 7:44 p.m. All voted in favor.

I attest these are the approved minutes of the Board.

Alice Sanders, Town Clerk

Virginia Cook, Mayor