

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

**AUGUST 27, 2018  
7:00 PM**

**REGULAR MEETING  
MINUTES**

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| CALL TO ORDER  | Mayor Hildebrand called the regular meeting of the Town Council to order at 7:00 p.m.  |
| INVOCATION   | Pastor Rudy Hayes led an invocation.   |
| PLEDGE OF ALLEGIANCE   | Attorney Dill 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 Cole Herrell, Ben Honeycutt, Theresa Messer, Mike Smith and Jody York.   |
| STAFF PRESENT  | The following staff members were present: Attorney Redmond Dill, Town Manager Thomas Drum, Town Clerk Alice Sanders, and Finance Officer Fredrick Rankins.   |
| CITIZENS & MEDIA PRESENT   | See attached sheet.  |
| APPROVAL OF AGENDA   | Council Member Messer made a motion to approve the agenda. All voted in favor.   |
| APPROVAL OF MINUTES  | Council Member Herrell made a motion to approve the July 23, 2018 regular meeting minutes. All voted in favor.   |
| PUBLIC COMMENTS  | Beverly Nichols spoke about the discussions that occurred at the July 23, 2018 nuisance hearing regarding the property owned by Betty Martin.  |
| OLD BUSINESS:<br>DISCUSSION REGARDING<br>SUPERVISION OF OPEN<br>GYM ON SUNDAYS | At the July 23, 2018 regular meeting, Council directed staff to advertise for volunteers to supervise an open gym on the first Sunday of each month from 1:00 p.m. to 5:00 p.m. No one volunteered after a month of soliciting via the website, Facebook page and digital signs. After discussion, Council was in agreement to lower the hourly rental rate on Sundays, provided, the normal rental procedures and requirements are followed. Council Member York made a motion to set the rental rate of the gymnasium at \$25.00 per hour on Sundays. All voted in favor. A copy of the revised FY 18-19 Facility Rental |

Fees is hereby incorporated by reference and made a part of these minutes (Attachment A).

**RATIFICATION OF HHDA  
LEASE AGREEMENT  
PURSUANT TO  
G.S. 160A-75**

Attorney Dill explained that the vote at the June 25, 2018 meeting to reduce Hildebran Heritage and Development Association's (HHDA) rent from \$3,097 to \$1,800 for the property located in the basement of the auditorium included Mayor Hildebrand's vote to break a 2-2 tie due to the absence of Council Member York. It is unclear from G.S. 160A-75 if the Mayor's vote should be counted for purposes of determining the requisite majority when the Mayor breaks a tie on a motion to approve a contract. If the Mayor's vote should be counted, the majority vote would have needed to have been four affirmative votes. As it currently stands, there were only three affirmative votes. Attorney Dill and staff's recommendation is for Council to ratify the HHDA lease agreement by voting with the entire Council present to ensure there is no claim of irregularity of voting on this contract. Council Member Honeycutt made a motion to approve the FY 18-19 lease agreement with HHDA, for Rooms 102, 104, 105, 106, 107 and 108 in the basement of the auditorium, with rent to be set at \$1,800 per year. Council Members Honeycutt, Smith and York voted in favor of the motion. Council Members Herrell and Messer were opposed. The motion carried.

**CONSIDER AN AWARD OF  
A CONTRACT FOR  
SURVEYING SERVICES TO  
PREPARE A SITE PLAN OF  
EXISTING FACILITIES AT  
OLD SCHOOL BUILDING  
SITE**

Mr. Drum reported that the contractor that is hauling dirt and reshaping the area at the old school building site to prevent standing water issues is expected to finish by September 13, 2018. He asked Council if it wanted to approve the contract with West Consultants to perform a site survey. Harold Greenhill spoke and requested that Council approve the contract with the topography. Council Member Herrell made a motion to approve the contract with West Consultants to perform a site survey with some limited topography at the old school building site, not to exceed \$4,000. All voted in favor.

**DISCUSSION REGARDING  
FUTURE PLANS AT OLD  
SCHOOL BUILDING SITE  
(HAROLD GREENHILL)  
AND APPOINTMENT OF  
MAYOR TO CONCEPT  
COMMITTEE**

Harold Greenhill reported that a concept committee has been formed to develop plans for the old school building site. The committee consists of seven members that includes town residents and non-town residents. He stated that the ultimate vision of the site is to have a brick walkway, a centerpiece with the Royal symbol, a covered stage and a veterans memorial area. He stated that once the committee comes up with an initial plan, after reviewing the aforementioned site survey and topography,

the plan would be brought to Council for input. Once the Council and the committee come to a final agreement of the plan, Mr. Greenhill stated that he would ask the Town to pay for an artist's rendering of the project. Fundraising would begin after that step is completed.

Council Member Herrell asked if the property at the site were to be deeded over to a non-profit, would it help Mr. Greenhill and the committee. Mr. Greenhill stated that he did not believe that it would since the members of the non-profit could change over time.

**NEW BUSINESS:  
CONSIDER APPROVAL OF  
BDI BY-LAWS**

Burke Partnership for Economic Development, Inc. DBA Burke Development (BDI) submitted its approved By-Laws to the Council to which Council Member Herrell made a motion to approve. All voted in favor.

**DECISION TO DISPOSE OF  
CERTAIN CURTAINS IN  
AUDITORIUM DUE TO  
RODENT DAMAGE**

Mr. Drum explained that the Town purchased curtains from the CoMMA in the past that were intended to replace the current curtains at the front of the stage in the auditorium. The curtains needed to be sized, cut and fire-proofed. Currently, the uninstalled curtains may have holes in them from rodents; however, the existing curtains are presentable.

Council Member York requested that staff examine the curtains to see exactly where the holes are located. If the holes are at the bottom of the curtains, that area was to be cut off anyway and the rest might could be salvaged. Staff will roll the curtains out and examine the damage and report back to Council at the September meeting.

**CONSIDER REQUEST  
FROM PASSION CHURCH  
TO CLOSE A CERTAIN  
SECTION OF SOUTH  
CENTER ST. AS WELL AS  
TO USE THE MUNICIPAL  
PARKING LOTS FOR  
CHURCH EVENT ON  
OCTOBER 20, 2018**

Mr. Drum reported that Pastor Michael Johnson from Passion Church has requested that Council approve the closure of a certain section of South Center St., from the intersection of 3<sup>rd</sup> Avenue, SE to the intersection of Main Avenue, from 9:00 a.m. to 9:30 p.m. for a concert on October 20, 2018. In addition, Pastor Johnson asked permission to use the parking lots at the Albert Parkhurst Municipal Complex on the same day. Council Member Herrell made a motion to approve the requests for the road closure of the aforementioned section of South Center St. (pending approval from the Department of Transportation) and use of the municipal parking lots, provided, that Passion Church will contact REACT for traffic control during the period that the section of South Center St. is closed. All voted in favor.

CONSIDER PROPOSAL(S)  
FOR AWARDED GRANT  
MONEY (CALVIN REYES,  
MIKE LOEB, JORDAN  
JOHNSON AND WILL  
LOCKE)

Calvin Reyes addressed Council regarding a project that may qualify for the \$44,000 grant money that the Town received from the NC Department of Commerce for downtown revitalization and economic development. He stated that he reviewed the Town's comprehensive plan and other successful towns and concluded that in order for Hildebran to thrive, it needs to have 1) anchor businesses to bring people here to spend time and money, 2) a place for craft people in order for local culture and history to thrive, and 3) strong ties with private developers for projects in the area. He suggested that the Town use the grant money to help restore the Cline Mill building currently owned by James Maynard. The money would be spent to install air conditioning, cleaning up and replacing windows and making the building handicap accessible. The building would then be used by local crafters, doing business as Henry River Wood Works, to manufacture and sell their handmade wood products. He stated that this project would lead to more tax revenues, increase property value, allow for a beautiful building in downtown to be proud of and increase future development projects. Mr. Reyes stated that future plans for the building include restoring it so that three more tenants could work out of the building.

After further discussion regarding parking, grants, and future developments, Council was in agreement to this project. Mr. Drum stated that he would research the issue of the Town allocating public funds to a private land owner. Council Member Herrell made a motion to approve a contract with Calvin Reyes for him to prepare the application for the grant money, up to five hours of work. All voted in favor. The application will be reviewed at the September meeting and be considered for approval.

CONSIDER APPROVAL OF  
PURCHASE OF TABLE  
AND CHAIRS IN THE  
COMMUNITY ROOM

During the budget process, Council requested that the purchase of tables and chairs in the community room be placed in the FY 18-19 budget so as to bring the seating capacity to 100. Mr. Drum reported that we currently have a total of sixty-two (62) chairs (including thirty (30) chairs from the meeting room) and four (4)-8 foot rectangle tables; forty (40) chairs and four (4)-72" round tables are already on order. An additional six (6)-72" round tables would need to be ordered at an estimated cost of \$1,200 to \$1,500. Council Member Herrell made a motion to approve the additional purchase of six (6)-72" round tables at a cost of no more than \$1,500 plus any taxes and

shipping costs; this purchase would give the Town a total of ten (10)-72” round tables. All voted in favor.

There was discussion about the dais in the meeting room and Council decided to discuss at the next meeting.

JULY TAX REPORT

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

JULY DEPUTY REPORT

The July deputy report was provided to Council to review.

COMMITTEE REPORTS

Transportation Advisory Committee (COG) – No report.

WPCOG Policy Board – Council Member Honeycutt reported that the committee discussed the economic impact of the arts and nonprofit organizations.

Burke Economic Development Representative – Council Member Herrell reported that the new members are now involved in the committee. There are a couple of future projects within Town limits that could potentially add jobs.

Recreation and Tourism Committee – No report.

Water Resource Committee – No report.

VEDIC – Karen Robinson reported the following for the July meeting: the committee’s annual meeting was held in July 2018; new members were introduced; the financial reports were reviewed; and a yearly review was presented with the following highlights: 13 loans were approved over the past year totaling over \$1 million; VEDIC has originated 93 loans totaling over \$5 million (34 of these loans were to minorities and 68 of the loans were in Burke County); these loans have created 594 jobs, with 262 full-time and 130 part-time in Burke County; VEDIC has a default rate of 7.5% with only 2 loans that had to be repaid; VEDIC provided business coaching for 369 clients and assisted with the Golden Leaf grant funding.

Ms. Robinson reported the following for the August meeting: the committee reviewed the financial reports; one new loan was approved and two exiting loans were modified; VEDIC is asking the Golden Leaf Foundation for a pool of money to be used in Burke County.

Library Board – Mayor Hildebrand reported that the Board is working on the Valdese library expansion.

OTHER BUSINESS

Mr. Drum stated that there are seven Town Park directional signs that will be installed around Town. He also asked if any Board member could attend a 90 minute session on August 30<sup>th</sup> at the WPCOG for a focus group in partnership with the UNC School of Government regarding Elected Officials Education and Training Needs Assessment. Council Member York agreed to represent the Town.

APPOINTMENT OF MAYOR TO CONCEPT COMMITTEE

Council Member Smith made a motion to appoint Mayor Hildebrand to the concept committee regarding future plans at the old school building site. All voted in favor.

Clerk Sanders asked who would be participating in the Christmas parade. Mayor Hildebrand and Council Members Honeycutt, Smith and York confirmed.

ANNOUNCEMENTS

None.

ADJOURN

All business being concluded, Council Member York made a motion to adjourn at 8:17 p.m. All voted in favor.

I attest these are the approved minutes of the Board.

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Alice Sanders, Town Clerk

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Wendell Hildebrand, Mayor