

**TOWN OF HILDEBRAN
TOWN HALL**

**JULY 28, 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 Jennie Cook, Council Members Brenda Banks, Jamie Hollowell, Barbara Lowman and Lee Lowman. Council Member Wendell Hildebrand arrived at 7:05 p.m.
- STAFF PRESENT** The following staff members were present: Attorney Redmond Dill; Office Manager Fredrick Rankins; Town Clerk Alice Sanders; and Administrative Assistant Rebecah Isenhour.
- CITIZENS PRESENT** Mayor Cook welcomed Burke County Commissioner Chairman, Johnny Carswell and County Manager, Bryan Steen. See attached list for other citizens.
- MEDIA** No one from the media was in attendance.
- PLEDGE OF ALLEGIANCE** The Pledge of Allegiance to the United States flag was led by Council Member Hollowell.
- ADOPTION OF AGENDA** Council Member Banks made a motion to add a closed session after Other Business pursuant to General Statute 143-318.11 (a) (6) to consider the qualifications, competence, performance, character, fitness, conditions of initial employment of an individual public officer or employee or prospective public officer or employee; or to hear or investigate a complaint, charge, or grievance by or against an individual public officer or employee. 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 B. Lowman made a motion to correct the June 23, 2014 Regular Meeting Minutes on page 2. The correction was to change Mr. Hebron Church to Mt. Hebron Lutheran Church. All voted in favor.
- Council Member Hollowell made a motion to adopt the Regular Meeting Minutes – June 23, 2014 and the Closed Session Minutes – June 23, 2014 as amended. All voted in favor.
- PUBLIC COMMENT** Richard Bell thanked Deputy Towery for cleaning up the property at 102 and 104 Second Avenue SW.

CLOSED SESSION

Council Member B. Lowman made a motion at 7:05 p.m. to recess into Closed Session pursuant to NC General Statute 143-318.11 (a) (4) to discuss matters relating to the location or expansion of industries or other businesses in the area served by the public body, including agreement on a tentative list of economic development incentives that may be offered by the public body in negotiations. All voted in favor.

Council Member Hildebrand made a motion to return to open session at 7:21 p.m. All voted in favor.

OLD BUSINESS:

FINANCIAL
MATCH FOR
GRANT WITH
RICHELIEU-SCOTT
DARNELL, BDI

Council Member Hollowell made a motion to hold a public hearing at the August 25, 2014 Regular Meeting to hear comments regarding the economic development incentive with Richelieu Legwear. All voted in favor.

ZION SEWER
EXTENSION
GRANT BIDS –
BENJIE THOMAS,
WEST
CONSULTANTS

Benjie Thomas, West Consultants PLLC, presented a list of bids for the Neuville Avenue sewer extension to serve Zion Industries, Inc. through the Community Development Block Grant. Mr. Thomas stated that West Consultants PLLC recommended Two Brother Utilities, Inc., from Shelby, NC in the amount of \$58,899.52, which was the lowest bid. He stated that he has worked with this contractor on a project in the Town of Troutman and they did very good work. He explained that the wide gaps in pricing could be due to the many variables with the materials. The winning contractor will have a 90-day deadline. Council Member L. Lowman made a motion to accept the bid from Two Brothers Utilities, Inc. in the amount of \$58,899.52. All voted in favor.

Other bids included: Davis Grading, Inc., \$77,840.00; Steppe Construction, Inc., \$84,365.00; Carolina Grading & Utilities, Inc., \$87,773.00; Neill Grading & Construction, Inc., \$124,650.00; and Bell Construction Co, Inc. \$152,130.00.

SALE OF OLD
DEPUTY VEHICLE
AND
BICYCLE/GEAR

The old deputy vehicle was sold to Yellow Cab taxi service on April 14, 2014 in the amount of \$4,000.00. The bicycle and gear were sold to Stephen A. Moore on June 23, 2014 in the amount of \$340.00.

DIGITAL SIGN
UPDATE

Administrative Assistant Isenhour reported that she met with James Evans, with the DOT, and Planner LoCicero in regards to setbacks at the CVS location. There are restrictions from the DOT regarding screen images. Duke Energy will send an engineer out to survey the site to move the power pole for the cables.

Council Member L. Lowman visited Hudson Parks and Recreation to view its digital sign. He spoke with the Director about specifications

of the sign, which consists of an H-Frame design. He explained that a contractor with a Federal ID# can buy directly from WatchFire which saved them money. The Director is completely satisfied with the sign. Council was in agreement for Ms. Isenhour to research and get a price for the H-Frame design.

**SIDEWALK
PROJECT UPDATE**

Mayor Cook reported that she met with McGill Associates to take measurements to install a sidewalk on North Center Street. She reported that the final distance was .8 miles which will be rounded to 1 mile. Attorney Dill will begin obtaining easements.

**NEW BUSINESS:
REQUEST TO
DISCONTINUE
SEWER SERVICE-
CLARA MARTIN &
RUTH WILSON**

Mayor Cook stated that Clara Martin & Ruth Wilson have purchased the property at 304A Main Avenue West. She stated that in the past, there have been multiple nuisance complaints and the ladies have removed the mobile home, cleaned up the lot and plugged the sewer tap. They are requesting Council to discontinue sewer service from the property. Council Member Banks made a motion to approve their request and discontinue sewer service for the property located at 304A Main Avenue West, Hildebran. All voted in favor.

**REQUEST TO
TEMPORARILY
SUSPEND SEWER
SERVICE-JODY
YORK**

Mr. York requested Council to temporarily discontinue sewer service at the property located at 3174 Rondel Childres Street due to his house burning in April 2014. He stated that he and his wife plan to rebuild by the end of the year and requested Council to waive the requirement to plug the sewer tap and monthly sewer bill until the end of the year. Council Member B. Lowman made a motion to approve his request to waive the requirement to plug the sewer tap and suspend sewer fees at the property located at 3174 Rondel Childres Street, Hildebran, from August 2014 to December 31, 2014, or sooner if the house is rebuilt prior to December 31, 2014. All voted in favor.

**ANNUAL TAX
SETTLEMENT**

In accordance to NC General Statute 105-373(a), Tax Collector Sanders provided the annual settlement of 2013-2014 property taxes. The Town's property tax collection rate for the year ending June 30, 2014 was 99.18%. Council Member Hollowell made a motion to approve the 2013-2014 Tax Collector's Full Settlement Report. All voted in favor. The Annual Settlement is hereby incorporated by reference and made a part of these minutes (Attachment A.)

**DEPUTY REPORT
GARY TOWERY**

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

**COMMITTEE
REPORTS &
UPDATES**

Transportation Advisory Committee (COG) – Mayor Cook reported that the 33rd Street bridge has been completed. She reported that the project on I-40 exit 105 should be completed by October 2014 and the project at exit 104 will be completed in a year.

Western Piedmont Council of Governments Policy Board – Council Member Hildebrand did not attend the meeting in July.

Burke Economic Development – Mayor Cook reported that there was no meeting in July.

Recreation & Tourism Committee (COG) – Council Member B. Lowman reported that the baseball tournament was a success.

Water Resource Committee – Planner LoCicero was not in attendance.

VEDIC (Valdese) – Mayor Cook reported that action taken at the meeting included: approving the VEDIC budget, electing officers and discussion of its audit. Other matters were handled in closed session.

FACILITIES UPDATE

Administrative Assistant Isenhour gave a report from the Malpass Brothers concert held on July 19th. She reported that expenses were for the band's booking fee and advertising expenses. She stated that the remaining expenses were donated by vendors. She reported that ticket sales generated \$750.00.

Ms. Isenhour reported that the depot and gym continue to be rented by citizens. The summer Youth R.O.C.K. program is still underway in the gym during the summer.

Mayor Cook stated that the annex parking lot has been paved and striped. She stated that the bank needs to be rounded and landscaped to include planting grass. Mayor Cook stated that there is a sidewalk leading to the fence on the gym side and a gate will be installed at that area.

Council Member Hollowell inquired about the bar lights. He asked if they have been purchased and sold. Ms. Isenhour stated that the lights have been purchased and will be put in inventory and then sold. Mr. Hollowell requested that the lights be sold by next Council meeting in August.

Mayor Cook reported that due to a security issue, a lock at Town Hall will be replaced.

Council Member L. Lowman asked if the old parking lot at the ball field will be striped. After discussion and consensus from Council, the back parking lot and the parking lot in front of Town Hall will be sealed and striped in the next budget year, unless a problem arises.

OTHER BUSINESS

Mayor Cook stated that Council Member L. Lowman requested a time for Council to have a planning meeting to discuss projects that Council wishes to pursue over the next two years. A Special Meeting will be called after Mr. Lowman reviews his availability.

Mayor Cook reported that Planner LoCicero has been working on the nuisance complaints and people are being cooperative.

Council Member Banks stated that the Malpass Brothers concert was great, but she was very disappointed with the attendance. She stated that she spoke with the band members and their family members and they were disappointed in the attendance and advertising efforts. It was pointed out that advertising was put in the local newspapers and Big Dawg radio station. Council Member L. Lowman requested that instead of using small signs, that the Town purchase banners in order to improve visibility.

Council Member L. Lowman asked how much money the Town lost on the concert. Office Manager Rankins reported that the booking fee was \$2,600.00 and he did not have a figure for the advertising expenses. He stated that the other expenses, such as the hotel fees and food, were donated by vendors at no cost to the Town.

Council Member L. Lowman stated that the band room has been turned into a classroom and is no longer usable as a band room. The Bruce Long Orchestra has decided to use the Meeting Room to practice.

Council Member L. Lowman requested repair work on Neuville Avenue road. It was determined that it is a DOT road and Mayor Cook stated she will contact DOT on Tuesday, July 29, 2014.

Council Member Hollowell asked how long the Cruise-In banner will be on the front of the Town Hall building. Mayor Cook stated it will be moved in 30-60 days. Mr. Hollowell requested that the banner be moved as quickly as possible and that the holes in the vinyl need to be repaired.

CLOSED SESSION

Council Member Hollowell made a motion to recess into closed session at 8:26 p.m. pursuant to General Statute 143-318.11 (a) (6) to consider the qualifications, competence, performance, character, fitness, conditions of initial employment of an individual public officer or employee or prospective public officer or employee; or to hear or investigate a complaint, charge, or grievance by or against an individual public officer or employee. All voted in favor.

Council Member Hildebrand made a motion to return to open session at 9:22 p.m. All voted in favor.

ANNOUNCEMENTS None at this time.

ADJOURNMENT All business being concluded, Council Member L. Lowman made a motion to adjourn at 9:23 p.m. All voted in favor.

I attest these are the approved minutes of the Board.

Alice Sanders, Town Clerk

Virginia Cook, Mayor