

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

**SEPTEMBER 28, 2020  
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**

Council Member Smith 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, Mike Smith and Terry Weaver. Council Member Honeycutt was in attendance via telephone. Council Member Cole Herrell was absent.

**STAFF PRESENT**

The following staff members were present: Attorney Redmond Dill, Town Manager Logan Shook, Town Clerk Alice Sanders and Finance Officer Fredrick Rankins. Town Planner Nestor was in attendance via telephone.

**CITIZENS & MEDIA  
PRESENT**

See attached sheet.

**APPROVAL OF AGENDA**

Council Member Smith made a motion to approve the agenda as presented. The motion was approved by the following **roll call vote**: Ayes: Council Members Cline, Honeycutt, Smith and Weaver. Nays: None. Absent: Council Member Herrell.

**APPROVAL OF MINUTES**

Council Member Honeycutt made a motion to approve the August 24, 2020 remote regular meeting minutes as presented. The motion was approved by the following **roll call vote**: Ayes: Council Members Cline, Honeycutt, Smith and Weaver. Nays: None. Absent: Council Member Herrell.

**PUBLIC COMMENTS**

None.

**PUBLIC HEARING #1  
ZTA 2020-2**

Mayor Hildebrand opened the public hearing at 7:18 p.m. to hear comments from the public concerning ZTA 2020-2. Planner Nestor reported that ZTA 2020-2 addresses adding specific language regulating the use of "Chain Link Fences" in the Central Business (CBD) and Highway

Business (HB) Districts. The proposed amendment will regulate the use of fencing materials in the front yards of all nonresidential zoning uses in the CBD and HB districts. He stated that the intent of ZTA 2020-2 is that in no instance will a chain link or barbed wire fence be acceptable in the CBD. Plywood, sheet metal, fiberglass or other such panel fences are also prohibited. The ordinance also applies to HB district but does not apply to manufacturing/industrial uses. The goal of the amendment is that new fencing should be of a quality aesthetically acceptable to the surrounding area to help clean up the Town's thoroughfares.

There being no public comments, Mayor Hildebrand closed the public hearing for ZTA 2020-2 at 7:21 pm.

Council Member Cline made a motion that the Town Council adopt the proposed Zoning Text Amendment 2020-2 and finds that the proposed text amendment is consistent with the recommendations of the Hildebran Comprehensive Plan and that the proposed text amendment is consistent with other officially adopted plans, provided that no written comments are received within the next twenty-four (24) hours as required by S.L. 2020-3 (SB 704). The motion was approved by the following **roll call vote**: Ayes: Council Members Cline, Honeycutt, Smith and Weaver. Nays: None. Absent: Council Member Herrell. A copy of the text amendment is hereby incorporated by reference and made a part of these minutes (Attachment A).

PUBLIC HEARING #2  
ZTA 2020-3

Mayor Hildebrand opened the public hearing at 7:23 pm to hear comments from the public concerning ZTA 2020-3 addressing regulating building materials along main thoroughfares in the Central Business District (CBD) and Highway Business (HB) zoning districts. The goal of the proposed amendment is to establish a consistent framework for assessing proposed development, to protect the visual pattern of the community, and to promote harmony in the visual relationships and transitions between new and older buildings. The proposed amendment will only apply to new development or redevelopment.

There being no public comments, Mayor Hildebrand closed the public hearing for ZTA 2020-3 at 7:27 p.m.

There being no discussion, Council Member Cline made a motion that the Town Council adopt the proposed Zoning

Text Amendment 2020-3 and finds that the proposed text amendment is consistent with the recommendations of the Hildebran Comprehensive Plan and that the proposed text amendment is consistent with other officially adopted plans, provided that no written comments are received within the next twenty-four (24) hours as required by S.L. 2020-3 (SB 704). The motion was approved by the following **roll call vote**: Ayes: Council Members Cline, Honeycutt, Smith and Weaver. Nays: None. Absent: Council Member Herrell. A copy of the text amendment is hereby incorporated by reference and made a part of these minutes (Attachment B).

## WATER RESOURCE

Planner Nestor provided the Water Resource report.

## OLD BUSINESS: CONSIDER APPROVAL OF OPENING RENTAL FACILITIES FOR PUBLIC RENTAL AND PROVIDING KEYS TO TOWN LESSEES

Clerk Sanders stated that the NC Governor's executive order for Phase 2.5 allows for mass gatherings of 25 people indoors and 50 people outdoors. She contacted each Town lessee regarding their ability to comply with Phase 2.5. All lessees stated that they would not have more than 25 people in their leased area at one time. Council Member Smith made a motion to distribute property keys to all Town lessees and for rent payments to begin effective October 1, 2020 with the stipulation that renters follow all state and government safety guidance. The motion was approved by the following **roll call vote**: Ayes: Council Members Cline, Honeycutt, Smith and Weaver. Nays: None. Absent: Council Member Herrell.

Clerk Sanders stated that Council could consider opening up rental facilities that were in compliance with Phase 2.5. Staff recommended opening the gym, pavilion and depot. Council Member Smith made a motion to allow citizens to rent the gym, pavilion and depot with the stipulation that citizens must follow the NC Governor's executive order for Phase 2.5 that restricts mass gatherings to 25 people indoors and 50 people outdoors and renters must follow all state and government safety guidelines. The motion was approved by the following **roll call vote**: Ayes: Council Members Cline, Honeycutt, Smith and Weaver. Nays: None. Absent: Council Member Herrell.

Clerk Sanders also addressed consideration for regular renters. The auditorium is only being rented to Bridge Worship Church on a weekly basis. The gym is typically rented to East Burke Youth Athletic Organization (EBYAO) for recreation sports but due to COVID-19

restrictions, the Town has not allowed the use of the gym for large groups. Walkin' Roll Activities League (WRAL) typically rents the community center and gym weekly for groups much larger than 25 people. Vickie Dieter rents the community center once a month with less than 10 people. Council Member Cline made a motion to only approve the use of the auditorium for Bridge Worship Church, the community center for Vickie Dieter, and to address the use of the gym for EB YAO once the Burke County School System authorizes indoor sports, with the stipulation that renters follow all state and government safety guidance. The motion was approved by the following **roll call vote**: Ayes: Council Members Cline, Honeycutt, Smith and Weaver. Nays: None. Absent: Council Member Herrell.

CONSIDER APPROVAL OF RENT REFUND TO EAST BURKE YOUTH ATHLETIC ORGANIZATION

Clerk Sanders stated that Hildebran Icard Community Development Council/East Burke Youth Athletic Organization paid their \$60.00 yearly lease fee upfront. The organization was not allowed use of their leased property the months of April, May, June, July and August 2020. Staff recommends a refund of rent in the amount of \$25.00. Council Member Weaver made a motion to refund Hildebran Icard Community Development Council rent for the months of April, May, June, July and August 2020 in the amount of \$25.00 due to the restriction of facility use as a result of COVID-19. The motion was approved by the following **roll call vote**: Ayes: Council Members Cline, Honeycutt, Smith and Weaver. Nays: None. Absent: Council Member Herrell.

NEW BUSINESS:  
CONSIDER APPROVAL OF BRIDGE WORSHIP TO USE THE MUNICIPAL COMPLEX PARKING LOT FOR TRUNK OR TREAT

Town Manager Shook stated that the Town had received a request from Bridge Worship to use the municipal complex parking lot for a trunk or treat in October. He stated that other organizations have asked to use the parking lots in the past and he addressed concerns to include parking issues when other facilities are rented. He recommended that Council approve this request since no other facilities are currently booked with rules and regulations that are consistent with prior reservations. He also recommend that for future requests, Council should consider adopting a policy. Council requested that in addition to the rules and regulations suggested by Mr. Shook, that the church should be required to wear masks and gloves and suggested premade treat bags to be distributed. Council Member Smith made a motion to approve the use of the municipal complex parking lots for Bridge Worship to hold a trunk or

treat on October 30 or 31, 2020 with the following conditions:

1. There is a clear entrance, exit, and flow of traffic throughout the complex.
2. All cars must enter through the rear entrance of the municipal complex parking lot from First St. SW.
3. All cars must exit the municipal complex parking lot at the exit closest to the gym onto S. Center St.
4. Bridge Worship must provide a Burke County Sheriff Deputy present during the entire event (paid for by Bridge Worship).
5. Have traffic control people at:
  - a. Parking lot entrance to address cars entering from opposite sides
  - b. Throughout the parking lot where cars are merging into a single line from two or more lines
  - c. The exit
6. Provide proof of liability insurance (or obtain event insurance just the same as those who serve alcohol).
7. All participants must wear masks and gloves.
8. Suggest providing premade treat bags.

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

CONSIDER APPROVAL OF  
BRIDGE WORSHIP TO  
INSTALL INTERNET IN  
THE AUDITORIUM

Pastor Keith Barnett from Bridge Worship requested to install internet in the auditorium. Mr. Rankins suggested that the internet location should be installed at the back of the auditorium at the sound booth. Spectrum informed Mr. Rankins that they would need to install cables from the pole at the street to the corner of the auditorium, going under two sidewalks, which could cost approximately \$2,000. Mr. Rankins stated that Bridge Worship would be responsible for all installation costs and the monthly bill and that when Bridge Worship no longer rents the auditorium, the Town would have access to the internet box and can activate the service if needed. Council Member Cline made a motion to approve the installation of internet by Spectrum in the auditorium at the sound booth with Bridge Worship to incur all installation and monthly service charges. The motion was approved by the following **roll call vote**: Ayes: Council Members Cline, Honeycutt, Smith and Weaver. Nays: None. Absent: Council Member Herrell.

CONSIDER REVISION TO  
REGULAR MEETING

Council Member Smith made a motion to amend the Regular Meeting Schedule to hold a remote regular

SCHEDULE FOR OCTOBER 26, 2020 MEETING	meeting on October 26, 2020 in the Council’s Chamber that is closed to the public except for public comments and to stream the meeting live via the Town’s YouTube channel. The motion was approved by the following <b>roll call vote</b> : Ayes: Council Members Cline, Honeycutt, Smith and Weaver. Nays: None. Absent: Council Member Herrell. A copy of the resolution is hereby incorporated by reference and made a part of these minutes (Attachment C).
HHDA TOWER RENOVATION FUNDRAISING REPORT	Mr. Shook reported that Lynn Mull with HHDA stated that HHDA has surpassed \$10,000 in its efforts in raising funds for the renovation of the tower.
FACILITIES REPORT	The September facilities report was provided for review. Mr. Shook stated that the CIP updates to the facilities have been completed. There were some funds left in the CIP which will be used to install new front doors at the Municipal Complex, to install cameras at the park and to fix a leak in the auditorium.
DELINQUENT TAX REPORT	Tax Collector Sanders provided the September tax report. A copy of the report is hereby incorporated by reference and made a part of these minutes (Attachment D).
DEPUTY REPORT	The September Deputy report was provided for review.
COMMITTEE REPORTS	Transportation Advisory Committee (TAC) and Technical Coordinating Committee (TCC) – Mr. Shook stated that the DOT had provided minor improvements at the bridge at Exit 118. They plan to repave the bridge in 6-9 months. The main work at that bridge has been postponed to 2023-2024 due to COVID-19. The LAPP sidewalk project at Main Ave E should not be affected by COVID-19.  WPCOG Policy Board – Mr. Honeycutt provided his report to the Board via email.  Burke Economic Development – No report.  Recreation and Tourism Committee – No report.  Water Resource Committee – Planner Nestor reported earlier in the meeting.  VEDIC – Council Member Weaver reported that some businesses are struggling due to COVID. He stated that

VEDIC would be sending a letter to the Town requesting their annual allocation of \$3,000.00.

Library Board – No report.

OTHER BUSINESS

Clerk Sanders stated that the library is hosting a Boo Through on October 28<sup>th</sup> which is a drive thru trunk or treat.

Council Member Weaver asked to get the pot hole at Frye Daddy's on S. Center St. fixed.

Staff reported that the October 3, 2020 yard sale was cancelled since no one signed up to sell.

Mr. Shook stated that there was another trash dumping at Cline Park Ct and that staff had plans to help remedy the problem.

Mr. Shook stated that Patrick DeMauro, Code Enforcer, will attend the October meeting to give a report.

Council Member Weaver asked that Mr. Shook look at the right-of-way of the bank at the park.

ANNOUNCEMENTS

None.

ADJOURN

All business being concluded, Council Member Honeycutt made a motion at 8:11 p.m. to adjourn. The motion was approved by the following **roll call vote**: Ayes: Council Members Cline, Honeycutt, Smith and Weaver. Nays: None. Absent: Council Member Herrell.

I attest these are the approved minutes of the Board.

---

Alice Sanders, Town Clerk

---

Wendell Hildebrand, Mayor