

**TOWN OF HILDEBRAN
TOWN HALL**

**NOVEMBER 24, 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, Jamie Hollowell, Barbara Lowman and Lee Lowman.

STAFF PRESENT The following staff members were present: Attorney Redmond Dill, Finance Officer Fredrick Rankins and Town Clerk Alice Sanders.

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 Council Member Hildebrand.

ADOPTION OF AGENDA Council Member Hildebrand made a motion to adopt the agenda. All voted in favor.

APPROVAL OF MINUTES Council Member Hollowell made a motion to approve the October 27, 2014 Regular Meeting Minutes, October 27, 2014 Closed Session Minutes and November 3, 2014 Special Meeting Minutes. All voted in favor.

PUBLIC COMMENT None.

OLD BUSINESS:

RESPONSE TO GLADYS ANSON AND EAST BURKE SENIOR CENTER'S DONATION REQUEST Gladys Anson requested a monetary donation from Council at the October 27, 2014 meeting for the East Burke Senior Center to help with the Second Harvest food bank. Council Member Hollowell asked if Mayor Cook had spoken to other municipalities about donating as well. She stated that she did speak to other municipalities but had not received any response. Council Member B. Lowman made a motion to approve the request in the amount of \$500.00. Mr. Lowman expressed his disappointment with the lack of additional support. All voted in favor to the motion.

Council Member B. Lowman made a motion to approve a budget amendment in the amount of \$500.00 to add the donation as a line item in the budget. All voted in favor. The budget amendment is hereby incorporated by reference and made a part of these minutes (Attachment A.)

RECORDS
RETENTION AND
DISPOSITION
UPDATE

Town Clerk Sanders reported that she had spoken with a representative from the NC Department of Cultural Resources regarding purging the Town's files in storage according to the records retention schedule as well as scanning documents. She provided Council with a list of key points and best practices from the discussion. She stated that a representative will be visiting the Town on December 3, 2014 to provide further guidance.

DIGITAL SIGN
UPDATE

Council Member Hollowell provided Council with a quote for a digital sign from Stephensigns. He stated that electrical charges are not included in the quote. Mayor Cook reported that she spoke with a Duke Power engineer and Jimmy Stephens at the site and was informed that the power box cannot be put on the pole and has to be placed on the sign. Mr. Stephens suggested that a decorative bar be placed on both sides of the sign to allow for the power box to be placed. Mayor Cook distributed a drawing to Council to illustrate the additional bars. She stated that Duke Energy will dig the hole, lay the line and have everything ready. The Town will need to have an electrician to make the connection. Mayor Cook reported that there will not be an additional cost to add the decorative bars and stated that Mr. Stephens has been very cooperative with this project.

Council Member Banks made a motion to accept the quote from Stephensigns in the amount of \$23,070.58. It was stated the timeline to complete the project will be 4-7 weeks. All voted in favor.

TOWN HALL
MAINTENANCE

Mayor Cook stated that the current budget allows for \$19,000.00 for bat removal from the old school building. She reported that the bats have now infiltrated the Town Hall building and requested that the money in the budget be used for bat removal from the Town Hall building. Council Member Hollowell asked if the Town has received any quotes and Mayor Cook stated she will ask for quotes if Council approves the request. Council Member Banks made a motion to allow the \$19,000.00 for bat removal to be used for the Town Hall building. All voted in favor.

NEW BUSINESS:
TED ALEXANDER,
PRESERVATION
NORTH CAROLINA

W. Ted Alexander, Regional Director from Preservation North Carolina, provided a presentation to Council about the organization and discussed historic rehabilitation for the old school building. Council Member L. Lowman asked if the title for the building would have to be transferred to Preservation North Carolina and Mr. Alexander stated that is the typical method, but there may be another configuration that they could come up with. Mayor Cook thanked Mr. Alexander for his presentation.

RESOLUTION OF
APPRECIATION-H.

Mayor Cook read a resolution of appreciation for H. DeWill "Dee" Blackwell for his 40 years of service to the Western Piedmont

DEWITT “DEE”
BLACKWELL

Council of Government. Council Member Hildebrand made a motion to approve the resolution. All voted in favor. This resolution is hereby incorporated by reference and made a part of these minutes (Attachment B.)

FIFTH AVE SE
ROAD REPAIR

Mayor Cook reported that there is a short, private road on 1st St SE, between Fifth Ave SE and Fourth Ave SE. She reported that this road abuts a piece of property that could be used for economic development. She stated that DOT will not take over this road because there are not enough houses to meet their requirements. Mayor Cook asked Council to consider approving the Town to take over ownership of that area on 1st St SE which will provide the Town with Powell Bill money. She stated there were a few small holes that need to be fixed.

Council Member L. Lowman made a motion for the Town to take over the section of the road with the condition that the Town receive written requests from all property owners. All voted in favor.

OCTOBER TAX
REPORT

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

DEPUTY REPORT
GARY TOWERY

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

COMMITTEE
REPORTS &
UPDATES

Transportation Advisory Committee (COG) – Mayor Cook reported that the project on I-40 E between exit 119 and 121 is still ongoing. She reported that the work on the Icard bridge has not begun. She further reported that there will be a new traffic light at Tex’s Fish Camp Rd and Hwy 70 and that she will be working with the businesses on 2nd Ave NW to reroute the large trucks to use Tex’s Fish Camp Rd instead of N Center St.

Western Piedmont Council of Governments Policy Board – Council Member Hildebrand stated that the next meeting will be November 25, 2014.

Burke Economic Development – Mayor Cook reported that there were five meetings that were held in closed session.

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 there was no meeting.

FACILITIES
UPDATE

Mayor Cook reported that there is an electrical issue with the Town Hall elevator.

The Town has received a request for Dr. Drew Bridges to do a book signing in the auditorium.

OTHER BUSINESS

Town Clerk Sanders reviewed the 2015 Council regular meeting schedule.

Council Member Hildebrand stated that Kelly Huffman, who is associated with KB Reynolds, would like to speak at the December meeting regarding grants for wellness activities.

CLOSED SESSION

Council Member B. Lowman made a motion at 8:02 p.m. to recess into closed session 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 and 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 B. Lowman made a motion at 9:02 p.m. to return to open session. All voted in favor.

Council Member B. Lowman made a motion to give full-time Town employees a gift of one week's pay for Christmas. All voted in favor.

Council Member Banks made a motion to close Town Hall on Friday, December 26, 2014 with no pay for employees. All voted in favor.

ANNOUNCEMENTS

None at this time.

ADJOURNMENT

All business being concluded, Council Member L. Lowman made a motion to adjourn at 9:03 p.m. All voted in favor.

I attest these are the approved minutes of the Board.

Alice Sanders, Town Clerk

Virginia Cook, Mayor