

**TOWN OF HILDEBRAN  
COUNCIL'S CHAMBER  
TOWN HALL**

**FEBRUARY 27, 2017  
7:00 PM**

**REGULAR MEETING  
MINUTES**

**CALL TO ORDER AND  
INVOCATION**

Mayor Cook called the regular meeting of the Town Council to order at 7:03 p.m. Willie Messer led a prayer.

**PLEDGE OF  
ALLEGIANCE**

Richard Bell led the pledge of allegiance to the United States flag.

**COUNCIL PRESENT**

The following members of the Board were present: Mayor Virginia Cook and Council Members Brenda Banks, Theresa Messer, Barbara Lowman, Lee Lowman and Jody York.

**STAFF PRESENT**

The following staff members were present: Attorney Redmond Dill, Town Administrator Thomas Drum, Town Clerk Alice Sanders, Finance Officer Fredrick Rankins, and Administrative Support Specialist Laurie Brawley.

**CITIZENS & MEDIA  
PRESENT**

See attached sheet.

**APPROVAL OF  
MINUTES**

Council Member York asked about the next to last sentence in the third paragraph under Other Business on the January 23, 2017 minutes. Mayor Cook stated that "asphalt" should read "asbestos". Council Member York made a motion to approve the January 23, 2017 regular meeting minutes, as amended, and the February 3, 2017 recessed regular minutes. All voted in favor.

**OLD BUSINESS:  
CONSIDER  
NEGOTIATED PRICING  
OF BANK BUILDING  
RENOVATION PROJECT**

Mayor Cook stated that James Ratliff, Architect, and Moss-Marlow, bid winner, discussed possible ways to reduce the costs to renovate the bank building. Council had the opportunity to review the suggestions. Mayor Cook stated that anything that could be removed from the proposal would be something that would have to be done in the future. Council Member Banks made a motion to continue with the original bid of \$277,636 with Moss-Marlow. All voted in favor. Mayor Cook asked Mr. Drum to contact them to begin the project. She stated that the lock boxes have been removed from the building.

**CONSIDER  
AMENDMENT TO  
ENGINEER INSPECTION  
CONTRACT FOR THE  
CRACK SEALING  
PROJECT**

Mayor Cook reported that an amendment to the engineering contract is needed for additional inspection services in the amount of \$402.50. The amendment is for inspection services resulting from additional project work that was performed under the crack sealing project. The additional crack sealing work amounted to \$3,375 for a total contract price of \$31,125, well under the "not to exceed" amount of \$40,000.

Mr. Drum stated that the Board approved the crack sealing project up to \$40,000. There was an over-run of \$3,300 to \$3,400 from Remac Inc. and the additional pounds of liquid asphalt that had to be poured on the cracks necessitated additional inspection services by the engineering firm. The Board would be approving the inspection services of \$402.50.

Council Member L. Lowman stated that he had a problem with the inspection firm. He stated that his road needed to be completely sealed, instead of crack sealing. He stated that the road was supposed to be cleaned over to the sides. There was still grass growing in the cracks and there were still ¼” cracks in the road. He asked why the engineering firm was asking for more money when they did not inspect the road properly the first time. He asked who was overseeing the engineering firm.

Mr. Drum stated that the Town depends on the engineering firm to provide a report. Council Member L. Lowman wanted it stated that he was not happy with West Consultants PLLC. He stated that the company was notorious for change orders and does not do its job properly. He encouraged citizens to walk their roads and review the crack sealing work. He also stated that he is not happy with the asphalt sealing company.

Mr. Drum stated that there was most likely a guarantee in the contract and he would review it and request the firm to review the project.

Council Member L. Lowman stated that this project is not the first project from which issues have arisen and moving forward, he prefers to deal with another company. He stated that in the past, there has been a problem with change orders.

Mr. Drum stated that when a company begins a crack sealing project, an estimate of asphalt in pounds is determined and to have a change order with this type of project is not abnormal. He did agree with Council Member L. Lowman about the engineering firm letting a problem slip by as not acceptable and he will contact the firm.

Council Member B. Lowman made a motion to approve the amendment to the engineering contract of \$402.50. Mayor Cook asked Deputy Towery to review the roads. Council Members Banks, B. Lowman, Messer and York voted in favor. Council Member L. Lowman was opposed. The motion carried.

NEW BUSINESS:

CONSIDER AWARDDING  
BID FOR OFFICE  
FURNITURE

Mayor Cook stated that most of the furniture at Town Hall is built-ins and nothing can be moved to the new Town Hall. Council was presented with a bid from WJ Office for new furniture. She stated that the company is listed on the State contract site, and as a result, the Town is saving 50% off the retail price. The furniture is the exact furniture that is in the WPCOG offices. A layout of the furniture was provided.

Council Member York asked if the furniture will fit in the space and had concerns that the office space might change during renovations. Mr. Drum stated that the Architect used the floor plan that was scaled out and the furniture company used the Architect's scaled drawing. The furniture should fit according to the drawing. Mr. Drum stated that he did not feel there would be a problem because the dimensions are correct based on the floor plan that the Architect provided.

Council Member Messer made a motion to accept the bid from WJ Office for office equipment not to exceed \$23,829.67 plus applicable sales tax. All voted in favor.

CONSIDER APPROVAL  
OF CONTRACT WITH  
RONNIE FRANKLIN FOR  
MAIN WATER SUPPLY  
RELOCATION AT TOWN  
HALL

Mayor Cook reported that a contract with Ronnie Franklin was presented to Council for approval. The work involved will be relocating the water supply line from the burned out school section to the rear of Town Hall located at 202 S. Center St.

Mr. Drum stated that there was a water leak and Mr. Franklin was contacted to repair the leak. He had to find the valves and determine where the water lines are entering into the current Town Hall and it was discovered that the lines were near the burned out school building. Mr. Franklin suggested relocating the lines to the rear of the current Town Hall so that during the demolition, vehicles will not run over the lines causing more potential leaks or damage.

Council Member York made a motion to accept the proposal from Ronnie Franklin, F&S Contractors LLC, to replace 185' of 2" PVC 13.5 waterline from the existing line at the road, tie into the line at the current Town Hall building, and replace any disturbed concrete and asphalt in the amount of \$5,850. All voted in favor.

CONSIDER 2017  
CALENDAR OF EVENTS

Ms. Brawley reviewed the proposed dates for all events for 2017 that includes an Easter Egg hunt, Easter movie, Memorial Day Event, Farmer's Markets, Cruise Ins, Summer Movies, Oktoberfest/Craft Show, Halloween Movie, Trunk r' Treating,

Christmas Parade, Christmas at Town Hall and Tree Lighting. Council Member Banks made a motion to approve the 2017 calendar of events. All voted in favor. A copy of the schedule is hereby incorporated by reference and made a part of these minutes (Attachment A). Volunteers are needed from both Council and citizens.

CONSIDER KITCHEN APPLIANCES, TABLES AND CHAIRS FOR COMMUNITY ROOM

The community room in the basement of Town Hall is now available to rent. Currently, there are no kitchen appliances, tables or chairs. Ms. Brawley provided pricing for these items for approval.

Council Member York suggested commercial grade kitchen appliances if there were going to be many rentals. Council Member Messer stated that it would be cheaper to replace regular appliances than purchasing commercial grade appliances. Council Member Messer made a motion to approve the purchase of four 8' tables and 32 chairs, a stove, refrigerator and microwave. All voted in favor.

FACILITIES REPORT

Mayor Cook reviewed the facilities report.

JANUARY TAX REPORT

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

ORDER TAX COLLECTOR TO ADVERTISE TAX LIENS

Each February G.S. 105-369(a) requires the tax collector to report to the Board the total amount of unpaid taxes for the current fiscal year that are liens on real property. The list was presented to Council. Upon receipt of the report, the Board must order the tax collector to advertise the tax liens.

Council Member York made a motion to order Tax Collector Sanders to advertise the tax liens. All voted in favor.

JANUARY DEPUTY REPORT

Deputy Towery reviewed the January deputy report.

COMMITTEE REPORTS & UPDATES

Transportation Advisory Committee (COG) – Mayor Cook reported that there was no meeting.

WPCOG Policy Board – Council Member B. Lowman stated that the committee held elections and had a closed session. Section 8 housing applications are now being accepted.

Burke Economic Development Representative – Mayor Cook stated that the new math and science school in Morganton is

scheduled to open in 2020 and will begin hiring in 2018. There are hopes of having housing developments onsite.

Recreation and Tourism Committee – Council Member York had no report.

Water Resource Committee – Ms. Schotte was not in attendance.

VEDIC – Mayor Cook reported that the committee is looking at the future growth in small businesses. They awarded five loans last week. VEDIC has over 50 loan arrangements with businesses in the immediate area. There has only been one defaulting loan over the years.

#### OTHER BUSINESS

Council Member York asked about the bank building floor layout. The reception area and drive through area were clarified.

Mayor Cook stated that she was asked to meet with East Burke Youth Athletic Organization (EBYAO) and a Burke County Commissioner. She stated that EBYAO does not have anyone to write grants for them. The biggest issue is that other leagues use gyms that are owned by schools and those leagues are not required to pay rent because it is considered after-school activities. Since the Hildebran gym is owned by the Town and not the school, rent must be charged in order to pay for power, insurance and the upkeep of the building. These reasons are why EBYAO does not have any money in savings.

The pool will not be opened this summer. There was discussion about going back to the County Board about the decision of the pool in the future. EBYAO had discussions with the County and asked for assistance for uniforms and other expenses. It was discussed that EBYAO might use another school's facility for sporting events. Any volunteers to help with EBYAO are welcome.

#### ANNOUNCEMENTS

Town Historian Michael Huffman's mother (Nell) passed away. Mayor Cook also announced several other residents that passed away over the past few weeks.

#### PUBLIC COMMENTS

Bonnie Young read a statement about the lack of governing by love.

Harold Greenhill distributed a proposal for Council's consideration to preserve the tower and breezeway, demolish the burned out section of the building, and to include a memorial park. He asked for the agenda to be amended to discuss the

proposal. Council took no action. Mayor Cook instructed the Clerk to add this topic on the next regular meeting. Mr. Greenhill was in agreement with being placed on next month's agenda which would allow the Council time to review the proposal.

Elsie Childres discussed previous Mayors, voiced her concerns about past expenditures, and asked Council to use the provided microphones so that everyone can hear.

Richard Bell discussed remarks made by the Mayor at the last meeting. He thanked the Sheriff's Department for shutting down Lowman's Motor Court. He submitted an application for the Planning Board which has two vacant seats.

ADJOURNMENT

All business being concluded, Council Member Messer made a motion to adjourn at 8:05 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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Virginia Cook, Mayor