

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

**FEBRUARY 24, 2020
7:00 PM**

**REGULAR MEETING
MINUTES**

CALL TO ORDER

Mayor Hildebrand called the regular meeting of the Town Council to order at 7:00 p.m.

INVOCATION

A moment of silence was observed.

PLEDGE OF ALLEGIANCE

Kevin Tooley, representing the Walkin' Roll Activities Leagues, Inc., 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, Ben Honeycutt, Mike Smith and Terry Weaver. Council Member Cole Herrell arrived at 7:20 p.m.

STAFF PRESENT

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

**CITIZENS & MEDIA
PRESENT**

See attached sheet.

APPROVAL OF AGENDA

Council Member Honeycutt made a motion to add "Consider Request from East Burke Senior Center to Support the Senior Fun Walk" to the end of New Business. All voted in favor. Council Member Smith made a motion to approve the agenda as amended. All voted in favor.

APPROVAL OF MINUTES

Council Member Smith made a motion to approve the January 27, 2020 regular meeting minutes and closed session minutes as well as the February 12, 2020 special meeting/planning retreat minutes as presented. All voted in favor.

PUBLIC COMMENTS

None.

**OLD BUSINESS:
CONSIDER APPROVAL OF
NCDOT STREET NAME
CHANGE (SR 2503)
EFFECTIVE DATE**

Town Manager Shook stated that he had researched other municipalities and counties' policies for street name changes effective dates. The majority of those researched made street name changes effective either January 2nd or July 1st. He suggested that Council set an effective date of

the Neuville Ave (SR 2503) name change to Synergy Way to be July 1, 2020.

Council Member Smith made a motion to set the name change of Neuville Ave (SR 2503) to Synergy Way to become effective July 1, 2020. All voted in favor.

**NEW BUSINESS:
CONSIDER APPROVAL OF
RESOLUTION LEASING
PROPERTY FOR ONE YEAR
OR LESS**

Mr. Shook stated that the Town was contacted by Sharon Barlow with Walkin' Role Activities League, Inc. last month about renting room #233 in the Albert Parkhurst Municipal Complex and space in the community center. Mrs. Barlow has submitted a letter with an official request and has specific questions about the properties for Council to consider. A copy of the letter is hereby incorporated by reference and made a part of these minutes (Attachment A).

Sharon Barlow and Kevin Tooley discussed the purpose of the non-profit organization and all of the activities they provide for the participants. Mrs. Barlow mentioned that they have also rented the community center through the end of the year for many of their special events.

Council was in agreement to allow the organization to install their sign on the back of the building, to store their games, pool table, etc. in the walled off area of the community center, to install two (2) flat screen televisions on the wall in the community center, and to store its stainless steel commercial refrigerator and commercial freezer in the kitchen in the community center.

Council asked for legal advice from Attorney Dill about two of the organization's requests. The first request is the liability of the Town for the organization's personal property that will be stored in the community center that the organization may allow the public to use. Attorney Dill informed Mrs. Barlow that if the organization allows any of its personal property to be open for public use, it shall be at their own risk and peril and shall specifically release the Landlord from any and all liability or responsibility as to the storage, maintenance and condition of said personal property at the termination of the lease. Mrs. Barlow was in agreement.

The second request is permission to share room #233 with another non-profit agency that also serves the educational needs of individuals with special needs, Family Support

Network. Attorney Dill stated that the lease agreement for room #233 would be with Walkin' Roll Activities League, Inc. only and that the organization would take full responsibility and hold the Town harmless if any of its representatives or members allowed another organization to share space. Mrs. Barlow was in agreement to this stipulation.

Council Member Smith made a motion to approve the resolution leasing property (room #233 in the Albert Parkhurst Municipal Complex; walled off room in the community center; and storage area in the maintenance room in the community center) for one year or less to Walkin' Role Activities League, Inc. for \$300 a month effective March 1, 2020 with the two legal stipulations aforementioned by Attorney Dill. All voted in favor. A copy of the resolution is hereby incorporated by reference and made a part of these minutes (Attachment B).

Council Member Herrell made a motion to grant permission to Walkin' Role Activities League, Inc. to install internet in room #233 in the Albert Parkhurst Municipal Complex at its own expense and to be responsible for paying the monthly bill. All voted in favor.

Council Member Herrell made a motion to allow Walkin' Roll Activities League, Inc. permission to install a 3-compartment sink and hand wash sink in the kitchen of the community center by a licensed plumber at its own expense. All voted in favor.

**CONSIDER APPROVAL OF
DEPUTY VEHICLE LEASE
WITH BURKE COUNTY**

Attorney Dill reported that the Town's new deputy vehicle was delivered to the Town. Before staff sent the vehicle to be up fitted to meet Burke County requirements, staff requested Burke County to approve a new lease agreement for the vehicle to be used as a Sheriff vehicle. Burke County informed staff that it will be revising the current lease agreement and would not insure the car until the County Commissioners approved the lease at its March 17, 2020 regular meeting. He stated that in the essence of time, Council could approve the lease agreement subject to the County acting in good faith and approving the lease agreement at its March 17, 2020 meeting.

Council Member Smith made a motion to approve the lease of motor vehicle to be used as Sheriff vehicle subject to Burke County approving a simultaneous lease with

similar terms and conditions as the current lease. All voted in favor.

CONSIDER SPECIAL MEETING/BUDGET WORKSHOP DATE

Council called a special meeting for the purpose of a budget workshop on March 12, 2020 at 5:30 p.m. to be held at the Western Piedmont Council of Governments.

QUARTERLY CLEANING SERVICES UPDATE

Mr. Shook reported that he had met with three cleaning services and reviewed the facilities with them. He had only received one quote back. He will continue to reach out to other companies.

JANUARY FACILITIES REPORT

The report was presented for review.

JANUARY DELINQUENT TAX REPORT

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

JANUARY DEPUTY REPORT

The January Deputy report was provided for review.

COMMITTEE REPORTS

Transportation Advisory Committee (TAC) and Technical Coordinating Committee (TCC) – Council Member Herrell reported that the NCDOT is evaluating installing a small turn lane or a turning light at the intersection of 70 and N Center St traveling eastbound. The Town can apply for grant money for a sidewalk project based on the current comprehensive plan, but will need to act quickly.

WPCOG Policy Board – Council Member Honeycutt reported that the committee introduced new board members and received its audit update. There was a five-year study of each County and it was found that more than 50% of residents are going to other counties for their employment.

Burke Economic Development – No report.

Recreation and Tourism Committee – No report.

Water Resource Committee – No report.

VEDIC – No report.

Library Board – No report.

CONSIDER REQUEST
FROM EAST BURKE
SENIOR CENTER TO
SUPPORT THE SENIOR
FUN WALK

Rebecca Bova, Assistant Director of Burke County Senior Services, submitted a letter to Council requesting support for the Senior Fun Walk to be held on May 12, 2020. She requested support via a partnership to include refreshments and volunteers for the event. Council Member Herrell made a motion to approve an appropriation up to \$300 for refreshments and for the Town to advertise the event on the digital signs. All voted in favor.

OTHER BUSINESS

None.

ANNOUNCEMENTS

Council Member Herrell informed the public about a new virus going around and where to purchase hard to find medical supplies.

ADJOURN

All business being concluded, Council Member Honeycutt made a motion at 8:15 p.m. to adjourn. All voted in favor.

I attest these are the approved minutes of the Board.

Alice Sanders, Town Clerk

Wendell Hildebrand, Mayor