

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

**MAY 20, 2024
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. The meeting was streamed live via the Town's YouTube channel.

COUNCIL PRESENT

The following members of the Board were present: Mayor Wendell Hildebrand and Council Members Ben Honeycutt, Mike Smith, Mike Stroupe, Terry Weaver and Jody York.

STAFF PRESENT

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

CITIZENS & MEDIA

See attached sheet.

INVOCATION

A moment of silence was observed.

PLEDGE OF ALLEGIANCE

Town Manager Shook led the Pledge of Allegiance to the United States Flag.

APPROVAL OF AGENDA

Staff requested to add "consideration of quote to install chain link fence in the maintenance building" under new business. There being no objections, Council Member Honeycutt 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 April 22, 2024 regular meeting minutes as presented. All voted in favor.

PUBLIC COMMENTS

Johnny Childers with HHDA provided a history of the school and museum. He thanked Council for their continuous support over the years. He asked Council to consider a five-year lease for the HHDA museum in the basement of the auditorium.

Lynn Mull with HHDA also thanked the Town for its support. She provided a history concerning their financials and dedication to preserving history in the Town. She asked for the Town to consider a five-year lease for the HHDA museum in the basement of the auditorium.

OLD BUSINESS: None.

NEW BUSINESS:

CONSIDER APPROVAL OF CONTRACT WITH WPCOG FOR TECHNICAL PLANNING ASSISTANCE

The contract with the WPCOG for planning services was presented for consideration. There being no discussion, Council Member Stroupe made a motion to approve the Agreement as presented between the WPCOG and the Town of Hildebran for the provision of technical planning services effective July 1, 2024 and ending June 30, 2026 for a total amount of \$53,542. All voted in favor.

CONSIDER APPROVAL OF CONTRACT WITH WPCOG FOR CODE ENFORCEMENT SERVICES

The contract with the WPCOG for code enforcement services was presented for consideration. There being no discussion, Council Member Honeycutt made a motion to approve the Agreement as presented between the WPCOG and the Town of Hildebran for the provision of code enforcement services effective July 1, 2024 and ending June 30, 2026 for a total amount of \$34,612. All voted in favor.

RESOLUTION OPPOSING THE CITY OF CHARLOTTE INTERBASIN TRANSFER REQUEST

Town Manager Shook stated that the City of Charlotte has asked to increase its Interbasin Water Transfer from 30 million gallons a day to 63 million gallons a day. Kannapolis/Concord takes an additional 10 million gallons a day making the total transfer per day of 73 million gallons, if approved. He provided a list of all counties and municipalities that have or plan to adopt a resolution opposing the transfer request. There being no discussion, Council Member York made a motion to approve the resolution as presented to oppose the City of Charlotte Interbasin Transfer Request. All voted in favor. A copy of the resolution is hereby incorporated by reference and made a part of these minutes (Attachment A).

CONSIDER APPROVAL OF TEMPORARY NON-NCDOT ROAD CLOSURE PERMIT

Chad Houston from Hildebran-Icard Little League submitted an application to temporarily close First St SW, a Town maintained street, during the baseball/softball season for practices and games. There being no discussion, Council Member Smith made a motion to approve the Temporary Non-NCDOT Road Closure Permit Application as presented from Hildebran-Icard Little League to temporarily close First St SW for practices and games during the baseball/softball season. All voted in favor.

CONSIDER APPROVAL OF QUOTE TO REPAIR SEWER

Town Manager Shook stated that after further examination of the sewer lines at the future park site,

LINE AND BUDGET
AMENDMENT

Cliff's Plumbing's quote to replace the line increased to \$14,500 to \$15,500. The price increase is due to them needing a bigger pipe and they need to lay the pipe a further distance than originally anticipated. Staff is acquiring a second quote this week. He stated that Council can approve the amount but use the other vendor if they come in at a lesser price. He stated that the Town may incur a service fee if it does not use Cliff's Plumbing. Council Member Stroupe made a motion to approve a quote up to \$15,500, based on the lowest bidder, to repair the sewer line at the property located at 202 S. Center St. All voted in favor.

CONSIDER APPROVAL OF
QUOTE TO INSTALL
CHAIN LINK FENCE IN
THE MAINTENANCE
BUILDING

Town Manager Shook stated that a quote from Fister Fence to install a chain link fence to divide the maintenance building into three bays is submitted for consideration. There are two options in the quote. The first option is to install the fence 8 feet tall. The second option is to install the fence to the ceiling. The consensus of Council was to choose the option to install the fence to the ceiling. Council Member Stroupe made a motion to approve the quote from Fister Fence of Hickory, LLC as presented to install a 10 foot chain link fence in the maintenance building creating three separate bays in the amount of \$7,322. All voted in favor

BUDGET AMENDMENT
GENERAL MAINTENANCE

Town Manager Shook stated that due to unexpected maintenance of the facilities, another budget amendment is needed for general maintenance. There being no discussion, Council Member Smith made a motion to approve the budget amendment as presented to appropriate funds for general maintenance of the Town facilities in the amount of \$23,000. All voted in favor. A copy of the budget amendment is hereby incorporated by reference and made a part of these minutes (Attachment B).

FIRST READING OF THE
FY 24-25 BUDGET AND
SCHEDULE OF FEES

Town Manager Shook stated that the presented FY 24-25 budget is balanced at \$1,248,165 with no tax increase. The tax rate is \$0.15 per \$100 valuation. Clerk Sanders stated that the FY 24-25 schedule of fees has one change from last year. A \$100 fee for a street name change has been added. Council had no changes to the budget or fees.

Town Manager Shook asked if Council wanted to consider HHDA's request to approve a 5-year lease. He stated that a 30-day public notice must be provided prior

to an approval if Council was considering their request. Council Member Weaver made a motion to approve the 5-year lease request. Council Members Smith, Stroupe and Weaver voted in favor of the motion. Council Members Honeycutt and York were opposed. The motion carried. Staff will move forward with submitting a 30-day public hearing notice.

CALL A PUBLIC HEARING FOR THE FY 24-25 BUDGET

Council Member York made a motion to call a public hearing on Monday, June 24, 2024 at 7:00 p.m. in the Council's Chamber for the purpose of hearing comments from the public concerning the proposed FY 24-25 budget. All voted in favor.

MAY FACILITIES REPORT

The May facilities report was provided for review.

APRIL DELINQUENT TAX REPORT

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

APRIL DEPUTY REPORT

The April deputy report was provided for review. Town Manager Shook stated that an ordinance to address urban camping and improper use of public spaces is being reviewed by staff and will be presented for approval at the June meeting.

COMMITTEE REPORTS

Transportation Advisory Committee (TAC) and Technical Coordinating Committee (TCC) – Town Manager Shook stated that he has emailed the Board information from the last meeting.

WPCOG Policy Board – No report.

Burke Economic Development – No report.

Recreation and Tourism Committee – No report.

Water Resource Committee – No report.

VEDIC – Karen Robinson reported that the Board reviewed its financial overview highlighting the Profit and Loss Statement and Balance Sheet, possible grants, payment from clients, and the 2024 Client Survey results. The Board also requested the attorney to send demand letters to two clients that are delinquent.

Library Board – No report.

Events Committee – No report.

OTHER BUSINESS:
BLOOD DRIVE

Clerk Sanders reported that Donna Chrobak from the American Red Cross asked the Board to consider hosting up to two blood drives during the fiscal year. The American Red Cross would use our gym and provide their own mats. There is no cost to the Town. The Town will be asked to help advertise the drive. Council Member Stroupe made a motion to approve the American Red Cross request for the Town to host up to two blood drives in the gym during FY 24-25. All voted in favor.

BURKE RIVER TRAIL

Town Manager Shook stated that the feasibility study for the location for the Burke River Trail in Hildebran has been completed. The next step is a public meeting and he asked that Council be at the meeting once the time and date have been determined.

ANNOUNCEMENTS

None.

CLOSED SESSION

Council Member Honeycutt made a motion to recess to closed session at 7:34 p.m. pursuant to N.C.G.S 143-318.11(a)(6) to consider the qualifications, competence, performance, character, fitness, conditions of appointment, or 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 discussed the Town Manager's performance review.

Council Member Honeycutt made a motion at 7:56 p.m. to return to open session. All voted in favor.

ADJOURN

All business being concluded, Council Member Honeycutt made a motion at 7:56 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