

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

**JANUARY 29, 2025  
7:00 PM**

**SPECIAL MEETING  
MINUTES**

CALL TO ORDER	Mayor Hildebrand called the special meeting of the Town Council to order at 7:00 p.m.
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	Council Member Weaver led the Pledge of Allegiance to the United States Flag.
APPROVAL OF AGENDA	Council Member Honeycutt made a motion to approve the agenda as presented. All voted in favor.
APPROVAL OF MINUTES	Council Member York asked that the statement she made at the December 16, 2024 meeting requesting to rescind her vote regarding staff bonuses be clarified. She stated that she is not against staff bonuses but she is against the \$1,500 staff bonus that was approved at the November 25, 2024 meeting. Council Member Honeycutt made a motion to approve the December 16, 2024 closed session minutes and the December 16, 2024 regular meeting minutes. The motion carried.
PUBLIC COMMENTS	None.
PRESENTATION OF AUDIT ENDING JUNE 30, 2024	Serina T. Hinson, CPA, CGMA, of Lowdermilk Church & Co., LLP, provided a draft review of the FY 23-24 audit. Council Member Smith made a motion to approve the Town of Hildebran audit for fiscal year ending June 30, 2024 as presented conditional upon submission to the LGC. All voted in favor. A copy of the audit highlights are hereby incorporated by reference and made a part of these minutes (Attachment A). The

complete audit will be filed with the Town's permanent records.

**CONSIDER APPROVAL OF AMENDMENT TO AUDIT CONTRACT FOR YEAR ENDING JUNE 30, 2024**

Ms. Hinson stated that her company was affected by Hurricane Helene and a ransomware/cyber-attack and was unable to perform work for two and a half months. The submission of the Town's audit to the LGC will be past the contract agreement date of October 31, 2024. The requested amendment to the audit contract is to extend the date that the audit will be submitted to the LGC to February 25, 2025. Council Member Honeycutt made a motion to approve the contract amendment with Lowdermilk Church & Co., L.L.P. to extend the date the Town of Hildebran audit ending June 30, 2024 will be submitted to the LGC to February 25, 2025. All voted in favor.

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

A resolution was presented to lease room #245 in the municipal complex for \$150 a month to His Words His Ways Fellowship for the purpose of a church office. Council Member Stroupe made a motion to approve the resolution leasing property for one year or less to His Words His Ways Fellowship for room #245 in the municipal complex for \$150 a month. All voted in favor. A copy of the resolution is hereby incorporated by reference and made a part of these minutes (Attachment B).

**CONSIDER APPROVAL OF POLE-MOUNTED CHRISTMAS LIGHTS**

Town Manager Shook stated that Council requested to discuss new Christmas lights during the budget process. He discovered that Mosca Designs currently has 33% off lights through the end of January. Staff provided a couple of options with pricing for 40 new LED light fixtures. Council Member Stroupe made a motion to approve the purchase of staff's first recommendation of 20 angel and 20 Christmas tree LED pole-mounted lights from Mosca Designs in the amount of \$25,102.48. All voted in favor.

**CONSIDER APPROVAL OF BUDGET AMENDMENT FOR CHRISTMAS LIGHTS**

A budget amendment for the Christmas lights was presented for approval. Council Member Honeycutt made a motion to approve the budget amendment for the purchase of 40 LED pole-mounted Christmas lights in the amount of \$25,103. All voted in favor. A copy of the budget amendment is hereby incorporated by reference and made a part of these minutes (Attachment C).

**UPDATE ON ROYAL PARK AND AUDITORIUM RENOVATION PROJECTS**

Town Manager Shook provided updates on Royal Park and the auditorium renovations. The second bid package for the auditorium renovations is due February 3<sup>rd</sup>. The majority of DDI's portion of the park is almost complete. Work on the splash pad will continue once the weather becomes warmer.

**CONSIDER APPROVAL OF CHANGE ORDER 01 WITH SPLASHPADS USA**

Town Manager Shook stated that a change order involving the width of the splash pad concrete skirt is presented for approval. Currently, the pad has a 3' skirt. Staff is recommending an expansion to help with mud issues and to provide a bigger area. Pricing for a 4' and 5' expansion was presented, with staff recommending the 5' option. Council Member Honeycutt made a motion to approve change order 01 with SplashPads USA to increase the splash pad concrete skirt to 5' in the amount of \$5,600. All voted in favor.

Council discussed adding more cameras around the concession building and Mr. Shook stated that he would look into pricing.

**NEW BUSINESS:  
CONSIDER APPROVAL OF BUDGET AMENDMENT TO TRANSFER FUNDS TO ROYAL PARK**

Town Manager Shook stated that the budget amendments are adding funds into the Royal Park fund but is not increasing the project overall cost. Council Member Honeycutt made a motion to approve the budget amendments as presented to move funds from the General Fund to the Royal Park fund and to secure funds from the Parks and Recreation Trust Fund (PARTF) in the amount of \$289,000 for a total amendment of \$130,000. All voted in favor. A copy of the budget amendments are hereby incorporated by reference and made a part of these minutes (Attachment D and E).

**CONSIDER APPROVAL OF 2025 ZONING MAP**

Town Manager Shook stated that general statutes require that the Town approve its zoning map each year. The proposed map includes all of the amendments from 2024. Council Member York made a motion to approve the 2025 Town of Hildebran Zoning Map as presented. All voted in favor. A copy of the zoning map is hereby incorporated by reference and made a part of these minutes (Attachment F).

**DISCUSSION REGARDING REQUESTS FROM BUSTER BUS FOR GARDEN BED AND NEW BUS LOCATION**

Town Manager Shook stated that he had received requests from Angela Barger to plant a 3'x12' garden bed and move the Buster Bus over to Royal Park. Council discussed possible locations and issues. Council

decided to table this topic until the February regular meeting and would like to know why they aren't using the existing garden near the elementary school.

**CONSIDER APPROVAL OF ROYAL PARK SIGNAGE**

Beth Heile with the Burke River Trail was in attendance and presented photos of the new Burke River Trail branding and signage. She stated that if Council was in agreement, the Burke River Trail would pay and install new signage at Royal Park that mirrors the Trail's signage since Hildebran is the eastern terminus of the Trail. She stated that the largest sign is 12' brushed metal that would be installed at the road. The smaller sign will be the pedestrian entrance sign and the Town can decide what type of map it would like on the sign. It could be a diagram of the park, map of the Town, etc. Mr. Shook stated that this would be in addition to the Royal Park monument sign. Council Member Honeycutt made a motion to approve Burke River Trail's signage proposal as presented to pay and install the signs for Royal Park. All voted in favor.

**JANUARY FACILITIES REPORT**

The January facilities report was provided for review.

**DECEMBER DELINQUENT TAX REPORT**

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

**DECEMBER DEPUTY REPORT**

The December deputy report was provided for review.

**COMMITTEE REPORTS**

Transportation Advisory Committee (TAC) and Technical Coordinating Committee (TCC) – No report.

WPCOG Policy Board – Council Member Smith stated that the Board discussed the proposed rail service from Asheville to Statesville and stated that it would take 7-12 years to finalize. They discussed grants and the COG's new building expansion. The COG's annual meeting is scheduled for April 10<sup>th</sup>.

Burke Development Inc. – Town Manager Shook stated that the committee reviewed housing updates, with interest rates currently 7.1-7.2%. The funds allocated for the mega site have been redirected to the Burke Business Park.

Recreation and Tourism Committee – No report.

Water Resource Committee – No report.

VEDIC – Karen Robinson reported that Ryan and Jessica Willis, co-founders of Life Rootz, gave a presentation about their company. One client had their business affected by the storm. A financial overview was reviewed and the audit was completed. VEDIC is administering 58 loans, one loan of \$210,000 was approved, and one loan balloon payment was extended for two additional years. Rita Baker with First Citizens Bank was approved as a Loan Review Committee Member.

Library Board – Mayor Hildebrand reported that the library has a \$2 million operating budget with \$135,000 and \$158,000 coming from state revenues, \$12,000 was used for books and materials. \$81,000 and \$62,000 came from ARPA. The Friends of the Library book sale contributed \$5,500. There are 24 employees and in the next 5 years 1/3 of them will be retiring.

Events Committee – Town Manager Shook stated that the committee discussed 2025 events with the Easter Egg hunt being held on April 12<sup>th</sup> at 2:00 p.m. The May Royal Park grand opening will be combined with the May Cruise In on May 24<sup>th</sup> at 3:00 p.m. The parade will be held on December 6<sup>th</sup> at 1:00 p.m. The festival will be held in October and due to not having an events person in place, the festival will be scaled down. There are 6 applications on the events coordinator person and the events committee would like to provide a couple of interview questions. The committee asked for Council's input on the Town events. The festival is going to be geared towards kid activities with some food trucks.

Council Member Stroupe stated that he was concerned that we won't be able to find a qualified events coordinator with a part-time position. Mr. Shook stated that the majority of the applicants are looking for multiple part-time positions. Council should provide any questions they would like Mr. Shook to ask candidates during the interview process.

Council Member Stroupe stated that Council needs to be reminded of meeting decorum among themselves about not yelling and showing respect for each other.

ADJOURN

All business being concluded, Council Member Honeycutt made a motion at 8:09 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