

# TOWN OF HUDSON REGULAR MEETING

January 15, 2019

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In Attendance:

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**Members Present:** Mayor Janet Winkler, Commissioners Larry Chapman, Jonathan Greer, Barry Mitchell, Rick Shew, Ann Smith, and Bill Warren

**Others Present:** Town Manager, Rebecca Bentley, Chief of Police, Richard Blevins, Finance Officer, Michelle Coffey, Town Planner, Teresa Kinney, Town Clerk, Tammy Swanson and Town Attorney, Carroll Tuttle – Alison Adams, WPCOG Planning Director and Billy Rickles, Code Enforcement Officer

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Call to Order:

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Mayor Janet Winkler called the January meeting to order, and Commissioner Bill Warren led the audience in the Pledge of Allegiance and opening prayer.

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Discuss/Adjust Agenda:

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Janet presented the January agenda and requested the following changes:

Delete Item 5 - Introduction of New Employee – Chuck Raby and the new employee for the Recreation Department were not able to attend tonight's meeting.

**Motion: (Larry Chapman /Barry Mitchell) to approve the agenda as amended. Unanimously approved**

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Approval of Minutes:

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**Motion: (Bill Warren/Rick Shew) to approve the minutes from the December 18, 2018 Regular Meeting, December 17, 2018 Budget Work Session, and January 7, 2019 Work Session – Property Maintenance Code (WPCOG). Unanimously approved**

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Public Hearing – Text Amendment of Town Code of Ordinances regarding minimum housing standards and nuisances:

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**Motion: (Ann Smith/Rick Shew) to opened the floor for public hearing. Unanimously approved**

Teresa stated that on January 7<sup>th</sup>, Alison Adams, Planning Director for the WPCOG, held a work session with the Board of Commissioners to discuss proposed changes to the Town's Code of Ordinances.

Alison then addressed the Board to briefly discuss the status of the changes. She stated that to her knowledge, the changes and corrections that were requested/discovered during the work session have all been made to the Code.

Carroll Tuttle requested that the Public Hearing be tabled until the February 19<sup>th</sup> meeting to allow him more time review the proposed changes and discuss them with the staff from the WPCOG. He stated that he would contact the WPCOG staff as he had questions during his review.

Janet stated that once Carroll is able to completely review the proposed changes to the Code, the Board would continue the public hearing and make a motion on the changes based on Carroll's recommendation.

Alison stated that the other 5 towns involved with the WPCOG's Code Enforcement Program have had their attorneys to review the changes, which were different from Hudson's changes only in numbering systems and order, and the other towns have all adopted the changes.

Rebecca asked if Billy Rickles would still be allowed to look at our issues until the changes have been reviewed.

Alison stated that Billy would be able to look at issues that are in Town whether or not the changes have been adopted. He would not, however, be able to enforce the Code until the changes are adopted by the Board.

Billy stated that he plans to keep up with ongoing problems by staying in touch with Teresa Kinney.

Barry stated that he has no concerns about the WPCOG being able to do the enforcement of the Code; however, the Town needs to have confidence in the Code.

Alison stated that she totally understands the Town wanting the attorney to completely review the changes. She stated that they would be glad to work with the Town however necessary to get everything in the proper order.

Rebecca asked how Code violation reports would be made to the Board of Commissioners.

Billy stated that an app had been generated on how data could be given to the Town. He said that he should be able to give the Town a wide variety of information. He added that the Town should have access to the reports in real time.

Alison commented that a monthly report would probably work best. She stated that the report could be sent to the staff and then forwarded on to the Board.

**Motion: (Larry Chapman/Barry Mitchell) to table the public hearing to discuss the text amendments for minimum housing standards and nuisances until the February 19<sup>th</sup> meeting. Unanimously approved.**

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Set Public Hearing to Consider Removal of Unused Portion of Floral Avenue from Municipal Maintenance:

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Rebecca stated that we have received a request from Caldwell Community College for the Town to consider officially abandoning a portion of Floral Avenue that is not used. Rebecca explained that this section of Floral Avenue cuts through the middle of property owned by the College, and impedes possible future plans for the property. Rebecca stated that in order for us to remove this section of the street from our street maintenance program, we will need to have a public hearing.

**Motion: (Rick Shew/Larry Chapman) to call for a public hearing for the February 19<sup>th</sup> meeting to discuss removal of the unused section of Floral Avenue from the Town's Municipal Street Maintenance program. Unanimously approved.**

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Budget Amendments:

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Rebecca presented the following budget amendment for the Youth Baseball Program that will be starting up in a few weeks.

Town of Hudson				
Budget Amendment				
<b>Date:</b>	January 15, 2019			
<b>Department:</b>	Recreation			
<b>Dept Head Signature</b>				
<b>Purpose:</b>	Revenue/Expenses for Youth Baseball Program			
<b>Revenue:</b>				
<b>Account Number</b>	<b>Account Title</b>	<b>Current Budget</b>	<b>Change to Budget</b>	<b>Amended Budget</b>
10-360-6386	RWP Lessons	- \$	(9,000)	\$ (9,000)
				\$ -
	<b>Total</b>		<b>\$ (9,000)</b>	
<b>Expense:</b>				
<b>Account Number</b>	<b>Account Title</b>	<b>Current Budget</b>	<b>Change to Budget</b>	<b>Amended Budget</b>
10-620-2342	Program Supplies-Outdoor Soccer	\$ 1,200	\$ 300	\$ 1,500
10-620-2452	Contracted Services-Out Soccer	\$ 1,500	\$ (300)	\$ 1,200
10-620-2346	Program Supplies-Baseball	\$ -	\$ 6,700	\$ 6,700
10-620-2456	Contract Services-Baseball	\$ -	\$ 2,300	\$ 2,300
				\$ -
	<b>Total</b>		<b>\$ 9,000</b>	

**Motion: (Barry Mitchell/Jonathan Greer) to approve the Budget Amendment for the Recreation Dept./Baseball Program as presented. Unanimously approved.**

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Public Comments & Informal Discussion:

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- Report on HUB Station Open House and "Mountain Ruckus" Concert:**

Ann Smith stated that the open house for HUB Station turned out to be incredible. We had so much wonderful support from the community, and everyone was just so complimentary and excited about what we are doing. Ann commented that the concert was also wonderful, and just having this type of an event in Hudson is such a plus.

Bill stated that he would rate the event a very strong 8. Bill commented that even though the weather wasn't the greatest the night of the concert, we still had basically a full house. Bill also commented that we already have several entrepreneurs interested in the space we have available in Building B, and we had several people from surrounding communities supporting the events which was great to see.

Janet stated that she has heard nothing but positive things from the open house and the concert, and she thanked the Board for all the efforts made in the making the events happen.

- **Report from Planning Dept.:**

Teresa stated that the housing market continues to be steady in Town. She commented that last week alone, she issued 3 housing permits. Also, there are commercial activities and planned unit development with mixed residential and commercial, which should be on the agenda for the Board of Adjustment in February. We also have the bike/pedestrian plan coming in the future, which potential developers are excited about.

Janet commented that we may see activity from NCDOT on Hwy. 321 this year.

Teresa commented that they have heard that all three intersections slated to be redesigned may begin at the same time. The NCDOT wants to get these done first, because there may not be a need for as many lanes as have been planned for the highway.

- **Update from Police Department:**

Chief Blevins stated that we now have the occupancy permit for the new addition. The floors are scheduled to be cleaned and waxed in the next few days. Chief Blevins stated that he plans to have open house for the Board at the February 19<sup>th</sup> Board Meeting. Chief Blevins commented that the Contactor did a fantastic job on the addition. He stated that not only was Brushy Mountain Construction great to work with, but they were also very respectfully of the staff and were always mindful of what we wanted for the addition.

Janet stated that Allen Stewart also did a wonderful job with designing the addition.

- **“Thank You” to Caldwell County Schools (help in repairing boiler):**

Rebecca stated that she wanted to send a huge “Thank You” to Dr. Jeff Church and the staff of the Caldwell County Schools Maintenance Dept. for their help with the broken boiler at Building B. Because of their kindness and goodness of their hearts, the boiler was in operation for the open house. They saved our day and saved us a lot of money.

- **Announcements and Upcoming Events:**

- Town Offices will be closed Monday, January 21<sup>st</sup> for Martin Luther King Day.
- Dinner Theater – Divorced Southern Style – 1<sup>st</sup> and 2<sup>nd</sup> weekends in April.
- 37<sup>th</sup> Annual Butterfly Festival – May 4<sup>th</sup> – should be advertised in *Our State Magazine*.
- Annual EDC Meeting and Celebration held today. The companies and individuals honored were as follows:

**Automated Solutions**, which is based in Sawmills and also has a plant in Lenoir, received the Industry of the Year Award.

**Aiken Controls**, which is based in downtown Lenoir, received the Economic Development Celebration’s first-ever Industry Innovation Award.

**Laura Easton**, president and CEO of Caldwell UNC Health Care, received the Herman Anderson Award for her work to expand health services and facilities in Caldwell County.

**Alvin Daughtridge**, a vice president of Fairfield Chair, received the Legacy Award for over 50 years of contributions in business and educational endeavors and public service.

- **Updates from HUB Station:**

- Estimate for handicap ramp at entrance to HUB Station – Rebecca stated that the estimate from Sid Williams for building a concrete handicap ramp at the office entrance at HUB Station came in at just under \$5,000. Rebecca commented that this expense would be covered under the budget for Capital Outlay, and the work should begin soon.

- Rebecca stated that Conover Roofing has indicated that they currently have a full schedule – no additional updates at this point on when the roof work can be done, and we have no updates from the insurance company about the roof.

Ann Smith asked if the Town had any insurance on the small building that burned behind Building B.

Janet stated that there are some questions as to whether or not the building was insured, and the insurance company is still checking on it for us.

- **December Financial Report:**

Michelle Coffey reviewed the following financial report for December 2018.

**TOWN OF HUDSON  
MONTHLY FINANCIAL REPORT - December 2018**

	Current Month**	Last Month**
<b>SUMMARY OF CASH ACCOUNTS</b>		
Cash/Checking	\$ 443,248	\$ 486,549
NC Capital Management Trust	1,570,098	\$ 1,399,363
CD - Capital Bank	100,000	\$ 100,000
CD - First Citizens Bank	101,306	\$ 101,306
	<u>\$ 2,214,652</u>	<u>\$ 2,087,218</u>

	BUDGET 2017-18	ACTIVITY THIS MONTH	ACTIVITY TO DATE	BALANCE	%
REVENUES	\$ 3,381,175	\$ 400,996	\$ 1,865,658	\$ 1,515,517	55.17
EXPENDITURES	\$ 3,381,175	\$ 246,879	\$ 1,429,847	\$ 1,951,328	42.28
REVENUES- CAPITAL PROJECT HUB ST.	\$ 795,000	\$ 2,710	\$ 2,960	\$ 792,040	0.37
EXPENDITURES- CP HUB STATION	\$ 795,000	\$ 5,281	\$ 5,281	\$ 789,719	0.66

**NOTES:**

- 1 Property tax bills were mailed mid-August. The majority of property tax and solid waste collections occur during November through January.
- 2 Three month lag in sales tax distribution. The first monthly distribution for FY 2018 is reflected in the October report. **Sales Tax revenue is 3.4% increase over this time 2017.**
- 3 Most state-shared revenues are distributed quarterly. The total distribution for Powell Bill as been received. We received 99.5% of the budgeted revenue.
- 4 Majority of annual insurance premiums paid in July.

\* Does not reflect monthly adjusting entries

\*\*Reflects Monthly Closing Entries

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Closed Session: N.C.G. S. 143-318.11(a)(5) to discuss a contract:

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Janet stated that the Board was going into closed session in accordance with N. C. G. S. 143.318.11(a)(5) to discuss a contract.

**Motion: (Larry Chapman/Jonathan Greer) to go into closed session. Unanimously approved.**

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Return to Regular Session:

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**Motion: (Rick Shew/Bill Warren) to return to Regular Session. Unanimously approved.**

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Approve Auditing Contract 2018-2019, 2019-2020-2020-2021:

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**Motion: (Rick Shew/Ann Smith) to approve the auditing contract submitted by C. Randolph, CPA for three years. Unanimously approved.**

The contract was approved as follows:

	Location	FY 2018/2019	FY 2019/2020	FY 2020/2021
C. Randolph CPA	West Jefferson	\$ 15,900.00	\$ 16,377.00	\$ 16,854.00

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Adjournment:

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**Motion: (Larry Chapman/Bill Warren) to adjourn the meeting. Unanimously approved.**

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Tamra T. Swanson, Town Clerk