

TOWN OF HUDSON REGULAR MEETING

March 19, 2019

In Attendance:

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

Others Present: Chief of Police, Richard Blevins, Finance Officer, Michelle Coffey, Town Planner, Teresa Kinney, Recreation Director, Chuck Raby, Town Clerk, Tammy Swanson and Town Attorney, Carroll Tuttle

Call to Order:

Mayor Janet Winkler called the March meeting to order and welcomed the audience to the meeting. Mayor Pro Tem, Bill Warren, led the audience in the Pledge of Allegiance and opening prayer.

Discuss/Adjust Agenda:

Janet presented the March agenda, and requested the following change:

Delete Item #11 - Closed Session: G. S. 143-318.11(a)(3) to consult with Attorney

Motion: (Rick Shew/Larry Chapman) to approve the agenda as amended. Unanimously approved.

Approval of Minutes:

Motion: (Jonathan Greer/Larry Chapman) to approve the minutes, as presented, for the February 19, 2019 Regular Meeting, the February 19, 2019 Closed Session, the February 21, 2019 HUB Committee Meeting, and the March 11, 2019 Budget Work Session. Unanimously approved.

Introduction of Newly Appointed Caldwell County Chamber President & CEO, Bryan Moore:

Janet introduced the newly appointed Caldwell County Chamber President & CEO, Mr. Bryan Moore.

Mr. Moore addressed the Board and discussed how pleased he was to be able to stay close to home in Hudson with his new position at the Chamber. He stated that he hopes to have an open relationship with the Board, and he looks forward to new ideas and opportunities in the Caldwell community. Bryan stated that he wants to remember the members of the Chamber as he plans for future events, etc. One of the main things he hopes to do first is to promote the Blackberry Festival in Lenoir and the Butterfly Festival in Hudson. He commented that he wants to use the Chamber Staff to its best potential within the financial boundaries of the Chamber to help promote the community. Bryan stated that he feels his most important job will be to listen.

Janet stated that the first time the Chamber met with Bryan, he presented a slide presentation, with the first slide being of the Butterfly Festival. She commented that this definitely gave him "points" in her book. Janet commented that we are very fortunate to have Bryan working with our Chamber.

Special Event Approval, Rotary Club:

Bill Warren reported that Jim Engelman had submitted a Special Event Application on behalf of the Hudson Rotary Club for the upcoming Hometown Concert Series. Bill presented the following dates for the concerts: May 31st, June 14th, June 28th, July 5th, July 19th, and August 2nd. Bill explained that this one application will cover all 6 concerts. He commented that this concert series will be basically the same as last year's, which went very well.

Chief Blevins stated that he along with Rebecca Bentley, Larry Chapman, and Janice Woodie, met with Mr. Chess McQueen, Special Agent for the ALE, to discuss the laws governing alcohol. Chief Blevins reported that everything we had done up to this point was by the book according to Mr. McQueen. Chief Blevins added that through the ABC Commission, only one permit would need to be approved for the Spring Concert Series; however, there is to be a fee charged for each event.

Chief Blevins stated that at a Public Safety Committee meeting held in March of 2018, the Committee recommended that at least one Police Officer be present at Town Events when alcohol is available.

Larry commented that the meeting with Special Agent McQueen was very productive, and he simplified things for us.

Motion: (Larry Chapman/Ann Smith) to approve the Special Event Application submitted by the Hudson Rotary Club for the Summer Concert Series, with a Police Officer to be present at each event. Unanimously approved.

Bill commented that the Summer Concert Series began as "Pickin' in the Park" in Hickman Windmill Park 25 years ago this year.

Grant Tax Collector Permission to Advertise Delinquent Taxes:

Tammy Swanson stated that each year we ask for the Board's approval to advertise a list of the delinquent taxpayers in the newspaper. The list consists of real property owners only; the personal property owners are not advertised. Tammy commented that with the Board's permission, we can advertise the list at least once between March 1st and June 30th, and she plans to advertise at the end of June. Tammy explained that an advertising fee of \$2.50 is added to each account that is advertised, which helps cover the cost of the advertisement. Tammy added that notices are sent out to the taxpayers before the list is advertised making them aware that their names will be in the newspaper if the taxes are not paid in full or at least recent payments made on their accounts. Although we send out reminders to all the taxpayers regardless of the amount of taxes due, we typically do not advertise accounts owing less than \$25.00

Tammy reported that the 2018 Tax Year Collection rate is at 95%, which is very good at this point in the fiscal year. She commented that Carroll Tuttle has help with tax foreclosures over the past few months, which has helped to bring in past due tax dollars.

Tammy stated that a current list of delinquent taxpayers was included in the agenda packets for the Board to review. She added that we always try to update the list as close to press time as possible so that our list will be advertised as accurately as possible.

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Motion: (Rick Shew/Jonathan Greer) to advertise the delinquent taxpayers in the newspaper at least once between March and June 30, 2019. Unanimously approved.

Façade Grant Application:

Janet presented a Façade Grant Application submitted by Elaine Young, operator of the Vintage Café, located at 540 Central Street. Janet stated the Grant funds are being requested to help Elaine replace a fabric awning that was blown off the front of her restaurant during a recent windstorm. Janet stated that the Façade Grant Committee met to discuss Elaine’s request.

Larry stated that he sits on the Façade Grant Committee, along with Connie Minton, member of HCDA, Jerry Triplett, a member of our Planning and Board of Adjustment, and Rebecca Bentley, Town Manager. Larry stated that one of the requirements of the application is that at least two (2) detailed bids be submitted for the work that is being done. Larry explained that Elaine submitted one bid, and she made a concerted effort to get a second bid, contacting about 4 other contractors; however, no one else bid on the project. With this in mind the Committee decided to recommend approval with the one bid. Larry stated that the Façade Grant program would cover 50% of the cost of replacing the awning up to \$5,000. The one bid Elaine received for replacing the awning was \$3,318.00 – so the Grant would cover \$1,659.00 of that cost.

Estimate for Vintage Café Awning Replacement

The application and bid were submitted as follows:

Awning Fabric	\$518.00
Awning materials / labor	\$2800.00
Total	\$3318.00



**Town of Hudson:
Façade Improvement
Grant Program Application**

Property Address: 540 Central Street, Hudson
 Owner Name: Jerry Kirby
 Applicant Name: Elaine Young
 Applicant Mailing Address: 343 Cedar Valley Road, Hudson NC 28638
 Applicant Phone Number: 828.781.4200
 Applicant Email Address: Vintagecafebakor@hotmail.com
 Grant Request Amount \$ 1659.00 Business Name Vintage Cafe'

APPLICATION SUBMITTALS

- Completed original and two copies of the application form and supporting documentation:
1. Detailed written explanation/description of the project including total cost of improvements and projected date of completion. Replace Fabric Awning
 2. At least two (2) detailed, itemized, construction bids/estimates/quotes of the project cost.
 3. Design plans/drawings/sketches of the proposed improvements.
 4. Color schemes or samples of paint colors.
 5. Current color photographs of the site.

- Submit application and attachments (paper and/or digital copies) to:
- rebecca.bentley@townofhudsonnc.com; or
 - Town Hall (550 Central Street – to deliver in person); or
 - Town of Hudson, PO Box 457, Hudson, NC, 28345 (by mail)

I understand the limits and requirements of this program and if approved, agree to complete the project according to plan. I understand that failure to comply with the approved application may result in the termination of the grant.

Applicant Signature: Elaine Young Date: 1-28-18
 Owner Signature: Jerry Kirby Date: 1-21-19

Trish Bradshaw

Sattler Corp.
 447 Main Street | Hudson NC 28638
 P: +1 828 759 2128

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Motion: Janet stated that the recommendation was coming from the Façade Grant Committee and did not require a second for the motion. Unanimously approved.

PARTF Application 2019-2020 Review/Set Public Hearing 4/2/19:

Janet stated that after the Town did not receive PARTF funding for the Optimist Park improvements in the last round of the 2018/2019 state funding, the Board approved the reapplication for PARTF in the 2019/2020 cycle.

Chuck Raby stated that we are submitting basically the same application as before, with the exception of changing a few of the dates. He stated that Erin Schotte, Community & Economic Development Administrator from WPCOG, will once again be working with us on this application. Chuck commented that we have found out that we may have some connections with the PARTF Board, which could help us to get funding with this application. Chuck stated that we will need to call for a public hearing and we are hoping to have some of the former members of the Optimist Club come in and comment. He suggested that the public hearing be scheduled for April 2nd.

Chuck briefly discussed the total projected cost of the project, and the Town's match for the grant.

Project Costs
 Optimist Park Redevelopment - Town of Hudson
 March 2018

Project Elements (Include specific units - sizes, numbers, lengths, etc. - for each item.)	Unit	Unit Cost	Total Item Cost
Building and/or Renovating Costs			
Site Development	Lump Sum	\$62,000	\$62,000
Demolition	Lump Sum	\$23,100	\$23,100
Concessions/Press Box/Restroom Building	Lump Sum	\$174,100	\$174,100
Bleacher Renovation	Lump Sum	\$24,000	\$24,000
Pedestrian Walk Areas	Lump Sum	\$50,000	\$50,000
Field Renovation	Lump Sum	\$32,000	\$32,000
Playground	Lump Sum	\$30,000	\$30,000
12'x12' Picnic Shelter	Lump Sum	\$18,000	\$18,000
Gaming Center with Bocce and Cornhole	Lump Sum	\$6,000	\$6,000
Cost to Build or Renovate			\$419,200
Contingency for the Cost of Building / Renovating			
Contingency	5%		\$20,960
Planning and Incidental Land Acquisition Costs			
Cost of preparing the application	Lump Sum	\$5,000	\$5,000
Total Project Cost			\$445,160
Total PARTF Grant Request			\$222,580
Total Local Match			\$222,580

Sources of the Applicant’s Matching Funds

Applicant: Town of Hudson Project’s Title: Optimist Park Redevelopment

Sources of the Applicants Matching Funds			
Type of Matching Funds	Amount of Funds	Funding Source	Availability
Cash	\$ 222,580	Town’s Budget	Town’s Approved Budget
Total Matching Funds	\$222,580		

*PARTF allows other state and federal funding to be used as local match.

Chuck stated that the grants should be awarded in August 2019. He commented that we do have programs running at Optimist Park now, and there are definitely changes that need to be made to the Park.

Janet stated that she believes one of the weaknesses in the other grant application was the lack of public comments in the application.

Chuck stated that we had approximately 75 surveys turned in from the public that were used last time, and can be used again with this application. Chuck mentioned this is the reason we need comments from the public at the public hearing.

Motion: (Ann Smith/Bill Warren) to call for a public hearing for April 2, 2019 at 6:00 pm at the Hudson Town Hall for the PARTF application. Unanimously approved.

Public Comment & Informal Discussion:

Planner’s Report: Teresa presented her monthly report, and stated that in the very near future, she will also be presenting the code enforcement reports from Billy Rickles. She stated that Billy is playing catch-up at this point, and although he is sending out letters, she did not receive a report from him for this month. Teresa stated that Billy wanted her to remind the Board that any calls or complaints they receive due to his notifications need to be directed to him. Billy does not want the Commissioners having to listen to complaints. The notification letters he sends out have his contact information listed – not the Town’s. Teresa commented that Billy is very good at addressing issues over the phone – he sees it as part of his job.

Spring Clean Up: Janet reminded everyone that April 1st – 15th is Spring Clean Up in Hudson.

- Saturday, April 6th - Shredding Truck at Town Hall – (Sponsored by LGFCU) and Medication Drop-off (Old/Unused) 10:00 am – 1:00 pm

Dinner Theater: “Divorce Southern Style” April 4th – 6th and 11th – 13th. – Janet commented that ticket sales are going well with *Tix.com*. Janet mentioned that Bill Warren was the main advocate for selling the tickets online, which is proving to be much better for the staff as well as the playgoers. Bill briefly discussed what

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Tix.com gives us. We can actually keep better records of our guests, and pinpoint where they are visiting us from.

Update on Hickman Property Foreclosure: Carroll mentioned that the bidding for the Bain Hickman Property is now at \$60,000, which well covers the costs involved with paying the foreclosure fees and delinquent property taxes. Carroll stated that the money from the biding process is paid and disbursed through the Clerk of Court's office.

Adjournment:

Motion: (Larry Chapman/Jonathan Greer) to adjourn the meeting. Unanimously approved.

Tamra T. Swanson, Town Clerk