

TOWN OF HUDSON REGULAR MEETING

January 21, 2020

In Attendance:

Mayor Janet Winkler, Commissioners: Larry Chapman, Jonathan Greer, Jeff Link, Barry Mitchell, Rick Shew, and Ann Smith

Others Present: Interim Manager/Chief of Police, Richard Blevins, Assistant Finance Officer, Michelle Coffey, Town Planner, Teresa Kinney, Town Clerk, Tammy Swanson and Town Attorney, Carroll Tuttle

Call to Order:

Mayor Janet Winkler called the January meeting to order, and Mayor Pro Tem, Larry Chapman, led the group in the Pledge of Allegiance and opening prayer.

Discuss/Adjust Agenda:

Janet presented the January agenda and requested the following addition:

Add: 10A – Set Calendar for Budget Work Sessions

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

Approval of Minutes:

Motion: (Larry Chapman/Jonathan Greer) to approve the minutes from the December 17, 2019 Regular Meeting, the December 17, 2019 Closed Session, the January 8, 2020 Recreation Committee Meeting, and the January 9, 2020 HUB Committee Meeting. Unanimously approved.

Declare Firearm as Surplus Equipment:

Chief Blevins stated that Patrolman Grant Medlock has decided to retire. Chief Blevins commented that Grant was hired as a Patrol Officer on July 30, 2007, and his last day is scheduled to be January 31, 2020. Grant intends to continue his service to the Town as a Reserve Officer.

Chief Blevins stated that it is common for the Town to give retiring officers their service weapons when they retire, and he requested that we give Grant his weapon. He also stated that on January 31st, we will be hosting a retirement party for Grant from 12: 00 noon until 1:00 p.m. Grant will begin his new position with the Caldwell County School System on Monday, February 3rd.

Motion: (Larry Chapman/Rick Shew) to declare Patrolman Grant Medlock’s service weapon surplus and present it to him upon his retirement. Unanimously approved.

Special Event Approval – Concert Series:

Jim Engelman addressed the Board to discuss his Event Application for the 2020 Hometown Concert Series and the Butterfly Festival. He stated that there is really nothing different from last year in how the events will operate. Jim commented too that the Rotary Club and HCDA are interested in having beer available at the Butterfly Festival. He stated that they are looking at spots #88 & #89, located at the corner of Hickman Avenue in the grassy area. This would be where the alcohol stops and starts for the festival.

January 21, 2020 Regular Meeting

Larry asked if the Rotary would be checking IDs.

Jim stated that the Rotary would be in charge of the checking IDs. He mentioned that their booth will be located close to the medic station which is good.

Janet commented that the Rotary is planning to have two spaces, and there will also be the two spaces in front of the tables.

Jim explained that in spot #88 there will be tables for checking IDs, and in spot #89 there will be tables and chairs, but alcohol cannot be taken out of this designated area.

Janet asked Chief Blevins where the alcohol will be allowed.

Chief Blevins stated that the application specifies that alcohol will be permitted from Legion Road to Hickman Avenue.

Jim stated that this was incorrect on the application, and he would correct the mistake.

Chief Blevins stated that he has no way of knowing how many people would be in the alcohol section at one time, but the assigned area would not accommodate very many people at one time. He commented that the consumption area does seem small. He also commented that there could possibly be people passing through the area causing a bottleneck effect if there are vendors beyond this point.

Rick asked if there is a place along the road in front of the spaces where IDs could be checked.

Chief Blevins stated that the grassy area was discussed, but the former SunTrust Bank building has a new owner, and the new owner may be open to letting the alcohol section be in the grassy area there. He stated that there might be an issue with the alcohol going from Town owned property to private property, but the Rotary Club could lease the former bank property from the new owner.

Janet suggested that the Board go ahead and approve the Concert Series permit, and wait on the Butterfly Festival permit until more decisions can be made about the alcohol sales area.

Motion: (Ann Smith/Jonathan Greer) to approve the special event permit as presented for the 2020 Hometown Concert Series. Unanimously approved.

Janet requested that Jim come back in February to present the application for the Butterfly Festival.

Budget Amendment & Monthly Financial Report:

Michelle presented the following budget Amendment:

Town of Hudson Budget Amendment	
Date:	January 9, 2020
Department:	Law Enforcement
Dept Head Signature	
Purpose:	Insurance reimbursement Dodge Charger VIN # 429

Revenue:				
Account Number	Account Title	Current Budget	Change to Budget	Amended Budget
10-350-3342	Miscellaneous Revenue	\$ 30,000	\$ 3,900	\$ 33,900
				\$ -
	Total		\$ 3,900	
Expense:				
Account Number	Account Title	Current Budget	Change to Budget	Amended Budget
10-510-2180	Mtce/Rep Truck/Auto	\$ 10,000	\$ 3,900	\$ 13,900
				\$ -
	Total		\$ 3,900	

Michelle explained that this is an insurance payment to fix a patrol car that was involved in an accident at CCC & TI.

Motion: (Jonathan Greer/Larry Chapman) to approve the budget amendment as presented. Unanimously approved.

Michelle also presented the financial report for the last month.

**TOWN OF HUDSON
MONTHLY FINANCIAL REPORT - December 2019**

SUMMARY OF CASH ACCOUNTS	Current Month**	Last Month**
Cash/Checking	\$ 371,696	\$ 306,926
NC Capital Management Trust	1,785,242	1,610,305
CD - Capital Bank	-	-
CD - First Citizens Bank	100,000	100,000
	\$ 2,256,938	\$ 2,017,231

	BUDGET 2019-20	ACTIVITY THIS MONTH	ACTIVITY TO DATE	BALANCE	%
REVENUES	\$ 4,078,116	\$ 451,500	\$ 1,947,551	\$ 2,130,565	47.75
EXPENDITURES	\$ 4,083,116	\$ 215,641	\$ 1,569,650	\$ 2,513,466	38.44
REVENUES- CAP PROJECT HUD OPT PK	\$ 445,160	\$ 24,499	\$ 24,499	\$ 420,661	5.5
EXPENDITURES-CAP PROJ HUD OPT PK	\$ 445,160	\$ -	\$ -	\$ 445,160	0
REVENUES- CAPITAL PROJECT HUB ST.	\$ 805,300	\$ 11,656	\$ 127,099	\$ 678,201	15.78
EXPENDITURES- CP HUB STATION	\$ 805,300	\$ 963	\$ 98,754	\$ 706,546	12.26

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 2019 was received in the October. **Sales Tax revenue is 8% increase over this time 2018.**
- 3 Most state-shared revenues are distributed quarterly. We have received the distribution for the second allocation for the Powell Bill. We have received 100.81% of the budgeted revenue.
- 4 Majority of annual insurance premiums paid in July.

* Does not reflect monthly adjusting entries
 **Reflects Monthly Closing Entries

Update on the Street Repairs: Holly Hill and Hickman Ave.

Janet commented that the Holly Hill repairs are finished, and we have received the invoice.

Larry gave an update on the Hickman Avenue repairs. He reported that the contractors are having to wait on some of their materials to come in, which has slowed them down some. Larry commented that it doesn't look as though the repairs have encroached on the right-of-way areas very much at all.

Carroll stated that he received a phone call from the legal representation for Robert Harris and Jennifer Thompson, two of the property owners in the Hickman Ave. project are. They are asking for compensation for damages to their properties.

Janet stated that it appears as though we will have to have an appraisal done when the work is complete.

Larry mentioned that there have been no trees cut so far in the project, and the construction has not reached the markers that have been set as easement guidelines.

Jonathan asked if the trees in the project are in the City of Lenoir's sewer line easement?

Carroll stated that this is possible, and the appraiser could check this out for us. He stated that sewer line easements are typically 12 ½ feet on each side of the pipe.

HUB Committee Report:

Ann reported that the HUB Committee met on January 9, 2020, and she reviewed the items discussed.

January 21, 2020 Regular Meeting

The Welcome Room - Ann stated that this is the room that Kathy Carroll rented at HUB Station, and she has updated this room nicely. Jan Karon's family stayed in the room during Jan Karon Day, and Janice uses the room sometimes to talk with clients, etc. Ann stated that because the room has become sort of a multi-purpose room, the HUB Committee voted to recommend that Kathy be released from the rental contract for the room, and the Town take it over as an Executive Conference Room.

Motion: (HUB Committee) to release Kathy Carroll from the monthly rental fee of \$240 per month for the Welcome Room, with the Town taking it over as an Executive Conference Room. Unanimously approved.

Potential Renter for HUB Station Rental - Ann also discussed some other renters – the main one being for the kitchen area.

Ann reported that we also received a check from Jan Karon for the Mitford Guild room only. Jan will be overseeing the renovations of the room.

Ann commented that there seems to be a lot of interest from the artists for the spaces upstairs.

Next HUB Committee Meeting Scheduled - Ann stated that the next HUB Committee meeting is scheduled for Friday, January 31st at 8:30 at HUB Station.

Recreation Committee Report:

Larry reported that the Recreation Committee met on January 8th and discussed the Optimist Park project. Larry stated that they reviewed donation letters and pledge forms, and he also mentioned that they are considering holding a \$100 fundraising dinner sometime in August. Larry stated that they discussed donations that have been received, and Chuck is working on naming rights and signage for the fence.

Larry stated that Chuck reviewed the timeline for planning, demolition and construction of the three-year project. Allen Stewart is working with us once again to design the concession stand, restrooms, storage, and press box building.

Larry stated that according to the bylaws, the Recreation Advisory Committee is running 2 members short. Larry asked for recommendations for potential members to serve on this committee.

Ann asked if the bricks would be sold ongoing.

Larry stated he understands the Walk of Fame will be an ongoing project. He stated that according to the drawings, there will be room for a lot of bricks.

The question was asked about the cost of the brick vs. the selling price. How much profit are we making?

Michelle stated that the cost of the bricks is \$27.95, and we are charging \$100 per brick.

The next Recreation Committee Meeting was scheduled for Monday, Feb. 2nd at 6:00 p.m. here at Town Hall.

Call for Public Hearing – Rezoning:

Teresa asked that the Board to call for a public hearing for the February 18th Board Meeting. She stated that M & S Warehouse, located on Freezer Locker Road in the ETJ area, is hoping to build more warehouse space and they need to rezone the property to make that happen. The request is to rezone the property from RA-15 (Residential) to L-I (Light Industrial). She mentioned that M & S Warehouse is located across the road from Timberwolf, who is also interested in expanding. However, expanding for Timberwolf would mean having to expand sewer/septic tank, and that could be very costly.

January 21, 2020 Regular Meeting

Motion: (Rick Shew/Jeff Link) to call for a public hearing for the February 18, 2020 meeting for rezoning the M & S Warehouse property as request. Unanimously approved.

Set Calendar for Budget Work Sessions:

Janet presented a preliminary budget calendar. A Budget Work Session was scheduled for Thursday, February 6, 2020 at 6:00 p.m. at Town Hall. Janet stated that other budget meetings will be scheduled later on.

Public Comment & Informal Discussion:

Discuss animals at festivals: Chief Blevins stated as a general rule, we allow people to bring animals to our festivals. He stated that for the past several years, however, we have talked about possibly limiting animals at the festivals to just service animals due to incidents that have happened with the animals.

Chief Blevins commented that no matter how well behaved an animal is, when the streets get overcrowded, animals get nervous and defensive. Chief Blevins stated that currently the Town's Ordinance allows residential animals at Town events so long as the animal is either leashed or carried. Chief Blevins requested that the Board consider changing the Ordinance to allow only service animals at Town events.

Motion: (Barry Mitchell/Larry Chapman) to call for a public hearing for the February 18, 2020 meeting to discuss amending the Town's Ordinance – Section 10, Article 8 Festivals & Events – 10.61(i) Animals – to limit pets at Town Festivals to service animals only. Unanimously approved.

Kathy Carroll to receive Visionary Award - Ann Smith stated that Kathy Carroll will be receiving the Visionary Award at the Chamber of Commerce's annual meeting on Tuesday, February 11th.

Possible Request for Annexation: Teresa commented that the owner of the convenient store located at 4110 Lower Cedar Valley Road has shown interest in being annexed into Town to allow for alcohol sales. The convenient store is not currently in operation and is non-conforming as it is currently zoned. The property is actually located closer to the Sawmills Town Limits and will have to be released by Sawmills for annexation. Teresa explained that because Sawmills has a new Town Manager coming in, she has waited to discuss this property with them.

The Board discuss the possible annexation of the convenient store property, and voiced concerns about our Police Dept. having to go outside our regular Town Limits to patrol the property.

Larry asked if the convenient store that we annexed at the end of Hudson Cahah's Mountain Road has caused any issues for the Police Department.

Richard reported that right before Christmas, there were issues with a gaming system at the store; however, the owners were very cooperative and the Sheriff's Department helped with taking care of the problem. Chief Blevins commented that having a convenient store annexed outside the regular Town Limits can be difficult to patrol.

It was also mentioned that if the convenient store is annexed on Lower Cedar Valley Road, it could take alcohol sales away from well-established store in Town such as Food Lion.

Teresa stated that she would let the Board know Sawmills' decision about releasing the property.

Planner's Report – Teresa stated that she has been busy writing zoning permits for housing. There are three new habitat houses going up on Hudson Cahah's Mountain Road, and one in Harvest Meadows in the ETJ area.

January 21, 2020 Regular Meeting

Ann asked if there is any commercial interest.

Teresa stated that there is interest again in the apartment complex near Walmart. Teresa commented that this will be the second round of applications for these apartments.

Adjournment:

Motion: (Larry Chapman/Rick Shew) to adjourn the meeting. Unanimously approved.

Tamra T. Swanson, Town Clerk