

TOWN OF HUDSON REGULAR MEETING

August 18, 2020

In Attendance:

Members Present: Mayor Janet Winkler, Mayor Pro Tem, Larry Chapman, **Commissioners:** Jonathan Greer, Barry Mitchell, Jeff Link, Rick Shew and Ann Smith

Others Present: Town Manager, Rebecca Bentley, Town Clerk, Tammy Swanson, and Town Attorney, Carroll Tuttle, **Technical Assistance:** Chief of Police, Richard Blevins and Assistant Finance Officer, Michelle Coffey

Call to Order:

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

Discuss/Adjust Agenda:

Janet presented the August agenda, and requested that following addition:

Add: 7(a) – Discuss Town Events Scheduled for Remainder of Year

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

Approval of Minutes:

Motion: (Jonathan Greer/Barry Mitchell) to approve the minutes, as presented, for the July 21, 2020 Regular Meeting, August 10, 2020 Public Works Committee Meeting, and the August 13, 2020 HUB Committee Meeting. Unanimously approved.

Public Works Committee Report: 1st Reading Town Code of Ordinance – Call for Public Hearing:

Jeff Link gave a report from the Public Works Committee Meeting that was held on August 10th. He stated that our ordinances pertaining to sanitation collection have not been changed for several years and need to be updated.

Jeff reviewed the suggested amendments that were discussed at the meeting.

- 90+ gallon containers will be used.
- If someone is unable to get their garbage container to the street, we will help (actually Republic's contract includes this provision).
- Apartments – if the complex has 7 or more apartment units, the Town's trash services cannot be used. Jeff commented that he understands we have several apartment complexes that use our containers. Sherrillwood Terrace is one of the complexes that uses our containers. They, however, push the cans to the road and leave them too long. Jeff stated that staff would like to be able to say that we will adhere to our agreement to let them use the containers so long as they adhere to the ordinance.
- Review of Section 9.26 – Location of containers put out for collection. Trash containers are to be placed within 3 feet of the edge of the street no earlier than dusk on the evening before pick up and no later

than 7:00 a.m. The containers are to be removed from the side of the street by midnight on the day of collection. No containers are to be kept or left beside the street for any purpose. Residents who leave their trash containers at the street could eventually face fines.

- Review of Section 9.28 - Collection of industrial waste, building waste and residential building materials. No building materials such as paint, shingles, concrete blocks, lumber, floor coverings, etc., or refuse from any building operation or home renovations will be collected. Jeff mentioned that it is important for our Public Works Department to not pick up building materials even during Spring Cleanup.

Currently residential users get a once per week pick up and businesses get twice per week pick up.

- Section 9.31 Yard Waste – Jeff commented that this is something that is very important to our residents because they have no other place to dispose of yard debris. If someone has loose yard waste, it needs to be placed in something that can be picked up by Public Works – bag, box, etc.

Jeff stated that the Public Works Committee unanimously approved these changes, and wanted to call for a public hearing for our September 15th meeting to discuss updating the Code of Ordinances with the changes.

The Committee also voted to not have the Town’s Annual cleanup known as our “Spring Cleanup” this year. The Cleanup is usually held in April, but was delayed this year due to COVID-19 restrictions.

Powell Bill:

Jeff gave the Board an update on the status of our Powell Bill Fund that was discussed at the Committee Meeting.

We have approximately \$83,700 in Powell Bill Funds, and we should get around \$110,000 from Powell Bill this year, part of which will come in October and the other part in January. He commented that we will probably not be doing any regular paving this year. If any speed humps are installed, they will be funded from Powell Bill Funds.

Jeff stated that the Town has a rating system in place for repaving the streets, which is conducted among different Departments, i.e., Police Dept., Public Works, and Administration. He commented that we have several streets that need attention, and we received a petition from the Greenbrooke Road residents to repave that street. Jeff stated that he understands Greenbrooke Road has a big pot hole that can be repaired and some alligating of the pavement. He stated that according to the staff rating system results, we have streets that are in worse shape than Greenbrooke Road.

Jeff stated that an update was given on the road repairs on Hickman Avenue, and it appears that there is a “swag” in the street where the City of Lenoir repaired a water line. He commented that staff plans to contact Lenoir about making necessary repairs to the street.

Also, we have a lot on Deer Ridge Drive in the Deer Creek Subdivision, that does not front the street. The developer cut the street paving short, and did not carry the street down far enough to serve the lot. The individual who purchased the lot would like to purchase the easement, and position the house on the lot so that they would have right-of-way. According to Town Attorney, Carroll Tuttle, this cannot be done. Carroll suggested that Teresa Kinney recommend to the property owner that they contact their own attorney to discuss their options.

Rebecca stated that at the July 21st Board Meeting, and Board voted to hold a public hearing at the August 18th Board Meeting to discuss speed humps and traffic reduction measures. Due to a very busy tax month, the public hearing was not advertised in time for the public hearing to be held at tonight's meeting. So, we will be calling for the public hearing to discuss the speed humps and traffic reduction measures in the same advertisement as the public hearing to discuss the suggested updates for the sanitation ordinances.

Motion: (Rick Shew/Larry Chapman) to call for both public hearings, as suggested, for September 15, 2020 Board Meeting. Unanimously approved.

HUB Committee Report

Ann gave a HUB Committee Meeting report and she encouraged the other members who attended the meeting to also join in.

Ann stated that there is a need for directional signage now inside the HUB, as well as directional signage on Hwy. 321. She commented that work is being done in both of these areas, and she hopes to be reporting back to the HUB Committee on some ideas soon.

- The Steering Committee has now raised in excess of \$300,000. She commented that she is very proud of the work this Committee has done.
- The Steering Committee has proposed changes to the donation amounts from naming rights of the buildings, and the HUB Committee recommended that the changes be approved as follows:
 - B Building – Currently \$250,000 – Recommendation \$125,000
 - Art Center – Currently \$250,000 – Recommendation remain at \$250,000
 - Hallways - \$10,000

Motion: (Recommendation from HUB Committee) to change the amounts of the naming rights for the buildings as presented. Unanimously approved.

- Ann commented that we have received naming rights for all of the rooms on the first floor.
- Ann stated that the Committee approved a recommendation that since Jan Karon's museum is on the east wing hallway, the hallway be named the "Jan Karon Hallway."

Motion: (Recommendation from HUB Committee) to name the east wing hallway the "Jan Karon Hallway. Unanimously approved.

- Update – in the east wing – tenants are moving in, the first classroom will be JunkGypsy Angels (repurposed furniture and art and clothing). Other tenants are scheduled to move in mid-October and November. Ann commented that the Steering Committee has worked with the HUB Committee to refurbish all the rooms with the exception of just a couple.
- Ann mentioned that we also have a donor who has agreed to make a donation to work on the landscaping at HUB Station.

Discuss Town Events Scheduled for Remainder of the Year:

Janet stated that as Ann said, we now have tenants on the main level, and since these are retail businesses, the HUB will be open for people to come in and shop. Janet commented from the Town's stand point, we don't know when COVID-19 Phase 2 will be over, and when we will be allowed to open the HUB for events. She

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stated that issues like this are being discussed between Mayors all over the state. Other towns and cities are cancelling their sponsored events through the end of 2020. She stated that in her opinion, we should discuss our remaining Town sponsored events, including the Christmas Craft Show at the HUB and the Christmas Parade. She commented that we need to make decisions now for the events that involve registration and signups so the public will know our plans.

Rick stated that he is not sure if we are ready to cancel all the events for the remainder year.

Jeff commented that he agrees. He stated that the Christmas Parade can be organized rather quickly; however, a Christmas Craft Show might be a little more difficult. Plus, with the Parade, if the schools are not participating with bands and cheerleaders, it would be a very short Parade, and social distancing would be hard to police for the people watching from the sidewalks.

Rebecca also mentioned the Annual Tree Lighting Event. Do we still want to keep this event scheduled?

Jeff stated that he believes the Tree Lighting could be a virtual event.

Larry commented that it could even be a drive-by Christmas Tree Lighting.

Rick suggested that we keep the Christmas Parade and Annual Tree Lighting Ceremony scheduled as is, but we cancel the Christmas Craft Show at HUB Station.

Larry asked if we already have vendors signing up for the Christmas Show.

Rebecca stated that we do have people registered, but their registration fees can be refunded.

Motion: (Rick Shew/Jonathan Greer) to cancel the Annual Christmas Craft Show at HUB Station for 2020. Unanimously approved.

Budget Revisions:

Rebecca presented the following Budget Revisions for review.

Revision #2 – Additional contribution from Jan Karon to be used exclusively for the Jan Karon Library Guild.

Date:		August 13, 2020		
Department:		Jan Karon Literary Guild		
Dept Head Signature		Ann Smith, Commissioner request		
Purpose:		Additional Contribution from Jan Karon to be used exclusively for the Jan Karon Literary Guild		
Revenue:				
Account Number	Account Title	Current Budget	Change to Budget	Amended Budget
25-350-3343	Donations	\$ 25,000	\$ 15,000	\$ 40,000
	Total Revenue		\$ 15,000	
Expenditures:				
25-631-2150	Maint/Rep - JK Literary Guild	\$ -	\$ 15,000	\$ 15,000
	Total Expenditure		\$ 15,000	

Revision #3 – Adjust revenues for HUB Lease Revenues - all new leases for Bldg. A.

Date:	August 13, 2020			
Department:	HUB Building A			
Dept Head Signature	HUB Committee			
Purpose:	Adjust HUB Lease Revenue to reflect newly negotiated leases for Building A			
Revenue:				
Account Number	Account Title	Current Budget	Change to Budget	Amended Budget
10-360-8000	Lease Revenue HUB - Bldg A	\$ 11,520	\$ 36,700	\$ 48,220
				\$ -
	Total		\$ 36,700	
Expense:				
Account Number	Account Title	Current Budget	Change to Budget	Amended Budget
10-630-2150	Mtce/Rep Bldg/Grds HUB Bldg A	\$ 15,000	\$ 30,000	\$ 45,000
10-630-2130	Utilities-Electricity HUB Bldg A	\$ 25,000	\$ 3,000	\$ 28,000
10-630-2132	Utilities - Gas HUB Bldg A	\$ 4,000	\$ 3,000	\$ 7,000
10-630-2134	Utilities - W/S HUB Bldg A	\$ 1,500	\$ 700	\$ 2,200
				\$ -
	Total		\$ 36,700	

Renters at HUB Station:

Renter Name/ A Building	Contract Dates	Room #	Monthly Amount	Amt. Pd. To Date	Projected FY 20/21
Jan Karon	July 2020-June 2021	2	\$ 600.00	\$ 3,600.00	\$ 7,200.00
Jan Karon	Aug.2020-Jan. 2021	3	\$ 600.00	\$ 3,600.00	\$ 6,600.00
Strawn/Smith/Mihelich	July2020-June2021	210	\$ 360.00	\$ 360.00	\$ 4,320.00
Dale Payne	Sept.2020-June2021	4	\$ 600.00	\$ 600.00	\$ 6,000.00
Red Awning Gallery	July2020-June2021	7 & 214	\$ 600.00	\$ -	\$ 6,600.00
Angie Warren	Sept.2020-June2021	Suite 1	\$ 450.00	\$ -	\$ 4,500.00
Kim Picton	Sept.2020-June2021	C-2	\$ 150.00	\$ -	\$ 1,500.00
				Total	\$ 36,720.00

Revision #4 – Adjust Worker’s Comp Premium due to Claim - Contrary to what we were advised, we did have a safety incident with one of our employees last year which caused our premiums to increase.

Date:	August 13, 2020			
Department:	All			
Dept Head Signature	Rebecca M. Bentley <i>Rebecca M. Bentley</i>			
Purpose:	Adjust Worker's Comp Prem increase due to claim			
Revenue:				
Account Number	Account Title	Current Budget	Change to Budget	Amended Budget
				\$ -
	Total		\$ -	\$ -
Expense:				
Account Number	Account Title	Current Budget	Change to Budget	Amended Budget
10-410-2540	Worker's Comp Prem - Gvrn Bd	\$ 100	\$ (75)	\$ 25
10-420-2540	Worker's Comp Prem - Adm	\$ 150	\$ (65)	\$ 85
10-440-2540	Worker's Comp Prem - Finance	\$ 100	\$ (15)	\$ 85
10-460-2540	Worker's Comp Prem - Tax	\$ 100	\$ (40)	\$ 60
10-510-2540	Worker's Comp Prem - Law Enf	\$ 8,500	\$ 400	\$ 8,900
10-511-2540	Worker's Comp Prem - Res Off	\$ 2,500	\$ 160	\$ 2,660
10-550-2540	Worker's Comp Prem - PW	\$ 2,000	\$ (900)	\$ 1,100
10-560-2540	Worker's Comp Prem - Street	\$ 700	\$ 4,025	\$ 4,725
10-520-2540	Worker's Comp Prem - Rec	\$ 5,000	\$ (725)	\$ 4,275
10-860-5900	Contingency	\$ 22,123	\$ (2,785)	\$ 19,338
				\$ -
	Total		\$ -	\$ -

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

Public Comment:

Rebecca briefly discussed following items:

- Town Planner is in the office off and on, but is still working hard from home.
- Town Hall will be closed September 7th for Labor Day Holiday.
- Sales tax is coming in much better than expected, which takes pressure off our budget. Luckily our businesses are not adversely affected by the pandemic.

Update on Billboard: Michelle reminded the Board that we received a 2-month extension for our billboard, and we really need to make a decision by at least next month’s meeting so that we can keep our spot. Janet commented that the billboard we have is great as it is, but we do need to decide if we want to change it.

Permission to move Storage Building from Optimist Park to Windmill Park - Rebecca stated that there is an available storage building at Optimist Park that could be used to store some of the things that are currently being stored in the museum. She commented that the move would take a little work – a concrete pad would need to be poured - but it could look like a signal station for our caboose.

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It was the consensus of the Board to move the storage building from Optimist Park to Windmill Park as requested.

Adjournment:

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

Tamra T. Swanson, Town Clerk