

TOWN OF HUDSON REGULAR MEETING

May 18, 2021

In Attendance:

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

Others Present: Town Manager, Rebecca Bentley, Chief of Police, Richard Blevins, Assistant Finance Officer, Michelle Coffey, Incoming Town Manager, Jonathan Greer, Town Planner, Teresa Kinney, Town Clerk, Tammy Swanson, and Town Attorney, Carroll Tuttle

Call to Order:

Mayor Janet Winkler called the May meeting to order, and Mayor Pro Tem, Larry Chapman, led the group in the Pledge of Allegiance and opening prayer. Janet thanked the Board members and staff for attending the meeting.

Discuss/Adjust Agenda:

Janet presented the May agenda and requested the following addition.

- Add: Item 6a - HUB Station Report

Motion: (Rick Shew/Barry Mitchell) to approve the May agenda as amended. Unanimously approved.

Approval of Minutes:

Motion: (Larry Chapman/Rick Shew) to approve the minutes, as presented, for the April 20, 2021 Regular Meeting, the April 20, 2021 Closed Session, the May 3, 2021 Budget Work Session, and the May 7, 2021 Recreation Committee Meeting. Unanimously approved.

First Reading of Ordinance Granting a Franchise to Duke Energy Carolinas LLC:

Janet presented a franchise ordinance from Duke Energy Carolinas for the Board to approve. She stated that the first agreement with Duke Power was signed in 1950, and she commented it is her understanding these agreements are standard for municipalities.

Rebecca stated that Carroll would be reviewing the franchise ordinance, which should in fact be a standard agreement. She requested that the Board call for a public hearing for the June 18th meeting to adopt the franchise ordinance.

Motion: (Jeff Link/Larry Chapman) to call for a public hearing for the June 18, 2021 meeting to discuss a franchise ordinance from Duke Energy. Unanimously approved.

Budget Revisions:

Rebecca reviewed the following budget revisions.

1 – Transfer money into Landscaping for materials.

Town of Hudson Budget Amendment				
Date:		April 29, 2021		
Department:		Landscaping		
Dept Head Signature				
Purpose:		Move \$ into Landscaping Materials		
Revenue:				
Account Number	Account Title	Current Budget	Change to Budget	Amended Budget
				\$ -
Total Revenue				
Expenditures:				
10-600-2155	Landscaping Materials	\$ 4,000	\$ 800	\$ 4,800
10-600-2450	Contracted Services	\$ 500	\$ (500)	\$ -
10-600-2570	Miscellaneous	\$ 750	\$ (300)	\$ 450
Total Expenditure				\$ -

2 – This is the last of the CARES Act reimbursement requests.

Town of Hudson Budget Amendment				
Date:		May 14, 2021		
Department:		Administration		
Dept Head Signature		Rebecca M. Bentley		
Purpose:		COVID 19 Reimbursement Requests		
Revenue:				
Account Number	Account Title	Current Budget	Change to Budget	Amended Budget
10-340-3355	CARES ACT COVID19 Reimb.	\$ 54,850	\$ 4,097	\$ 58,947
Total Revenue				
Expenditures:				
10-420-2319	Supplies - COVID19	\$ 6,845	\$ 1,188	\$ 8,033
10-510-2319	Supplies - COVID19	\$ 18,400	\$ 1,767	\$ 20,167
10-550-1019	Salary - COVID 19	\$ 580	\$ 532	\$ 1,112
10-620-1019	Salary - COVID 19	\$ 610	\$ 610	\$ 1,220
Total Expenditure				\$ 4,097

May 18, 2021 Regular Meeting

3 – Transfer of funds to purchase a sign to be added to the Town “Welcome” signs – “Home of Jan Karon’s Mitford Museum.”



There will also be a temporary sign added to this sign that reads “Opening October 2nd.”

Town of Hudson Budget Amendment				
Date:		May 14, 2021		
Department:		HUB		
Dept Head Signature		Janice Woodie		
Purpose:		Sign for Home of Mitford Museum to be attached to Welcome to Hudson sign (2)		
Revenue:				
Account Number	Account Title	Current Budget	Change to Budget	Amended Budget
				\$ -
Total Revenue				
Expenditures:				
10-420-2150	Mtce/Bldg Grounds	\$ 7,100	\$ 2,000	\$ 9,100
10-660-5900	Contingency	\$ 18,408	\$ (2,000)	\$ 16,408
Total Expenditure				\$ -

Motion: (Rick Shew/Barry Mitchell) to approve all three of the budget revisions as presented. Unanimously approved.

HUB Station Report:

Ann stated that as money has been raised for HUB Station, signage has been granted based on the size of the gifts. This signage will be placed in classrooms and hallways in recognition and in honor of the gifts.

Ann presented the following signs for approval.

- East Wing (Jan Karon Wing) – sign honoring Janice Meredith Wilson (Jan Karon’s name in high school) (approved)
- Honoring Gregory A. Wilkie & Joe and Doris McMillon – First Floor-Business Center (approved)
- In Recognition of The Family of Boyd C. Wilson, Sr. – Second Floor Hallway – Business Center (needs approval)
- In Recognition of The Jonas Family Foundation – Second Floor – Arts Center (needs approval)
- In Recognition of The Broyhill Family Foundation – 1st Floor Hallway – Arts Center (needs approval)
- In Recognition of Blue Ridge Energy – Top of Elevator on both First and Second Floors (needs approval) Ann commented that Blue Ridge Energy was very instrumental in helping us to get the elevator in the Arts Center.

Motion: (Rick Shew/Jim Engelman) to approve the HUB Station signs as presented for The Family of Boyd C. Wilson, Sr., The Jonas Family Foundation, The Broyhill Family Foundation and Blue Ridge Energy. Unanimously approved.

Janet commented that we truly appreciate all of the donations to the HUB Station project.

Presentation of Manager's Proposed FY 2021-2022 Annual Operating Budget:

Rebecca presented the proposed budget for FY 2021-2022. She stated that the budget will remain a working document until it is adopted in June 2021. Rebecca commented that this will be her last budget since she is retiring June 30th.

Rebecca stated that the complete budget with Budget Message and individual line items will be on display for public review in the Town Hall until the public hearing, at which time the Board can adopt the budget. It will also be available on the Town's Facebook page (*Town of Hudson North Carolina*) and website (*townofhudsonnc.com*).

Motion: (Larry Chapman/Rick Shew) to call for public hearing for the June 15, 2021 meeting to discuss and adopt the budget for FY 2021-2022. Unanimously approved.

Public Comments & Informal Discussion

Upcoming Events:

- Memorial Day Service – 9:00 am at HUB Station. Program will be presented by American Legion Post 392.
- First of Hometown Music Series – Hudson Rotary -Friday, June 18 in Windmill Park at 7:00pm Jim Engelman reported that the permits have been applied for.
- July 3rd – 50th Anniversary of Kiddie Car Parade 10:00 am Lots of free food and entertainment at the pool.
- August 7th – Hudson Hive Alive – 11:00 am Day includes: Food Truck Rodeo, Corn Hole Tournament and “Chairmen of the Board” concert at 7:00 pm in HUB Station auditorium (Free concert)
- August 13th & 14th – Annual Arts Festival - Applications are being accepted now for vendors – Have all sorts of visual artists and entertainment.

April

Financial

Report:

**TOWN OF HUDSON
MONTHLY FINANCIAL REPORT - APRIL 2021**

SUMMARY OF CASH ACCOUNTS	Current Month*	Last Month**
Cash/Checking	\$ 307,684	\$ 293,289
NC Capital Management Trust	1,706,204	1,831,722
CD - Capital Bank	-	-
CD - First Citizens Bank	100,109	100,109
	\$ 2,115,996	\$ 2,225,119

	BUDGET 2020-21	ACTIVITY THIS MONTH	ACTIVITY TO DATE	BALANCE	%
REVENUES	\$ 3,250,745	\$ 131,500	\$ 2,750,213	\$ 500,532	84.60
EXPENDITURES	\$ 3,250,745	\$ 217,558	\$ 2,465,265	\$ 785,480	75.83
REVENUES- JAN KARON MITFORD MUSEUM	\$ 65,000	\$ -	\$ 65,000	\$ -	100
EXPENDITURES- JAN KARON MITFORD MUSEUM	\$ 65,000	\$ -	\$ 59,994	\$ 5,006	92.29
REVENUES- CAP PROJECT HUD OPT PK	\$ 445,160	\$ 600	\$ 83,052	\$ 362,108	18.65
EXPENDITURES-CAP PROJ HUD OPT PK	\$ 445,160	\$ 21,778	\$ 83,687	\$ 361,473	18.79
REVENUES- CAPITAL PROJECT HUB ST.	\$ 805,300	\$ -	\$ 329,793	\$ 475,507	40.95
EXPENDITURES- CP HUB STATION	\$ 805,300	\$ 865	\$ 338,878	\$ 466,422	42.08

NOTES:

- 1 Property tax bills were mailed mid-July. 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 2021 was received in September. **Sales Tax revenue is a 32% increase over this time in FY 2020.**
- 3 Most state-shared revenues are distributed quarterly. The second allocation for the Powell Bill was received in January. We have received 95.65% of the budgeted revenue.
- 4 Majority of annual insurance premiums paid in July.

* Does not reflect all monthly adjusting entries
**Reflects Monthly Closing Entries and Updated

Closed Session: NCGS 143-318.11(a)(3) – Consult with Attorney

Janet stated that the Board was going into closed session in accordance with N.C.G.S. 143-318.11(a)(3) to consult with attorney.

Motion: (Ann Smith/Rick Shew) to go into closed session. Unanimously approved.

Return to Regular Session:

Motion: (Larry Chapman/Ann Smith) to return to regular session. Unanimously approved.

Adjournment:

Motion: (Larry Chapman/Jim Engelman) to adjourn the meeting. Unanimously approved.

Tamra T. Swanson, Town Clerk