

TOWN OF HUDSON REGULAR MEETING

October 18, 2022

In Attendance:

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

Members Absent: Commissioner Larry Chapman

Others Present: Town Manager, Jonathan Greer, Chief of Police, Richard Blevins, Town Attorney, Kevin Friley, Finance Officer, Shana Guy, and Town Clerk, Tammy Swanson

Call to Order:

Mayor Janet Winkler called the October meeting to order, and Mayor Pro Tem, Rick Shew, led the group in the Pledge of Allegiance and opening prayer.

Discuss/Adjust Agenda:

Janet presented the October agenda, and the following addition was requested:

Add Item 5a – Call for a public hearing to approve the Comprehensive Plan

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

Public Comments for Items not on the Agenda:

(No one from the public signed up to speak.)

Approval of Minutes:

Motion: (Rick Shew/Jim Engelman) to approve the minutes, as presented, for the September 20, 2022 Regular Meeting, the October 3, 2022 Public Works Committee Meeting, the October 5, 2022 Recreation Committee Meeting, and the October 12, 2022 Planning Committee Meeting. Unanimously approved.

Call for a Public Hearing to Approve the Comprehensive Plan:

Jonathan stated that for over a year now, the Comprehensive Plan Committee has been working with representatives from the Western Piedmont Council of Governments (WPCOG) to create a new comprehensive plan for the future growth of Hudson. The Comprehensive Plan is typically updated every 10 years, and it serves as a guidance tool for zoning. Jonathan stated that we have had two public meetings: the first meeting was a presentation from the WPCOG, and the second meeting was held so the public could review the documents and ask questions. A public survey was done early on in the process so that we could see how the public would like the community to grow in the future. Jonathan stated that the Planning Board will review and make a recommendation for adoption of the Comprehensive Plan at their meeting on November 10th.

Janet thanked the members of the Comprehensive Plan Committee for their hard work on updating the Plan, and she thanked Jeff Link for serving as Chairman of the Committee.

The Comprehensive Plan Committee included the following members:

Ann Smith, Commissioner and Planning Committee member

Jeff Link, Commissioner and Planning Committee member

Rick Shew, Commissioner and Planning Committee member

Roger Barlow, Chairman, Planning Board

Jerry Triplett, Planning Board

James Amelia, Planning Board

Jonathan Greer, Town Manager

Richard Blevins, Chief of Police

Chuck Raby, Parks & Recreation Director

Teresa Kinney, Town Planner

Donna Laws, Owner, Foothills Realty in Hudson

Candis Hagaman, Three Doors Down (business located at HUB Station.)

Motion: (Jeff Link/Jim Engelman) to call for a Public Hearing for the November 15, 2022 Town Meeting to review and adopt the updated Comprehensive Plan. Unanimously approved.

Rural Transformation Grant Resolution:

Jonathan stated that the NC Department of Commerce is soliciting applications for its Rural Transformation Grant. This grant, if awarded, provides recipients up to \$950,000 to complete projects in one of four categories, and the grants do not require a local match. Jonathan stated that the Town would be applying to remodel the HUB Station kitchen and build a parking lot behind the Arts Center. This project would provide new equipment for the kitchen (cooler), create dry storage, and build two food stalls. Jonathan commented that the new equipment would be in addition to the equipment we received from the Caldwell County Schools. The food stalls could be used by food trucks, caterers, or culinary students as a way to sell their products indoors, somewhat similar to a mall food court. These stalls could serve as restaurant incubators.

Jonathan stated that we would also be installing new flooring throughout the public space, and remodel the former staff bathroom located behind the kitchen. If awarded, this project would also turn the old playground behind the Arts Center into a much needed parking area.

Jonathan presented a resolution for the grant, with an application amount of \$500,000. The breakdown for the \$500,000 is as follows:

- Equipment \$ 68,000.00
- Remodel of Kitchen \$ 188,031.72 (Includes new flooring, building food stalls, remodel of kitchen space)
- Parking Lot \$ 6,000.00
- Construction \$ 215,000.00
- Grant Administration \$ 20,000.00 (WPCOG)

Rick asked how good our chances are in getting the grant.

Jonathan stated that this is the second round of funding for this grant. According to Ben Willis at WPCOG, no one who was awarded in the first round was starting from scratch, and he feels our chances are pretty good

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since we are already established. We are getting letters of support from Dr. Mark Porch (President - CCC & TI), Carmella Tomlinson (Small Business Ctr. - CCC & TI, HUB Station-Paragon Design) and Brian Moore (Caldwell County Chamber).

Rick asked when we would find out if we are awarded the grant.

Jonathan stated that we are supposed to know in December of this year. He commented that if we do not get the grant, at least we know what we are looking at cost wise to have the work done.

Motion: (Jim Engelman/Jeff Link) to approve the resolution for supporting the application for the Rural Transformation Grant as presented. Unanimously approved.

The resolution was approved as follows:

Town of Hudson Resolution No. 10/22 #2

Application for North Carolina Department of Commerce Rural Transformation Grant Fund

Rural Engagement & Investment Program

HUB Station Kitchen & Parking Improvement Project

WHEREAS, The Town of Hudson Board of Commissioners has indicated its desire to assist in development efforts within Hudson; and

WHEREAS, The Board of Commissioners fully supports the proposed project, HUB Station Kitchen & Parking Improvement project, which will result in the further development of the HUB Station Kitchen with new equipment, interior remodeling, and a new parking lot at the HUB Station, 145 Cedar Valley Road; and

WHEREAS, The Board of Commissioners wishes to pursue a formal application for Resilient Neighborhoods Category in the amount of \$500,000 from the North Carolina Department of Commerce, Rural Transformation Grant, Rural Engagement & Investment Program; and

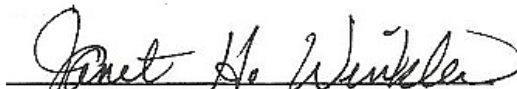
NOW THEREFORE BE IT RESOLVED BY THE TOWN OF HUDSON BOARD OF COMMISSIONERS:

That the Town of Hudson is authorized to submit a formal application to the North Carolina Department of Commerce, Rural Transformation Grant Fund, Rural Engagement & Investment Program in order to provide assistance to benefit HUB Station Kitchen & Parking Improvement Project.

That this Resolution shall take effect immediately upon its adoption.

Adopted in regular session this the 18th day of October, 2022, in Hudson, North Carolina.

ATTEST:


Janet Winkler, Mayor


Tamra Swanson, Town Clerk

Public Works Committee Report:

Jonathan stated that the Public Works Committee met on October 3rd, and discussed the following:

Disposal of Brush: Jonathan stated that due to issues at our former dumping site for brush, we are now disposing of brush at the county landfill. With this change comes longer trips for dumping, plus tipping fee charges at the landfill for the disposal. Jonathan stated that the Town's current policy allows for one load of brush disposal at no charge for residents. However, occasionally there are piles of brush that require more than one trip to the landfill. For these residents, the Committee has recommended that a \$50 per load fee be charged for subsequent loads taken to the landfill from the same pile after the first load. This fee will be charged to the property owner, and the property owner will be notified of the charges at the time of pick up. If the bill for the extra pick up(s) is not paid, the charges can be added to the tax bill for the property.

Recommendation from Committee: Implement a fee of \$50 per truck load for subsequent loads of brush picked up at the same residence from the same pile after the first load.

Bagged Yard Waste: The Committee discussed some of the problems being experienced by the Public Works Dept. with bagged leaves and bagged yard waste. Because the bags sometimes sit beside the road during rain, etc., they become heavy and hard to load in the trucks. Also, the bags sometimes include dirt, rocks, or trash along with the grass clippings and leaves, which makes the bags very heavy. It was suggested that a 30 lb. weight limit be set for the bags being picked up, and if the bags contain dirt or rocks, they will not be picked up. Jonathan commented that some towns use clear bags – the clear bags would allow us to see what is being picked up. He commented that we are checking on the price and availability of the clear bags.

Jim asked if leaves and yard clippings need to be collected throughout the year.

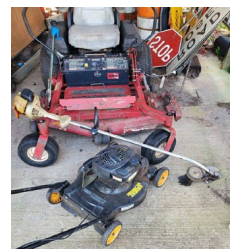
Jonathan explained that keeping the yard waste out of our streets and ditches helps with keeping our stormwater drains clear.

Recommendation from Committee: Set a weight limit for bags of yard waste being picked up at 30 lbs., with the bags weighing more than 30 lbs. not being picked up.

Street Ranking to begin soon: Jonathan stated that our ranking of the streets for repaving will begin soon. He commented that we are planning on getting an intern in the summer, and we are hoping they can help us with our street ranking system.

Surplus of Public Works Equipment: Norman stated that he planned to surplus the following equipment to be sold on Govdeals.

- Zero Turn Mower, push mower and edger (will be sold as a lot)



- Pressure Washer



-Pickup Truck from HUB Station

Shed for Grapple Truck: Jonathan stated that Public Works has requested that a shed be built to house the grapple truck. They explained that the truck is too large for the existing shed, and it is being parked where it is not protected from the weather.

The Committee discussed that the grapple truck is a big investment for the Town, and we want to make sure we keep it protected.

Jonathan stated that hopefully a shed can be built soon either through the budget or maybe even ARPA funds.

Seasonal Help for Public Works: Jonathan stated that because the next few months are very busy for the Public Works Dept., several ideas have been considered for helping them out. He commented that we are working with Rick Shew in getting the apprenticeship program going, which could possibly provide help. Jonathan added that he has also contacted Foothills Temporary Employment to see if they can help us with getting a seasonal worker.

Motion: (Public Works Committee) to implement a fee of \$50 per truck load for subsequent loads of brush picked up at the same residence from the same pile after the first load, and set a weight limit for bags of yard waste being picked up at 30 lbs., with the bags weighing more than 30 lbs. not being picked up.

Unanimously approved.

New Yard Waste Guidelines:

Town of Hudson Yard Waste Guidelines & Collection

DO NOT PUT ANY METAL (Wire, Nails, Metal Poles, etc.) INTO YARD DEBRIS!
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A.

Leaf and Grass Clippings.

1. A vacuum vehicle is used to collect leaves in bulk during the months of November, December and January according to the route schedule* (townofhudsonnc.com). Leaves must be raked close to the curb, but NOT in the street or near stormwater drains. During these months, brush collection will be suspended.
2. During the months of February – October leaves, grass clippings and vines, must be bagged and placed at the curb of the street or sidewalk for collection.
3. Do not mix trash, rocks, or dirt with yard waste.
4. **Bags must not weigh more than 30 pounds. Bags that are too heavy will not be picked up.**

B. Brush (Limbs).

1. **Brush/Limb Collection is suspended during leaf pick-up (Nov., Dec., Jan.)**. A brush/limb pickup schedule is available on the Town Website under Public Works Dept. (townofhudsonnc.com). Limbs do not need to be bundled or bagged.
2. Piles of brush may not exceed four feet in height.
3. Tree limbs and branches must not exceed eight feet (8') in length.
4. Piles of brush must be placed at the curb of the street or sidewalk for collection with all large ends of the limbs facing the street and laid as straight as possible. Limbs should NOT be placed in the street or within 10 feet of stormwater drain openings.
5. Logs, stumps, roots and root balls can be collected, but must be free of dirt.

6. Trimmings and clippings from trees and shrubs that are not at least 2 feet in length need to be bagged the same as leaves and grass clippings.
7. During scheduled pick-up, the Town will pick up the first load of brush/limbs at no charge. Beginning January 1, 2023, each subsequent load from the same pile, will be charged \$50 per truck load.

The Town of Hudson will NOT be responsible for trees, limbs or brush cut/trimmed by commercial contractors and reserves the right to refuse the collection of brush deemed to be a by-product of commercial work or to refuse collection of leaf, grass, clippings, or brush that does not follow collection guidelines.

***Please Note:** In case of severe weather, unforeseen circumstance, or during peak leaf season, it can be difficult for the Town yard waste collection crews to maintain the scheduled weekly yard waste routes. Therefore, during the months of November, December and January, brush collection will be suspended, and your weekly collection may sometimes be delayed. In such cases, the Town will pick up leaves as soon as possible.

Recreation Committee Report:

Jonathan stated that the Recreation Committee met on October 5th, and he commented that there was no action taken by the Recreation Committee. The following items were discussed at the meeting.

Update on Anniversary Year Schedule: Jonathan stated that Chuck Raby, Recreation Director, discussed the 2023 calendar of events scheduled for the 50th Anniversary Year. The Committee discussed the events, and the activities that are planned throughout the year. One of the highlights will hopefully be fireworks, which we hope to be able to incorporate with either our outdoor movie night or with the actual date of the anniversary. Jonathan commented that we are hoping to find sponsors to help purchase the fireworks, and to help fund some of our other events.

Jonathan stated that the Committee decided to meet as needed next year to provide more detailed planning before major events.

Update on Optimist Park: Jonathan stated that Chuck has estimated that the Grand Opening of Optimist Park will likely be in April 2023. This will be a Saturday event with all of the spring teams participating. We will also invite all donors.

Comments:

Redwood Park Restrooms: Rick mentioned that some of the restroom facilities at Redwood Park are in poor condition and need work. He asked if there are plans in the near future to update the restrooms.

Jonathan stated that this may be a project that will need to be done as part of a PARTF Grant, and he briefly discussed some future plans for updates for Redwood Park.

Jim mentioned that vandalism seems to be an ongoing problem for the restrooms at the Park, and he asked if the restrooms are locked at night.

Chief Blevins stated that the Park restrooms are locked at night.

Rick asked if we have cameras in the Park.

Jonathan stated that we are in the process of getting 3 new cameras at Redwood Park, which should help curb some of the vandalism.

Planning Committee Report:

Jonathan Greer stated that the Planning Committee met on October 12th, and discussed the following:

Potential housing development on Huss Avenue: Jonathan stated that a developer would like to create a pocket neighborhood on Huss Avenue. This type of neighborhood has single-family detached houses on small lots with a common driveway and common courtyard. Teresa Kinney has indicated that she believes the current zoning would allow for the development based on lot size and proposed number of units; however, the project may need to go through the Planned Unit Development process. Teresa is seeking guidance from Granite Falls since they have this same type of development under construction there. Jonathan stated that the consensus of the Committee was that this type of development would be good for the Town.

Updates – Planning Dept.: Teresa reported to the Committee that there is interest in reopening the convenient store at the intersection of Pine Mountain Road and Cedar Valley Road (across from Hudson Middle School). The interested party has indicated that the store will not be a gas station due to issues with the pumps, but it will just be a convenient store.

Teresa also reported that CCC&TI has submitted plans for a new sports field. Those plans are currently under review by our stormwater administrator.

Jonathan stated that there was no action taken by the Planning Committee.

HUB Committee Report:

Ann Smith, Chairperson of the HUB Committee, stated that the Committee met today at 5:00 pm, and discussed the following.

Fee Structure for Town Sponsored Events: Ann stated that the Committee discussed a proposed fee structure for events held at HUB Station. When the Town does an event, the Town has the option of setting the ticket price. However, we do not have a fee structure for how much a band for an event can be paid. She stated that it was suggested that the Town could split admissions with bands, performers, etc., for the Town sponsored events instead of paying a set price for performers. For the final 3rd Thursday event, we want to have 3 bands, and these bands are interested in doing split admissions. Ann explained that the Town would not be guaranteeing the bands any set amount – they would just get a portion of the ticket sales.

Ann stated that the Committee voted to approve/recommend Board approval to allow flexibility for the staff to set the price/no venue rental fees and adjust ticket splits with performers/organizations for Town hosted events.

Fee Structure when Venue is Rented – Private Ticketed Event:

Ann stated that currently when the HUB auditorium is rented for a private ticketed event, there is a set charge for the rental plus \$1 per ticket sold. The Committee discussed allowing the option of reducing the event fees, and requiring a larger portion of ticket sales, especially for the larger private events. Ann commented that the tickets for the private events could be sold on Tix.com.

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Ann stated that the Committee suggested that there needs to be more interest shown in HUB Station for private ticketed events before a change is suggested for the fee schedule – the fee schedule will remain the same at this time.

Motion: (HUB Committee) to approve allowing flexibility for the staff to set the price/no venue rental fees and adjust ticket splits with performers/organizations for Town hosted events. Unanimously approved.

Informal Discussion:

- Reports:

Town Planner's Report:

Staff Report-Planning/Zoning Department, Aug-Sept 2022
Zoning Ordinance, Subdivision, Watershed, Floodplain Enforcement.

Project	Issue	Status
Economic Development	Working with engineers and builders with Kirkwood Grove Apartments-off Pine Mountain Road	The project is moving along well. Buildings are going up and everything seems to be progressing.
Economic Dev and plan review	<ol style="list-style-type: none">1. McDonald's is moving forward.2. RPM is expanding adding a warehouse. Construction is underway3. Reye express movement on possible reopening4. Discussion of pocket Community-on Huss Ave5. Other movements for housing in works	Both projects are moving forward.
Large-scale	Identify lots for possible development for possible large scale housing	The brochure is completed and distributed
Zoning Changes to Central Business District	Updated zoning ordinance with new development standards for Central Business district/possible overlap with Office/Institutional and Neighborhood Business, all residential, highway business, industrial zones	In progress present phase three in works
Watershed/Floodplain and	Planning Board will reviewed at their August meeting and ready for Commissioners this week .	Adopted
Subdivision Regulations	Approved 3+ minor subdivisions of property. Dealt with a few other subdivision problems in a few places especially	Ongoing
**Zoning Permits	62 permits issued so far this year majority being new houses, swimming pools, and accessory buildings.	Single Family House permits and home expansions, swimming pools, accessory uses, and sign permits
**Citizens requests permits and general discussion	Phone Calls received (40+) Have decreased over the past month. In addition, other elements of the job have stayed steady.	Had several phone calls by citizens, realtors, surveyors, and developers. Business has picked up again. Met with business owners about expansions

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		Met with folks about storage units and other business expansions.
Zoning violations/floodplain	<ol style="list-style-type: none"> 1. Accessory building on Central (resolved) 2. Busy troubleshooting issues throughout the weeks 3. Violations on Mac Drive 4. Traffic circle 5. Outdoor storage issues 6. RV living violations 	All violations have been resolved or in the final works to be resolved.
Action Items for Commissioners this meeting	<ol style="list-style-type: none"> 1. Possibly call for a public hearing on new Comprehensive Plan for October. 	

• **Code Enforcement Report**

Date Opened (YRMTDY)	Property Address	Violation	Status	Deadline
220912	324 Pine Mountain Dr	Nuisance - Ovrgrth	Resolved	221010
220913	316 Hilltop St	JNMV	Resolved	
220913	208 Power Cir	Nuisance - TJD	Resolved	
220913	106 Archer Ave	Nuisance - TJD	Resolved	
220921	668 Hillcrest St	Nuisance - Ovrgrth	Resolved	221012
220921	NCPIN: 2767301225	Nuisance - Ovrgrth	Order Issued	221027
221005	181 Cahah Mountain Rd	JNMV	Owner Notified	221026
221005	220 Lemont Ave	Nuisance - TJD	Owner Notified	221026
221005	185 Vance Ave	Nuisance - Ovrgrth	Owner Notified	221026
221005	616 Ivy St	Nuisance - Ovrgrth	Owner Notified	221026
221012	292 Ashe St	Nuisance - TJD	New Violation	221102
221012	344 Maple St	Nuisance - TJD	New Violation	221102
221002	103 Cedar Valley Rd	Nuisance - Ovrgrth	New Violation	221102

- **Finance Report:**

**TOWN OF HUDSON
MONTHLY FINANCIAL REPORT -SEPTEMBER 2022**

SUMMARY OF CASH ACCOUNTS

	Current Month*	Last Month**
Cash/Checking	\$ 2,024,126	\$ 1,968,225
NC Capital Management Trust	2,469,009	2,257,318
CD - First Citizens Bank	100,114	100,114
	<u>\$ 4,593,249</u>	<u>\$ 4,325,657</u>

	BUDGET 2022-2023	ACTIVITY THIS MONTH	ACTIVITY TO DATE	BALANCE	%
REVENUES	\$ 4,509,240	\$ 490,279	\$ 1,541,032	\$ 2,968,208	34.17%
EXPENDITURES	\$ 4,509,240	\$ 247,898	\$ 1,040,956	\$ 3,468,284	23.08%
REVENUES- AMERICAN RESCUE PLAN (ARPA)	\$ 1,182,049	\$ -	\$ 1,182,049	\$ 0	100.00%
EXPENDITURES- AMERICAN RESCUE PLAN (ARPA)	\$ 1,182,049	\$ -	\$ -	\$ 1,182,049	0.00%
REVENUES- CAP PROJECT HUD OPT PK	\$ 445,160	\$ -	\$ 215,116	\$ 230,044	48.32%
EXPENDITURES-CAP PROJ HUD OPT PK	\$ 445,160	\$ 3,855	\$ 279,816	\$ 165,344	62.86%
REVENUES- CAPITAL PROJECT HUB ST.	\$ 805,300	\$ -	\$ 563,343	\$ 241,957	69.95%
EXPENDITURES- CP HUB STATION	\$ 805,300	\$ 33	\$ 403,964	\$ 401,336	50.16%

NOTES:

- 1 Property tax bills were mailed at the end of July. The majority of property tax and solid waste collections occur during November through January. **Current approximate collection rate is approximately 75%.**
- 2 There is a three month lag in sales tax distribution. Sales Tax Revenues are currently at a 8% increase over this time in FY22.
- 3 Most state-shared revenues are distributed quarterly. The first allocation for the Powell Bill was received in September 2022.

Reminders & Updates:

- **Dinner Theater Update** – Ticket sales are up for the second weekend coming up, reviews about catering are mixed (Change from Dan'l Boone Inn to Boxcar Grill) – Keith Smith has as forum planned for Sunday, October 23rd at HUB Station to discuss racism as a trailer for the play (To Kill A Mockingbird).
- **Halloween Party at HUB Station** – Saturday, October 29th at HUB Station 7-11 pm
- **First Friday at HUB Station** – November 4th Featuring Iris Wyvill & Joy Miller 5-8 pm
- **Personnel Committee Meeting** – Monday, November 7th at 4:00 pm at Town Hall

Depot Museum Update: Warren Gruber has packaged everything up in the Depot to be catalogued. He is replacing broken glass in some of the display cases, and he is going to build a ticket counter.

New Pre-Hire BLET Officer: Chief Blevins stated that he is once again doing a pre-hire with a BLET student. The student is Cody Penley, and he is scheduled to graduate from the BLET program in December. Cody grew up in Hudson, and he comes from a family of law enforcement. Chief Blevins stated that Cody starts with the Police Department this week.

Adjournment:

Motion: (Barry Mitchell/Jim Engelman) to adjourn the meeting. Unanimously approved.

Tamra T. Swanson, Town Clerk