

TOWN OF HUDSON REGULAR MEETING

May 16, 2023

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, Jonathan Green, Finance Officer, Shana Guy, Town Planner, Teresa Kinney, and Town Clerk, Tammy Swanson

Call to Order:

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

Discuss/Adjust Agenda:

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

Delete Item #9 – Call for a Public Hearing.

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

Public Comments for Items Not on the Agenda:

No one signed up for public comment.

Approval of Minutes:

Motion: (Rick Shew/Jim Engelman) to approve the minutes, as presented, for the April 18, 2023 Regular Meeting, the May 1, 2023 Personnel Committee Meeting, the May 3, 2023 Special Meeting, and the May 3, 2023 Budget Work Session. Unanimously approved.

Proclamation Honoring National Police Week

Jonathan stated that May 15th is “National Police Memorial Day,” with the rest of the week being recognized as “National Police Week.” Jonathan presented the following proclamation honoring the Hudson Police Department.

Town of Hudson

PROCLAMATION

National Police Week

WHEREAS, the Congress and President of the United States have designated May 15 as Peace Officer’s Memorial Day, and the week in which May 15 falls as National Police Week; and

May 16, 2023 Regular Meeting

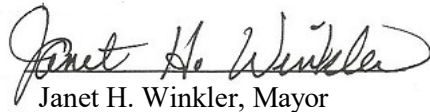
WHEREAS, National Police Week is observed every May to honor the service and sacrifices of those law enforcement officers killed in the line of duty while protecting our communities and safeguarding our democracy; and

WHEREAS, it is important that all citizens know and understand the duties, responsibilities, hazards, and sacrifices of their law enforcement agency, and that members of Hudson Police Department recognize their duty to serve our citizens by safeguarding life and property, by protecting them against violence and disorder, and by protecting the innocent against deception and the weak against oppression; and

WHEREAS, the men and women of the Hudson Police Department unceasingly provide a vital public service; and

NOW, THEREFORE, LET IT BE RESOLVED THAT, that I, Janet H. Winkler, Mayor the Town of Hudson, and on behalf of the Hudson Board of Commissioners, do hereby proclaim and call upon all citizens of Hudson, to observe the week of May 15-21, 2023, as Police Week.

Adopted this the 16th Day of May, 2023


Janet H. Winkler, Mayor

ATTEST:


Tamra, T. Swanson, Town Clerk

Motion: (Rick Shew/Barry Mitchell) to adopt the proclamation honoring the Hudson Police Department during National Police Week. Unanimously approved.

Resolution Honoring Joe and Eloise Setzer:

Jonathan stated that two of our very dedicated and supportive citizens, Joe and Eloise Setzer, celebrate their 75th Wedding Anniversary this year, and we want to recognize them for reaching this great milestone in their lives. Both Joe and Eloise have been very involved in volunteer work over the years, plus many other community activities. Jonathan presented the following resolution honoring Joe and Eloise.

Resolution No.
5/23 #8

Resolution

Honoring Joe and Eloise Setzer

WHEREAS, the Town of Hudson Board of Commissioners takes great pride in honoring great milestones achieved by members of our community; and

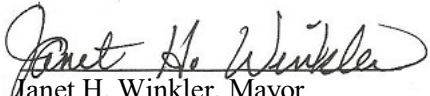
May 16, 2023 Regular Meeting

WHEREAS, in 1948, Joe and Eloise Setzer were joined in holy matrimony and since that happy day, this excellent couple has shared the joys and sorrows of life as one; and

WHEREAS, the Board of Commissioners would also like to recognize the outstanding citizenship the Setzers have shown to the Town of Hudson throughout their many years of residency, through volunteer work with many projects and events throughout Town; and

NOW, THEREFORE, LET IT BE RESOLVED THAT, the Town of Hudson Board of Commissioners pause to honor and congratulate Joe and Eloise Setzer as they celebrate their seventy-fifth wedding anniversary and extend to them our best wishes for continued happiness in the years to come.

Adopted this the 16th Day of May, 2023


Janet H. Winkler, Mayor

ATTEST:


Tamra, T. Swanson, Town Clerk

Motion: (Ann Smith/Jeff Link) to adopt the resolution honoring Joe and Eloise Setzer for celebrating their 75th Wedding Anniversary. Unanimously approved.

Public Hearing for Zoning Text Amendments:

Janet stated that at the April 18th meeting, the Board called for a Public Hearing for the May 16th meeting to consider a zoning text amendment.

Motion: (Jim Engelman/Rick Shew) to open the floor for public hearing. Unanimously approved.

Teresa stated that the text amendment involves allowing private schools within residential districts. She commented that the Planning Board reviewed and approved the text amendment at their meeting on May 11, 2023.

Proposed ZTA-2023-02- Zoning Text Amendment

Background: Last year there was an adjustment to the permitted used in the zoning ordinance removing privately operated schools, and colleges from the RA-15 and R-15 zoning districts. It has been requested this language be reinstated as a permitted use but with site plan approval. Also, included is an option for new facilities as Special Use-PUD. We moved permitted uses to special uses. She stated that she has had a request to move this use back to a permitted use.

On May 11, 2023 the Planning Board voted unanimously to approve ZTA2023-02 and forward the text amendment to the Commissioners for public hearing.

Adoption or denial needs a consistency statement as required by 160D is located at the end of the text amendment.

Amendment recommendations are highlighted blue

Section 80.2 R-15 Residential Medium Density District. This district is established to provide a quiet, medium density living environment consisting of single-family detached dwellings, and low intense infill development for small multi-family use as a PUD-Special Use, and related uses necessary for a sound neighborhood. The regulations for this district are designed to stabilize and encourage a healthful environment for family life in areas where either or both public water or sewer facilities are available.

I. Permitted Uses:

a. All uses permitted in R-20.

b. Privately operated schools, and academies (excluding boarding), with existing appropriate buildings to be used for appropriate recreational and grounds facilities. A site plan is need for reviewed and approval. This site plan would include all relevant local state and federal requirements.

II. Special Uses. The following special uses are permitted when authorized by the Hudson Board of Adjustment after said Board holds a public hearing:

a. Same as R-20.

b. Planned Unit Development, Residential (PUD)

c. Planned Unit Development new development of privately operated, colleges, schools, and academies which require new facilities which may include boarding facilities, with appropriate recreational and grounds facilities.

Section 80.3 RA-15 Residential-Agricultural District. This district is composed of medium density residential development and of open areas which are used as farmland and woodland. The regulations of this district are intended: (1) to insure that residential development not having access to public water supplies and dependent upon septic tanks

for sewage disposal will occur at sufficiently medium densities to insure a healthful environment and (2) to protect agricultural and residential areas from an influx of incompatible uses which would render such areas undesirable for farms and future development.

Permitted Uses:

Same permitted uses as R-15 District

- a. Single-family dwellings.
- b. Modular Homes.
- c. Manufactured Homes, on individual lots, subject to the provisions of Article IX, Section 97, of this Ordinance.
- d. Two-family dwellings.
- e. Multi-family dwellings up to 3 dwelling units.
- f. Accessory buildings to residential uses, provided that no accessory building shall be rented or occupied for gain, and provided further, that no accessory building shall be used for human habitation.
- g. Any form of agriculture or horticulture (greenhouses and nurseries), including the sale of products at a retail stand on the property where produced.
- h. Customary home occupations, including dressmaking, cooking and baking, hairdressing, music instruction, the renting of not more than one (1) room; the practice of such professions as insurance and accounting, shall be permitted as accessory uses in a residence; backyard workshops for building tradesmen, small appliance repair shops, but excluding open storage; the Board of Adjustment shall decide whether other home occupations not listed here are within the spirit of this category of accessory uses.
- i. Kindergartens and day nurseries, provided that not less than two hundred (200) square feet of play area is provided for each child and provided further, said aggregate play space is surrounded by a sturdy fence at least five (5) feet in height and or meet the **Section 111. Multi-Family and Commercial Development Standards.**
- j. Public schools and ~~private elementary and secondary schools~~ having curricula approximately the same as ordinarily given in public schools.
- k. Public playgrounds, community centers, clubs, and lodges, swimming pools:
- l. Public safety facilities such as fire and police stations and rescue squad headquarters, provided that all vehicles and equipment shall be stored indoors; provided further, that all buildings shall be set back at least twenty (20) feet from all property lines and shall be designed and landscaped in such a way as to blend with the surrounding area.
- m. Public works and public utility facilities such as transformer stations, water

May 16, 2023 Regular Meeting

towers and telephone exchanges, provided:

- (1) Such facilities are essential to the service of the immediate area and no vehicles or material shall be stored on the premises;
- (2) All buildings and apparatus shall be set back at least twenty (20) feet from all property lines and shall be designed and landscaped in such a way as to blend in with the surrounding area; and
- (3) Such facilities as water towers, pumping stations, and so forth, shall be surrounded by a chain link fence at least six (6) feet in height.

o. Winery-Vineyards that are planning to host food trucks and events.

II. Special Uses: The following special uses are permitted when authorized by the Hudson Board of Adjustment after said board holds a public hearing:

Same Special Uses as R-15 District.

- b. Planned Unit Developments, subject to conditions under Article X, Section 105 of this Ordinance.
- c. Multi-family development over 6 dwelling units.

Motion: (Jim Engelman/Jeff Link) to close the public hearing. Unanimously approved.

Ann Smith read the following Consistency Statement pertaining to the text amendment.

Consistency Statement:

The requested zoning action, as most currently amended, is recommended for approval, and has been found to be **CONSISTENT** with the **Town of Hudson Comprehensive Plan** (or other documents), as follows:

LAND USE AND GROWTH MANAGEMENT RECOMMENDATIONS

1. Update zoning and subdivision regulations to ensure they are compatible with the designated land uses outlined in this plan.
 - a. Encourage commercial development within the Town, specifically retail and boutique establishments, restaurants, grocery stores, medical offices and recreational opportunities.
 - b. Continue to encourage low and medium density developments as well as allowing high density development with adequate site improvements such as providing open space, paved parking, landscaping, and buffering.

These recommendations ensure that the development code accurately reflects statutory requirements and growth needs for the in Hudson.

Motion: (Ann Smith/Jim Engelman) to approve zoning text amendment 2023-02 allowing private schools within residential zoning districts as recommended by the Planning Board and staff. Unanimously approved.

FY 2023-2024 Budget Presentation:

Jonathan presented the proposed budget for FY 2023-2024.

- **Budget is Balanced \$4,594,091**
- **1.8% Increase over Adopted Fiscal Year 2022-2023 Budget**
- **NO TAX INCREASE**
- **\$1.50 per month residential and \$3 per month commercial Sanitation Increase**
- **4% Cost of Living Adjustment**
- **Implementation of Market Rate Adjustments**
- **2.5% Increase in Health Insurance Premiums (Current year's rate was 5% lower than previous year's rate for insurance) (Add short-term & long-term disability plans for employees)**

Revenue

Ad Valorem Taxes	Budget has no increase to the tax rate (.43 cent)
Valuation:	\$325,469,534
Levy:	\$ 1,399,519
97% Collection Rate:	\$ 1,357,000
Prior Year Collections	\$ 54,500
Sanitation	\$ 195,500
Sales Tax	\$ 1,126,763
Powell Bill	\$ 126,258
Lease-HUB Arts Center	\$ 71,000
Lease-McCreary Business Center	\$ 40,500
Auditorium Rentals	\$ 13,000
Dinner Theater	\$ 85,000
Recreation	\$ 77,200 (Includes rate changes)

Expenditures

Expenditure	FY22-23 Adopted	FY23-24 Proposed	Difference
Governing Board	\$ 46,443	\$ 68,513	\$ 22,070
Administration	\$ 466,840	\$ 253,941	\$ (212,901)
Legal	\$ 26,600	\$ 75,650	\$ 49,050
Finance	\$ 198,620	\$ 218,810	\$ 20,190
Tax Collections	\$ 105,223	\$ 116,483	\$ 11,260
Police	\$ 1,436,210	\$ 1,495,760	\$ 59,550
Public Works	\$ 654,180	\$ 654,639	\$ 459
Sanitation	\$ 169,220	\$ 169,220	\$ 0
Recreation & Cultural	\$ 518,609	\$ 519,440	\$ 831
HUB Station	\$ 553,261	\$ 613,963	\$ 60,702
Powell Bill	\$ 142,982	\$ 163,500	\$ 20,548
Planning & Zoning	\$ 76,909	\$ 73,292	\$ (3,617)
Debt Service	\$ 113,842	\$ 100,880	\$ (12,962)
Transfer To Other Funds	\$ 0	\$ 70,000	\$ 70,000
Total General Fund	\$ 4,508,940	\$ 4,594,091	\$ 85,151

Includes offer to purchase Shuford property – would be split with county \$50,000 HUB increase – includes some of the paving expense for parking lot. Powell Bill – Includes new roller – plus design for cross walks and added paving requested at budget wk sess. Decrease in Planning due to Comprehensive Plan being complete. 75% of budget touches citizens – Police, HUB, REC

Capital Expenditures

Department	Expenditure	Budget
Administration	New Server	\$ 8,200
Recreation	New Shelters	\$ 15,000
	Dual Axle Trailer	\$ 6,500
	Portable Pitcher's Mound	\$ 5,000
Public Works	Mini-Excavator	\$ 60,000
	Trailer	\$ 10,000
	Pavement Roller	\$ 26,300
HUB Station	Kitchen Equipment	\$ 7,500
	2 HVAC Units	\$ 14,000
	Parking Lot (Phase 1)	\$ 100,000
	Cameras/Keypads/Signs	\$ 21,500

WPCOG Contracts:

- Planning & Zoning Administration
\$26,189 – Second year of two-year contract
- Storm water Management
\$18,450 – First year of two-year contract
- Stormwater Mapping
\$6,776 – Third year of four-year contract
- Code Enforcement
\$16,973 – First year of two-year contract

Capital Project Funds

Fund #43 – American Recovery Plan \$1,182,049

Fund #46 – Streetscape \$ 110,000

Fund #49 – HUB Building Improvements \$1,110,460

Jonathan stated that the proposed budget will remain a working document until it is adopted at the June 20, 2023 meeting. A copy will be available for the public to review by request. Any changes will be presented before adoption of the budget. Jonathan stated that this has been a very good budget process, and he showed his appreciation for the help he received from the Board and the staff.

Motion: (Jeff Link/Jim Engelman) to call for public hearing for the June 20th meeting to adopt the FY 2023-2024 Budget. Unanimously approved.

Personnel Committee Report:

Rick Shew, Chairman of the Personnel Committee, presented the results of the new pay study. He commented that the Committee voted to approve the new paygrade scale, and to recommend approval by the full Board.

TOWN OF HUDSON LIST OF SALARY ARRANGED BY GRADE 2023 - 2024						Min	Midpt	Max
Grade	Classification	Min	Midpt	Max				
3		23,800	29,750	35,700	19		51,952	64,941
4		24,990	31,238	37,485	20	Tax Administrator/Clerk	54,550	68,188
5		26,240	32,799	39,359		Public Works Director		81,825
6		27,551	34,439	41,327		HUB Manager		
7	Building Maintenance	28,929	36,161	43,394	21		57,278	71,597
8		30,376	37,969	45,563	22		60,141	75,177
9	Landscape Maintenance Worker	31,894	39,868	47,841	23	Parks and Recreation Director	63,148	78,936
10	Customer Service	33,489	41,861	50,233	24		66,306	82,882
11	Equipment Operator	35,163	43,954	52,745	25	Finance Officer	69,621	87,027
12	Police Administrative Specialist	36,922	46,152	55,382		Police Chief		104,432
13	Landscape Crew Leader	38,768	48,460	58,152	26		73,102	91,378
14	Recreation Program Supervisor	40,706	50,883	61,059	27		76,757	95,947
15	Assistant Public Works Director	42,741	53,427	64,112	28		80,595	100,744
	Recreation Athletic Director				29		84,625	105,781
	Police Officer				30		88,856	111,070
16		44,878	56,098	67,318	31		93,299	116,624
17		47,122	58,903	70,684	32		97,964	122,455
18	Police Investigator	49,478	61,848	74,218	33		102,862	128,578
	Police Sergeant				34		108,005	135,007
					35		113,406	141,757

FY2023 Pay Study Market Comparisons Summary				
Position	Hudson Current AVG Salary	Market Average	Market Median	Market Comparison % Above(+)/Below (-) AVG
Administration				
Town Manager	79,500	143,300	145,653	-80.3% 0.0%
Finance Officer	67,894	98,898	96,279	-45.7%
Customer Service Clerk	34,002	36,555	36,083	-7.5%
Town Clerk/Tax Collector	59,219	58,408	54,424	1.4%
HUB				
HUB Manager	57,876	N/A	N/A	N/A
Bldg Maintenance	29,250	N/A	N/A	N/A
Police				
Police Chief	77,893	94,994	94,288	-22.0%
Police Sergeant	53,558	52,518	50,379	1.9%
Police Investigator	60,341	52,525	53,087	13.0%
Police Officer	45,829	44,429	44,802	3.1%
Police Admin Specialist	42,435	43,890	40,512	-3.4%
Public Works				
Public Works Director	54,465	90,957	82,139	-67.0%
Assistant PW Director	46,714	58,533	53,040	-25.3%
Landscape Crew Leader	39,355	39,731	42,375	-1.0%
Equipment Operator	36,813	35,826	35,334	2.7%
Landscape Maintenance	34,064	33,657	32,540	1.2%
Parks and Recreation				
Parks and Rec Director	61,637	81,001	83,675	-31.4%
Rec Athletic Director	45,246	46,569	45,229	-2.9%
Rec Program Supervisor	37,288	48,648	49,483	-30.5%

Market Comparison without County and Cities of Lenoir, Hickory, and Morganton but Includes Town of Sawmills

FY2023 Pay Study Market Comparisons Summary				
Position	Hudson Current AVG Salary	Market Average	Market Median	Market Comparison % Above(+)/Below (-) AVG
Administration				
Town Manager	79,500	111,021	104,775	-39.6%
Finance Officer	67,894	86,723	85,710	-27.7%
Customer Service Clerk	34,002	38,450	37,710	-13.0%
Town Clerk/Tax Collector	59,219	60,523	62,543	-2.2%
HUB				
HUB Manager	57,876	N/A	N/A	N/A
Bldg Maintenance	29,250	N/A	N/A	N/A
Police				
Police Chief	77,893	78,919	81,120	-1.3%
Police Sergeant	53,558	50,822	49,527	5.1%
Police Investigator	60,341	53,763	55,419	10.9%
Police Officer	45,829	43,329	43,819	5.5%
Police Admin Specialist	42,435	39,341	39,520	7.3%
Public Works				
Public Works Director	54,465	77,297	71,878	-41.0%
Assistant PW Director	46,714	46,209	46,485	1.1%
Landscape Crew Leader	39,355	35,766	36,374	9.1%
Equipment Operator	36,813	37,431	38,219	-1.7%
Landscape Maintenance	34,064	30,632	30,362	10.1%
Parks and Recreation				
Parks and Rec Director	61,637	68,133	63,440	-10.5%
Rec Athletic Director	45,246	47,521	46,719	-5.0%
Rec Program Supervisor	37,288	46,302	46,302	-24.2%

Motion: (Personnel Committee) to approve the new paygrade scale as presented. Unanimously approved.

Discussion of Salary Increases for Upcoming Budget: Rick stated that the Committee discussed different scenarios for the percentage of pay increases for the FY 2023-2024 Budget, and favored the 4% to 15% option. He added that a performance evaluation was conducted of the Town Manager by the Board Members and selected Town Employees, and the Board would be discussing the results of the evaluation during the closed session.

Budget Revisions:

Jonathan presented the following budget revisions:

Amendment # 23-13 Corrects the amount budgeted for the interest on our loan. The budget had most of the interest budgeted with the principal payment.

Amendment #23-13

Date: May 2, 2023				
Department: Finance				
Dept Head Signature				
Purpose: To correct budget for debt expenditures for FY23				
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
10-640-4801	Principal-I/P	\$ 94,385	\$ (1,606)	\$ 92,779
10-640-4810	Interest-Debt	\$ 3,946	\$ 1,606	\$ 5,552
		\$ -		\$ -
	Total	\$ 98,331	\$ -	\$ 98,331

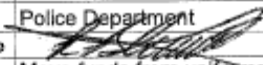
Amendment #23-14 –
Moves money from the
Board’s budget to the
Administration budget
to cover the cost of the
new projector for the
meeting room.

Amendment #23-14

Date:	May 2, 2023			
Department:	Administration			
Dept Head Signature				
Purpose:	Move money from BOC budget to Admin for new projector for meeting room.			
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
10-410-2570	Miscellaneous-Gov Board	\$ 15,000	\$ (4,100)	\$ 10,900
10-420-3740	Capital Outlay-Equipment	\$ -	\$ 4,100	\$ 4,100
				\$ -
	Total	\$ 15,000	\$ -	\$ 15,000

Amendment #23-15
Moves funds to
purchase “goodies”
for events and
visiting school
groups.

Amendment #23-15

Date:	May 15, 2023			
Department:	Police Department			
Dept Head Signature				
Purpose:	Move funds from uniforms to community resource supplies to purchase handouts for events and school groups.			
Revenue:				
Account Number	Account Title	Current Budget	Change to Budget	Amended Budget
		0		\$ -
				\$ -
				\$ -
				\$ -
	Total	\$ -		
Expense:				
Account Number	Account Title	Current Budget	Change to Budget	Amended Budget
10-510-2360	Uniforms Law	\$ 11,400	\$ (1,500)	\$ 9,900
10-510-2336	Community Resource Supplies	\$ 700	\$ 1,500	\$ 2,200
				\$ -
				\$ -
				\$ -
				\$ -
				\$ -
	Total	\$ 12,100	\$ -	\$ 12,100

Motion: (Ann Smith/Barry Mitchell) to approve all the budget amendments as presented. Unanimously approved.

Informal Discussion:

Department Reports:

- Police Report – Included in Packet
- Financial Report:

TOWN OF HUDSON MONTHLY FINANCIAL REPORT -April 2023

	Current Month*	Last Month**
SUMMARY OF CASH ACCOUNTS		
Cash/Checking	\$ 357,302	\$ 439,733
NC Capital Management Trust	3,491,282	3,595,912
CD - First Citizens Bank	100,119	100,119
	\$ 3,948,703	\$ 4,135,765

	Budget 2022-2023	ACTIVITY THIS MONTH	ACTIVITY TO DATE	OPEN ENCUMBRANCES	Balance	%
REVENUES	\$ 4,673,040	\$ 190,183	\$ 3,847,684		\$ 825,356	82.34%
EXPENDITURES	\$ 4,673,040	\$ 321,124	\$ 3,433,449	\$ 91,331	\$ 1,148,261	75.43%
REVENUES- AMERICAN RESCUE PLAN (ARPA)	\$ 1,182,049		\$ 1,182,049		\$ 0	100.00%
EXPENDITURES- AMERICAN RESCUE PLAN (ARPA)	\$ 1,182,049	\$ 162,002	\$ 494,816		\$ 687,233	41.86%
REVENUES- CAP PROJECT HUD OPT PK	\$ 445,160	\$ 2,000	\$ 222,516		\$ 222,644	49.99%
EXPENDITURES-CAP PROJ HUD OPT PK	\$ 445,160	\$ 51,409	\$ 440,061	\$ 3,841	\$ 1,258	99.72%
REVENUES-CAP PROJ STREETSCAPES	\$ 100,000	\$ 100,000	\$ 100,000		\$ -	100.00%
EXPENDITURES-CAP PROJ STREETSCAPES	\$ 100,000	\$ -	\$ -		\$ 100,000	0.00%
REVENUES- CAPITAL PROJECT HUB ST.	\$ 1,135,300	\$ 25,000	\$ 589,343		\$ 545,957	51.91%
EXPENDITURES- CP HUB STATION	\$ 1,135,300	\$ -	\$ 404,372		\$ 730,928	35.62%

May 16, 2023 Regular Meeting

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 98%.**
- 2 There is a three month lag in sales tax distribution. Sales Tax Revenues are currently at a 10.4% increase over this time in FY22.
- 3 Most state-shared revenues are distributed quarterly. The first allocation for Powell Bill was received in September 2022. We received our second allocation in December.
- 4 Investment earnings this period were \$13,668.01; Fiscal YTD \$97,289.40

* Does not reflect all monthly adjusting entries

**Reflects Monthly Closing Entries and Updated

• Planner's Report:

Economic Dev, Zoning Ordinance, Subdivision, Watershed, Floodplain Enforcement.

Project	Issue	Status
Economic Development		
Economic Dev and plan review	<ol style="list-style-type: none"> 1. RPM is expanding adding a warehouse. Construction is underway-Still open Discussion of pocket Community-on Huss Ave 2. Other movements for housing in works 	Both projects are moving forward.
Zoning Changes to Central Business District	Additional Changes coming for zoning ordinance	Updating the Zoning Ordinance
Watershed/Floodplain and		
Subdivision Regulations	Approved 4+ minor subdivisions of property. Dealt with a few other subdivision problems.	Ongoing
**Zoning Permits and compliance letters	16 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 (50+) Have decreased over the past few months. In addition, other elements of the job have stayed steady. This is where I have stayed busy...	Had several phone calls by citizens, realtors, surveyors, and developers. Business has picked up again. Met with business owners about expansions Met with folks about storage units and other business expansions.
Zoning violations/floodplain	111-115 Main Street –storage buildings in floodplain	In progress
Action Items for Commissioners this meeting	<ol style="list-style-type: none"> 1. Call for Hearing for Zoning Text Amendment 	Call for Hearing for Zoning Text Amendment at May meeting.

Teresa mentioned that she has been receiving a lot of inquiries from commercial activities.

Closed Session: NCGS 143-318.11(a)(6) Employee Performance

Janet stated that the Board was going into Closed Session in accordance with NCGS 143-318.11(a)(6) – to discuss the Town Manager's performance evaluations and contract.

Motion: (Barry Mitchell/Ann Smith) to go into closed session. Unanimously approved.

Return to Regular Session:

Motion: (Jeff Link/Ann Smith) to return to regular session. Unanimously approved.

Discuss Salary Rate Increase for Town Manager:

Rick stated the results of the recent performance evaluation for Jonathan were very positive, and he thanked him for a job well done in managing the Town.

Motion: (Rick Shew/Jim Engelman) to increase Jonathan's salary 12% for FY 2023/2024, and to extend his employment contract as Town Manager for another year. Unanimously approved.

Adjournment:

Motion: (Jeff Link/Barry Mitchell) to adjourn the meeting. Unanimously approved.

Tamra T. Swanson, Town Clerk