

Town of Hudson Regular Meeting

March 19, 2024

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

Members Absent: Commissioner Jim Engelman

Others Present: Town Manager, Jonathan Greer, Chief of Police, Brandon Nelson, Town Attorney, Jonathan Green, Town Planner, Teresa Kinney, Code Enforcement Officer, Curt Willis, and Town Clerk, Tammy Swanson

Call to Order:

Mayor Janet Winkler called the March 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 March agenda, and the following item was added.

Item: 7a - Call for a Public Hearing for Rezoning - RZ 2024-01

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

Public Comment for Items Not on the Agenda:

No one signed up for public comment.

Approval of Minutes:

Motion: (Larry Chapman/Rick Shew) to approve the minutes, as presented, for the February 20, 2024 Regular Meeting, the March 11, 2024 Public Safety Committee Meeting, the March 5, 2024 Swearing-In Ceremony, and the March 8, 2024 Swearing-In Ceremony. Unanimously approved.

Introduction of New Officers:

New Officers, Zachary Smith, Harlee McCall and Tanner Powell were introduced to the Board. Officer Harlee McCall was sworn in on March 5th and Officers Smith and Powell were sworn in on March 8th. Chief Brandon Nelson stated that all three officers were part of the pre-hire program, which proved to be successful. Officer McCall thanked the Board for the opportunity, and she commented that she is excited to get started. Officer Smith stated it is good to get to work in the Town he grew up in, and Officer Powell thanked the Chief and the Board for the opportunity to work in Hudson.

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Chief Nelson stated that he is an instructor for BLET in both of the local programs, and he thanked the Board for allowing him to be an instructor in the programs.

The Board thanked Chief Nelson and the Officers for their willingness to serve.

Resolution for HUB Station Kitchen Grant:

Jonathan stated that we are applying for additional grant funding for the HUB Kitchen renovation project. He commented that if the grant is funded, it would cover 95% of the cost to re-do all of the floors, and remodel the former staff bathroom into a mop sink. Jonathan added that we currently have a grant, but Commerce has opened the funding up once again, due to some jurisdictions not using their funds. This round of funding is being considered “gap funding,” due to some of the projects receiving less funding than originally requested. Jonathan stated that he believes our chances of getting the “gap funding” are very good, since we are currently using the grant funding we were already awarded.

Motion: (Barry Mitchell/Ann Smith) to adopt the Resolution Application for the Rural Transformation Grant for the HUB Station Kitchen Improvements Project Phase II. Unanimously approved.

The resolution was adopted as follows:

**Town of Hudson
Resolution Application for North Carolina
Department of Commerce Rural Transformation Grant
Fund Rural Engagement & Investment Program
HUB Station Kitchen Improvements Phase II**

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

WHEREAS, the Board fully supports the proposed project by HUB Station Kitchen Improvements Phase II which will result in improvements to The HUB Station at 145 Cedar Valley Road, Hudson, NC 28638; and,

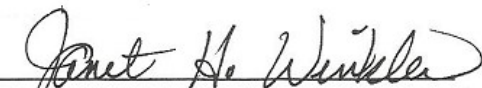
WHEREAS, the Board wished to pursue a formal application for Rural Downtown Economic Development Grant in the amount of **\$84,815.04** from the North Carolina Department of Commerce, Rural Transformation Grant Fund, Rural Engagement & Investment Program; and,

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 Improvements Phase II.

That this Resolution shall take effect immediately upon its adoption.

Adopted this the 19th day of March, 2024 in Hudson, North Carolina.


Janet H. Winkler, Mayor

ATTEST:


Tamra T. Swanson, Town Clerk

Approval to Advertise Delinquent Taxes:

Tammy stated that each year, we ask for the Board's approval to advertise a list of delinquent taxpayers in the newspaper. The list consists of real property owners only, and since we can advertise at least once between the months of March through June, we plan to advertise at the end of June. Tammy explained that the taxpayers making regular payments will not be advertised, and accounts owing less than \$25.00 will also not be advertised. An advertising fee of \$2.50 will be charged to the accounts that are advertised to help cover the costs of the ad. Tammy stated that the taxpayers that are going to be advertised will be sent a notice 30 days prior to the advertisement being published. Tammy provided a current list of delinquent taxpayers for the Board to review.

Motion: (Rick Shew/Larry Chapman) to approve the advertisement of the 2023 delinquent taxpayers in the newspaper as requested. Unanimously approved.

Call for a Public Hearing for Rezoning – RZ 2024-01:

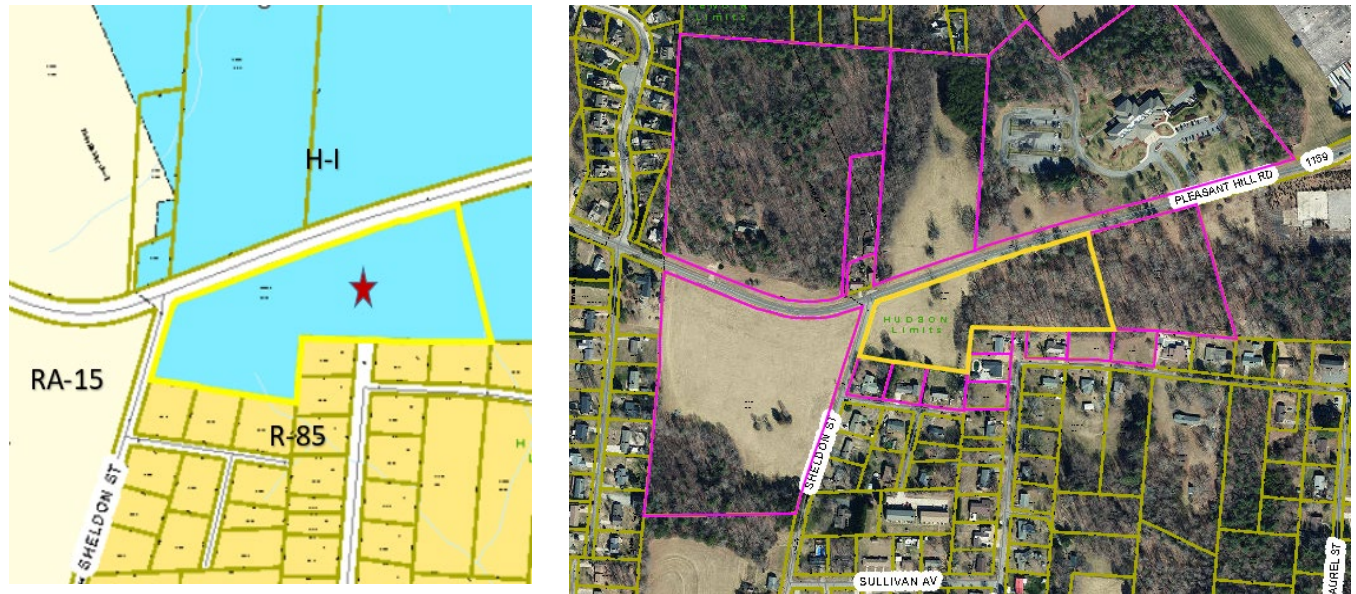
Teresa stated that the Town has received a rezoning request for 5.37 acres located in the Town Limits on Pleasant Hill Road. The property is owned by Shuford Development, and is currently zoned H-I (Heavy Industrial). The request is to rezone the property to R-85 (High Density Residential) to allow residential development.

The Planning Board will consider the request at their meeting on April 11th at 6:00 pm, and will make a recommendation to the Board of Commissioners. We ask that a Public Hearing be

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scheduled by the Board of Commissioners for the April 16th meeting at 6:00 pm to also consider the rezoning request.

Rezoning Maps:



Motion: (Ann Smith/Jeff Link) to call for a public hearing for the April 16th Meeting to hear Rezoning Request 2024-01 (H-1 to R-85) as requested. Unanimously approved.

Public Safety Committee Report:

Policy Manual Change – Tattoos: Police Chief, Brandon Nelson, presented a report from the Public Safety Committee Meeting that was held on March 11th. Chief Nelson discussed a Policy change for the Police Department’s Operations Manual. He commented that although Policy changes do not require Board approval, he wanted to make the Board aware of this change. He stated that area agencies are beginning to allow their officers to have their tattoos exposed mainly on their forearms. Chief Nelson stated that we do have some officers that have tattoos, and although we want our officers to remain professional in their appearance, we also do not want them to have to wear long sleeves to cover their tattoos during the hot summer months.

Chief Nelson presented the following “Tattoo and Body Mutilation” Policy for the Board to review.

III. Tattoos and Body Mutilation

- A. Tattoos are authorized to be visible on the arms and legs of all sworn and non-sworn employees. The following types of Tattoos are PROHIBITED:
1. Extremist: Extremist tattoos are those affiliated with, depicting, or symbolizing, extremist philosophies, or organizations or activities.
 2. Indecent or Derogatory: Indecent or derogatory tattoos are those that are grossly offensive to modesty, decency, or professionalism. Tattoos depicting any type of nudity are considered to be indecent.
 3. Sexist: Sexist tattoos are those that advocate a philosophy that degrades or demeans a person based on gender.
 4. Racist: Racist tattoos are those that advocate a philosophy that degrades or demeans a person based on race, ethnicity, or national origin.
 5. Political: Political tattoos are those that advocate or present any current, past, or future political views that may cause controversial in the agency or community.
 6. Tattoos on the head, face, neck, and hands (below the wrist bone) are **PROHIBITED**. The only exception to this section is that an employee may have one ring tattoo on each hand, below the joint of the bottom segment (portion closest to the palm) of the finger. This section also applies to units working in an undercover status.
- B. If at any point a tattoo is deemed in violation of this policy then the employee may be required to cover the tattoo pending the result of an internal investigation. Depending on the nature of the tattoo, an employee could be disciplined up to and including dismissal for violating this policy.
- C. Employees who wish to display their tattoos while on duty must get prior approval from the Chief of Police.
- D. The Chief of Police may determine if revocation of approval is appropriate to conform with evolving community standards, attitudes, or beliefs.
- E. Employees shall immediately cover a tattoo upon direct order from the Chief of Police.
- F. Intentional body mutilations or other body adornments on/in the hands, neck, face, head, ears and other visible area of the body are **PROHIBITED**. These adornments include but are not limited to:
- Split or forked tongue.
 - Foreign objects inserted under the skin to create a design or pattern.
 - Foreign objects inserted in the tongue or mouth.
 - Enlarged or stretched holes in the ears.
 - Intentional scarring or branding.

Members with tattoos, intentional body mutilations and/or other body adornments on the neck, forearms, or legs will wear the long sleeve shirt and/or long pants, or appropriate arm covering during all seasons to fulfill the requirements of this policy.

IV. Exception

The exception to these regulations shall be only with the written consent of the Chief of Police. Some reasons that an exception may be considered are those based upon medical conditions, special assignment, etc.

Chief Nelson stated that he believes this is a strict policy, but is in line with what other agencies are requiring. He added that all of the tattoos exposed will have to have his approval. Chief Nelson commented that he wants to be pro-active with these types of policies. The Department does not want an officer to go to another agency because of a tattoo policy.

Jonathan stated that the Public Safety Committee had no problems with the policy so long as the tattoos are in line with the updated policy.

Off-duty Officer Rate of Pay: Chief Nelson stated that in order for us to stay current with surrounding agencies, we need to increase the rate of our off-duty officers' pay. Surrounding agencies are currently charging \$40 per hour, and we currently charge \$35 per hour. Chief Nelson stated that he planned to raise the off-duty officer rate to \$40 beginning June 1, 2024.

Chief Nelson commented that the Town has a policy that off-duty officers are to be hired for events happening in Town, such as concerts in Windmill Park, car shows, festivals, etc., whether or not the event involves alcohol. He stated that the Committee discussed whether or not this policy needs to be re-evaluated – are off-duty officers needed for every event.

Jonathan commented that the Windmill Park Events were used as an example, because the Park is located right behind the Town Hall, and officers are constantly coming in and out of the Police Department. Does there really need to be an off-duty officer hired for those events?

The Committee suggested that the policy could be changed, with a requirement added to the Event Application that the Board of Commissioners would make the decision whether or not there needs to be off-duty officer(s) hired for the event. Discussion will be continued on this policy.

Jonathan stated that no Board action was required for these updates at this time.

Budget Revisions:

Jonathan presented the following budget revisions for the Board to review.

Amend.# 24-13

This amendment is being requested to recognize the following donations: from the Kiziah family for the dog park, from HCDA and Jan Karon for the Depot Museum, and a donation for baseball.

#24-13				
Date:	March 15, 2024			
Department:	Admin			
Manager's Approval:	Jonathan Greer			
Purpose:	Recognize donation from Kiziah family to dog park, HCDA and Jan Karon donations to Depot Museum, donation for baseball.			
Revenue:				
Account Number	Account Title	Current Budget	Change to Budget	Amended Budget
10-350-3343	Donations-General Fund	\$ 5,000	\$ 15,719	\$ 20,719
Total Revenue		\$ 5,000	\$ 15,719	\$ 20,719
Expenditures:				
10-620-3740	Capital Outlay-Equipment	\$ 7,500	\$ 5,719	\$ 13,219
10-420-2575	Depot Museum	\$ -	\$ 7,500	\$ 7,500
10-620-2346	Program Supplies-Baseball	\$ 3,300	\$ 2,500	\$ 5,800
				\$ -
Total Expenditure		\$ 10,800	\$ 15,719	\$ 26,519

Amend. #24-14

This amendment is needed to recognize investment revenue above budgeted amount and expense to various departments.

#24-14

Date: March 15, 2024				
Department: Admin				
Manager's Approval: Jonathan Greer				
Purpose: Recognize Investment revenue above budgeted amount and expense to various departments.				
Revenue:				
Account Number	Account Title	Current Budget	Change to Budget	Amended Budget
10-380-3831	General Fund Investment Earnings	\$ 65,000	\$ 14,000	\$ 79,000
Total Revenue		\$ 65,000	\$ 14,000	\$ 79,000
Expenditures:				
10-410-2570	Miscellaneous-Governing Board	\$ 7,000	\$ 11,000	\$ 18,000
10-420-2570	Miscellaneous-City Manager	\$ 4,000	\$ 3,000	\$ 7,000
				\$ -
				\$ -
Total Expenditure		\$ 11,000	\$ 14,000	\$ 25,000

Amend. # 24-15

This amendment is needed to move funds from Powell Bill Engineering and Powell Bill Capital Outlay to maintenance/repair of streets. We also need to move the remaining funds from capital outlay - equipment to maintenance/repair of streets. We will fix two stormwater issues.

#24-15

Date: March 15, 2024				
Department: Admin				
Manager's Approval: Jonathan Greer				
Purpose: Move funds from Powell Bill Engineering and Powell Bill Capital Outlay to maintenance/repair of streets. Also move remaining funds from capital outlay-equipment to maintenance/repair of streets. We will fix two stormwater issues.				
Revenue:				
Account Number	Account Title	Current Budget	Change to Budget	Amended Budget
				\$ -
Total Revenue		\$ -	\$ -	\$ -
Expenditures:				
10-570-2460	Engineering Fees - Powell Bill	\$ 32,000	\$ (5,000)	\$ 27,000
10-570-3740	Capital Outlay Equipment-Powell B	\$ 26,300	\$ (1,000)	\$ 25,300
10-570-2170	Maintenace/Repair Streets- Powell B	\$ 85,000	\$ 6,000	\$ 91,000
				\$ -
Total Expenditure		\$ 143,300	\$ -	\$ 143,300

Motion: (Ann Smith/Jeff Link) to approve all three budget revisions as requested. Unanimously approved.

Informal Discussion:

- **Police Report** – included in agenda packets
- **Planner’s Report:**

Staff Report-Planning/Zoning Department, February, 2024

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

Project	Issue	Status
Economic Development	Ongoing	
Economic Dev and plan review	<ol style="list-style-type: none"> 1. Still open Discussion of pocket Community-on Huss Ave 2. Meeting with housing developer this week concerning possible projects 3. Possible new restaurants coming to town 	
Zoning Changes to Central Business District	Additional Changes coming for zoning ordinance for new SIGN section. Look for that in April. Working on a new updated subdivision ordinance	
Watershed/Floodplain and	New FEMA Floodplain maps are soon going to be available and the town will need to adopt following public comment time.	New Maps are available for review online https://fris.nc.gov/fris/Home.aspx?ST=NC
Subdivision Regulations	Approved 3 minor subdivisions of property. Dealt with a few other subdivision problems.	Ongoing
**Zoning Permits and compliance letters	9 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 and changes of use
**Citizens requests permits and general discussion	Phone Calls received (20+)	Had several phone calls by citizens, realtors, surveyors, and developers. Business has picked up again. Met with business owners about expansions Storage Building companies are continuing to be an issue as they inform their customers that no permits are required.
Zoning violations/floodplain	Chicken Keeping	Cedar Valley Rd
Action Items for Commissioners this meeting	Possible Text Amendment for Animal Keep and Sign Section of Zoning Ordinance	
General: Planning Board and Board of Adjustment: Reviewing new sign ordinance and residential text amendment in preparation.		

- **Code Enforcement Report:**

Case Number (YRMT-XXX)	Date Opened (YRMTDY)	Town	Property Address	Violation	Man Hours	Status	Deadline
HU2403-076	240307	Hudson	341 Maple St	Nuisance - TJD	1	Owner Notified-Cert	240320
HU2403-077	240307	Hudson	341 Maple St	Non Res Min	1	Owner Notified-Cert	240320
HU2403-078	240307	Hudson	341 Maple St	Min Housing	1	Owner Notified-Cert	240320
HU2403-079	240311	Hudson	134 Ridge St	JNMV	1	New Violation	240430
HU2403-080	240312	Hudson	132 Ridge St	Nuisance - TJD	1	New Violation	240430
HU2403-081	240313	Hudson	596 Central St	Nuisance - TJD	1	New Violation	240430

- **Financial Report:**

**TOWN OF HUDSON
MONTHLY FINANCIAL REPORT FEBRUARY 2024**

10

	Current Month*	Last Month**
SUMMARY OF CASH ACCOUNTS		
Cash/Checking	\$ 502,647	\$ 231,806
NC Capital Management Trust	3,500,674	3,798,202
CD - First Citizens Bank	100,125	100,119
	<u>\$ 4,103,446</u>	<u>\$ 4,130,128</u>

	Budget 2023-2024	ACTIVITY THIS MONTH	ACTIVITY TO DATE	OPEN ENCUMBRANCES	Balance	%
REVENUES	\$ 4,849,404	\$ 237,773	\$ 4,068,907		\$ 780,497	83.91%
EXPENDITURES	\$ 4,849,404	\$ 247,295	\$ 3,019,682	\$ 43,044	\$ 1,786,678	63.16%
REVENUES- AMERICAN RESCUE PLAN (ARPA)	\$ 1,182,049	\$ -	\$ 1,182,049		\$ 0	100.00%
EXPENDITURES- AMERICAN RESCUE PLAN (ARPA)	\$ 1,182,049	\$ -	\$ 1,084,865		\$ 97,184	91.78%
REVENUES-CAP PROJ STREETSCAPES	\$ 110,000	\$ -	\$ 110,000		\$ -	100.00%
EXPENDITURES-CAP PROJ STREETSCAPES	\$ 110,000	\$ 1,375	\$ 28,166		\$ 81,834	25.61%
REVENUES-CAP PROJ HUB PARKING LOT/KITCHEN	\$ 350,000	\$ -	\$ -		\$ 350,000	0.00%
EXPENDITURES-CAP PROJ HUB PARKING LOT/KIT	\$ 350,000	\$ -	\$ 52,234		\$ 297,766	14.92%
REVENUES- CAPITAL PROJECT HUB ST.	\$ 1,135,300	\$ -	\$ 655,693		\$ 479,607	57.76%
EXPENDITURES- CP HUB STATION	\$ 1,135,300	\$ 238	\$ 418,301	\$ 13,929	\$ 703,070	38.07%

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 collections rate is 96%.
- 2 There is a three month lag in sales tax distribution. Sales Tax Revenues are currently 2.3% above revenues in prior year.
- 3 Most state-shared revenues are distributed quarterly. The second allocation for Powell Bill was received in December.
- 4 Investment earnings this period were \$15,280.41. Total investment earnings year to date are \$118,551.65

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Sales Tax Revenue

	PY	CY
3231	198,228.33	201,191.19
3232	149,515.14	153,123.33
3233	95,486.56	96,666.94
3234	37,837.49	41,080.01
3235	165,586.99	169,737.59
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	646,654.51	661,799.06

% Increase **2.3%**

Upcoming Meetings/Events:

- HUB Committee Meeting, March 25th 9:30 am at Town Hall
- Public Works Committee Meeting, April 1st at 9:30 am
- Recreation Committee Meeting, April 3rd at 12:00 Noon at Recreation Center
- Camp Enterprise Graduation – March 31st at HUB Station
- WPCOG Policy Board Meeting – March 26th 6:00 pm at HUB Station
- Industry Appreciation Luncheon April 10th at Civic Center
- WPCOG Annual Meeting April 11th at 6:00 pm at Hickory Metro

Adjournment:

Motion: (Larry Chapman/Barry Mitchell) to adjourn the meeting. Unanimously approved.

Tamra T. Swanson, Town Clerk