

**TOWN OF FOUR OAKS
TOWN COUNCIL MEETING
MARCH 14TH, 2022
AGENDA**

- 1) Call to Order
- 2) Invocation and Pledge of Allegiance
- 3) Approval of Minutes
 - (a) Town Council Meeting – February 14th, 2022
- 4) Oath of Office – Kim Robertson as Commissioner
- 5) Public Comments
- 6) Public Hearings
 - (a) William G. McLamb, petitioner & owner of parcel # 08H11199 on Parkertown Rd., Four Oaks, NC – Special Use to build a 2022 Modular Home
 - (b) CStanley Real Estate, Inc, petitioner & owner of parcel # 08I11130F at 5157 US Hwy 301, Four Oaks, NC – Special Use for Addition to Charles Cabinets
 - (c) Amend the Table of Uses to add Venues
 - (d) John & Lynn Price, petitioner & owners of parcel # 08H10074H at 8400 US Hwy 301 S, Four Oaks, NC – Special Use for a Venue
 - (e) David & Tami Thompson, petitioner & owners of parcel #15H09020D at 403 Old Olive Rd., Smithfield, NC – Special Use for a Venue
 - (f) Certificate of Sufficiency & Annexation Ordinance – Town of Four Oaks located off Pecan Valley Way & Civitan Rd, Four Oaks, NC, Parcel # 08H10016I
- 7) New Business
 - (a) Resolution for Annexation Investigation – Golden Leaf LLC, Dan Byrd, located at 715 E Sanders St., Four Oaks, NC, Parcel # 08I10047C
 - (b) Grant Project Budget Ordinance – NC 96 / Keen Rd Sewer Extension
 - (c) Grant Project Budget Ordinance – CDBG-CV Downtown Streetscape Phase 1
- 8) Mayor’s Comments
- 9) Department Reports
 - (a) Police – Hatch
 - (b) Parks & Rec & Outreach – Hines
 - (c) Water and Sewer – Medlin
 - (d) Sanitation & Streets – Surlis
 - (e) Finance – Hardy

Adjournment

TOWN OF FOUR OAKS
TOWN COUNCIL MEETING
MARCH 14TH, 2022
MINUTES

Call to Order

Mayor Vic Medlin called the March 14th, 2022 regular scheduled Town Council meeting to order at 7:00 p.m. Those present included Commissioners Andy Hardy, John Hatch, Mike Hines, Kim Robertson, and Carles Surlis. Also, present were Public Works Director Barry Stanley; Police Chief Stephen Anderson; Planning & Zoning Administrator Pauline Ketchum; Town Clerk Martha Garris recording minutes; and Mike Dart from FO Benson New in Review.

Invocation and Pledge of Allegiance

Commissioner Hatch gave the opening Invocation with John Ross Robertson leading the Pledge of Allegiance.

Approval of Minutes

Town Council Meeting – February 14th, 2022

Commissioner Hardy made a motion to approve the Town Council regular meeting minutes as presented, seconded by Commissioner Hines, voting unanimous.

Oath of Office

Andy Hardy – Mayor Pro Tem

Honorable Mayor Victor Medlin read Oath of Commissioner swearing in Kim Robertson. The Oath was signed accordingly.

Mayor Medlin reported that Commissioner Robertson will be taking over Parks & Recreation and Outreach and Commissioner Hines will be taking over Water & Sewer.

Public Comments

CW Jones, resident at 215 W Lewis St., expressed that he loves the Town but wanted to address the board with the following concerns:

- Old School Rd / W. Lewis St. – in need of repairs, there's a dip in the street and big trucks shake the houses in the area
- Complaint about speeders – feels the speed limit needs to be reduced
- Expressed his area should be designated as a school zone area because it is ½ block or 1,079 feet from the elementary school.

Mayor Medlin responded that the street repairs were in the Town's upcoming plans for the Spring and the board will have to check into the other concerns because the street is a NCDOT street.

Public Hearings

Mayor Medlin called the meeting into a public hearing.

William G. McLamb, petitioner & owner of parcel # 08H11199 on Parkertown Rd., Four Oaks, NC – Special Use to build a 2022 Modular Home

Pauline Ketchum, Planning & Zoning Administrator, relayed the Planning Board heard the request for a special use by William G. McLamb, petitioner & owner of parcel # 08H11199 on Parkertown Rd., Four Oaks, NC to place a 2022 Modular Home on the 4.35 acres. Mrs. Ketchum relayed the property is in the ETJ, zoning is R-A, and it would have County water and a septic tank. She reported letters had been sent out, she had received no inquiries, they meet all requirements but need a special use permit for a modular home, and the planning board was recommending this for Board approval. There were no public comments.

Mayor Medlin closed the public hearing. Motion to approve the proposed special use by William G. McLamb, petitioner & owner of parcel # 08H11199 on Parkertown Rd., Four Oaks, NC to place a 2022 Modular Home on the property was made by Commissioner Hines, seconded by Commissioner Hardy, voting unanimous.

Mayor Medlin called the meeting back into a public hearing.

CStanley Real Estate, Inc, petitioner & owner of parcel # 08I11130F at 5157 US Hwy 301, Four Oaks, NC – Special Use for Addition to Charles Cabinets

Pauline Ketchum, Planning & Zoning Administrator, relayed the Planning Board heard the request for a special use by CStanley Real Estate, Inc, petitioner & owner of parcel # 08I11130F at 5157 US Hwy 301, Four Oaks, NC for an office addition to Charles Cabinets on the side. Chris Stanley was present representing CStanley Real Estate, Inc. Mrs. Ketchum relayed the request is for a nonconforming use for a pre-existing business therefore needs a special use permit, property is in the ETJ, and the zoning is R-A. She reported letters had been sent out, she had received no inquiries and the planning board was recommending this for Board approval. There were no public comments.

Mayor Medlin closed the public hearing. Motion to approve the proposed special use by CStanley Real Estate, Inc, petitioner & owner of parcel # 08I11130F at 5157 US Hwy 301, Four Oaks, NC for an office addition to Charles Cabinets was made by Commissioner Hardy, seconded by Commissioner Hatch, voting unanimous.

Mayor Medlin called the meeting back into a public hearing.

Amend the Table of Uses to add Venues

Pauline Ketchum, Planning & Zoning Administrator, relayed the Planning Board had received inquiries for venues in the ETJ and the board was proposing to amend the table of uses in the zoning ordinance to add venue for events to the R-A zoning district as a special use. This will require properties to be least 1 acre and require a special use approval by the Boards.

Commissioner Hines inquired if venue for events were on the County's Table of Uses. Mrs. Ketchum responded no based on her research online however she had inquired but had not received confirmation from the County. Her understanding was the Town of Benson was planning to add it soon. Commissioner Hatch inquired if it was only being added to R-A zoning.

Mrs. Ketchum confirmed yes at this time it was only for the R-A zoning and on property greater than or equal to one (1) acre. Commissioner Hardy inquired about the definition of events. Mrs. Ketchum and Albert Brewer, Chairman of the Planning Board, responded it is a place for special events such as weddings, reunions, receptions, birthday parties, and showers.

Mayor Medlin closed the public hearing. Motion to amend the zoning ordinance table of uses to add venue for events to the R-A zoning as a special use was made by Commissioner Hatch, seconded by Commissioner Robertson, voting unanimous.

Mayor Medlin called the meeting back into a public hearing.

John & Lynn Price, petitioner & owners of parcel # 08H10074H at 8400 US Hwy 301 S, Four Oaks, NC – Special Use for a Venue

Pauline Ketchum, Planning & Zoning Administrator, relayed the Planning Board heard the request for a special use for a venue by John & Lynn Price, petitioner & owners of parcel # 08H10074H at 8400 US Hwy 301 S, Four Oaks, NC. Mr. & Mrs. Price were present to represent and answer any questions. Mrs. Ketchum relayed the property was in the ETJ, zoning was R-A, had a pre-existing building, family property around the venue, and signage will meet requirements. The Town inspector will meet to discuss and inspect for a change of use and the County Fire Marshal will go out to inspect the venue after the Town approves. She reported letters had been sent out, she had received no inquiries and the planning board was recommending this for Board approval.

Commissioner Hardy inquired about the occupancy, hours of operations, and how many events did they expect to host. Mr. Price responded the occupancy is approximately 120 people, the hours will be until 10:00 pm or 11:00 pm and they expected 1-2 wedding monthly during peak season, birthday parties, showers, etc. as requested. Mayor Medlin suggested, if approved, the board specify with a condition that the special use expires if the property changes owners. Mrs. Ketchum can specify with GIS to mark the property as R-A SUD meaning is has a condition attached to the property.

Mayor Medlin closed the public hearing. Motion to approve the proposed special use by John & Lynn Price, petitioner & owners of parcel # 08H10074H at 8400 US Hwy 301 S, Four Oaks, NC for a venue with the condition that the special use pertains only to the current property owners and if the property changes owners the special use will expire was made by Commissioner Hardy, seconded by Commissioner Hines, voting unanimous.

Mayor Medlin called the meeting back into a public hearing.

David & Tami Thompson, petitioner & owners of parcel #15H09020D at 403 Old Olive Rd., Smithfield, NC – Special Use for a Venue

Pauline Ketchum, Planning & Zoning Administrator, relayed the Planning Board heard the request for a special use for a venue by David & Tami Thompson, petitioner & owners of parcel #15H09020D at 403 Old Olive Rd., Smithfield, NC. Mr. & Mrs. Thompson were present to represent and answer any questions. Mrs. Ketchum relayed the property was in the ETJ, zoning was R-A on 19.85 acres, had two (2) pre-existing buildings for venues, and Old Olive Road is a state-maintained road therefore the town or property owner has no control over traffic and speed limits. Mrs. Ketchum relayed during January – March there will be no events, April – October the owners estimate 2-4 events per month, and November – December the owners estimate 1-2 events

for month. The Town inspector will go out to inspect for a change of use after the Town approves. She reported letters had been sent out, she had received concerns from Hunter E. Olive, Amanda J. Olive, & Mary Hunter Olive Waller of whom had provided a notarized letter to the Boards which will be attached to the minutes, and the planning board was recommending for Board approval.

The letter addressed concerns about increased traffic and noise, safety issues as traffic travels at extremely high rates of speed, disruption of living for individuals along Old Olive Rd, and the hosting of a multi-family yard sale on Friday and Saturdays and asked the Board not to grant the special use permit. Mrs. Ketchum commented the yard sale items were from the Thompson's property and their parent's stuff they were getting rid of and the Town can't do anything about yard sales. Mrs. Thompson had mentioned they had attempted to discuss things with the Mr. Olive but had no success.

Commissioner Hatch inquired about the zoning for residential property and if there had already been events held there. Mrs. Ketchum commented the property was already zoned R-A and yes, they started having events in 2018 but it had just recently been brought to the Town's attention. Mrs. Thompson commented there are trees on three sides, a dirt road on the 4th side, and no homes within 1,340 feet of the venue. Commissioner Robertson inquired about the occupancy, hours of operations, and if they planned to have events in both buildings at the same time. Mrs. Thompson responded the occupancy for the smaller building was limited to 50 people and the larger building was limited to 125 people, the hours will be 10:00 am to 10:00 pm and there would not be events in both buildings at the same time. Mayor Medlin inquired if the yard sales would be an ongoing thing. Mrs. Thompson responded no they had been trying to get rid of things that had belonged to their parents and family during their down time January - March. Commissioner Hatch inquired about the letter referencing farm animals and farming and if there had been any near accidents. Mrs. Ketchum responded no and there hasn't been any reports of concerns or issues in the past. Mayor Medlin inquired about the distance off Black Creek Road versus Packing Plant Road and if traffic could be directed off Packing Plant Road. Mrs. Thompson responded the venue is approximately ½ mile off Black Creek Rd and approximately ¾ mile off Packing Plant Rd. Mayor Medlin suggested to include in the venue packet directing folks to enter off Packing Plant Road. She asked how can folks be made to enter off Packing Plant Road when GPS directs off both roads. David Faircloth commented it can be added to Google Maps & Apple Maps as a request for GPS to direct folks to use specific routes. Mrs. Thompson commented they could look into that but they couldn't guarantee it would work and the Board acknowledged they understood that.

Mayor Medlin closed the public hearing. Motion to approve the proposed special use by David & Tami Thompson, petitioner & owners of parcel #15H09020D at 403 Old Olive Rd., Smithfield, NC for a venue with the condition that the special use pertains only to the current property owners and if the property changes owners the special use will expire was made by Commissioner Hines, seconded by Commissioner Hardy, voting unanimous.

Mayor Medlin called the meeting back into a public hearing.

Annexation Ordinance – Town of Four Oaks located off Pecan Valley Way & Civitan Rd, Four Oaks, NC, Parcel # 08H10016I

Mrs. Ketchum relayed that Martha Garris, Town Clerk was directed to investigate parcel #08H10016I located off Pecan Valley Way & Civitan Rd, Four Oaks, NC, owned by the Town of Four Oaks for annexation in February. The property meets all the requirements under G.S. 160A-58.7 and is ready to move forward with the annexation process. There were no comments from the public. Mayor Medlin closed the public hearing. Motion to approve the voluntary annexation of parcel #08H10016I was made by Commissioner Hardy, seconded by Commissioner Surles, voting unanimous.

New Business

Resolution for Annexation Investigation – Golden Leaf LLC, Dan Byrd, located at 715 E Sanders St., Four Oaks, NC, Parcel # 08I10047C

Mrs. Ketchum relayed an application for a voluntary annexation had been received for Parcel # 08I10047C located at 715 E Sanders St., Four Oaks, NC., owner Golden Leaf LLC, Dan Byrd. Motion to approve the resolution directing the Town Clerk to investigate the petition for a voluntary annexation received under GS 160A-31 was made by Commissioner Hardy, seconded by Commissioner Hines, voting unanimous.

Grant Project Budget Ordinance – NC 96 / Keen Rd Sewer Extension

Commissioner Hardy presented the grant project budget ordinance for the NC 96 / Keen Road water and sewer extension project, aka Project Heidi. The Town and County have received \$3,000,000 in CDBG-ED, Golden Leaf, and EDA grants funds toward Project Heidi. The funds and expenses will be split 50/50 between the Town and County. The Town's funds will be directed towards gravity / force main sewer and pump station improvements and the County's will directed towards water main extension improvements. Any expenses incurred in excess of the grant funds will be split 50/50 between the Town and County. Motion to approve the grant project budget ordinance for the NC 96 / Keen Road sewer extension project as presented was made by Commissioner Hardy, seconded by Commissioner Robertson, voting unanimous.

Grant Project Budget Ordinance – CDBG-CV Downtown Streetscape Phase 1

Commissioner Hardy presented the grant project budget ordinance for the CDBG-CV Downtown Streetscape Phase 1 project. The Town received \$900,000 in CDBG-CV grant funds toward the Town of Four Oaks CDBG Pedestrian Improvements Project. The Town's funds will be directed towards the Downtown Streetscape Phase 1 revitalization with appropriations for administration fees \$25,000; engineering fees \$291,600; and construction expenses \$583,400. Commissioner Hardy added the Town will be receiving an additional \$1,500,000 from the State to help complete Phase 1.

David Faircloth inquired about the expiration date of the CDBG-CV grant. Clerk Garris commented she was unsure at that moment but that it could be extended if we need to. Commissioner Hardy commented that our Grant Administrator Skip Green will keep the timeframes monitored if we get close and will handle extending if need to.

Motion to approve the grant project budget ordinance for the CDBG-CV Downtown Streetscape Phase 1 project as presented was made by Commissioner Hardy, seconded by Commissioner Hines, voting unanimous.

Public Comments – Continued

Anthony Whitaker, Four Oaks Middle School Principal, asked the Board's permission to have the 8th grade graduation ceremony in Barbour's Grove Park on June 1 at 9:00 am and if they could get the chairs like in 2021. The Board granted permission and will assist in any way needed. Mr. Whitaker also reported: (1) the school wants kids to be successful and is offering opportunities for additional study times in preparation for the end of grade testing; (2) spring sports were going well; (3) South Johnston Community Event at South Johnston on March 26 11:00 am – 1:00 pm; (4) May 25 the school needs proctors for EOG testing; & (5) the school is capped and it is on the School Board's agenda to discuss expansions to the school. Mayor Medlin commented he had received a letter from the Elementary School asking for male volunteer role models to hang out in the school buildings in attempt to address disciplinary issues.

Mayor's Comments

Mayor Medlin commented that at the recent mayor's meeting, the Town Mayors discussed desires for having smaller schools in each town or community to help with the overcrowding issues.

Four Oaks Chamber of Commerce will be having a Membership Dinner on Thursday, March 31. All board members are invited to attend.

Department Reports

Police – Hatch

Chief Anderson read the monthly police report (attached).

Parks & Rec and Outreach – Hines

Commissioner Hines reported: (1) a new slide had been ordered for the Main St. Kiddie Park; (2) JR had received a quote to paint the Main St. Kiddie Park equipment; and (3) Holt Park on Smith Street trees had been pruned.

Water and Sewer – Medlin

Mayor Medlin read the water and sewer report (attached). Water had revenue of \$22,956 and the sewer had revenue of \$18,639. The 12-month daily average per gallon was an 8% loss for water and 3% loss for sewer.

Sanitation & Streets

Commissioner Surlis reported: (1) streets & sanitation were good; and (2) planning for streets to be paved and repaired in the Spring. Mayor Medlin commented the Town Mayors are in discussion for the towns to join together to get bids for county-wide garbage collection to hopefully to get better rates.

Finance – Hardy

Commissioner Hardy read the financial report (attached) with total funds of \$2,788,983 and made a motion to approve the February payables listed in the attached report, seconded by Commissioner Hines, voting unanimous.

Executive Session

Motion was made by Commissioner Hardy, seconded by Commissioner Hines to move out of regular session and into executive session to discuss economic development matters, voting unanimous.

No motions were made

Motion was made by Commissioner Hardy, seconded by Commissioner Hines to move out of executive session and into regular session, voting unanimous.

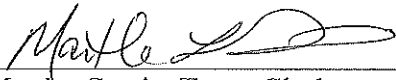
Adjournment

With no further business brought before the Town Council, motion to adjourn at 8:20 p.m. was made by Commissioner Hardy, seconded by Commissioner Robertson, voting unanimous.



Vic Medlin, Mayor

ATTEST:



Martha Garris, Town Clerk