

**TOWN OF FOUR OAKS
TOWN COUNCIL MEETING
MARCH 13TH, 2023
AGENDA**

- 1) Call to Order
- 2) Invocation and Pledge of Allegiance
- 3) Approval of Minutes
 - (a) Town Council Meeting – February 13th, 2023
- 4) Public Comments
- 5) Public Hearings
 - (b) Bernardo Carrillo Galindo, Petitioner & Owner – Applications for Rezone & Special Use for Used Car Lot at 350 US Hwy 701, Parcel # 08J11033Q
 - (c) Zoning Ordinance Amendments
- 6) New Business
 - (a) Resolution to Accept ARP Funds for Water Line Extension & Elevated Tank Project from Division of Water Infrastructure
- 7) Mayor's Comments
- 8) Department Reports
 - (a) Police – Chief Anderson
 - (b) Parks & Rec & Outreach – Robertson
 - (c) Water and Sewer – Hines
 - (d) Sanitation & Streets – Surles
 - (e) Finance – Hardy

Adjournment

TOWN OF FOUR OAKS
TOWN COUNCIL MEETING
MARCH 13TH, 2023
MINUTES

Call to Order

Mayor Vic Medlin called the March 13th, 2023 regular scheduled Town Council meeting to order at 7:03 p.m. Those present included Commissioners Michael Bradley, Andy Hardy, Mike Hines, Kim Robertson, and Carles Surles. Also, present were Police Chief Stephen Anderson; Public Works Director Barry Stanley; 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 Surles gave the opening Invocation with Chief Anderson leading the Pledge of Allegiance.

Approval of Minutes

Town Council Meeting – February 13th, 2023

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

Public Comments

Patricia Chisholm-Jones, gave a presentation representing the Four Oaks Historical Committee and discussed the African American Cemetery located near the town's old landfill. The cemetery has been maintained by generations of loved ones whom are reducing in numbers. No one owns the cemetery therefore Mrs. Chisholm-Jones was requesting assistance from the Town of Four Oaks to restore, install a fence/wall, and maintain the cemetery grounds so it could be a historical site for families, friends, and visitors. She added Mr. Benny Rowland had agreed to also assist with the project. She asked the Mayor and Commissioners to discuss a process of assistance. They would like to develop a committee consisting of: Commissioner Hines to serve as leader / chairperson; Chairman of Four Oaks Historical Committee Mr. Jim Best; former commissioner and president of Community Men's Outreach Organization; the oldest living legend; Lee's Signs; volunteers; and donors and businesses are standing by to assist also. Memorial Day 2023 would serve as the completion date.

Mayor Medlin thanked Mrs. Chisholm-Jones and stated the board would get back with her.

Eric Fogleman, business owner inquired about the status of the streetscape project. Mayor Medlin explained that the town was unable to get a competitive bidder after three attempts, therefore, the board had decided to enlarge the scope of the project to include Main St., Baker St., Church St., & US 301 (Wellons St.). Mr. Fogleman asked if there was anything included for pedestrians to better cross the railroad tracks and if anyone had spoken to the Smith's about acquiring the property beside Lassiter St. for the plaza. Commissioner Hardy commented they had been contacted in the past and there had been an open invitation if they were willing to sell.

Mr. Fogleman asked the board to revisit because for the right price they were willing to sell. Mayor Medlin responded he would try to mention it to Keith Smith, the owner, again.

Public Hearings

Mayor Medlin called the meeting into a public hearing.

Pauline Ketchum, Planning and Zoning Administrator, relayed the Planning Board met on Tuesday, March 7, 2023 and had one case.

Bernardo Carrillo Galindo, Petitioner & Owner – Applications for Rezone & Special Use for Used Car Lot at 350 US Hwy 701, Parcel # 08J11033Q

Mrs. Ketchum stated there was no one present to represent the case therefore there was no presentation.

Mayor Medlin closed the public hearing.

Motion to table the public hearing for Bernardo Carrillo Galindo, Petitioner & Owner – Applications for Rezone & Special Use for Used Car Lot at 350 US Hwy 701, Parcel # 08J11033Q until the next board meeting on Tuesday, April 11th, 2023 was made by Commissioner Hardy, seconded by Commissioner Surles, voting unanimous.

Mayor Medlin called the meeting back into a public hearing

Zoning Ordinance Amendments

Pauline Ketchum presented the following amendments to the Town's Zoning Ordinances which the Planning Board was recommending:

- Section 307. Four Oaks Table of Uses. Split Manufactured home on individual lot into Single Wide and Double Wide with zone RA requiring a (S) special use permit for both and R6MH being (P) permitted use for both.

There were no public comments. Mayor Medlin closed the public hearing.

Commissioner Hines commented RA is in the ETJ and Johnston County doesn't require a special use permit. Mrs. Ketchum responded it is a special use for the town because of helping keep with characteristics of the area.

Motion to approve the zoning amendment for Section 307 to split single and double wides as presented was made by Commissioner Hines, seconded by Commissioner Bradley, voting unanimous.

Mayor Medlin called the meeting back into a public hearing

Mrs. Ketchum presented more zoning amendments as follows:

- Article 1 Section 104. Jurisdiction
The area to which this ordinance applies is shown on the official zoning map **is in the town hall office.**
- Section 206.11.4 Fences and walls ~~are exempt from the setback requirements of this ordinance~~ **shall meet a setback of six inches from the property line.**

- Article VIII Section 802.
Applications for Subdivisions, Amendments and Special Use Permits shall be submitted to the ~~Planning and Zoning Enforcement Officer~~ **Administrator** by the first ~~Thursday~~ **day** of the month to get on the following months Planning Board and Board of Commissioners Agenda. The ~~Planning and Zoning Enforcement Officer~~ **Administrator** shall **email**, mail or deliver a copy of applications to members of the Planning Board by the ~~third Thursday of the month they were submitted~~ **Friday before the Tuesday meeting**.
- Section 803.
The **Planning and Zoning Administrator** shall mail notice of the application for the amendment to the zoning map or application for special use permit to the owner(s) of property affected by the application and to adjoining property owners within ~~a week~~ **10 days of filing the application the planning board meeting** by first class to the latest owner and address listed on the ~~county tax listing~~ **Johnston County GIS**.
- Section 805.
First Paragraph:
No amendment of special use permit shall be adopted by the Town Board until after public notice and hearing. The **Planning and Zoning Administrator** shall submit notice to the newspaper in accordance with this Section.

Sixth Paragraph; 3rd sentence:
...Property owners whose address on the most recent property tax listing for the affected property, shall be mailed notice per Section 803 by the **Planning and Zoning Administrator**.

There were no public comments. Mayor Medlin closed the public hearing.

Motion to approve the proposed zoning ordinance amendments as presented was made by Commissioner Hardy, seconded by Commissioner Surles, voting unanimous.

New Business

Resolution to Accept ARP Funds for Water Line Extension & Elevated Tank Project from Division of Water Infrastructure – DWI Project SRP-DARP-0095

Commissioner Hardy read the resolution to accept the ARP Funds for the water line extension & elevated tank project from the Division of Water Infrastructure in the amount of 658,738. The funds are for engineering cost to locate a site to replace the existing water tower and the water line extension in the Business Park.

Motion to approve the resolution as presented was made by Commissioner Hardy, seconded by Commissioner Hines, voting unanimous.

Mayor's Comments

Mayor Medlin commented he was assigning Commissioner Bradley as the Police Commissioner.

Mayor Medlin made the following announcement for the Chamber: (1) March 18 Ribbon cutting for the Historical Foundation Log Cabin at 11:00 am; & (2) April 1st Chamber of Commerce Car Show.

Department Reports

Police – Chief Stephen Anderson

Chief Anderson read the monthly police report (attached).

Parks & Rec and Outreach – Robertson

Commissioner Robertson reported we had the P&R Master Plan Kickoff meeting and it should take approximately 9 months. Once the town has the plan, the town can apply for larger grants. Mayor Medlin added that Commissioner Robertson will be putting together a steering committee to help with the plan. He also commented the Town had recently requested for some state funds that could help with the plan.

Water and Sewer – Hines

Commissioner Hines highlighted the water and sewer report (attached). Water had revenue of \$30,178 and the sewer had revenue of \$20,704. The 12-month daily average per gallon was a 1% loss for water and 16% loss for sewer. He added the town has hired a company to begin checking sewer lines with cameras to identify issues with infiltration and the town will be smoke testing through the month of March.

Sanitation & Streets

Commissioner Surles reported streets & sanitation were good.

Finance – Hardy

Commissioner Hardy highlighted the financial report (attached) with total funds of \$3,849,630. Commissioner Hardy made a motion to approve the February payables listed in the attached report, seconded by Commissioner Bradley, voting unanimous.

Mayor Medlin informed the Board of a Municipal Funding Agreement with Johnston County from the town attorney in reference to the County appropriating \$500,000 in grant funds to the Town to be used to purchase additional bulk wastewater capacity from the County.

Mayor Medlin informed the board he was signing another letter of intent for the Holt Lake Hydrilla Weed Control Project in Holt Lake. He explained the grant agreement has to be with a municipality and the town agreed with the Holt Lake HOA to be a pass thru for the funds.

Adjournment

With no further business brought before the Town Council, motion to adjourn at 7:39 p.m. was made by Commissioner Hines, seconded by Commissioner Hardy, voting unanimous.



Vic Medlin, Mayor

ATTEST:



Martha Garriss, NCCMC
Town Clerk