

TOWN OF FOUR OAKS
TOWN COUNCIL MEETING
JUNE 19TH, 2023
AGENDA

- 1) Call to Order
- 2) Invocation and Pledge of Allegiance
- 3) Approval of Minutes
 - (a) Town Council Meeting – May 8th, 2023
 - (b) Special Called Budget Meeting – May 31st, 2023
 - (c) Budget Workshop – June 12th, 2023
- 4) Public Comments
 - (a) American Legion Post 346 – Tom Britt
 - (b) Dan Lee
- 5) Public Hearings
 - (a) Johan Enns Boldt & Johnny Loewen Boldt, Petitioners & Owners – Request for a Special Use Permit to allow for a Venue for Events located at 403 Old Olive Road in the Town's ETJ; Parcel # 15H09020D
 - (b) Bernardo Carrillo Galindo, Petitioner & Owner – Request for a Special Use Permit for a Used Car Lot & Body Shop located at 350 US Hwy 701 in the Town's ETJ; Parcel # 08J11033Q
 - (c) Caliber Development, Inc., Owner and Mickey Lamm, Petitioner – Request for Special Use Permits to allow for Doublewide Manufactured Homes to be located at 195 & 199 Thomas Road in the Town's ETJ; Parcels # 08I12011 & 08I12011E
 - (d) Jaymie Denise Glover, Petitioner & Owner – Request for a Special Use Permit to allow for a Doublewide Manufactured Home located at 531 Miller Road in the Town's ETJ; Parcel # 08H10106
 - (e) Donald Earl Adams, Petitioner & Owner – Request for a Special Use Permit to allow for a Singlewide Manufactured Home located at 2171 Stewart Road in the Town's ETJ; Parcel # 08J12029E
- 6) New Business
 - (a) Resolution & Policy Requiring Foundation Surveys
 - (b) Resolution Supporting Water & Sewer Authority in Johnston County
 - (c) Resolution Authorizing Sale of Surplus Personal Property
 - (d) Approve SRO Service Contract
 - (e) PT George Financial Report
- 7) Mayor's Comments
- 8) Department Reports
 - (a) Police – Bradley
 - (b) Parks & Rec & Outreach – Robertson
 - (c) Water and Sewer – Hines
 - (d) Sanitation & Streets – Surles
 - (e) Finance – Hardy
- 9) Closed Session

Adjournment

TOWN OF FOUR OAKS
TOWN COUNCIL MEETING
JUNE 19TH, 2023
MINUTES

Call to Order

Mayor Vic Medlin called the June 19th, 2023 regular scheduled Town Council meeting to order at 6:30 p.m. Those present included Commissioners Michael Bradley, Mike Hines, and Carles Surles. Also, present were Police Chief Stephen Anderson; Public Works Director Barry Stanley; Planning & Zoning Administrator / Building Inspector Mike Cook, Town Clerk Martha Garris recording minutes, and Mike Dart from FO Benson New in Review. Not present and excused Commissioners Andy Hardy and Kim Robertson.

Invocation and Pledge of Allegiance

Commissioner Surles gave the opening Invocation with Tom Britt leading the Pledge of Allegiance.

Approval of Minutes

Town Council Meeting – May 8th, 2023

Special Called Budget Meeting – May 31st, 2023

Budget Workshop – June 12th, 2023

Commissioner Hines made a motion to approve the minutes for all 3 meeting as presented, seconded by Commissioner Bradley, voting unanimous.

Public Comments

Police Chief Anderson introduced Officer Joseph Dale Atkinson as the newest officer to the Department.

Tom Britt & the new Commander Glenn Calhoun, from American Legion Post 346, presented Chief Anderson with a Certificate of Appreciation and a \$200 Hwy 55 gift card for the police department.

Dan Lee, resident, presented the history of the park and his desire to reinstate a finial post on top of the gazebo in Barbour's Grove Park. Mr. Lee presented a finial post designed by himself and carved by William Ellis in which they would donate as a gift if approved to be installed.

Mayor Medlin thanked Mr. Lee and indicated it would be passed along to the Parks & Rec Commissioner and Director to discuss.

Public Hearings

Mayor Medlin called the meeting into a public hearing.

Johan Enns Boldt & Johnny Loewen Boldt, Petitioners & Owners – Request for a Special Use Permit to allow for a Venue for Events located at 403 Old Olive Road in the Town's ETJ; Parcel # 15H09020D

Mayor Medlin opened the first case and turned the meeting over to the Town Attorney, Chip Hewett. Attorney Hewett commented this was a Quasi-Judicial Hearing which the council actually convenes to be the trier of fact. Being there seems to be somewhat of an issue since the Planning Board tabled it on June 13, he suggested giving the applicant the option to go back before the planning board for a recommendation or to move forward with the Board's hearing.

Johnny Boldt, the applicant was present.

Mayor Medlin addressed the applicant Mr. Boldt asking if he would like to proceed with the hearing with no Planning Board recommendation or would he like for the hearing to go back before the Planning Board for a recommendation prior to the Board of Commissioners hearing the case. Mr. Boldt stated he would like to wait to go before the Planning Board first.

Mayor Medlin closed the public hearing.

Motion to table the hearing for Johan Enns Boldt & Johnny Loewen Boldt, Petitioners & Owners requesting a special use permit to allow for a Venue for Events located at 403 Old Olive Road in the Town's ETJ; Parcel # 15H09020D to go back to the Planning Board on July 11, 2023 was made by Commissioner Bradley, seconded by Commissioner Hines, voting unanimous.

Mayor Medlin called the meeting back into a public hearing.

Bernardo Carrillo Galindo, Petitioner & Owner – Request for a Special Use Permit for a Used Car Lot & Body Shop located at 350 US Hwy 701 in the Town's ETJ; Parcel # 08J11033Q

Carlos Rincon, 3120 NC 210, Smithfield, was present to represent Mr. Galindo. Attorney Hewett swore in Barry Stanley, Carlos Rincon, & Mike Cook to speak for the hearing.

Barry Stanley relayed that the Planning Board did not hear the case on June 13 because the petitioner was not present. Since the petitioner had representation and this was a quasi-judicial case the Board could proceed with the hearing. The request was for a special use permit for a used car lot and body shop. The applicant had withdrawn the body shop from the application because it would not be allowed under the current zoning district. The property is zoned B-2H in the town's ETJ; the planning board actually heard the case in March 2023 and recommended it to the Board for approval then; and based on staff determinations it meets the chapter 160D 4 finding of fact requirements. Public notices were in the newspaper on May 31 & June 7; sign was placed on the property May 31; and letters were mailed out to property owners within a 500 foot radius. There was one inquiry with concerns about the noise at night and the gentlemen was encouraged to attend the meetings to express any concerns.

Mr. Rincon confirmed this would only be by a used car dealership, hours of operation would be Monday through Saturday from 9 am to 5 pm, and would have a few cars for sale in the front and those not for sale will be behind a fence in the back. Mr. Stanley pointed out the applicant

indicated to the Planning Board in March of 2023 that there would be approximately 10 cars for sale at a time. Mr. Rincon clarified the body shop mentioned on the application will be at a different location.

Mayor Medlin closed the public hearing.

Motion to approve the special use for a used car lot only located at 350 US Hwy 701 in the Town's ETJ on parcel # 08J11033Q with the condition that the special use stays with the current landowner and it dissolves if the landowner changed and they must stick to the hours of operations 9 am to 5 pm and the number of vehicles (10) for sale at a time as presented was made by Commissioner Hines, seconded by Commissioner Surles, voting unanimous.

Mayor Medlin called the meeting back into a public hearing.

Caliber Development, Inc., Owner and Mickey Lamm, Petitioner – Request for Special Use Permits to allow for Doublewide Manufactured Homes to be located at 195 & 199 Thomas Road in the Town's ETJ; Parcels # 08I12011 & 08I12011E

Mickey Lamm was present to represent. Attorney Hewett swore & affirmed in Mickey Lamm & Mike Cook to speak for the hearing.

Mike Cook relayed to the Board that the owner would like to place manufactured doublewide homes on each parcel at 195 & 199 Thomas Rd. each being 0.58 acres. The property is zoned RA in the town's ETJ which require a special use permit for manufactured homes; it can meet the required setbacks of 40', 15', & 30'; and based on staff determinations it meets the chapter 160D 4 finding of fact requirements. Public notices were in the newspaper on May 31 & June 7; sign was placed on the property May 31; and letters were mailed out to 9 property owners within a 500 feet radius. There was one inquiry wanting clarification on what was going on and he was fine. Planning Board was recommending for approval.

Mr. Lamm shared a photo of the new homes which will have brick skirting, explained they would be owner occupied, not rental property and Johnston County had already approved the septic systems.

Mayor Medlin closed the public hearing.

Motion to approve the special use permits to allow for doublewide manufactured homes to be located at 195 & 199 Thomas Road in the Town's ETJ on parcels # 08I12011 & 08I12011E as presented was made by Commissioner Hines, seconded by Commissioner Bradley, voting unanimous.

Mayor Medlin called the meeting back into a public hearing.

Jaymie Denise Glover, Petitioner & Owner – Request for a Special Use Permit to allow for a Doublewide Manufactured Home located at 531 Miller Road in the Town's ETJ; Parcel # 08H10106

Jaymie Glover was present to represent. Attorney Hewett swore in Jaymie Glover & Mike Cook to speak for the hearing.

Mike Cook relayed to the Board that the owner would like to place a manufactured doublewide home on her parcel at 531 Miller Rd. consisting of 9.6 acres. The owner plans to situate the home in the center of the lot's road frontage 100 to 200 feet from the road. The property is zoned RA in the town's ETJ which require a special use permit for manufactured homes; it can meet the required setbacks of 40', 15', 7 30'; and based on staff determinations it meets the chapter 160D 4 finding of fact requirements. Public notices were in the newspaper on May 31 & June 7; sign was placed on the property May 31; and letters were mailed out to 9 property owners within a 500 feet radius. There were no inquires. Planning Board was recommending for approval.

Ms. Glover commented the home would be her primary residence and it will be new with brick skirting.

Mayor Medlin closed the public hearing.

Motion to approve the special use permit to allow for doublewide manufactured home to be located at 531 Miller Road in the Town's ETJ on parcel # 08H10106 as presented was made by Commissioner Hines, seconded by Commissioner Bradley, voting unanimous.

Mayor Medlin called the meeting back into a public hearing.

Donald Earl Adams, Petitioner & Owner – Request for a Special Use Permit to allow for a Singlewide Manufactured Home located at 2171 Stewart Road in the Town's ETJ; Parcel # 08J12029E

Donald Adams was present to represent. Attorney Hewett swore in Donald Adams & Mike Cook to speak for the hearing.

Mike Cook relayed to the Board that the owner would like to place a manufactured singlewide home on his parcel at 2171 Stewart Road consisting of 1.19 acres to replace an old singlewide that burned a few years ago. The property is zoned RA in the town's ETJ which require a special use permit for manufactured homes; it can meet the required setbacks 40', 15' & 30'; and based on staff determinations it meets the chapter 160D 4 finding of fact requirements. Public notices were in the newspaper on May 31 & June 7; sign was placed on the property May 31; and letters were mailed out to 9 property owners within a 500 feet radius. There was one concerned response received. Planning Board was recommending for approval.

Mr. Adams confirmed the home would be new with brick skirting.

Mayor Medlin closed the public hearing.

Motion to approve the special use permit to allow for singlewide manufactured home to be located at 2171 Stewart Road in the Town's ETJ on parcel # 08J12029E as presented was made by Commissioner Hines, seconded by Commissioner Surles, voting unanimous.

New Business

Resolution & Policy Requiring Foundation Surveys

The as-built foundation survey policy will require builders to provide a sealed as-built foundation survey with setbacks to the Town of Four Oaks Inspections Department at the time of the foundation inspections for buildings with permanent foundations and prior to the scheduling of any rough-in inspections of building without permanent foundations.

Resolution Supporting Water & Sewer Authority in Johnston County

The resolution supporting water and sewer authority in Johnston County in support of researching the development of a countywide water and sewer authority and is in support of the Triangle J Council of Government to facilitating a Johnston County water/Sewer Steering Committee. Steering Committee appointees to represent the Town of Four Oaks were: Mike Hines as the Steering Committee appointee and Andy Hardy as the alternate.

Resolution Authorizing Sale of Surplus Personal Property

The resolution authorized the sale a 2000 New Holland 555E Backhoe that was determined to have a value less than \$30,000 on GovDeals.com

Motion to approve the three (3) resolutions as presented was made by Commissioner Hines, seconded by Commissioner Bradley, voting unanimous.

Approve SRO Service Contract

Mayor Medlin presented the SRO Service Contract. The changes from prior year were the salaries and benefits reimbursement will not exceed \$108,000 per school year and the contract is good for 3 years. Attorney Hewett had reviewed the contract. At any point the SRO is not in the schools they are part of the police force for the town.

Motion to approve the SRO Service Contract presented was made by Commissioner Surles, seconded by Commissioner Hines, voting unanimous.

PT George Financial Report

Clerk Garriss presented the PT George 2022-2023 Annual Report. The report is attached and will be posted on the Town's website. Annual interest earned was \$1,425.04 which was designated to be used for the beautification of flowers and maintenance on Main Street.

Mayor's Comments

Mayor Medlin commented there has been some interest in the Business Park and hopefully something will eventually develop from that.

Department Reports

Police – Bradley

Commissioner Bradley commented it is exciting to have a fully staffed police department once again. Chief Anderson read the monthly police report (attached).

Mayor inquired about a round mirror on Main St. & Sanders St. to help people see the traffic. Barry commented it had been looked into. Mayor instructed Barry and Chief to look into it together before school starts back to help prevent accidents.

Commissioner Bradley commented the radar machine has been included in the 2023-2024 budget and Chief could look into possibly getting a demo.

Parks & Rec and Outreach – Robertson

Commissioner Robertson was absent. Clerk Garriss reported the Parks & Rec Master Plan Public Workshop was scheduled for June 20 from 4 pm to 7 pm at the Town Hall.

Water and Sewer – Hines

Commissioner Hines highlighted the water and sewer report (attached). Water had revenue of \$31,826 and the sewer had revenue of \$28,278. The 12-month daily average per gallon was a 2% loss for water and 17% loss for sewer. Rainfall was 2.7" which adds to the infiltration. He reported we had a good meeting with WithersRavenel on the new Water Tower and we have some good information from that study on how the water system works and ways to address in the future.

Sanitation & Streets

Commissioner Surles reported streets & sanitation were good.

Finance – Hardy

Mayor Medlin highlighted the financial report (attached) with total funds of \$3,725,387 and presented the May payables. Motion to approve the May payables listed in the attached report was made by Commissioner Surles, seconded by Commissioner Hines, voting unanimous.

Executive Session

Motion was made by Commissioner Bradley, seconded by Commissioner Hines to move out of regular session and into executive session under GS 143-318.11 (3) and (5), voting unanimous.

No actions taken or motions made.

Motion was made by Commissioner Hines, seconded by Commissioner Surles 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 7:55 p.m. was made by Commissioner Hines, seconded by Commissioner Surles, voting unanimous.



Vic Medlin, Mayor

ATTEST:



Martha Garriss, NCCMC
Town Clerk

TOWN OF FOUR OAKS
BUDGET WORK SESSION
June 12th, 2023
MINUTES

Call to Order

Mayor Medlin called the June 12th, 2023 Town Council informal budget work session to order at 5:11 p.m in the Four Oaks Town Hall Chamber. Those present included Commissioners Michael Bradley, Andy Hardy, Mike Hines, Kim Robertson, and Carles Surles. Also present was Town Clerk Martha Garris recording minutes.

Discussion

Commissioner Hardy led the discussion on employee salaries for the FY 2023-2024 budget. The Board is always trying to brainstorm ways to improve the town.

No actions were taken at the work session.

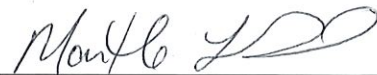
Adjournment

Motion to adjourn at 5:40 p.m. was made by Commissioner Hines, seconded by Commissioner Hardy, voting unanimous.



Vic Medlin, Mayor

ATTEST:



Martha L. Garris, NCCMC
Town Clerk