

**TOWN OF FOUR OAKS**  
**BOARD OF COMMISSIONERS MEETING**  
**JULY 21, 2025**  
**MINUTES**

**Call to Order**

Mayor Vic Medlin, called the July 21, 2025, regular scheduled Board of Commissioners meeting to order at 6:30 p.m. Those present included Mayor Pro Tem, Mike Hines, Commissioners Michael Bradley, Carles Surles, Tony Capps, and Kim Robertson. Also present were Town Attorney Alan "Chip" Hewett, Public Works Director Barry Stanley, Assistant Public Works Director James Bryan, Chief Building Inspector/P&Z Director Mike Cook, and Mike Dart with the Four Oaks Benson News and Review. Rhonda Lee, Town Clerk, was also present to record minutes.

**Invocation and Pledge of Allegiance**

Commissioner Carles Surles gave the opening Invocation, with DeAnna Haley leading the Pledge of Allegiance.

**Approval of Minutes**

- a) Board of Commissioners Meeting – June 16, 2025
- b) Board of Commissioners Meeting – Budget Session June 16, 2025

Commissioner Surles made a motion to approve both sets of minutes as presented, seconded by Commissioner Bradley. The motion carried unanimously.

**Oath of Office**

Mayor Vic Medlin swore in Barry Stanley as part-time Town Administrator. Barry's wife, Cheryl, held the Bible while his four daughters, Sarah, Allie, Katie, and Beth, stood beside him to show their support.

Mayor Medlin introduced James Brayn as the new Public Works Director. James' wife Jenny was also present to show her support.

**Public Comments**

Kathy Westbrook came before the Board to give an update on the James Bryan Creech Library. She is the chair of the library's Advisory Board. They are a group of 5 volunteers who are devoted to getting the library back up and running. Over the past few weeks, they have put in over 150 volunteer hours. There will be a book sale soon to purge some of the older material, and are now accepting donations of newer books. There is no definite date on when the library will

be open to the public, but the board is shooting for September. They will be open 24 hours a week. The tentative schedule will be closed on Sunday and Monday, Tuesday and Thursday open 1-6 pm, Wednesday and Friday open 9-2 pm, and Saturday open 9-1 pm. Mrs. Westbrook stated they were excited to announce that a librarian has been hired. She feels like she is fitting in very well and will do an excellent job. She introduced Abbey Bracken as the new librarian.

Abbey Bracken approached the Board, introduced herself, and gave a little background information on herself. She states she is very excited and open to suggestions on ideas for the library. She's interested in seeing what the town residents would like and how she can accommodate their needs and interests.

Tim Grady spoke highly about Abbey and stated she failed to mention she was Valedictorian of her graduating class. He states he is happy to have her and excited to see the library opening soon.

## **Public Hearings**

### **LEGISLATIVE:**

Reid Williams, President of the I-95/I-40 Crossroad of America Economic Development Alliance, Inc., came before the board to introduce a new zoning district for the Town. The purpose of the I-3O – Industrial Overlay Zoning District is to provide areas in which the principal use of land is for an industrial purpose, which can be operated with more restrictions than a general I-1L zone. This overlay district will be primarily for the business park area. Mike Cook stated that this zoning district would protect the Town and the look of the business park by placing stricter rules and regulations on new businesses that come to the area. The board was given time to review the details of the I-3O zoning district. With no further comments or questions from the board or audience, Commissioner Capps made a motion to adopt the I-3O Industrial Overlay Zoning District as presented. Commissioner Bradley seconded the motion. The motion carried unanimously.

### **New Business**

Mayor Vic Medlin highlighted a Resolution to adopt the 2024 Local Water Supply Plan. The details of the Local Water Supply Plan are with these minutes and have been reviewed by the Board of Commissioners.. A motion to approve the Resolution for the 2024 Local Water Supply Plan was made by Commissioner Surles. Commissioner Hines seconded the motion. The motion carried unanimously.

Rhonda Lee, Town Clerk, presented the Certificate of Sufficiency for voluntary annexation by CLD Land LLC, on Parcel# 08I11053 located on Old Brewer Rd. There was also a resolution fixing the date for a public hearing on the question of annexation for this same parcel. Commissioner Hines made a motion to approve the resolution to fix the date of the public hearing for August 18, 2025 on the question of annexation for Parcel # 08I11053. Commissioner Robertson seconded the motion. The motion carried unanimously.

## **Mayor's Comments**

Mayor Medlin stated that Harold Keen and Andy Hardy's terms on the board with the I-95/I-40 Crossroads of America Economic Development Alliance are up and they have both showed an interest in reappointment. He states that both have done a good job and recommends reappointment. A motion was made to reappoint Harold Keen Andy Hardy to the I-95/I-40 Crossroads of America Economic Development Alliance board by Commissioner Capps. Commissioner Bradley seconded the motion. The motion carried unanimously.

## **Department Reports**

### **Police – Surles**

Chief Anderson presented the police report that is attached to the minutes. Chief Anderson stated that we have sold the bucket truck that was approved as surplus in the June meeting. It sold for \$4600.00. Mayor Medlin thanked Chief Anderson for working with the Sheriff's office on a complaint that was sent in from just outside of town. He saw on the news that a bust had been made, and he is hopeful this problem can be resolved.

### **Parks & Rec and Outreach & Appearance – Robertson**

Commissioner Robertson reported that football camp was scheduled for this Saturday. August 2<sup>nd</sup> equipment will be handed out so that practice can start August 5<sup>th</sup>. There are 91 football players and 55 cheerleaders. The cheerleaders will be split between the 3 football teams. Games will be held at South Johnston. Mayor Medlin stated that Kim and the coaches were doing a great job and that he appreciated there work.

### **Water and Sewer – Bradley**

Commissioner Bradley read the water and sewer report that is attached to the packet. Still working to resolve the sewer issues with the County in the next few months.

### **Sanitation & Streets - Bradley**

Commissioner Bradley thanked the Public Works Department for the hard work on the water main break on Church St. last week. There worked very hard in the heat to get it repaired as quickly as possible.

### **Planning & Zoning, Inspections – Capps**

Mike Cook read his report, which is attached to the minutes. He also reported that Nicholas Jackson will start training as Level 1 inspector on Tuesdays and Thursdays. He will also try to get some Fridays in when the public works department can spare him. Mike is working on getting UDO nailed down and will get a couple more bids before moving forward.

### **Finance – Commissioner Hines**

Mayor Pro Tem, Mike Hines, highlighted the financial report, (attached). Motion to approve the June payables listed in the attached report was made by Commissioner Hines, seconded by Commissioner Surles. The motion carried unanimously.

**Closed Session**

NC General Statute §143-318.11a (3) To discuss matters with the Town's attorney to preserve the attorney-client privilege. (4) To discuss matters of economic development.

Commissioner Hines made a motion to go into closed session to discuss economic development and attorney-client privilege. Commissioner Bradley seconded the motion. Motion carried unanimously.

There was a brief discussion on economic development as well as a pending litigation case. No action was taken during the closed session.


Commissioner Bradley made a motion to come out of closed session. Commissioner Hines seconded. Motion carried unanimously.

Mayor Medlin called the meeting back into a public hearing.


Mayor Medlin stated that it had been brought to his attention that two (2) landowners have asked to voluntarily annex their parcels into the Town's City Limits. Commissioner Hines made a motion for the Clerk to investigate parcel #'s 08I11067 and 08I11023L. Commissioner Robertson seconded the motion. Motion carried unanimously.

**Adjournment**

With no further business brought before the Board of Commissioners, a motion to adjourn at 7:30 p.m. was made by Commissioner Hines, seconded by Commissioner Bradley. The motion carried unanimously.

  
\_\_\_\_\_  
Vic Medlin, Mayor

ATTEST:

  
\_\_\_\_\_  
Rhonda S. Lee, Town Clerk