

**TOWN OF FOUR OAKS
BOARD OF COMMISSIONERS MEETING
MARCH 17, 2025
MINUTES**

Call to Order

Mayor Vic Medlin called the March 17, 2025, regular scheduled Board of Commissioners meeting to order at 6:30 p.m. Those present included Commissioners Carles Surles, Tony Capps, Michael Bradley, Commissioner Mike Hines and Commissioner Kim Robertson. Also present were Town Attorney Alan “Chip” Hewett, Public Works Director Barry Stanley, Planning & Zoning Administrator/ Building Inspector Mike Cook, and DeAnna Haley. Rhonda Lee Town Clerk, recording minutes.

Invocation and Pledge of Allegiance

Commissioner Tony Capps gave the opening Invocation with Joan Pritchett leading the Pledge of Allegiance.

Approval of Minutes

- a) Board of Commissioners Meeting – February 17,2025
Commissioner Bradley made a motion to approve the February 17,2025 minutes as presented, seconded by Commissioner Surles, voting unanimous, motion passed.

Presentation - Austin Cross: Smithfield to Benson East Coast Greenway Feasibility Study

Austin Cross presented the Smithfield to Benson East Coast Greenway Feasibility Study. Austin asked the Board to consider adopting the Resolution in order for the Greenway to continue through the Town of Four Oaks. There were no questions or discussion from the audience. Mayor Medlin asked that we amend the resolution to say “Smithfield to Four Oaks/Four Oaks to Benson” throughout the resolution. Austin agrees and states the amendments can be made. The presentation with all relative information is included in the minutes packet.

A motion to accept the Resolution for the Smithfield to Benson Feasibility Study with amendments was made by Commissioner Hines, seconded by Commissioner Robertson, voting was unanimous, motion passed.

Public Comments

Joan Pritchett with the Four Oaks Chamber of Commerce came to update the Board on some of the upcoming Chamber events. The Oyster Roast is March 27, 2025 and the first Market on Main will be April 12th. The Chamber continues to update members on the Streetscape project and will start having a “Coffee Chat” at the coffee shop on the first and third Thursday of each month at 9:00am. This is open to anyone that wants to come.

Public Hearings

Mayor Medlin called the meeting into a quasi-public hearing.

- a) **QUASI:** Interstate Outdoor, Petitioner & Crystal Johnson, Owner – Application for a Special Use Permit to erect a new billboard located on Parker Road. Parcel # 08H10105. Parcel is in the Town’s ETJ.

Attorney Chip Hewett swore in Mike Cook, and Warren Stancil to testify for or against the hearing which will be evidentiary in nature for the finding of facts under G.S. 160D Section 305.

Mike Cook presented the case stating that Interstate Outdoor has requested a special use permit for parcel# 08H10105. Public notices were in the FO Benson News and Review February 26, 2025 and March 5, 2025. Sign was placed on the property February 26, 2025. Letters were mailed to seventeen (17) property owners within a 500 ft radius on February 26, 2025. There were no inquiries from letters that were mailed.

Mr. Warren Stancil, representing Interstate Outdoor, stated that all requirements from the Town have been met and the information that was submitted with the application is all he has for the Board’s review.

With no further questions from the board or audience, Mayor Medlin closed the quasi-hearing.

Attorney Hewett presented the Chapter 160D four (4) finding of facts for the Board to vote upon:

- a) Will not endanger the public health or safety. Motion to approve finding of fact (a) was made by Commissioner Capps, seconded by Commissioner Hines, voting unanimous, motion passed.
- b) Will not injure the value of the adjoining property. Motion to approve finding of fact (b) was made by Commissioner Surles, seconded by Commissioner Bradley, voting unanimous, motion passed.
- c) Will be in harmony with the area in which it is located. Motion to approve finding of fact (c) was made by Commissioner Robertson, seconded by Commissioner Surles, voting unanimous, motion passed.
- d) Will be in conformity with the future land use plan, thoroughfare plan, or other plans officially adopted by the Board of Commissioners:
Motion to approve finding of fact (d) was made by Commissioner Hines, seconded by Commissioner Capps, voting unanimous, motion passed.

Motion to accept the Special Use Permit in its entirety was made by Commissioner Bradley, seconded by Commissioner Hines, voting was unanimous. Motion passed.

Mayor Medlin called the meeting into a public hearing.

- a) **LEGISLATIVE:** Resolution Authorizing the Establishment of an Occupancy Tax in the Town Limits of Four Oaks.

Donna Taylor with the Johnston County Visitors Bureau gave a brief overview of the 2% occupancy tax that is being proposed. She states this tax has been assessed in surrounding towns for some years now, so this is nothing new to the area. Mrs. Taylor says this will not generate a huge revenue but it will give the Town some money for marketing itself and bring visitors to the area. There were no further questions or discussion from the board or audience.

A motion to approve the 2% Occupancy Tax for the Town of Four Oaks was made by Commissioner Robertson, seconded by Commissioner Bradley, voting was unanimous, motion passed.

Old Business

- a) Ordinance to extend the Corporate Limit's for Delcid Property Management, LLC Parcel# 08J11033W.

Mayor Medlin stated that annexation was passed during a previous public hearing and that the Board needed to accept the ordinance to extend the corporate limits for parcel# 08J11033W. There were no questions or further discussion from the Board or audience.

Motion to accept the ordinance as written was made by Commissioner Capps, seconded by Commissioner Hines, voting was unanimous, motion passed.

- b) Amendment to the Planning Board Ordinance Title III, Chapter 32, Section 32.01 Members; Terms; Vacancies

Mayor Medlin asked the Board to review the revised Ordinance for Planning Board Terms and Members. There were no questions or further discussion from the Board or audience.

Motion to accept the new terms for the Planning Board was made by Commissioner Hines, seconded by Commissioner Capps, voting was unanimous, motion passed.

- c) Resolution accepting Ironwood right of way and easement dedication.

Attorney Hewett stated that this right of way and easement had previously been donated to the Town and that the Board needs to adopt the resolution as written.

A motion to adopt the right of way and easement from Ironwood was made by Commissioner Surles, seconded by Commissioner Hines, voting was unanimous, motion passed.

New Business

- a) Police Station Conversion and Parks and Recreation Plan Project Budget Ordinance-Amendment 1.

Motion to adopt the budget ordinance for the Police station conversion was made by Commissioner Hines, seconded by Commissioner Capps, voting was unanimous, motion passed.

Mayor's Comments

- a) Planning Board Vacancy

Mayor Medlin relayed to the Board that Ian Trammell has applied for the vacant seat on the planning board. Mayor Medlin states Ian is very interested in serving his community and would be a good fit for the planning board. Commissioner Capps asked if there were any other applicants for the vacant seat. Mayor Medlin stated Ian was the only application turned in and recommends appointment.

A motion to appoint Ian Trammell for the Planning Board's city limits vacant seat was made by Commissioner Hines, seconded by Commissioner Robertson, voting was unanimous, motion passed.

Department Reports

Police – Surles

Chief Anderson presented the police report. He states that the move to the new police station building is almost complete. Chief Anderson also thanked the Mayor and Board of Commissioners for everything they have done for the Police Department.

Parks & Rec and Outreach & Appearance – Robertson

Commissioner Robertson had no comments.

Water and Sewer – Bradley

Commissioner Bradley stated the new meter would ne installed soon. Barry Stanley reported that the meter company that he deals with has agreed to let the Town use the meter on a trial basis to see if it makes a difference before we have to purchase.

Sanitation & Streets - Bradley

Commissioner Bradley had no comments.

Planning & Zoning, Inspections – Capps

Mike Cook read his Department Report (attached).

Finance – Commissioner Hines

Commissioner Hines highlighted the financial report, (attached). Motion to approve the February payables listed in the attached report was made by Commissioner Hines, seconded by Commissioner Surles, voting unanimous, motion passed.

Adjournment

With no further business brought before the Board of Commissioners, motion to adjourn at 7:15 p.m. was made by Commissioner Hines, seconded by Commissioner Bradley, voting unanimous, motion passed.

ATTEST:

Vic Medlin, Mayor

Rhonda S. Lee, Town Clerk