

**TOWN OF FOUR OAKS  
BOARD OF COMMISSIONERS MEETING  
AUGUST 19, 2024  
MINUTES**

**Call to Order**

Mayor Vic Medlin called the August 19, 2024, regular scheduled Board of Commissioners meeting to order at 6:30 p.m. Those present included Commissioners Carles Surles, Tony Capps, Mike Hines, and Kim Robertson and Michael Bradley. Also, present were Town Attorney Alan “Chip” Hewett, Police Chief Stephen Anderson; Public Works Director Barry Stanley, Planning & Zoning Administrator/ Building Inspector Mike Cook, Town Clerk Rhonda Lee recording minutes, and Mike Dart from FO Benson News in Review.

**Invocation and Pledge of Allegiance**

Commissioner Tony Capps gave the opening Invocation with Mayor Medlin leading the Pledge of Allegiance.

**Approval of Minutes**

- a) Board of Commissioners Meeting – July 15, 2024
- b) Special Called Meeting – August 12, 2024

Commissioner Capps made a motion to approve both sets of minutes as presented, seconded by Commissioner Hines, voting unanimous, motion passed.

**Public Comments**

Sam Austin came before the Board of Commissioners to make them aware that the lot at 506 Tucker St has been sold. Mr. Austin is asking that the Commissioners take into consideration the old oak tree that is on the adjoining property so that it is protected if the lot is to be sold in the future. He is asking the Commissioners to be proactive and look at some regulations to protect the old trees in town.

Joan Pritchett with the Chamber of Commerce came to remind everyone that the Acorn Festival will be Saturday September 14<sup>th</sup> and it will be downtown again this year.

## Public Hearings

Mayor Medlin called the meeting into a Quasi hearing.

- a) LEGISLATIVE: **Tabled in June until July** Chad Stewart, Petitioner & Owner is requesting to rezone their parcel # 08J110234 from R8-5S to B2-H located at 4040 US Hwy 301 S. located in the Town's City Limits.

Mayor Medlin stated this was discussed and reviewed in the June meeting. He asked if there was any other discussion from the board or audience. No further discussion. Mayor Medlin closed the public hearing.

Commissioner Hines made a motion to approve the rezoning request as presented, seconded by Commissioner Capps, voting unanimous, motion passed.

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

- a) QUASI: Dianne and Dewey Butler, Petitioners & Owners- Request a Variance for setbacks on Parcel# 08H10074D, located at 8220 US Hwy 301 S., in the Town's ETJ.

Attorney Hewett swore in Mike Cook and Dewey Butler to testify for or against the hearing which will be evidentiary in nature for the finding of facts.

Mike Cook presented to the board that the Petitioner and Owner would like to request a variance for parcel# 08H10074D located at 8220 US Hwy 301 S. Parcel is in the Town's ETJ. Staff has determined it meets requirements and recommends approval for a variance.

Dewey Butler was present to represent. He states there is an existing concrete pad that he would like to use to replace the shelter that was there when he bought the house. It meets setbacks on the sides but not on the back. This would cause him financial hardship to have to tear the old pad up and repour concrete. Photo and application were entered as evidence.

No further questions. Mayor Medlin closed the quasi-public hearing.

Attorney Hewett presented the Chapter 60 four (4) finding of facts for the Board to vote upon:

- a) Unnecessary hardship would result from a strict application of the ordinance. Motion to approve finding of fact (a) was made by Commissioner Hines, seconded by Commissioner Bradley, voting unanimous, motion passed.
- b) The hardship results from conditions that are peculiar to the property, such as location, size, or topography. Motion to approve finding of fact (b) was made by Commissioner Capps, seconded by Commissioner Hines, voting unanimous, motion passed.

- c) The hardship did not result from actions taken by the applicant or the property owner. Motion to approve finding of fact (c) was made by Commissioner Bradley, seconded by Commissioner Capps, voting unanimous, motion passed.
- d) The requested variance is consistent with the spirit, purpose, and intent of the ordinance, such that public safety is secured, and substantial justice is achieved. Motion to approve finding of fact (d) was made by Commissioner Hines, seconded by Commissioner Robertson, voting unanimous, motion passed.

Motion to accept the Variance in its entirety was made by Commissioner Robertson, seconded by Commissioner Bradley, voting unanimous. Motion passed.

## **New Business**

- a) The Town's Fee Schedule was addressed by Mayor Medlin. Fees came as a recommendation from Mike Cook to align with Johnston County's fee schedule. Motion to accept the fee schedule as presented was made by Commissioner Hines, seconded by Commissioner Surlles, no further questions, voting was unanimous, motion passed.
- b) Close-out CDBG Grant for water and sewer extension to Ashley Furniture was presented by Skip Green. All work is complete. The State will do a monitoring visit and then a close-out letter will be in order. Mayor Medlin called the meeting into a Public Hearing. Skip Green reiterated this was a 1 million Community Development Block Grant and there were two project activities. The Town of Four Oaks project was the sewer extension on Hwy 96 and Keen Rd that was constructed for 1,483,745 and The Johnston County project for the water main on Hwy 96. This was constructed for 1,683,923. Broad River committed to 110 non-retail jobs and must have evidence that 60% of those jobs were filled by individuals with low to moderate income. They have met this commitment. Mayor Medlin asked for any public comments. There were no comments or questions from the public. Mayor Medlin closed the public hearing.
- c) Resolution authorizing Vic Medlin, Mayor, Commissioner Mike Hines, Rhonda Lee, Town Clerk, and Hollie Blackwell, Finance Officer as United Community & KS Bank Account Signers. Motion to accept the resolution to update signature cards for both banks was made by Commissioner Capps, seconded by Commissioner Bradley, voting unanimous, motion passed.
- d) Commissioner Hines presented the PowerPoint presentation on water and sewer conservation from Central Pines Regional Council. He explained this was just a study that was being done on water and sewer regionalization and no action was being

taken as of now. This is the very beginning stage of this study. No further questions or comments from the Commissioners or the public.

## **Mayor's Comments**

The training facility had a beam signing that Mayor Medlin and Commissioner Robertson attended. They were able to sign the last steel beam that went up.

Acorn Festival coming up on September 14<sup>th</sup> and everyone was encouraged to attend.

With school starting back everyone is getting excited about the Town's new traffic pattern that should help the parents in the drop off line as well as the citizens.

## **Department Reports**

### **Police – Surles**

No report read for July.

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

Parks & Rec- Football games are going on and everything seems to be going good. There will be a business owner meeting on August 29<sup>th</sup> at 5:30pm to get ideas and feedback from them.

### **Water and Sewer – Bradley**

Commissioner Hines highlighted the water and sewer report (attached).

### **Sanitation & Streets - Capps**

Commissioner Capps reported he is still working with Mike Cook on the UDO.

### **Planning & Zoning, Inspections – Mike Cook**

Mike highlighted the inspection numbers for the month of July (attached). Mike will start adding planning fees to his report.

### **Finance – Commissioner Hines**

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

Mayor Medlin closed the public hearing.

Motion to move into closed session per GS 143-318.11(6) made by Commissioner Hines, seconded by Commissioner Capps. Voting passed unanimously.

Closed session to discuss personnel matters called to order by Mayor Medlin. A brief discussion on personnel matters within the Police Department was held. No action was taken in closed session.

Mayor Medlin entertained a motion to close the executive session.

Motion to close the executive session was made by Commissioner Hines, seconded by Commissioner Surles, voting unanimous, motion passed.

Motion to approve salary ranges as presented made by Commissioner Surles, seconded by Commissioner Hines. 4 votes in favor – Commissioner Bradley opposed. Motion passes 4-1.

## **Adjournment**

With no further business brought before the Board of Commissioners, motion to adjourn at 7:30 p.m. was made by Commissioner Hines, seconded by Commissioner Surles, voting unanimous, motion passed.

ATTEST:

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Vic Medlin, Mayor

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Rhonda S. Lee, Town Clerk