

**TOWN OF FOUR OAKS  
BOARD OF COMMISSIONERS MEETING  
SEPTEMBER 16, 2024  
MINUTES**

**Call to Order**

Mayor Vic Medlin called the September 16, 2024, regular scheduled Board of Commissioners meeting to order at 6:30 p.m. Those present included Commissioners Carles Surles, Tony Capps, Kim Robertson and Michael Bradley. Excused was Commissioner Mike Hines. 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 Carles Surles gave the opening Invocation with Anthony Minshew leading the Pledge of Allegiance.

**Approval of Minutes**

- a) Board of Commissioners Meeting – August 19, 2024

Commissioner Capps made a motion to approve August 19<sup>th</sup>, 2024 minutes as presented, seconded by Commissioner Robertson, voting unanimous, motion passed.

**Public Comments**

- 1- Dan Lee came before the board to present a project he was already been working on. He feels like the Pavilion at Barbours Grove Park needs a dance floor area. Mr. Lee states he has been working on this project and has already spent around \$300.00. This would be a stage/platform extension that could be moved when not needed. Mr. Lee also feels like there needs to be railings on the stage area and has spoken to Jon Barbour to get this priced. Railing will run somewhere in the ballpark of \$5000.00. Mr. Lee also asked about maybe getting some grant funding.

Mayor Medlin and the Board of Commissioners reviewed the pictures Mr. Lee presented. The Mayor suggested that Mr. Lee not spend any more of his own money on this project and that we look into some grant funding. Mayor Medlin asked Mr. Lee not put the stage up at this time.

- 2- Della Brown, owner of Ann's Tiques came before the Board of Commissioners to ask that all businesses owners get information that is available on the Downtown Streetscape in order to prepare for the Holiday Season. Mrs. Brown also asked that the Town check into some grant funding for awnings so that all businesses would have the same look and make our Main St. area look even nicer. She also has a concern about the exit off of I-95 not having a sign about our downtown shopping district.

Mayor Medlin stated that Skip Green would check into some grant funding for awnings and that the Town would check with DOT on the signage at the top of the I-95 exit.

- 3- Denise Hamilton of Meadow Hills Subdivision Phase II came before the Board of Commissioners just to have her concern on record. She spoke to the landowner to ask if the developer would be building these houses for rental or if would they be for individual homeowners. She hopes that there will be some sort of agreement that these will not be rental homes.

Mayor Medlin states they are working with the legislature where homeowners will not be able to rent rooms out. He states he is unable to answer her questions as to the intent of the developer.

## **Public Hearings**

Mayor Medlin called the meeting into a Public hearing.

- a) LEGISLATIVE: Anthony Minshew, Petitioner & Owner – Requesting to rezone their property, located at 400 N. Church St. Parcel # 08008010

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

Mike Cook presented to the Board of Commissioners that the Petitioner and Owner, Anthony Minshew would like to rezone their property at 400 N. Church St. from R8.5S to B1-C in order to align with other properties in the surrounding area.

Anthony Minshew was present to represent. He states that this is the property of his late mother and that he and his sister Kim do not want to rent it for someone to live in. They had discussed several avenues as to what they could use this property for. They have talked to 1<sup>st</sup> Baptist Church about partnering with them on a youth center, they have discussed maybe an office of some kind or a boutique. Discussion on remodeling and upgrading the landscaping as well as making it handicap accessible.

Jackie Harrell of 402 N Main St. came before the board to speak in opposition of the rezoning request. She states that she doesn't feel this is a business district and did not want businesses to take over that part of town.

There were no questions from the Board of Commissioners. Commissioner Robertson recused herself from the vote.

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

- b) LEGISLATIVE: Russell Barefoot, Petitioner & Owner – Request for a Subdivision to complete Meadow Hills Subdivision, Phase II, on their property located at E. Sanders and Meadow Hills Dr. in the Town's ETJ; Parcel # 08I10049B & 08I10050V.

Attorney Hewett swore in Mike Cook and Sawyer Roberts, with BRL Engineering 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 for a subdivision at Meadow Hills Dr., Phase II. This phase was approved in 1999 but because of the time frame it was brought back before the Board. Staff has determined it meets requirements and recommends approval.

Sawyer Roberts with BRL Engineering was present to represent. Sawyer addressed the Board and began by prefacing that BRL Engineering does consulting work for the Town of Four Oaks but in this scenario any of these plans will be reviewed by another engineering firm. There are two properties that this development will take place on, one is in the Town's City Limit's and one is not. There are plans to annex the parcel into the Corporate Limit's. Both properties are zoned R8.5S, however, the lots will be a little larger and meet R12 requirements. 29 proposed lots and that would be a maximum number. Proposed to keep the ditch section to stay with the aesthetics of the existing subdivision. All lots will be served by the Town's water and sewer. There is a proposed easement for Mrs. Hamilton to continue to get to her property. The developer is willing to have a written restrictive covenant that the houses are to be sold to homeowners and not to be rentals. There is no HOA in the subdivision.

Commissioner Capps had questions about how Mrs. Hamilton accesses her property and made sure her concerns were addressed and taken care of. Mrs. Hamilton said yes, she had spoken to Brian and Sawyer and her concerns have been taken care of. No further questions from the board or the audience.

Commissioner Capps made a motion to approve the approval of Meadow Hills Subdivision Phase II. as presented, seconded by Commissioner Bradley, voting unanimous, motion passed.

Mayor Medlin called the meeting into a Quasi Hearing.

- c) QUASI: Golden Leaf, LLC, Petitioners & Owners- Request a Variance on Parcel# 08H10076B, located at Parker and Parkertown Rd., in the Town's City Limits.

Mike Cook presented to the board that the Petitioner and Owner would like to request a variance for parcel# 08H10076B located at Parker and Parkertown Rd.. Parcel is in the Town's City Limit's.

Don Byrd was present to represent. Looking at subdividing this parcel but cannot subdivide and build on lots without a variance to give him permission to not connect to the Town's water and sewer.

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 Robertson, seconded by Commissioner Capps, 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 Surlles, 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 Surlles, 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 Robertson, seconded by Commissioner Bradley, voting unanimous, motion passed.

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

## **New Business**

- a) Acceptance of the Memorandum of Understanding (MOU) for the Alliance. Between Four Oaks, Benson and Dunn.

Mayor Medlin states that Benson is joining the Alliance.

Motion to accept the Memorandum of Understanding as written made by Commissioner Capps. seconded by Commissioner Surlles, voting unanimous. Motion passed.

## **Mayor's Comments**

Streetscape meeting will be next week to approve the contract and then we will schedule a meeting with all the downtown businesses to ask questions.

Mayor Medlin addressed Skip Green regarding the bid contract with Witherell for construction and observation for the water and sewer project going into the business park. Per Skip, this was advertised and we need to make a motion to award the contract.

Motion to award the contract to Witherell subject to negotiation and final review and approval by the Board of Commissioners was made by Commissioner Capps, seconded by Commissioner Bradley, voting unanimous. Motion passed.

Mayor Medlin read a letter in the absence Joan Pritchett, thanking the Town of Four Oaks, the Four Oaks Fire Department and the Four Oaks Police Department for their dedication and hard work to make the 35<sup>th</sup> annual Acorn Festival a huge success.

## **Department Reports**

### **Police – Surlles**

Chief Anderson has all positions filled except for two officer positions. He wants to address a parking ordinance for the Town to make all streets the same. Attorney Hewett will work on drafting a new ordinance. This will be addressed at the next special called meeting.

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

A business owners meeting was held on August 29<sup>th</sup> that went very well. We are working on facade grants for the downtown business and will meet again in the next couple of months.

We are having “Oak”tober Festival on Saturday, October 12<sup>th</sup> from 9-1 on Main St.

### **Water and Sewer – Bradley**

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

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

Nothing to report.

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

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

Mike Cook lighted the inspection numbers for the month of August (attached). Mike will start adding planning fees to his report.

**Finance – Commissioner Hines**

Hollie Blackwell, Finance Officer, highlighted the financial report, (attached). Motion to approve the August payables listed in the attached report was made by Commissioner Surles, seconded by Commissioner Bradley, voting unanimous, motion passed.

**Adjournment**

With no further business brought before the Board of Commissioners, motion to adjourn at 7:40 p.m. was made by Commissioner Bradley, 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