



AGENDA

**CITY OF LENOIR
CITY COUNCIL MEETING
905 WEST AVENUE
TUESDAY, MAY 6, 2025
6:00 P.M.**



I. CALL TO ORDER

- A. Moment of Silence & Pledge of Allegiance
- B. Special Recognition: On behalf of City Council, Mayor Gibbons will present a proclamation to Police Chief Brent Phelps proclaiming the week of May 11 through May 17, 2025 as "National Peace Officers' Memorial Week." Peace Officers' Memorial Day will be observed on Thursday, May 15, 2025.

II. MATTERS SCHEDULED FOR PUBLIC HEARINGS

III. CONSENT AGENDA ITEMS

- A. Minutes: Approval of the minutes of the City Council meeting of Tuesday, April 15, 2025 as submitted.
- B. Minutes: Approval of the minutes of the Committee of the Whole meeting of Tuesday, April 22, 2025 as submitted.
- C. 2025-2029 Sales Tax Reinvestment Agreement: If Council wishes to approve the 2025-2029 Sales Tax Reinvestment Agreement between Caldwell County and the county's municipalities, please authorize adoption of the attached agreement.
- D. Bid Award; Veterans Paver Project: Following the review of bids submitted, Staff recommends awarding the Veterans Monument bid to Foothills Monument Company for the total sum of \$54,762.75. Foothills Monument has worked on several monument projects for the City and in Caldwell County.
- E. Purchase of Sewer Easement; Harrisburg Drive: The City of Lenoir does not currently have utility service lines along Harrisburg Road from the upper entrance of the Summerhill Development, parcel NCPIN #2759008291, to property with NCPIN #2748991599. The purchase of the utility easement provides the opportunity for the City to have the ability to expand utility services in the future. Staff recommends City Council approval of the purchase of the utility easement as presented.
- F. Proclamation; Peace Officers Memorial Week: Approval of a proclamation proclaiming the week of May 11 through May 17, 2025 as "Peace Officers Memorial Week" throughout the City of Lenoir. Peace Officers' Memorial Day will be observed on Thursday, May 15, 2025.

IV. REQUESTS AND PETITIONS OF CITIZENS

V. REPORTS OF BOARDS AND COMMISSIONS

VI. REPORT AND RECOMMENDATIONS OF THE CITY MANAGER

- A. Items of Information

1. The Lenoir Business Advisory Board will meet on Thursday, May 8 at 6:00 p.m.² at City Hall, Third Floor.
2. The City/County Services Committee will meet on Monday, May 12 at noon at the J.E. Broyhill Civic Center.
3. The Economic Development Advisory Board will meet on Tuesday, May 13 at 8:15 a.m. at the J.E. Broyhill Civic Center.
4. The Parks and Recreation Advisory Board will not meet in May. The next meeting will be held Monday, August 18 at 6:00 p.m. at the Mulberry Recreation Center.
5. City Council will conduct a Budget Work Session on Thursday, May 22 at 6:00 p.m. at City Hall, Third Floor. An additional Budget Work Session will be held on Thursday, May 29 if necessary.

B. Items for Council Action

VII. REPORT AND RECOMMENDATIONS OF THE CITY ATTORNEY

VIII. REPORT AND RECOMMENDATIONS OF THE MAYOR

IX. REPORT AND RECOMMENDATIONS OF COUNCIL MEMBERS

X. ADJOURNMENT



PROCLAMATION

In Recognition of

Peace Officers' Memorial Week

May 11 – 17, 2025



WHEREAS, the Congress and President of the United States have designated May 15 as Peace Officers' Memorial Day, and the week in which May 15 falls as National Police Week; and

WHEREAS, the members of the law enforcement agency of the Lenoir Police Department play an essential role in safeguarding the rights and freedoms of those inside the City of Lenoir; and

WHEREAS, it is important that all citizens know and understand the duties, responsibilities, hazards, and sacrifices of their law enforcement agency, and that members of our law enforcement agency recognize their duty to serve the people by safeguarding life and property, by protecting them against violence and disorder, and by protecting the innocent against deception and the weak against oppression; and

WHEREAS, the men and women of the law enforcement agency of the City of Lenoir Police Department unceasingly provide a vital public service;

NOW THEREFORE, BE IT RESOLVED, that I, Joseph L. Gibbons, Mayor of the City of Lenoir, and on behalf of the Lenoir City Council, do hereby proclaim and call upon all citizens of Lenoir and upon all patriotic, civic and educational organizations to observe the week of May 11 – May 17, 2025, as Police Week with appropriate ceremonies and observances in which all of our people may join in commemorating law enforcement officers, past and present, who, by their faithful and loyal devotion to their responsibilities, have rendered a dedicated service to their communities and, in so doing, have established for themselves an enviable and enduring reputation for preserving the rights and security of all citizens;

FURTHERMORE, I proclaim and call upon all citizens of the City of Lenoir to recognize May 15, 2025, as Peace Officers' Memorial Day in honor of those law enforcement officers who, through their courageous deeds, have made the ultimate sacrifice in service to their community or have become disabled in the performance of duty. Let us recognize and pay respect to the survivors of our fallen heroes.

WITNESS, my hand and seal this the _____ day of _____, 2025.

SEAL

Joseph L. Gibbons, Mayor

ATTEST:

Shirley M. Cannon, City Clerk

**LENOIR CITY COUNCIL
TUESDAY, APRIL 15, 2025
6:00 P.M.**

PRESENT: Mayor Joe Gibbons presiding. Councilmembers present were Mayor Pro-Tem David Stevens, Jonathan Beal, Todd Perdue, Ike Perkins, Ralph Prestwood, Kimmie Rogers, Crissy Thomas, City Manager Scott Hildebran, City Clerk Shirley Cannon and City Attorney Timothy Rohr.

CITY STAFF: In attendance was Finance Director Donna Bean, Fire Chief Norman Staines, Police Chief Brent Phelps, Police Major Andy Wilson, Planning Director Hannah Williams, Parks & Recreation Director Phil Harper, Public Services & Public Works Director Jon Hogan, Public Services Public Utilities Director Jeff Church, Economic Development Main Street Director Brenda Floyd, Director of Special Projects & Grants Jared Wright, and Public Information/Communication Director Joshua Harris.

I. CALL TO ORDER

COMMENTS: A. On behalf of City Council, Mayor Gibbons asked everyone to keep Dr. Dana Clark in their thoughts and prayers as he recovers from recent surgery. Mayor Gibbons also asked everyone to continue to keep Councilman Todd Perdue and wife Kathryn in their thoughts and prayers.

Mayor Gibbons also congratulated Representative Destin Hall and wife Madison upon the birth of their son, Henry Reese Hall and wished them all the best.

SPECIAL RECOGNITION:

A. On behalf of City Council, Mayor Gibbons read and presented a proclamation to Police Chief Brent Phelps proclaiming the month of May as “Motorcycle Safety and Awareness Month” throughout the City of Lenoir.

Mayor Gibbons thanked the Police Department for all they do each day to keep citizens safe.

Chief Phelps thanked City Council for their support and stated the Department’s goal is to promote safety and awareness of motorcycle riders on our highways.

SPECIAL RECOGNITION:

B. On behalf of City Council, Mayor Gibbons read and presented a proclamation to Fire Chief Norman Staines proclaiming Sunday, May 4 as “International Firefighters Day” throughout the City of Lenoir.

Chief Staines thanked City Council, Mayor Gibbons and staff for the recognition. He stated that Fire Department personnel received 3,454 calls last year and completed 4,813 training hours.

Mayor Gibbons thanked Chief Staines along with staff for all they do daily for the community.

SPECIAL RECOGNITION:

- C. On behalf of City Council, Mayor Gibbons read and presented a proclamation to Public Services Public Utilities Director Jeff Church proclaiming the week of May 4 through May 10 as “Celebrate Drinking Water Week.”

Director Church commended all Public Utilities employees and recognized those present. He explained that everyone in Public Utilities has the opportunity to earn different levels of certifications and read a list of names by Departments along with their grade of certification. Director Church further expressed appreciation to Staff and said they continue to better themselves and the community in addition to providing good service.

II. MATTERS SCHEDULED FOR PUBLIC HEARINGS

III. CONSENT AGENDA ITEMS

- A. Minutes: Approval of the minutes of the City Council meeting of Tuesday, April 1, 2025 as submitted.
- B. Resolution; 2024 Lenoir Local Water Supply Plan: Staff recommends approval of the 2024 Lenoir Local Water Supply Plan and following approval, the Plan shall be submitted to the Department of Environmental Quality, Division of Water Resources as required by N.C.G.S 143-355(I) as presented. (A copy of the resolution is attached to these minutes as information.)
- C. Resolution; Lenoir Fire Department Truck Acquisition/BRE REDLG: Staff recommends approval of the Resolution authorizing staff to pursue United States Department of Agriculture (USDA) loan funding administered through Blue Ridge Electric Membership Corporation (BREMCO) for the purchase of a new 107-foot Ladder Fire Truck. Additionally, the Resolution authorizes the City Manager to act on behalf of the City of Lenoir to execute documents related to the loan application, agreement, or other related items as necessary. Should the loan request be approved by USDA to BREMCO, the City would then execute a funding agreement with BREMCO in the amount of \$1,180,000.00 at 0% interest for a seven-year term. (A copy of the resolution is attached to these minutes as information.)
- D. Resolution - Waiving formal bid/Authorizing Cooperative Purchasing Fire Truck: Pursuant to N.C.G.S. §143-129(e)(3), Staff recommends adoption of the Resolution waiving formal bidding procedures and authorizing use of cooperative purchasing agreement H-GAC, Contract No. FS12-23, for the purchase of a new Ladder Fire Truck. (A copy of the resolution is attached to these minutes as information.)
- E. Proclamation: Approval of the proclamation proclaiming the month of May as “Motorcycle Safety and Awareness Month” as submitted. (A copy of the proclamation is attached to these minutes as information.)
- F. Proclamation: Approval of a proclamation proclaiming Sunday, May 4 as “International Firefighters’ Day” throughout the City of Lenoir as submitted. (A copy of the proclamation is attached to these minutes as information.)
- G. Proclamation: Approval of a proclamation proclaiming week of May 4 through May 10 as “Celebrate Drinking Water Week” throughout the City of Lenoir as submitted. (A copy of the proclamation is attached to these minutes as information.)

Upon a motion by Councilmember Perdue, City Council voted 6 to 0 to adopt items A through G on the Consent Agenda as described above and as recommended.

IV. REQUESTS AND PETITIONS OF CITIZENS

REQUEST; SOCIAL DISTRICT:

- A. Ms. Joy Armatuccio, 626 Harper Avenue addressed City Council and said she was a local artist. Ms. Armatuccio requested City Council consider expanding the Social District to include her business and others that are located in the Jesse Plaster building across from the former Walgreens which is just beyond the Social District. Mayor Gibbons directed her to contact Brenda Floyd, Main Street and Economic Development or Ashley Smith, Downtown Event Coordinator to find out more regarding this process.

V. REPORTS OF BOARDS AND COMMISSIONS

VI. REPORT AND RECOMMENDATIONS OF THE CITY MANAGER

- A. Items of Information

NCDOT'S SPRING LITTER SWEEP:

1. NCDOT's Spring Litter Sweep began on Saturday, April 12 and ends on Saturday, April 26.

HOLIDAY

- CLOSING:** 2. City offices will be closed on Friday, April 18 in observance of Good Friday.

EARTH DAY & ARBOR DAY CELEBRATION:

3. An Earth Day and Arbor Day Celebration will be held on Saturday, April 19 from 10:00 a.m. until 3:00 p.m. at Unity Park & Community Gardens for all ages.

BOOTLEGGER 100 BICYCLE RACE:

4. The Bootlegger 100 Bicycle Race will be held on Saturday, April 19 from 8:00 a.m. until 6:00 p.m.

PARKS & RECREATION

ADV. BOARD:

5. The Parks and Recreation Advisory Board will meet on Monday, April 21 at 6:00 p.m. at the Martin Luther King, Jr. Center.

COMMITTEE OF THE WHOLE:

6. The Committee of the Whole will meet on Tuesday, April 22 at 8:30 a.m. at City Hall, Third Floor.

ANNUAL BICYCLE

- RACE:** 7. The annual Bicycle Festival will be held on Saturday, April 26 from 11:00 a.m. until 3:00 p.m. in downtown Lenoir.

PLANNING

- BOARD:** 8. The Planning Board will meet on Monday, April 28 at 5:30 p.m. at the City/County Chambers.

NCLM CITY VISION**CONFERENCE:**

9. The North Carolina League of Municipalities (NCLM) City Vision Conference will be held on April 29 through May 1 in Greenville.

FOOTHILLS REGIONAL**AIRPORT AUTHORITY:**

10. The Foothills Regional Airport Authority will meet on Wednesday, April 23 at noon at the airport facility.

- B. Items for Council Action

VII. REPORT AND RECOMMENDATIONS OF THE CITY ATTORNEY**VIII. REPORT AND RECOMMENDATIONS OF THE MAYOR****IX. REPORT AND RECOMMENDATIONS OF COUNCILMEMBERS****X. ADJOURNMENT**

- A. There being no further business, the meeting was adjourned at 6:30 p.m.

Shirley M. Cannon, City Clerk

Joseph L. Gibbons, Mayor

**A RESOLUTION BY THE CITY OF LENOIR
APPROVING THE 2024
LENOIR LOCAL WATER SUPPLY PLAN**

WHEREAS, North Carolina General Statute 143-355 (l) requires that each unit of local government that provides public water service or that plans to provide public water service and each large community water system shall, either individually or together with other units of local government and large community water systems, prepare and submit a Local Water Supply Plan; and

WHEREAS, as required by the statute and in the interests of sound local planning, a Local Water Supply Plan for the City of Lenoir, Water System NC01-14-010, has been developed and submitted to the Lenoir City Council for approval; and

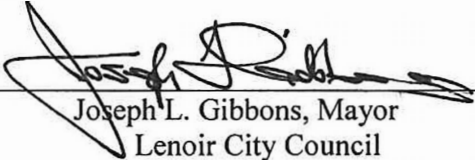
WHEREAS, the City has been approved to receive funding through Session Law 2023-134, House Bill 259, Section 12.2.(e) to construct a water interconnection between the City of Lenoir and the Town of Valdese to better facilitate redundancy and integrity of the water supply.

WHEREAS, the Lenoir City Council finds that the Local Water Supply Plan is in accordance with the provisions of North Carolina General Statute 143-355 (l) and that it will provide appropriate guidance for the future management of water supplies for the City of Lenoir, as well as useful information to the Department of Environmental Quality for the development of a state water supply plan as required by statute;

NOW, THEREFORE, BE IT RESOLVED by the Lenoir City Council of the City of Lenoir, NC, that the Local Water Supply Plan entitled, 2024 Lenoir Local Water Supply Plan, dated April 15, 2025 is hereby approved and shall be submitted to the Department of Environmental Quality, Division of Water Resources; and

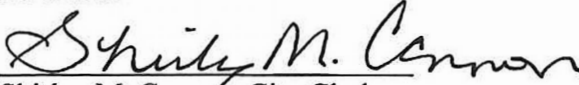
BE IT FURTHER RESOLVED that the Lenoir City Council intends that this plan shall be revised to reflect changes in relevant data and projections at least once every five years or as otherwise requested by the Department, in accordance with the statute and sound planning practice.

Adopted this 15th day of April, 2025.



Joseph L. Gibbons, Mayor
Lenoir City Council

ATTEST:



Shirley M. Cannon, City Clerk

RESOLUTION

RESOLUTION AUTHORIZING THE FILING OF AN APPLICATION FOR APPROVAL OF A FINANCING AGREEMENT AUTHORIZED BY NORTH CAROLINA GENERAL STATUTE 160A-20

WHEREAS, the City of Lenoir, North Carolina desires to purchase a new 107-foot Ladder Fire Truck (the "Project") to replace an existing 75-foot Ladder Fire Truck in order to better serve the citizens of Lenoir; and

WHEREAS, The City of Lenoir desires to finance the Project by the use of an installment contract authorized under North Carolina General Statute 160A, Article 3, Section 20; and

WHEREAS, Blue Ridge Electric Membership Corporation (BREMCO) administers loan funding from the United States Department of Agriculture (USDA) through the Rural Economic Development Loan and Grant (REDLG) program; and

WHEREAS, the City of Lenoir intends to seek loan funding in the amount of \$1,180,000.00 from USDA and BREMCO for the purchase of a new 107-foot Ladder Fire Truck; and

WHEREAS, said loan funding will include installment payments over a 7-year term, with 0% interest accrued over the entire loan term.

NOW, THEREFORE, BE IT RESOLVED that the City Council of the City of Lenoir, North Carolina, in a regular meeting on the 15th day of April, 2025, agree to request loan funding through USDA and BREMCO, through the REDLG program, for the purchase of a new 107-foot Ladder Fire Truck.

NOW, THEREFORE, BE IT FURTHER RESOLVED that the City Manager is hereby authorized to act on behalf of the City of Lenoir in filing an application with BREMCO for the proposed financing contract, execution of said contract should the loan be approved, and other actions not inconsistent with this resolution.

Adopted this the 15th day of April, 2025.

SEAL


Joseph L. Gibbons, Mayor

ATTEST:

Shirley M. Cannon
City Clerk

This is to certify that this is a true and accurate copy of Resolution No. n/a, adopted by the City Council of the City of Lenoir on the 15th day of April, 2025.


Shirley M. Cannon
City Clerk

4-16-2025
Date

RESOLUTION

RESOLUTION WAIVING FORMAL BIDDING PROCEDURES AND AUTHORIZING USE OF AN EXISTING COOPERATIVE PURCHASING AGREEMENT FOR THE PROCUREMENT OF A NEW LADDER FIRE TRUCK

WHEREAS, the City of Lenoir, North Carolina, desires to purchase a new 107-foot Ladder Fire Truck to replace an existing 75-foot Ladder Fire Truck in order to better serve the citizens of Lenoir; and

WHEREAS, The City of Lenoir desires to pursue USDA loan funding administered through Blue Ridge Electric Membership Corporation to purchase the new Ladder Fire Truck; and

WHEREAS, the cost of said Ladder Fire Truck requires adherence to formal bidding procedures in accordance with N.C.G.S. 143-129; and

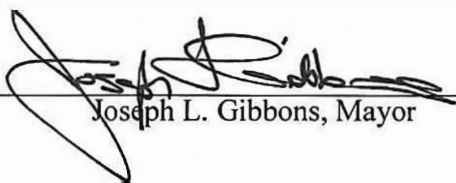
WHEREAS, in accordance with N.C.G.S. 143-129(e)(3), the City may waive formal bidding procedures and utilize an existing cooperative purchasing agreement for procurement of the new Ladder Fire Truck.

NOW, THEREFORE, BE IT RESOLVED that the City Council of the City of Lenoir, North Carolina, in a regular meeting on the 15th day of April, 2025, does hereby waive formal bidding procedures for procurement of a new Ladder Fire Truck.

NOW, THEREFORE, BE IT FURTHER RESOLVED that the City of Lenoir intends to utilize cooperative purchasing agreement Contract No. FS12-23 to establish base pricing and specifications for the new Ladder Fire Truck.

Adopted this the 15th day of April, 2025.

SEAL


Joseph L. Gibbons, Mayor

ATTEST:


City Clerk

This is to certify that this is a true and accurate copy of Resolution No. n/a, adopted by the City Council of the City of Lenoir on the 15th day of April, 2025.


City Clerk

4-16-2025
Date



PROCLAMATION

Motorcycle Safety & Awareness Month

May 2025



WHEREAS, the growth in popularity of motorcycle riding and touring, combined with the many scenic destinations in our state and the year-long riding season, have led to North Carolina having one of the largest populations of motorcycle enthusiasts in the nation; and

WHEREAS, more and more residents of the City of Lenoir are taking up this mode of transportation to commute to and from their places of employment; and

WHEREAS, many motorcyclists undergo specialized training by attending professionally taught motorcycle operator training courses with emphasis on skills, traffic laws, and proper safety equipment; and

WHEREAS, it is the responsibility of all motorists to be aware of motorcyclists and extend to them the same courtesy as any other vehicles on our roadways.

NOW, THEREFORE, BE IT RESOLVED, that I, Joseph L. Gibbons, Mayor of the City of Lenoir, and on behalf of the Lenoir City Council, do hereby proclaim the month of May as "Motorcycle Safety and Awareness Month" throughout the City of Lenoir.

WITNESS, my hand and seal this the 15th day of April, 2025.

SEAL


Joseph L. Gibbons, Mayor

ATTEST:



Shirley M. Cannon, City Clerk



CITY MANAGER
SCOTT E. HILDEBRAN

CITY OF LENOIR
NORTH CAROLINA

MAYOR
JOSEPH L. GIBBONS

CITY COUNCIL
J. T. BEAL
T. H. PERDUE
J. I. PERKINS
R. S. PRESTWOOD
K. R. ROGERS
D. F. STEVENS
C. D. THOMAS

PROCLAMATION
IN HONOR OF
INTERNATIONAL FIREFIGHTERS' DAY

WHEREAS, International Firefighters' Day is observed each year on May 4th to honor and remember past firefighters who have lost their lives while serving their communities, to express gratitude to those that have served in this line of work and to show support and appreciation for those who presently serve; and

WHEREAS, regardless of the language a firefighter speaks, or the country in which he or she works and resides, all firefighters fight against the same enemy - fire; and

WHEREAS, firefighters follow a long line of tradition and honor that inspires them to help colleagues, neighbors and strangers alike; and

WHEREAS, the demands of firefighting are accompanied by both personal and physical tolls that all firefighters knowingly accept while risking their lives to protect the lives of others.

NOW, THEREFORE, be it resolved that by the virtue of the authority vested in me as Mayor of City of Lenoir, North Carolina, and on behalf of the Lenoir City Council, I do hereby proclaim Sunday, May 4th, 2025, as "*International Firefighters' Day*" throughout the City of Lenoir and encourage all citizens to show support and appreciation to our City, County, and State firefighters who protect our lives and property so diligently throughout the year and by remembering past firefighters who dedicated their lives to preserve our safety.

IN WITNESS WHEREOF, I have hereunto set my hand and caused the Seal of the City of Lenoir to be affixed this the 15th day of April, 2025.

SEAL


Joseph L. Gibbons, Mayor

ATTEST:


Shirley M. Cannon, City Clerk





CITY MANAGER
SCOTT E. HILDEBRAN

CITY OF LENOIR
NORTH CAROLINA

MAYOR
JOSEPH L. GIBBONS

CITY COUNCIL
J. T. BEAL
T. H. PERDUE
J. I. PERKINS
R. S. PRESTWOOD
K. R. ROGERS
D. F. STEVENS
C. D. THOMAS

PROCLAMATION

IN CELEBRATION OF DRINKING WATER WEEK

WHEREAS, water is our most valuable natural resource; and

WHEREAS, drinking water serves a vital role in daily life, serving an essential purpose to health protection, fire protection, support for our economy and the quality of life our citizens enjoy; and

WHEREAS, any measure of a successful society - low mortality rates, economic growth and diversity, productivity, and public safety are in some way related to access to safe water; and

WHEREAS, we are all stewards of the water infrastructure upon which future generations depend; and

WHEREAS, each citizen of the City of Lenoir is called upon to help protect our source waters from pollution, to practice water conservation, and to get involved in local water issues by getting to know their water;

NOW, THEREFORE, be it resolved that by virtue of the authority vested in me as Mayor of the City of Lenoir, North Carolina, and on behalf of the Lenoir City Council, I do hereby proclaim the week of May 4 – 10, 2025 as *“Celebrate Drinking Water Week”* throughout the City of Lenoir.

IN WITNESS WHEREOF, I have hereunto set my hand and caused the Seal of the City of Lenoir to be affixed this the 15th day of April, 2025.

SEAL


Joseph L. Gibbons, Mayor

ATTEST:


Shirley M. Cannon, City Clerk

**COMMITTEE OF THE WHOLE
TUESDAY, April 22, 2025
8:30 A.M.**

Present: Mayor Joe Gibbons, Jonathan Beal, Ike Perkins, Todd Perdue, Ralph Prestwood, Kimmie Rogers and Crissy Thomas.

Staff Present: City Manager Scott Hildebran, City Clerk Shirley Cannon, Finance Director Donna Bean, Economic & Main Street Director Brenda Floyd, Downtown Event Planner, Ashley Smith, Planning Director Hannah Williams, Public Services Public Works Director Jon Hogan, Public Services Public Utilities Director Jeff Church, Parks & Recreation Administrative Assistant Juliana Tripician, Assistant Fire Chief Chris Jacobs, Police Chief Brent Phelps, Director of Special Projects & Grants Jared Wright, and Communications Director Joshua Harris.

Absent: Mayor Pro-Tem David Stevens, Fire Chief Norman Staines, and Recreation Director Phil Harper.

I. CALL TO ORDER

II. Mayor Gibbons welcomed everyone and called the meeting to order.

III. CITIZEN COMMENT

IV. Planning Board: The Planning Board will meet on Monday, April 28, 2025. Hannah Williams, Planning Director gave the following report:

- The Comprehensive Plan will be presented at the May 27 Committee of the Whole meeting.
- The Planning Board will hear a Conditional Rezoning case for 229 Wilson Street at their April meeting.

Planning Department Fees Schedule: Director Williams presented the following information:

Director Williams reviewed a schedule of proposed Planning & Inspection Fees, Administration Review/Permits and Service Fees. She stated the City's fees were lower than surrounding municipalities and explained the amount of staff's time involved in the process was also considered in the fee increase request. Director Williams reported the fees were increasing by \$100 with a base fee of \$50.00.

A copy of the fee schedule is attached to these minutes as information.

Mr. Hildebran stated the fee schedule would become effective on July 1, 2025 and presented for adoption during the budget process. He stated fees would be capped at \$1,000.00 and briefly discussed cell towers which would have a \$2,500.00 fee.

V. Destination by Design – Lenoir Gateway Signage – Phase II

Jonathan Scott, Destination by Design presented a power point presentation regarding Phase II of the gateway signage. Mr. Scott stated they took into consideration the gateway sign when designing these three (3) concepts.

A copy of the presentation is attached to these minutes as information.

Mr. Scott described each concept and stated the brand artwork will be mounted on the top and illuminated. The stud mounted channel lettering with acrylic backing will be halo lit. The side and back views are made of faux board formed concrete panels and the back view will also show the brand artwork with acrylic backing and face lit.

Following a review, City Council was in consensus for approval of concept #2.

VI. History Files: Councilmember Ralph Prestwood informed Council that Mike Gibbons has collected a number of files on the history of Lenoir and has been working with John Hawkins at the Caldwell Heritage Museum regarding preserving these files. City Council discussed purchasing and archiving the files along with making them available for the public to review in the future.

Councilmember Prestwood said Mr. Gibbons did not give an exact purchase price and he was proposing \$1,000 due to the number of documents. Councilmember Perdue proposed to increase the suggested price up to \$2,500 due to the volume of files to be archived and preserved.

Motion

Upon a motion by Councilmember Perdue, City Council voted 6 to 0 to approve the purchase price of up to \$2,500 for all of the history files submitted by Mike Gibbons to be archived at the Caldwell Heritage Museum as presented.

VII. PUBLIC SAFETY

- A. Update; Police Department: Police Chief Brent Phelps presented the following report:
- Currently, the Department has three openings with one officer leaving to join the Catawba County Sheriff's Department.
 - The Police Department will assist with larger events this summer including the July 4th celebration at Mulberry Recreation and the July Blackberry Festival downtown.
 - Staff is conducting an ongoing Lieutenant's process and plan to have someone selected by the end of May prior to the retiring of Lieutenant Chris Robinson.
 - Reported that Yokefellow proposes to have showers available at the beginning of May for individuals which led to a discussion about issues the mobile showers may create and homeless people being on the Greenway.
- B. Update; Fire Department: Assistant Chief Chris Jacobs presented the following report:
- The Department has one open position.
 - Cameras are going to be installed in all the large apparatus, the Quick Response Vehicles and the Battalion Chief's vehicle.
 - The Department requested to participate in the Smoke Detector program again in June and requested 36 detectors as part of the grant process.
 - Reviewed the annual 2024 Report and reported their response time for the first quarter of

2025 was 3.05 minutes and the number of incidents for all three stations was 816. The amount of property saved was \$11,169,300. In the first quarter, the department participated in 4,813 hours of training.

The annual report is included in the agenda packet.

VIII. PUBLIC SERVICES

A. Public Services Public Works: Public Services Public Works Director Jon Hogan presented updates on the following projects:

1. **Wayfinding Sign Project:** The City received NCDOT comments and are working with RiteLite Sign and Destination by Design to address DOT comments. Staff feels like they have a good direction moving forward. Per DOT notes we will have to make some slight modifications such as shrinking the size of the city logo, removing the logo on the rear of the sign and routing "Create with Us" on the sign post. We will still be allowed to attach the local artwork and keep graphics on the back of the sign. Those rules will apply to signs on NCDOT roadways. We will stick to the original design on city streets. The city will also need to relocate 7 signs that were concerns. Once the changes have been made, staff will resubmit for their final review. Manufacturing of the signs will take around 6 months, likely being a fall installation.
2. **Gateway Sign Project:** Destination by Design has created three conceptual sign designs. These options have been designed in a vertical orientation utilizing the city logo and having artistic similarities to the center sign at Smith Crossroads.

City Council agreed on the vertical sign with letters top to bottom (A picture of the design is attached to these minutes as information.)

3. **Veteran's Pavers:** Staff has worked with local contractors on numerous designs for pavers for this area. Staff has designed a smaller monument (Presentation by Joshua Harris attached to these minutes) similar to what is already there. Staff has solicited 3 quotes and are awaiting responses on those.
4. **Creekway Drive Landscape Median:** Staff is currently working on numerous landscape projects to address cleaning up gateways into the city. Due to improper tree pruning and lack of mulch and maintenance this gateway has become an eyesore. Our plan is to remove and replace all plant material with 11 trees and a number of low maintenance shrubs. The zoysia sod will be removed and replaced by mulch beds and river rock to not only add aesthetic appeal but to also minimize maintenance or mowing needs.
5. **Self-Watering Planters Harper Avenue:** This is another gateway cleanup project. Staff has removed the unsightly crepe myrtles as they have been topped throughout the years creating a major eyesore and issues with pedestrian traffic and sight issues for drivers. Staff is proposing placing self-watering planters along Harper Avenue from Pennton Avenue to Ridge Street. These planters will be planted with a mix of shrubs, perennials and annuals to add some color and spruce up the aesthetics along Harper Avenue.
6. **321 Sculpture Landscape Design:** Staff has received some inquiries in reference to cleaning this area up. Unfortunately, due to lack of maintenance, the shrubs have become overgrown and mulch nonexistent creating an eyesore. Staff has worked on in-house design and design with Southern LawnScapes in Hickory. Due to lack of manpower, time

and equipment, we will self-perform the removal plant materials and soil prep. Southern LawnScapes will handle the installation of plant materials, rock, boulders and mulch. The plant materials will consist of low maintenance blooming shrubs and perennials to add seasonal color as well as evergreen trees to create a back drop for the sculpture.

Councilmember Perdue mentioned there were trees in the stream at the Greenway. Director Hogan stated that stream cleaning is part of the City's contract with Caldwell County.

B. Public Services Public Utilities: Public Services Public Utilities Director Jeff Church presented updates on the following projects:

1. Authorizing Resolution; Spring 2025 Department of Water Infrastructure Lead Service Line Inventory Project: Staff recommends City Council's consideration of approval for an Authorizing Resolution to authorize the City Manager and Finance Director to execute and file the Lead Service Line Identification and Replacement Grant application for the Spring 2025 funding round as submitted.

A copy of the resolution is attached to these minutes as information.

Director Church explained the City is re-applying for a loan with the state due to declining the first loan, because of the possibility of the new application providing loan forgiveness.

Motion

Upon a motion by Councilmember Perdue, City Council voted 6 to 0 to adopt the authorizing resolution as presented.

2. Finley Water Project: The pre-bid was held on April 15, 2025. The bid opening is scheduled for Tuesday, May 6, 2025 at 2:00 p.m.
3. East Harper and Ridge Street/West Avenue Sewer Replacements: The bid opening for the combined project is scheduled for Thursday, May 8, 2025 at 2:00 p.m.
4. Sewer Easement; Summerhill Development: McGill Associates is currently working on a sewer easement between lot numbers 9 and 10 in the Summerhill Development. Once the surveyor work is complete, the item will be submitted for Council action at the next meeting.

IX. COMMUNITY DEVELOPMENT

- A. Lenoir Tourism Development Authority: The Lenoir Tourism Development Authority did not meet in April. Brenda Floyd, Economic & Main Street Director reported several individuals from the City of Lenoir attended the 2025 Visit NC Tourism Conference on April 6-8, 2025 held at the Hickory Metro Convention Center. The event was hosted by the City of Hickory and had over 500 participants.

Director Floyd also shared the annual Downtown Awards celebration is scheduled on Monday, April 28 at 5:00 p.m. at Liquid Roots. The recipients of the Gibbons Award and

the Main Street Champions will be announced.

- B. Lenoir Business Advisory Board: The Lenoir Business Advisory Board did not meet in April. The next meeting will be held on Thursday, May 8 at City Hall, Third Floor Conference Room. Brenda Floyd, Economic & Main Street Director reported on the following: The Board received an application for a Design Build grant. The Main Street Accreditation will be on May 14. The National Day of Prayer will be held on Thursday, May 1 at noon at the downtown stage area. Bloom Fest is on Saturday, May 10, the Neon Bike Ride is on Friday, May 30 and the Friday Night Live events will begin on Friday, June 6.

- C. The Parks and Recreation Advisory Board met on Monday, April 21, 2025. Juliana Tripician, Parks and Recreation Administrative Assistant presented an update on the following current activities and projects.

1. Free TAI CHI classes are being offered on Monday & Wednesday from 2:00 – 2:45 p.m. at Mulberry Recreation Center, Activity Room #1.
2. Toddler free play activity is held on Mondays from 10:00 – 11:30 a.m.
3. The annual Easter Egg Hunt was held on Saturday, April 12 at Mulberry Recreation Center with around 150 participants.
4. Adult Industrial Basketball League will end on Monday, April 21.
5. A Ribbon Cutting was held at Mulberry Recreation on Wednesday, April 2 at 2:30 p.m. for the Gymnasium and Pickleball courts.
6. The 2025 JH Jones Summer League Basketball registrations will be held April 14th through May 30th for boys and girls ages 8 – 13 at the Martin Luther King, Jr. Center.
7. The Fire Cracker 5K & 10K race is scheduled for June 28 beginning at 10:00 a.m.
8. Kings Dance classes for the youth will begin soon at Mulberry Recreation Center on Wednesday evenings.
9. A Ping Pong Tournament will be held on May 12 at 6:00 p.m. at Mulberry Recreation Center. Registration is available online.
10. A Ribbon Cutting for the new Splash Pad will be held on May 16th at 2:30 p.m. at the Aquatic & Fitness Center.

- X. Director of Special Projects and Grants Jared Wright gave the following report:

Project Updates as follows:

1. **MLK Improvements**: The flooring is completed and the facility has been re-opened to the public. Tennis court resurfacing is expected to begin possibly on Wednesday of this week, but weather may be a factor. New exercise equipment for the weight room has been ordered (delivery date TBD). Working with Public Works to remove existing landscaping and replace with new shrubs/vegetation. Remaining contract work includes exterior cleaning and painting, gutter replacement, concrete replacement to enhance ADA access, and outdoor basketball court repairs (painting, re-striping). Gutter replacement should begin within the next 3-4 weeks.

2. **PARTF Project**

- A. LAFC Design-Build: A kickoff meeting was held in late March for the Lenoir Aquatic Fitness Design-Build (LAFC). The floor-plan design is underway and includes modification of restrooms and locker rooms, an addition of a hallway to access racquetball and fitness corridor, racquetball court renovation, and whirlpool modifications. Bids for a subcontractor is expected to be held in June.
- B. Soccer Complex: Public Works staff continues to work on landscaping at the picnic shelter and splash pad that are located at the Soccer Complex. The contractor is also working on an ADA connector path.

C. Additional small recreational elements have been ordered for the LAFC including concrete cornhole and ping pong boards.

3. **Campus Improvements Project:** 90% of the construction documents have been submitted for review with minor tweaks prior to permitting sets. Finish and fixture schedules have been submitted for floor/wall/ceiling coverings and color palettes, plumbing and electrical fixtures. Subcontractor prequalification is underway, consisting of a thorough review of firm experience, bonding capacity, financial standing, and EMR (safety rating). Pre-qualifications and permitting will run concurrently and advertising and bidding will follow in the second quarter.
4. **Pavilion Site:** The Pavilion site is complicating completion of civil/site design and engineering due to poor soils, buried debris, stormwater, etc. dictating foundation design for the Pavilion and layout of drainage system(s).
5. **LFD Infrastructure Repair (Sinkhole)** – Ridge Street and East Harper Sewer projects bidding will be held on May 8, 2025. The bid date was extended to accommodate contractor schedules. The expected Notice to Proceed (NTP) should be received after the Blackberry Festival in July.

GRANTS/FUNDING APPS

1. **Great Trails funding application:** The \$497,994 funding application for the OVT Connector Trail was submitted on November 12, 2024. An updated notification schedule includes May notice and the June contract execution.
2. **Blue Ridge Energy/USDA REDLG:** The Blue Ridge Energy funding application was submitted to USDA for a REDLG loan for a (Ladder truck); 7-year term, 0% interest, \$1,180,000 loan.

XI. Finance and Administration: Finance Director Donna Bean presented the Financial Summary of March 31, 2025. The over/under balance in the General Fund is \$ 2,932,698.08, (\$181,014.99), Downtown District and Water & Sewer Fund \$1,578,325.30.

A copy of the March Financial Summary is attached to these minutes as information.

Director Bean stated all of the financials are on target and are where she anticipated them to be in the general fund budget at this time.

B. Agreement; Carolina Public Entity Cooperative: Director Bean presented an Intergovernmental Agreement and Bylaws of Carolina Public Entity Cooperative for consideration of approval by City Council. The agreement will be between the Cooperative and the City of Lenoir for insurance coverage for employees. Director Bean stated this is a standard agreement and would become effective July 1, 2025 following approval by City Council.

A copy of the agreement and bylaws are on file in the Finance Department.

Director Bean stated this Cooperative is voluntarily established by contracting units of local

government and/or intergovernmental agencies, as provided for in Article 23 of Chapter of the North Carolina General Statutes (the Local Government Risk Pool Act), to establish a risk pool providing for employee benefit programs for the units' or agencies' employees, including a system or program of loss control.

City Manager Hildebran stated the City was notified by the North Carolina League of Municipalities (NCLM) that they were not going to continue to offer insurance coverage on July 1, 2025.

Motion

Upon a motion by Councilmember Jonathan Beal, City Council voted 6 to 0 to approve the Intergovernmental Agreement and Bylaws between the City of Lenoir and the Carolina Public Cooperative with an effective date of July 1, 2025 as submitted.

- XII. Update; Public Communications: Joshua Harris, Public Information Director referred to the March 2025 Communication Report. There were 5 new releases, 151 social posts, 389 photos, 2 videos, and 28 web updates. The website had a total of 41,183 views along with 10,022 video views. Social followers total 59,949 and there were 644 new followers this month. Director Harris asked Staff to send him any news/stories they would like to have published.

Director Harris shared that additional bikes have been donated for the upcoming Bicycle Festival on Saturday. He stated that volunteers are needed and also thanked everyone that participated in the employee litter sweep.

X111. OTHER

- A. May Calendar: The calendar for the month of May was provided in the packet as information listing Committee meetings and upcoming events.

XIV. ADJOURN

- A. There being no further business, the meeting was adjourned at 10:21 a.m.

Attachments

Fee Schedule – Planning Dept.
 Authorizing Resolution
 Lenoir Gateway Signage-Phase II
 March Financial Summary



Schedule of Fees and Charges

PLANNING AND INSPECTIONS		New Suggested Pricing	Hudson/Gamewell	Granite	Hickory	Boone	Morganton	Blowing Rock
DESCRIPTION OF FEE	AMOUNT							
Annexation	250.00	350.00	350.00	250.00	250.00	375.00	500.00	350.00
Special Use	250.00	350.00	350.00	250.00	371.00	1,190.00	500.00	1,000.00
Conditional Zoning District	430.00	500.00	350.00	350+\$50/ac	430.00	1,090.00	1,000.00	
Major Subdivision (Preliminary)	250.00	400.00	25 + attorney and engineer	250+\$5/lot	250.00	1,190.00	250.00	300-1000.00
Major Subdivision (Final)	250.00	100.00	25 + attorney and engineer	250+\$5/lot	250.00	245.00	600.00	
Ordinance Amendment	250.00	500.00	350.00	300.00	250.00	875.00	1,000.00	250.00
Re-zoning/Map Amendment	250.00	350.00	350.00	300.00		765.00	1,000.00	500.00
Re-zoning/Map Amendment ≤ 1 acre					618.00			
Re-zoning/Map Amendment >1-5 acres					857.00			
Re-zoning/Map Amendment >5 acres					1,284.00			
Street Closing/Abandonment (permanent)	600.00	600.00		250.00	250.00			
Variance	250.00	350.00	350.00	150.00	250.00	375.00	500.00	400.00
Appeal	-	350.00		150.00		300.00	500.00	400.00
Certificate of Appropriateness	-	350.00			61.00	375.00	500.00	
Local Landmark	-	350.00			61.00	375.00	500.00	
Administrative Review / Permits								
Floodplain Development Permit	50.00	100.00	75.00	350.00	50.00	315.00	100.00	50.00
Minor Subdivision	1st 5 lots -- \$25 (+ \$1/each additional lot)	1st 5 lots -- \$25 (+ \$1/each additional lot)	25.00	25 + \$5 per lot	1st 5 lots -- \$25 (+ \$1/each additional lot)	180, 140 exempt	100.00	75 per lot
Zoning Permit -- under 2,000 sq. ft.	25.00	50.00	75.00	50.00	31.00	205	50.00	50 (.10/sf)
Zoning Permit -- over 2,000 sq. ft. (substantial improvement, new commercial, industrial, or multifamily construction)	75.00	50, 100, 200	75.00	150 + \$100/1000sf	46.00	205-1265 depending upon size/type of project and land disturbance	600 major plan review	50 (.10/sf)
Zoning Permit - Accessory Structures	25.00	25.00		25.00				
Signs, Temp Banners or Windblown Ad Device	25.00	25, 75 digital or uniform sign package 250 billboards	75.00	50 (freestanding up to 100, \$1 for each sf over 100), 500 billboards, 25 all others	64 (12 week temp) 129 (52 week temp)		50/75 digital off premises	
Telecom Tower		2,500.00					5,000.00	
Colocation		50.00					1,000.00	
Services Fees								
Zoning Map, plotted (large format)	25.00	25.00			25.00			
Custom Map, digital (any size)	75.00	75.00						
Custom Map, plotted (large format)	100.00	100.00						

 DESTINATION BY DESIGN

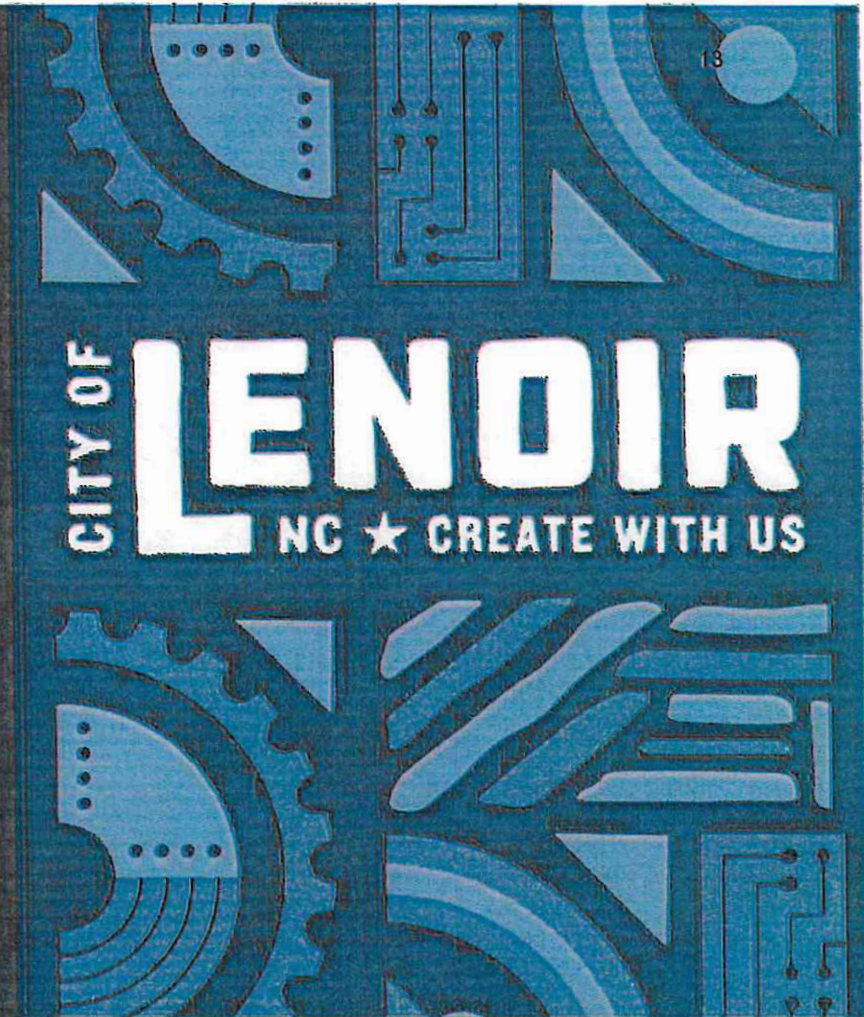
LENOIR GATEWAY SIGNAGE - PHASE II

City Of Lenoir, NC

Alex Gotherman, PLA
Director of Design

Case Neal
Project Manager

Pooja Bonde
Environmental Graphic Designer

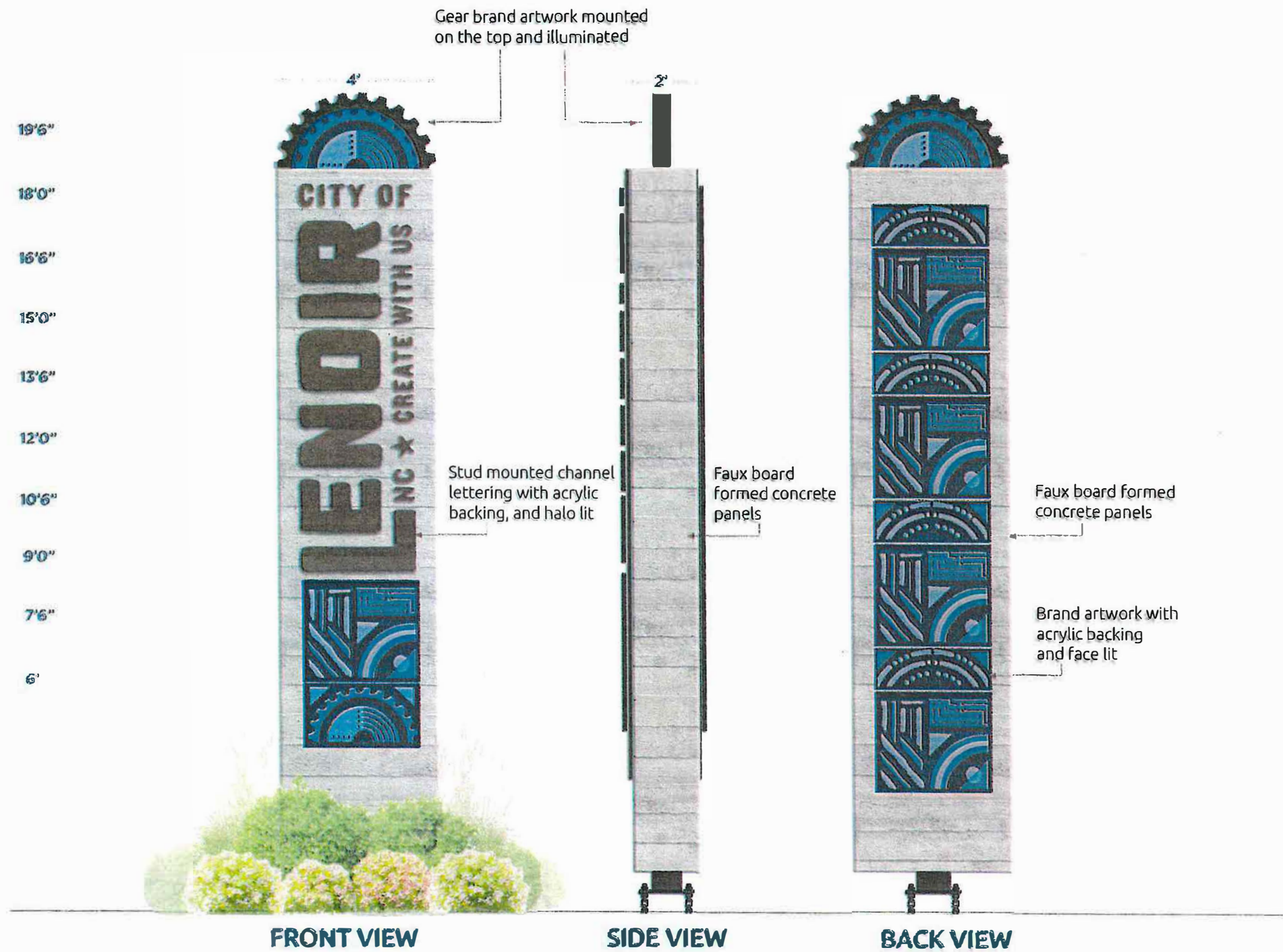


14

SIGNAGE CONCEPTS



CONCEPT 1



CONCEPT 2

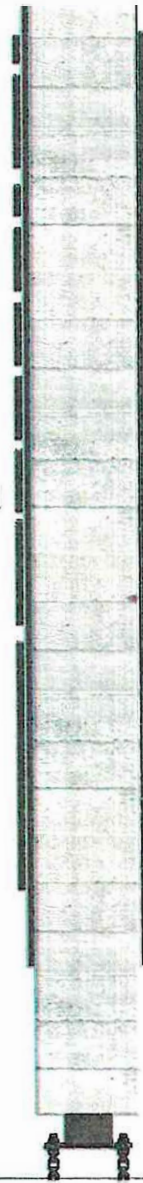
25

19'6"
18'0"
16'6"
15'0"
13'6"
12'0"
10'6"
9'0"
7'6"
6'



FRONT VIEW

Stud mounted channel
lettering with acrylic
backing, and halo lit



SIDE VIEW

Faux board
formed concrete
panels



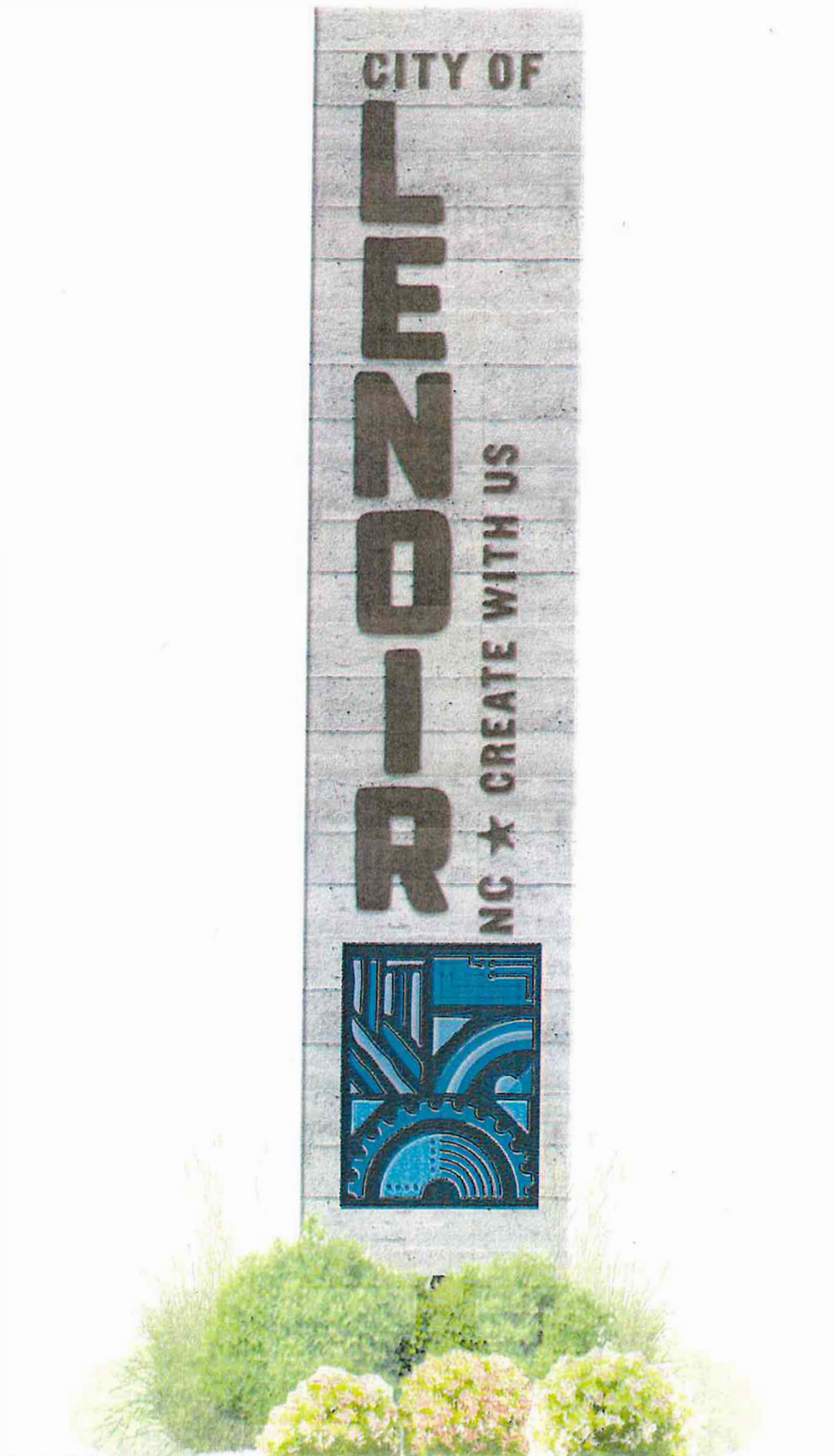
BACK VIEW

Faux board formed
concrete panels

Brand artwork with
acrylic backing
and face lit

CONCEPT 3

26



FRONT VIEW

1767 Cedar Drive
Lenoir, NC 28645

April 7, 2025

Joe Gibbons, Mayor
PO Box 958
Lenoir, NC 28645

Dear Mayor Gibbons and Council,

With this letter, I am asking that the council consider approval of a memorial on The Triangle for Mary Bernhardt Busko and Ann Hancock.

You may know that the Hibriten Garden Club is hosting a Tour of Gardens on Saturday, May 3, 2025. It was a dream of Ann's that the tour be centered on The Triangle with the six gardens on Hibriten Ave., Highland Ave., and Woodside Place. The proceeds of the tour are to be given to the city for the long term plan of improvement.

Ann was working on a memorial for Mary and had asked her Mother, Ann Bernhardt for approval, which was graciously given.

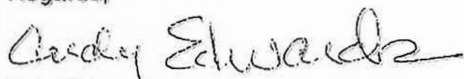
With Ann's untimely death, we decided to do a memorial for both Mary and Ann, since the Triangle had played such a big part in the lives of the children in the area, including Ann's three sons.

The design and the raising of the monies for the memorial was taken over by Anna Holcher Rice and Nancy Holcher. This memorial is not part of the Tour and/or the Hibriten Garden Club.

As soon as a design is decided upon, we will submit approval to the council and for consideration of the placement.

Thanks for your consideration and we look forward to hearing from you.

Regards,



Judy Edwards

C. Nancy Holcher

**CITY OF LENOIR
RESOLUTION BY THE CITY OF LENOIR FOR
SPRING 2025 DEPARTMENT OF WATER INFRASTRUCTURE
LEAD SERVICE LINE INVENTORY PROJECT**

WHEREAS, The City of Lenoir has need for and intends to construct, plan for, or conduct a study in a project described as the City of Lenoir Lead Service Line Inventory Project, and

WHEREAS, The City of Lenoir intends to request State loan and/or grant assistance for the project,

NOW THEREFORE BE IT RESOLVED, BY THE CITY COUNCIL OF THE CITY OF LENOIR

That the City of Lenoir, the **Applicant**, will arrange financing for all remaining costs of the project, if approved for a State loan and/or grant award.

That the **Applicant** will provide for efficient operation and maintenance of the project on completion of construction thereof.

That the **Applicant** will adopt and place into effect on or before completion of the project a schedule of fees and charges and other available funds which will provide adequate funds for proper operation, maintenance, and administration of the system and the repayment of all principal and interest on the debt.

That the governing body of the **Applicant** agrees to include in the loan agreement (if required) a provision authorizing the State Treasurer, upon failure of the City of Lenoir to make a scheduled repayment of the loan, to withhold from the City of Lenoir any State funds that would otherwise be distributed to the local government unit in an amount sufficient to pay all sums then due and payable to the State as a repayment of the loan.

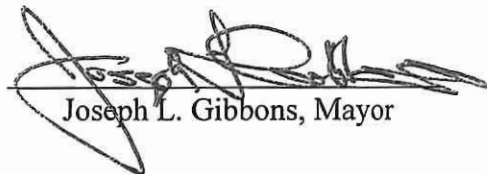
If applying for a regional project, that the **Applicant** will partner and work with other units of local government or utilities in conducting the project.

That Scott Hildebran, City Manager and/or Donna Bean, City Finance Director, the **Authorized Representatives** and successors so titled, are hereby authorized to execute and file an application on behalf of the **Applicant** with the State of North Carolina for a loan and/or grant to aid in the study of or construction of the project described above.

That the **Authorized Representatives**, and successors so titled, are hereby authorized and directed to furnish such information as the appropriate State agency may request in connection with such application or the project: to make the assurances as contained above; and to execute such other documents as may be required in connection with the application.

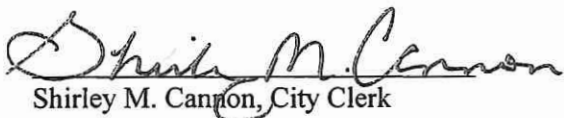
That the **Applicant** has substantially complied or will substantially comply with all Federal, State, and local laws, rules, regulations, ordinances, and funding conditions applicable to the project and to Federal and State grants and loans pertaining thereto.

Adopted this the 22nd day of April 2025 at Lenoir, North Carolina.



Joseph L. Gibbons, Mayor

ATTEST:



Shirley M. Cannon, City Clerk

CITY OF LENOIR, NC
CHARTERED
JANUARY 28, 1951

SEAL

FORM FOR CERTIFICATION BY THE RECORDING OFFICER

The undersigned duly qualified and acting City Clerk of the City of Lenoir, NC does hereby certify: That the above/attached resolution is a true and correct copy of the resolution authorizing the filing of an application with the State of North Carolina, as regularly adopted at a legally convened meeting of the City of Lenoir, City Council duly held on the 22nd day of April 2025; and, further, that such resolution has been fully recorded in the journal of proceedings and records in my office. IN WITNESS WHEREOF, I have hereunto set my hand this 22nd day of April 2025.


Shirley M. Cannon, City Clerk

NORTH CAROLINA

CALDWELL COUNTY

SALES TAX REINVESTMENT AGREEMENT

This Sales Tax Reinvestment Agreement ("this Agreement") is entered into by and among CALDWELL COUNTY("the County"), a political subdivision of the State of North Carolina, and TOWN OF GAMEWELL ("Gamewell"), TOWN OF SAWMILLS ("Sawmills"), TOWN OF CAJAH'S MOUNTAIN ("Cajah's Mountain"), TOWN OF HUDSON ("Hudson"), TOWN OF GRANITE FALLS ("Granite Falls") and CITY OF LENOIR ("Lenoir"), all being North Carolina municipal corporations (collectively "the Municipalities").

WITNESSETH:

WHEREAS, the Towns of Gamewell, Sawmills, Cajah's Mountain, Hudson, and Granite Falls and the City of Lenoir are all municipal corporations located in Caldwell County; and

WHEREAS, the Municipalities and the County desire to collectively fund economic development activities and other public purposes within Caldwell County; and

WHEREAS, the parties have agreed that these activities and purposes will be funded by the Municipalities in consideration of the County's continued election of the per capita method of distribution of local government sales and use tax among the County and the Municipalities pursuant to G.S. §105-472(b)(1), under which election the County receives less sales and use tax revenues, and the Municipalities receive more sales and use tax revenues, than they would receive if the County elected the ad valorem method of distribution; and

WHEREAS, pursuant to the authority of G.S. Chapter 160A, Article 20, Part 1, the County and the Municipalities have each resolved to enter into this interlocal agreement to provide funding for the activities and purposes set forth herein:

NOW, THEREFORE, for and in consideration of the mutual covenants contained herein, the parties agree and contract as follows:

1. This Agreement is entered into for the purpose of collectively funding economic development activities and other public purposes in Caldwell County. It is the intention of the parties to this Agreement that those activities which are anticipated to have the greatest county-wide impact will receive priority in funding. Decisions on which economic development activities and other public purposes to fund, and the amount of funding, will be made by the Caldwell County Board of Commissioners. Provided, however, that no more than \$350,000.00 will be spent from the Fund for public purposes other than economic development for four (4) consecutive e years beginning with the fiscal year that begins July 1, 2025.

2. Administrative implementation of the Fund and of the activities and purposes funded thereby shall be the responsibility of the Caldwell County Manager and his staff.

3. Pursuant to the terms of previous similar agreements, the County has established a special appropriation fund ("the Fund") under the authority and control of the Caldwell County Finance Department, which has been and shall continue to be reserved for the activities and purposes herein provided. Each Municipality's contribution to the Fund shall be paid into the Fund during July of each year, beginning July, 2025. All interest earned on the monies in the Fund shall be credited to Fund and spent for the intended activities and purposes. The County shall include the Fund in its annual audit, and within two (2) weeks after its receipt of the annual audit report, it shall provide to each of the Municipalities a written report showing Fund receipts, interest, expenditures and balance. During the term of this Agreement, the County shall continue to elect each year the per capita method of sales and use tax distribution.

4. The term of this Agreement is for a period for four (4) years, beginning July 1, 2025 and ending June 30, 2029.

5. During the four (4) year term of this Agreement, the Municipalities' respective annual contributions to the Fund shall be the following:

Gamewell	-	\$189,000.00
Sawmills	-	194,000.00
Granite Falls	-	27,500.00
Hudson	-	27,500.00
Cajah's Mountain	-	155,000.00
Lenoir	-	<u>7,000.00</u>
TOTAL		\$600,000.00

6. Monies paid into the Fund prior to July 1, 2025 that have not been expended will be used only for economic development purposes.

7. Should the sales tax revenues fall to a level below the level experienced at the time of this Agreement, each Municipality shall retain the right to request that its contribution be lowered. The request must be submitted to the County Board of Commissioners no later than January 31st. If approved, the lowered contribution would take effect in the following fiscal year, for the payment due to the County in July. Upon obtaining a request to lower the contribution amount the County shall analyze the actual sales tax receipts of each Municipality and determine if a reduction in the contribution is warranted. The ultimate authority on whether or not to reduce the contribution from each Municipality shall rest with the County Board of Commissioners.

8. This Agreement may be modified only with the unanimous consent of all of the parties hereto.

9. This Agreement supersedes all previous agreements between these parties dealing with this same subject matter.

10. Each of the signatories below hereby represents that this Agreement has been approved in an open meeting by the governing body represented by the signatory, and that the signatory has been duly authorized to execute this Agreement as the binding act of the governing body.

ATTEST:


Clerk to the Board of Commissioners

CALDWELL COUNTY

By: 
Chairman, Board of Commissioners

Dated: 3/10/25

This instrument has been preaudited in the manner required by the Local Government Budget and Fiscal Control Act.

Finance Officer, Caldwell County

TOWN OF GAMEWELL

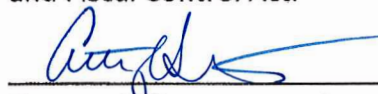
ATTEST:

Clerk to the Town Council

By: _____
Mayor

Dated: _____

This instrument has been preaudited in the manner required by the Local Government Budget and Fiscal Control Act.


Finance Officer, Town of Gamewell

TOWN OF SAWMILLS

ATTEST:

Clerk to the Town CouncilBy: _____
Mayor

Dated: _____

This instrument has been preaudited in the manner required by the Local Government Budget and Fiscal Control Act.

Finance Officer, Town of Sawmills

TOWN OF CAJAH'S MOUNTAIN

ATTEST:

Clerk to the Town CouncilBy: _____
Mayor

Dated: _____

This instrument has been preaudited in the manner required by the Local Government Budget and Fiscal Control Act.

Finance Officer, Town of Cajah's Mountain

TOWN OF HUDSON

ATTEST:

Clerk to the Town CouncilBy: _____
Mayor

Dated: _____

This instrument has been preaudited in the manner required by the Local Government Budget and Fiscal Control Act.

Finance Officer, Town of Hudson

TOWN OF GRANITE FALLS

ATTEST:

Clerk to the Town CouncilBy: _____
Mayor

Dated: _____

This instrument has been preaudited in the manner required by the Local Government Budget and Fiscal Control Act.

Finance Officer, Town of Granite Falls

CITY OF LENOIR

ATTEST:

Clerk to the City CouncilBy: _____
Mayor

Dated: _____

This instrument has been preaudited in the manner required by the Local Government Budget and Fiscal Control Act.

Finance Officer, City of Lenoir

CITY OF LENOIR
COUNCIL ACTION FORM

I. Agenda Item: Bid Award – Veterans Paver / Monument Project

II. Background Information: The City of Lenoir renovated the Downtown Veterans Memorial in 2009. The project included selling pavers to anyone who wanted to honor someone's military service. During the past 15+ years, the pavers have degraded. Many of the pavers are impossible or very hard to read. There are more than 1,000 pavers in the memorial.

For several months, staff have been working with local monument companies to design monuments that could accommodate the current names from the pavers in the memorial. After several iterations, the final design will be six, gray vertical monuments with a slanted face. The monuments will be 44 inches wide by 36 inches tall by 18 inches thick with a 44-inch by 36-inch gray beveled slant. Each monument will hold a 40-inch x 30-inch bronze plaque that can list 172 names. (Illustration attached.)

The smaller black monuments currently on the site will be removed and replaced with the six new larger monuments. The pavers will be removed and replaced with new pavers.

Staff received the following bids:

Foothills Monument Company:	\$54,762.75
Winecoff Memorials:	\$66,000.00
Granite Works:	No bid

Attachments: Bid documents, monument illustration

III. Staff Recommendation: Following the review of bids submitted, staff recommends awarding the Veterans Monument bid to Foothills Monument Company for the total sum of \$54,762.75. Foothills Monument has worked on several monument projects for the City and in Caldwell County.

IV. Reviewed by:

City Attorney: _____

Finance Director: _____

Public Works/Public Utilities Director: _____

Downtown Lenoir Veterans Monument Project

4/30/2025 | Joshua Harris

The City of Lenoir is working on a project to renovate the Veterans Memorial located at 140 N Main Street NW in Downtown Lenoir. The goal is to replace roughly 1,030 pavers with more durable monuments.

The City renovated the Veterans Memorial in 2009 and sold pavers to anyone who wanted to honor military service. During the past 15+ years, many of the pavers have degraded and are impossible or very hard to read. City staff wants to get pavers off of the ground and place the names onto new monuments that will last much longer than pavers.

Staff have talked with local monument providers and discussed several ideas. One of the challenges we face is the small footprint of the Veterans Memorial in Downtown. The memorial is located on the main intersection in Downtown Lenoir and is adjacent to local businesses. Using vertical walls similar to other memorials in the area would block the view of local businesses. This is probably why pavers were selected.

The final design is to use six gray granite monuments with a slanted face to hold a bronze plaque. The monuments will be 44 inches wide by 36 inches tall by 18 inches thick. There will be a gray beveled slant to hold a 40-inch x 30-inch bronze plaque. Each plaque will list a minimum of 172 veteran names.

These new monuments would replace the small black granite monuments in the current memorial.

The Veteran names on the bronze plaques will include rank and branch, and will possibly be listed alphabetically. Staff does not plan to add any new names once this project is complete.

Staff will remove the old pavers and small black monuments, install the new gray slanted monuments, and then install new pavers in the Veterans courtyard.

Staff plan to allow residents to come claim their pavers during a certain time frame.

Current Veterans Memorial

The current memorial sits in a square courtyard. It contains a center monument surround by five smaller, black granite monuments. The center monument has plaques dedicated to people who died in previous wars. The black monuments contain one of the five military branch seals on the slanted face. There are eight flag poles.

The black monuments and flag poles are arranged in an octagon around the center monument.



There is also an eternal flame monument at the entrance to this courtyard.



Slanted granite monument with bronze plaque

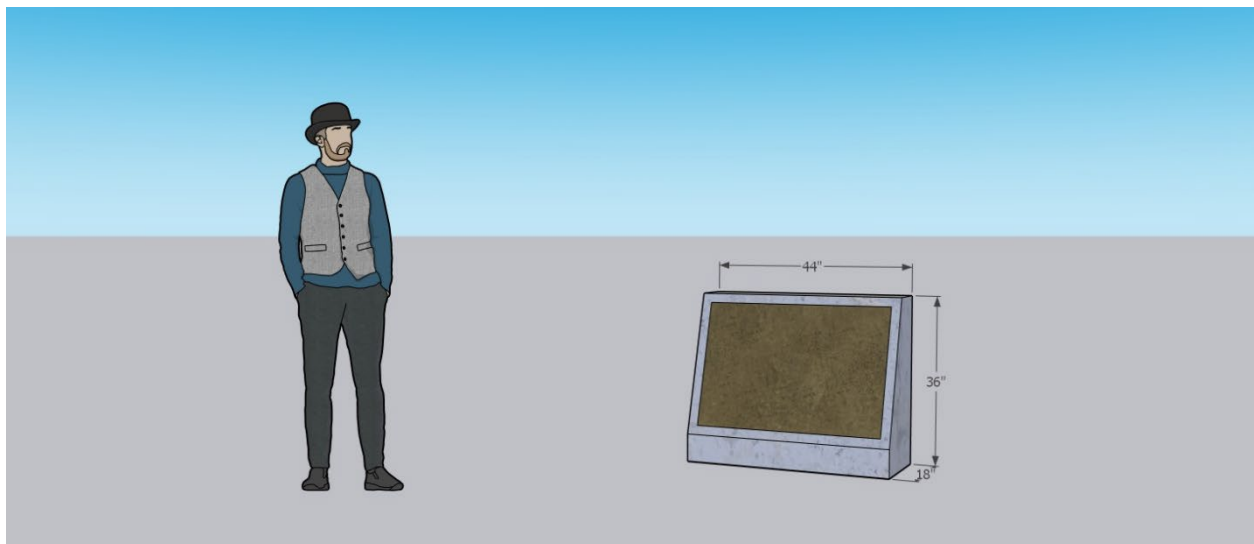
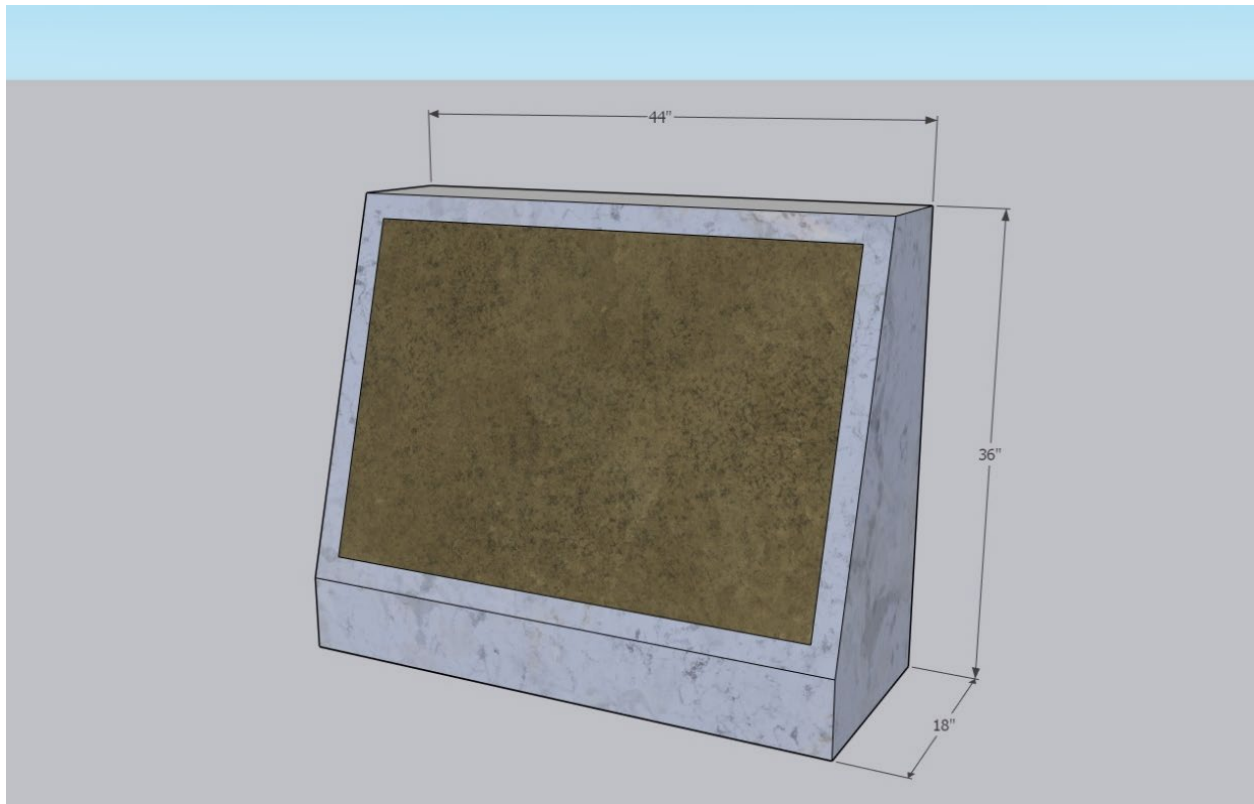
The monument below is similar to what will be installed at the City's Veterans Courtyard. The City monuments will be larger with square plaques.



Veterans Monument Design concept

4/30/2025

The monuments will be 44 inches wide by 36 inches tall by 18 inches thick with a 44-inch by 36-inch gray beveled slant. Each monument will hold a 40-inch x 30-inch bronze plaque that can list 172 names.



INVOICE

Date: April 30, 2025

Invoice # [100]

Foothills Monument

4861 Hickory Blvd

Granite Falls NC 28630

828-396-9700

Fax 828-396-9701

tombstonebill@embarqmail.com

LENOIR VA MEMORIAL



MACROBUTTON DoFieldClick [Your Company Slogan]

SALESPERSON	JOB	PAYMENT TERMS	DUE DATE
BILL MORROW	VA MEMORIAL		

QTY	DESCRIPTION	UNIT PRICE	LINE TOTAL
6	40X30 BRONZE PLAQUES APPROX 30 LETTERS/SPACES EACH 3/8" LETTERS 4 COLUMNS PER PLAQUE	\$6,200.00	\$37,200.00
6	44"X36" GRAY GRANITE BEVELED SLANT FLAT TOP ALL POLISHED	\$2,350.00	\$14,100
	4 MONTHS DELIVERY- 50% DEPOSIT AT SIGNING OF CONTRACT - BALANCE DUE AT INSTALLATION QUOTE GOOD TILL JUNE 16 2025		
SUBTOTAL			\$51,300
SALES TAX			\$3,462.75
TOTAL			\$54,762.75

Make all checks payable to FOOTHILLS MONUMENT CO.

Thank you for your business!

Winecoff Memorials

FRIENDLY & DEPENDABLE SERVICE FOR OVER 40 YEARS
MARBLE GRANITE & BRONZE
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4/15/25

Revised Quote for Lenoir Veterans project (good for 60 days)

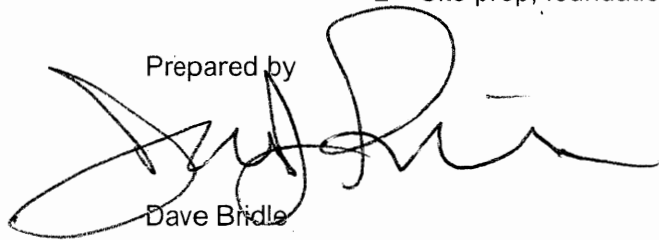
- Size requested
 - Grey granite slant face marker, 44" wide x 18" thick x 36" tall , polish nose, face top and back, ends will be rock pitch **\$6000** each
 - 40 x 30 bronze plaque with approx 172 names each **\$5000** each
- Project total **\$66,000** (6 granite bases with 6 bronze plaques)

ALL PRICES PROVIDED DO NOT INCLUDE SALES TAX

What is included

- Mounting plaques to granite via concealed fasteners that are epoxied into granite
- Delivery of product to the site and set up/installed on prepared concrete slabs providing there is sufficient access to the site for our equipment to complete the task.
 - What is NOT included
 - Site prep, foundation and or concrete work

Prepared by



Dave Bridle
owner

From: [Granite Works Monuments](#)
To: [Harris, Joshua](#)
Subject: Re: FW: Request for Quotes - Downtown Lenoir Veterans Memorial Renovation
Date: Thursday, February 20, 2025 5:07:31 PM

Joshua,

We have spoken to our vendors and they can't get all the names on 5-7 plaques. It would take 14 or more.

Thank you for considering us for this project, but this is more than we want to take on at this time.

Kind regards,
Aaron Deal

Granite Works Monuments
626 Wilkesboro Blvd
P.O. Box 305
Lenoir, NC 28645
Aaron & Christy Deal (828) 754-4002

On Wed, Feb 19, 2025 at 2:58 PM Harris, Joshua <jharris@ci.lenoir.nc.us> wrote:

Hey everyone,

A vendor called and asked for a couple clarifications.

- We discussed removing the branch headers from the plaques and including the Military branch with the name.
- The branch could be abbreviated.
- We could use an initial for any middle names.
- We could leave off the rank if necessary.

Please incorporate these options into your quotes.

I attached our current name list for reference.

CITY OF LENOIR
COUNCIL ACTION FORM

- I. Agenda Item:** Consideration for the purchase of a utility easement along Harrisburg Road.

Background Information: The City of Lenoir does not currently have utility service lines along Harrisburg Road from the upper entrance of the Summerhill development, parcel NCPIN 2759008291, to property with NCPIN 2748991599. The purchase of the utility easement provides the opportunity for the City to have the ability to expand utility services in the future.

- II. Staff Recommendation:** Staff recommends City Council the purchase of the utility easement, as presented.

- III. Reviewed by:**

City Attorney: _____

Finance Director: _____

Public Works/Public Utilities Director: Jeff Church

**SANITARY SEWER EASEMENT
CITY OF LENOIR**

NORTH CAROLINA

CALDWELL COUNTY

THIS RIGHT-OF-WAY AND EASEMENT, made this the ____ day of _____, 2025, by Jade Builders, LLC, hereafter referred to as party of the first part;

TO

CITY OF LENOIR, a municipal corporation of Caldwell County, North Carolina;

WITNESSETH:

THAT for and in consideration of payment by the City of Lenoir to the party of the first part of the sum, one thousand five hundred dollars (\$1,500), the receipt of which is hereby acknowledged, and the waiver of water and sanitary sewer tap fees for lots number nine and ten, the party of the first part has this day bargained and sold, and by these presents does bargain, sell, convey, transfer and deliver unto CITY OF LENOIR a right-of-way and permanent easement, including the perpetual right to enter upon the real estate hereinafter referred to, at any time it may see fit, and construct, maintain and repair one or more sanitary sewer lines, water, and storm water control for the purpose of conveying and carrying sanitary sewage, water, and/or storm water runoff over, across, through and under then lands hereinafter referred to, together with the right to excavate and refill ditches and/or trenches for the location of said pipelines, and the further right to remove trees, bushes, undergrowth, and other obstructions interfering with the location, construction and maintenance of said lines.

The lands affected by the grant of this easement and right of way are located in the County of Caldwell, State of North Carolina, and are more particularly described in the following deed or deeds:

Deed to Jade Builders, LLC recorded in Caldwell County Registry in Book 2096, at Page 1092.

The right-of-way and easement hereby granted covers a strip of land twenty-five (25) feet in width, twelve-and-one-half (12 and ½) feet each side of the property line between lots number nine and ten, also being the proposed centerline of the sanitary sewer main, over and across the above referred to lands as specifically shown and described in the attached exhibit dated **February 28, 2025**, and designated "Public Utility Easement for City of Lenoir" across the property of Jade Builders, LLC. In addition to the foregoing permanent easement, the party of the first part also grants unto the party of the second part, its successors and assigns, a temporary construction easement fifty (50) feet in width. This additional temporary construction easement shall exist and continue for and during the construction, laying and completion of any lines by the party of the second part, except at the event that the additional construction easement shall cease and terminate

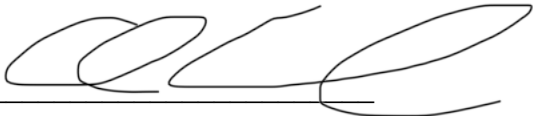
three (3) years after date of the commencement of the construction. During construction the entire temporary construction easement may be used for any activity essential to construction. After completion of construction or the aforesaid three (3) year period, the easement shall revert and be the permanent easement as set out herein before.

TO HAVE AND TO HOLD said rights-of-way and easements unto the City of Lenoir, its successors and assigns forever.

Jade Builders, LLC, the party of the first part, does hereby covenant with City of Lenoir, the party of the second part, that the party of the first part will construct no improvements on said permanent easement without first obtaining written permission and approval from the party of the second part; that it is lawfully seized and possessed of the real estate above described; that it has a good and lawful right to convey said real estate and/or grant an easement encumbering said real estate, or any part thereof; that it is free from all encumbrances; and that it will forever warrant and defend the title thereto against the lawful claims of all persons whomsoever.

As part of the consideration for this grant, the party of the first part does hereby release any and all claims for damages from whatsoever cause incidental to the exercise of the rights herein granted; the party of the first part agrees that more than one line can be placed in said easement at any time or times said City desires to so use said easement for the purposes described herein.

IN WITNESS WHEREOF, said party of the first part has executed this easement in the manner required by law, the day and year first written above.



Alan Overcash
Name

Manager
Title

Jade Builders, LLC

Name

Title

City of Lenoir (SEAL)

NORTH CAROLINA

CALDWELL COUNTY

I, _____, a Notary Public of the county and state aforesaid, do hereby certify that _____ personally appeared before me this day and acknowledged the due execution of the foregoing instrument. Witness my hand and notarial seal, this _____ day of _____, 2025.

Notary Public

My Commission Expires:

CERTIFICATION:

STATE OF NORTH CAROLINA CALDWELL COUNTY

"I, CHEVIS L. KING, CERTIFY THAT THIS MAP WAS DRAWN UNDER MY SUPERVISION FROM AN ACTUAL SURVEY MADE UNDER MY SUPERVISION (DEED DESCRIPTION RECORDED IN BOOK 2096, PAGE 1092, OR OTHER REFERENCE SOURCE); THAT THE BOUNDARIES NOT SURVEYED ARE INDICATED AS DRAWN FROM INFORMATION IN BOOK _____ PAGE _____ OR OTHER REFERENCE SOURCE; THAT THE RATIO OF PRECISION OR POSITION ACCURACY IS 1:10,000 AND THAT THIS MAP MEETS THE REQUIREMENTS OF THE STANDARDS OF PRACTICE FOR LAND SURVEYING IN NORTH CAROLINA (21 NCAC 56.1600)" THIS 28th DAY OF FEBRUARY, 2025.

Chevis L. King
PROFESSIONAL LAND SURVEYOR

NOTES:

1. AREA CALCULATED BY COORDINATE COMPUTATION.
2. ADJOINING PROPERTY OWNERS NAMES WERE TAKEN FROM CALDWELL COUNTY TAX OFFICE RECORDS, AND ARE CONSIDERED AS NOW OR FORMERLY.
3. IRON RODS AT ALL CORNERS UNLESS NOTED.
4. THIS MAP IS SUBJECT TO ANY AND ALL APPLICABLE DEED RESTRICTIONS, EASEMENTS, RIGHT-OF-WAY, UTILITIES AND RESTRICTIVE COVENANTS AND PRELIMINARY PLAN WHICH MAY BE OF RECORD.
5. ALL DISTANCES ARE HORIZONTAL GROUND DISTANCES, MEASURED WITH ELECTRONIC MEASURING DEVICES.
6. LOT IS ZONED SUBJECT TO ALL ZONING ORDINANCES OF THE CITY OF LENOIR. BUILDER/OWNER MUST VERIFY SETBACKS WITH THE CITY OF CHARLOTTE AND THAT THE LOT IS IN COMPLIANCE WITH ALL COUNTY AND HOMEOWNERS ASSOCIATION ZONING ORDINANCES PRIOR TO ANY LAND DISTURBANCE OR CONSTRUCTION.
7. THIS SURVEY WAS PERFORMED WITHOUT THE BENEFIT OF A TITLE SEARCH.
8. NO NGS MONUMENT FOUND WITHIN 2000 FEET.
9. THIS PROPERTY MAY BE SUBJECT TO MAXIMUM IMPERVIOUS AREA REQUIREMENTS. BEFORE MAKING ANY RENOVATIONS OR REPAIRS TO THIS PROPERTY CHECK WITH THE LOCAL PLANNING OR ZONING DEPARTMENT FOR ANY RESTRICTIONS OR REGULATIONS IN PLACE.
10. UNDERGROUND UTILITIES ARE NOT LOCATED AT THE TIME OF SURVEY. IF SHOWN, UTILITY LOCATIONS ARE APPROXIMATE BASED ON LOCATIONS OF ABOVE GROUND APPURTENANCES. UNDERGROUND UTILITIES NOT SHOWN HEREON MAY EXIST.

ABBREVIATIONS:

RF	REBAR FOUND
RS	REBAR SET
R/W	RIGHT-OF-WAY
SF	SQUARE FEET
PB	PLAT BOOK
DB	DEED BOOK
PG	PAGE
FS	FRONT SETBACK
RY	REAR YARD
SY	SIDE YARD
P/L	PROPERTY LINE
CP	COMPUTED POINT

FLOOD NOTE:

NO PORTION OF THE SUBJECT PROPERTY SHOWN HEREON LIES WITHIN A SPECIAL FLOOD HAZARD AREA PER F.E.M.A. FLOOD INSURANCE RATE MAP: COMMUNITY PANEL 3710275800J, DATED: JULY 7, 2009.

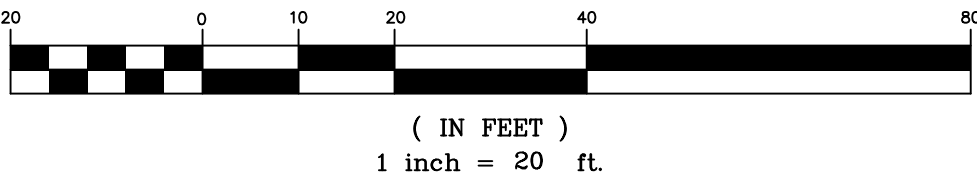
LINE/SYMBOL LEGEND:

BOUNDARY LINE	
ADJOINER LINE	
RIGHT OF WAY	
SAN. SEWER LINE	
UTILITY BOX	
WATER METER	
FIRE HYDRANT	
SEWER MANHOLE	
CLEAN OUT	

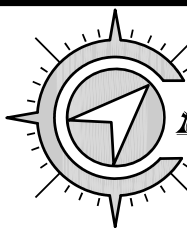


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GRAPHIC SCALE



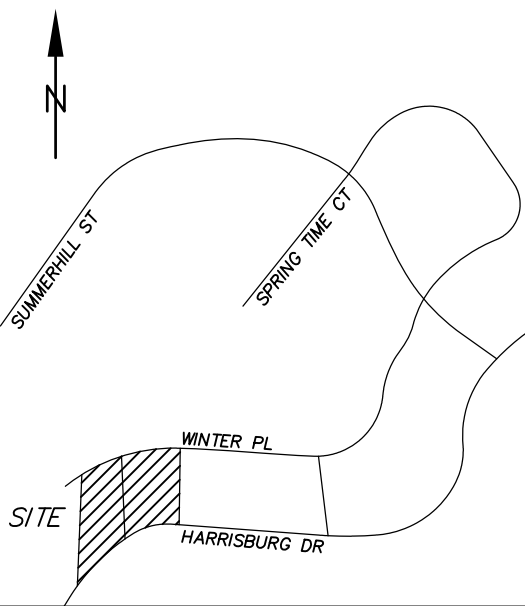
Job No.:	25-134	Drawn:	AVD	Checked:	CLK	Date:	2/28/25
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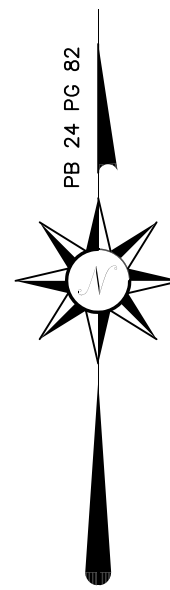
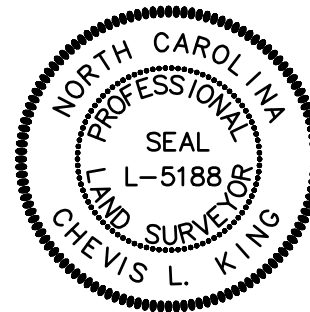
CAROLINA GEOMATICS, PLLC
LAND SURVEYING & MAPPING
469 HOSPITAL DR., STE D
GASTONIA, NC 28054
P: (980) 329-3382
CKING@CAROLINAGEOMATICS.COM
NC #P-1965
WWW.CAROLINAGEOMATICS.COM

BOUNDARY SURVEY

AT PROPERTY KNOWN AS
#s TBD WINTER PLACE SW
LOTS 9 & 10, SUMMERHILL SUBDIVISION, PHASE I
PB 24 PG 82
PARCEL ID #06133A 1 9 & #06133A 1 10
DB 2096 PG 1092
CITY OF LENOIR, CALDWELL COUNTY, NC
FOR: JADE BUILDERS, LLC



VICINITY MAP
(Not to Scale)



Not to scale, the easement
is 12.5' on either side of
the property line.

LINE	BEARING	DISTANCE
L1	S 71°00'00" W	19.56'
L2	N 85°57'37" W	8.59'
L3	S 71°00'00" W	24.76'

CURVE	RADIUS	ARC LENGTH	CHORD LENGTH	CHORD BEARING	DELTA ANGLE
C1	185.81'	59.89'	59.63'	S 54°58'31" W	18°28'02"
C2	510.14'	59.38'	59.35'	S 42°52'55" W	6°40'11"
C3	100.00'	50.21'	49.69'	S 56°36'36" W	28°46'13"
C4	50.00'	22.77'	22.57'	S 55°15'48" W	26°05'17"
C5	180.00'	72.39'	71.90'	S 82°31'10" W	23°02'29"
C6	195.81'	104.72'	103.48'	S 79°03'18" W	30°38'35"