

ORGANIZATION MEETING – DECEMBER 3, 2020

The Mayor and City Council met for organizational meeting on Thursday, December 3<sup>rd</sup> at 6:30 p.m. in the Council Chambers at City Hall, 114 West Sycamore Street, Lincolnton North Carolina 28092.

Mayor Ed Hatley called the meeting to order and led the Pledge of Allegiance. The following Council Members were in attendance:

**WHITE                      EADDY                      JETTON**

**Absent: Councilman Jim Watson was not in attendance**

**OATH OF OFFICE TO NEWLY ELECTED OFFICIALS:**

Mayor Hatley called on City Clerk Daphne Ingram to administer the oath of office to Councilwoman elect Christine Poinsette, who was accompanied by members of her family. Upon taking the oath, Mayor Ed Hatley invited Mrs. Poinsette to take her seat on the Council. NOTE: Councilman Jim Watson did not seek re-election. Mrs. Poinsett defeated Dr. John “Les” Cloninger in the general election to secure the Ward II seat.

Councilman Roby Jetton came forward and City Clerk Daphne Ingram administered the Oath of Office. NOTE: Councilmen Jetton defeated Mr. Tom Flohr in the general election to secure the Ward IV seat.

On behalf of the members of the Council Mayor Ed Hatley welcomed Mrs. Poinsette and congratulated each as the successful candidate.

**MAYOR’S APPONTMENTS**

Mayor Hatley announced the various appointments as follows:

ABC Board – (1) appointment                      **Councilman Eaddy**

Lincolnton Housing Authority – (1) appointment – **Councilwoman White**

Centralina Council of Governments (COG) – (2) appointments

Delegate to the Executive Committee – **Councilwoman Poinsette**  
Alternate – **Mayor Hatley**

Historic Properties Commission – (1) appointment                      **Councilman Jetton**

Lincolnton-Lincoln County Airport Authority – (1) appointment - **Councilman Eaddy**

Library Board – (1) appointment - **Councilman Poinsette**

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Lincoln Cultural Center – (1) appointment **Councilwoman White**

Recreation Commission – (1) appointment **Councilman Jetton**

N.C. Municipal Power Agency (NCMPA1) – (3) appointments

(1) One Delegate – **Richard Haynes**

(2) Two Alternate Delegates - **Mayor Hatley**  
- **David Ramsey**

DDA Appointment – (1) appointment **Councilwoman White**

LEDA (Lincoln Economic Development Association)

(1) Appointment - **Mayor Hatley**  
Ex-Officio – **Ritchie Haynes**

Chamber of Commerce Board of Directors –(1) appointment **Mayor Hatley**

Transportation Advisory Committee – (1) appointment **Councilman Eddy**

Communities in Schools - **Mayor Hatley**

### **Nominations for and Election of Mayor Pro Tempore**

Councilman Jetton nominated Councilman Eddy to serve as Mayor Pro Tem. Councilwoman White seconded the motion. With no discussion and no other nominations Councilwoman Poinsette made a motion to close the nominations. Members voted 4-0 in favor of the motion. Mayor Hatley thanked Councilman Eddy for agreeing to serve as Mayor Pro Tem.

### **Appointment of City Attorney**

Councilman Eddy made a motion to employ T.J. Wilson as the City Attorney for the Lincoln City Council for another year. Councilwoman White seconded the motion. With no other nominations, Councilman Jetton made the motion to close the nominations. Members voted 4-0 in favor of the motion.

### **Parliamentary Procedures**

Councilwoman White made a motion to adopt the abbreviated version of Roberts Rules of Order as a guide to conduct City Council Meetings. Councilwoman Poinsette seconded the motion. Members voted 4-0 in favor of the motion.

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Councilman Eaddy requested the July 1<sup>st</sup> meeting be moved to June 24<sup>th</sup>, as this will allow more time to ensure that any adjustments to the proposed budget can be addressed prior to July 1.

Councilman Eaddy made a motion to adopt Resolution (R-22-20) the 2021 Calendar of Regular meetings of the Lincolnnton City Council in accordance with the City Charter, reflecting the recommended change. Members voted 4-0 in favor of the motion.

Having no other business for the Organizational Meeting of the Lincolnnton City Council, Mayor Hatley called for a motion to **Recess until 7:00 p.m.**

Councilwoman White made a motion to take recess the meeting until 7:00 p.m. Members voted 4-0 in favor of the motion.

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**DAPHNE INGRAM**  
**CITY CLERK**

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**ED HATLEY**  
**MAYOR**

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Mayor Hatley reconvened, beginning the regular meeting of the Lincoln City Council at 7:00 p.m. in the Council Chambers of City Hall, 114 West Sycamore Street, Lincoln North Carolina. Council Members in attendance were as follows:

**WHITE**

**POINSETTE**

**EADDY**

**JETTON**

Prior to addressing the agenda items, Mayor Hatley invited both Councilwoman Poinsett and Councilman Jetton to make comments. Both members thanked citizens for their support and expressed their desire to work together as a council.

Mayor Hatley took the time, on behalf of City Council, to present a plaque to City Manager Steve Zickefoose in acknowledgement of his upcoming retirement. Wording on plaque as follows:

Presented to  
**STEVE ZICKEFOOSE**  
City Manager/Finance Director

In Appreciation for  
and in  
recognition of  
your dedicated service  
to the City and it's Citizens

2014 - 2020

Councilman Eaddy voiced his thanks and appreciation to Mr. Zickefoose for his leadership and all that he has done for the City of Lincoln and it's employees during his tenure. Councilman Jetton and Councilwoman White also expressed their thoughts and sentiments. City Manager Steve Zickefoose thanked Mayor and Council and reflected briefly on his years with the City.

Mayor Ed Hatley directed everyone's attention to the agenda, adding item #6c – Update on COVID-19 procedures. **Councilwoman White made a motion to approve the *REGULAR AGENDA* as presented and amended. Members voted 4-0 in favor of the motion.**

**Councilman Eaddy made a motion to approve the *CONSENT AGENDA* as follow:**

- Approval of minutes for the November 5, 2020 Regular Meeting
- Approval of Resolution to Adopt A Title VI policy to Prohibit Discrimination in Programs and Services (R-23-20)
- Approval of Banking Authorization Resolution (R-24-20)
- Revision to the City's Position and Classification Listing

**Members voted 4-0 in favor of the motion.**

**PRESENTATION**

**Presentation of the Certificate/Award for Financial Reporting Achievement**

Mr. Steve Zickefoose, City Manager/Finance Director informed the city finance department has once again received the Award of Financial Reporting Achievement from the Government Finance Officers Association. Mr. Zickefoose stated that the award is an indication of the level of commitment the staff for the city has for performing property accounting financial processes and procedures. The city has received this award consecutively for more than 20 years. Mayor Hatley thanked both Mr. Zickefoose and his staff.

**PUBLIC HEARING**

**ZTA-4-20**

**Application from Shawna and Kyle Moore requesting a zoning text amendment of section 153.113 Central Business District (CB) and 153.115 General Business District (GB) of the Lincolnton Unified Development Ordinance. The requests change would allow for the following uses to be added to the Ordinance: Full Art Retail, Permanent Art Studio, and Tattoo Studio.**

Mayor Ed Hatley opened the public hearing. Planning Director Laura Elam reviewed the request before council explaining that the applicant is requesting an amendment of the UDO to allow tattoo studios in the Central Business (CB) and the General Business (GB) districts as either a permitted use or a conditional use as the city's zoning regulations do not allow tattoo studios in any zoning district. Mrs. Elam stated that because the request has evolved over time, she wanted to explain, in detail, the current status of the request. She noted that during the Planning Board discussion, the Applicant stated that their intended location is near Lail Electric. Subsequent to the Planning Board meeting, staff checked on that site's zoning classification. That site is zoned Planned Business. The applicant's request to amend the zoning regulations included the Central Business and General Business districts but did not include the Planned Business district. Therefore, the Planning Board discussion of the request did not include the Planned Business district. Mrs. Elam confirmed that staff consulted with the City Attorney who determined that, in the event that City Council chooses to amend the ordinance to allow tattoo studios, the Planned Business district may be included in any consideration of this request. Mrs. Elam further informed that the Applicant has decided to drop the Central Business component of the request, therefore consideration is for allowing Tattoo Studio's in the Planned Business district subject to a conditional use permit.

Discussion among Council was generated regarding the request and which locations an amendment would affect, with Mrs. Elam stressing that council action on this request would not be for a specific location. Council action on request would address a text amendment only.

She stated that staff researched the ordinances of several other cities in North Carolina and found a wide range of regulations regarding tattoo studios Mrs. Elam reported staff recommendations as follows:

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If the ordinance is amended to allow tattoo studios, Staff recommends one of the following options:

1. Limit the amendment to the GB district only or
2. Allow tattoo studios as a permitted use in the GB district and subject to City Council approval of a conditional use permit in the CB district.

If the ordinance is amended, the following definitions of the terms “tattoo studio” and “salon” should be added so that the difference between a tattoo studio and a salon that offers a range of beauty services including permanent makeup is clear:

- **Salon.** An establishment where people go to receive beauty treatments, and/or purchase beauty products. These treatments primarily include one or more of the following: 1) cutting, trimming, shampooing, weaving, coloring, waving, or styling hair; 2) providing facials; 3) applying makeup (including permanent makeup, but not Body Art); and 4) providing nail care services, such as manicures, pedicures, and nail extensions. Tattoo studio shall not be included under this definition.
- **Tattoo Studio (Body art).** A facility licensed by the North Carolina Department of Public Health to administer body art, including body piercing, artistic and cosmetic tattooing. See the following subsection definitions for clarity:
  1. **Body art:** Art that is made on the human body, including body piercing, artistic and cosmetic tattooing.
  2. **Body Piercing:** The act of penetrating the skin to make, generally permanent in nature, a hole, mark, or scar. Body piercing does not include practices that are considered medical procedures or the puncturing of the outer perimeter or the lobe of the ear using a pre-sterilized, single use stud and clasp ear piercing.
  3. **Tattooing:** any method of placing designs, letters, scrolls, figures, symbols or any other marks upon, under or in the skin with ink or any other substance resulting in the coloration of the skin by the aid of needles or any other instrument designed to touch or puncture the skin.

As for Planning Board recommendations, Mrs. Elam reported that Planning Board recommends the following:

1. Allow tattoo studios in the General Business District as a permitted use.
2. Allow tattoo studios in the Central Business District as a conditional use and subject to a 1000 foot separation from any other tattoo studio.

Mrs. Shawna Moore, along with several other speaker, addressed Council in favor of the request. Mrs. Moore began by thanking Council for the opportunity to share her heart and goals. She provided a handout to Council members which featured the type of work they do and a preview of

what she is proposing for the Lincolnton location if approved. She also showed a video that spoke to the ways her business gives back to the community. April Thomas addressed Council as one of the artist for the shop and spoke to the proposed design and layout of the shop. Mr. John Carpenter, retired Environmental Health Specialist for Gaston County, also addressed Council on behalf of the Applicant. Mr. Carpenter spoke to the health and safety side of the Applicant's current business in Dallas, N.C. He stated that to his knowledge there has never been a problem regarding their Dallas location. In response to a question from Councilman Eaddy, Mr. Carpenter informed that inspections are conducted by the Health Department on an annual basis. Mr. Alan Hoyle spoke in opposition to the request. Mrs. Myra Heavner, a Lincolnton business owner, spoke in favor of the request and in support of the Applicants, speaking to their integrity and character.

**Councilwoman White made a motion to close the public hearing. Members voted 4-0 in favor of the motion.**

Some discussion was generated with Planning Director Laura Elam stressing that action on this item is for the Planned Business District as a whole, not just one specific site.

**Councilman Eaddy made a motion to approve request to allow Tattoo Studios, as a conditional use, in the Planned Business District. Members voted 4-0 in favor of the motion.**

Councilman Eaddy made a motion to approve the following Consistency and Reasonableness Statement:

The proposed amendment is **consistent** with the adopted Lincolnton Land Use Plan in that it is not contrary to the goals and objectives outlined by the Plan and **approval of the amendment is reasonable and in the public interest.**

**CU-ZMA-5-20**

**Application from Wade Roberts requesting the conditional use rezoning of approximately 1.5 acres of land from Residential-25 (R-25) to Conditional Use General Business (CU-GB) for the purpose of operating a collision repair business. The subject properties are located at 216 Old Lincolnton Crouse Road (Parcel ID 54858, 54861, 54862)**

Mayor Ed Hatley opened the public hearing. All those wishing to speak to the item were sworn in by the City Clerk, Daphne Ingram. Planning Director Laura Elam began, informing that the applicant was requesting conditional use rezoning from Residential-25 (R-25) to CU-General Business (CU-GB) for a collision repair business. The subject property is a 1.5 acre site, made up of three lots, located at the southwest corner of NC Highway 182 and Old Lincolnton Crouse Road (Parcel ID 54858, 54861, and 54862). Mrs. Elam stated that the site does have a 7,500 square foot building located on it along with a gravel parking area and several accessory structures. The current zoning for this property is zoned R-25. Adjacent land uses are zoned R-25. Land uses in the vicinity of the site are mostly single family residential and a church.

The property has two access points: one at the front of the building and one to the side with a dock and small garage door. The applicant stated that he will be adding one additional full size

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garage door to the side of the building, no additional parking will be added, and a fence will be erected for security purposes. No additions will be made to the building

In terms of the staff review committee, Mrs. Elam reported the following comments:

- (1) Building plans must be approved by Lincoln County prior to issuance of building permits.
- (2) Fire Code requirements must be reviewed and approved by the Fire Inspector.
- (3) A driveway permit is required from NCDOT. The driveway connections shall be paved, with improved radius and drainage pipe extended as needed for the larger radius.
- (4) Street landscaping, per UDO standards, across the front of the property will be required. The applicant can use 4 large trees per 100 linear feet or 4 small trees and 12 shrubs per 100 linear feet.
- (5) Screening is required, per UDO standards, around the perimeter of the properties, as needed.
- (6) Any outdoor storage of vehicles will be required to be screened with opaque fencing a minimum of six (6) feet in height.
- (7) Hours of operation will be limited to 7:00 a.m. until 6:00 p.m. Monday through Friday.
- (8) Signage will be limited to a non-lighted, 32 square foot ground-mounted sign not exceeding 8 feet in height and wall signage not exceeding 32 square foot per wall.

Mrs. Elam reminded council that the applicant would have to prove the four findings of fact. She also reported that Planning Board and Staff recommend the following actions:

- (1) If the applicant satisfactorily proves the findings of fact, recommend approval of rezoning of the property from R-25 to CU-GB.
- (2) If the applicant satisfactorily proves the findings of fact, recommend approval of the Conditional Use Permit for a collision repair business subject to Ordinance requirements and the Staff Review Committee conditions.

If approved, amend the land use plan to show the property in the mixed use residential/commercial area.

Mr. Wade Roberts, the applicant, addressed Council regarding the request. Mr. Roberts explained the reason for the request, gave a brief summary of his business history and offered to



answer questions from Mayor and Council. Some discussion was generated regarding some common misconceptions, the type of work to be done and hours of operation.

**Councilman Jetton made a motion to close the public hearing. Members voted 4-0 in favor of the motion.**

**Councilman Jetton made a motion to approve the request for rezoning. Members voted 4-0 in favor of the motion.**

Section 153.237 of the UDO requires that four findings be determined by City Council as follows:

- (1) Councilman Eaddy made a motion that the use will not materially endanger the public health or safety if located where proposed and developed according to plan. Members voted 4-0 in favor of the motion.**
- (2) Councilwoman Poinsette made a motion that the use meets all required conditions and specifications. Members voted 4-0 in favor of the motion.**
- (3) Councilwoman White made a motion that the use will not substantially injure the value of adjoining or abutting property unless the use is a public necessity. Members voted 4-0 in favor of the motion.**
- (4) Councilman Jetton made a motion that the location and character of the use, if developed according to the plan as submitted and approved, will be in harmony with the area in which it is to be located and will be in general conformity with the Lincolnton Land Use Plan and other plans for the physical development of the City as officially adopted by the City Council. Members voted 4-0 in favor of the motion.**

**Councilman Eaddy made a motion to approve the conditional use permit subject to ordinance requirements and the Staff Review Committee comments. Members voted 4-0 in favor of the motion.**

**Councilman Jetton made a motion to amend the Land Use Plan. Members voted 4-0 in favor of the motion.**

**Councilman Jetton made a motion to approve the Consistency and Reasonableness statement as follows: The proposed rezoning request is not consistent with the Lincolnton Land Use Plan. However, the property has been used for a manufacturing facility for the last 31 years and could continue with this use. Therefore, approval of the proposed amendment is reasonable and in the public interest provided all the conditions in the staff review committee comments are met. Members voted 4-0 in favor of the motion.**

**CU-ZMA-6-20**

**Application from Sparty Holdings requesting conditional use rezoning from Residential-Office (R-O) and Single and Two-Family Medium Density Residential (R-8) to CU-General Manufacturing and Commercial (CU-GMC) of approximately 4.92 acres for the purpose of operating a manufacturing business. The subject property is located at 215 Bonview Avenue (Parcel ID 00602)**

Mayor Ed Hatley opened the public hearing, calling upon Planning Director Laura Elam to speak to the request. All those wishing to speak were directed to come to the front to be sworn in by the City Clerk, Daphne Ingram. Mrs. Elam began, stating that she was delighted to present a request to rezone from Residential-Office (R-O) and Single and Two-Family Medium Density Residential (R-8) to CU-General Manufacturing and Commercial (CU-GMC) for a manufacturing business. She reminded that site was formally the Willowbrook Mill, is a little under 5 acres and includes three lots with an approximately 145,571 square foot building. This building was formally used for manufacturing and pre-dates zoning. The subject property is zoned R-O and R-8. Nearby properties are zoned R-0, R-8 and CB. Nearby land uses include single family residential, a church and commercial.

Mrs. Elam reminded that this request is subject to the four findings of facts and reported that Planning Board and Staff recommend the following actions:

- (1) If the applicant satisfactorily proves the findings of fact, recommend approval of rezoning of the property from R-O and R-8 to CU-GMC.
- (2) If the applicant satisfactorily proves the findings of fact, recommend approval of the Conditional Use Permit for a manufacturing business subject to Staff Review Committee conditions.

If approved, amend the land use plan to show the property in the industrial planning area.

Mr. Rob Brown with Jonas Law Firm spoke on behalf of the Applicant. Mr. Brown recognized his client, Deanna Hodges, the principle owner of Sparty Holdings, Inc. and Kara Brown with Lincoln Economic Development, who is also working with Ms. Hodges on the project. He also thanked staff (Laura Elam and Steve Zickefoose) for their assistance and guidance through the project. Mr. Brown explained the status of the project, informing that Sparty Holdings is currently under contact and will purchase the subject property if Council approves the rezoning request and the request for an Economic Development Incentive package. He gave a brief overview of the company and detailed information regarding proposed site. He also provided a preview of the applicants' vision and plans for the site are. Mr. Brown addressed each of the findings of fact, assuring that all requirements will be met, and that this use will be beneficial to the City of Lincoln. He concluded asking for approval of the rezoning request, the findings of fact, the conditional use permit and the request to amend the Land Use Plan, as well as the incentive package.

The Applicant, Deanna Hodges, briefly commented regarding her tenure and experience in the manufacturing industry. She spoke to her love for small town and her desire to make in

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difference in a small town. Mrs. Hodges explained her plans for the site as a factory, a design center and a manufacturing logistics center. Her vision also includes a community garden for the employees and various social programs promoting quality of life and community involvement.

Kari Brown also spoke in support of the request. She briefly explained how this project evolved and the many steps required to get them here. She expressed her pleasure that Lincolnton was chosen for the project.

**Councilwoman White made a motion to close the public hearing. Members voted 4-0 in favor of the motion.**

**Councilman Eaddy made a motion to approve the request for rezoning. Members voted 4-0 in favor of the motion.**

- (1) Councilman Jetton made a motion that the use will not materially endanger the public health or safety if located where proposed and developed according to plan. Members voted 4-0 in favor of the motion**
- (2) Councilwoman Poinsette made a motion that the use meets all required conditions and specification. Members voted 4-0 in favor of the motion**
- (3) Councilwoman White made a motion that the use will not substantially injure the value of adjoining or abutting property unless the use is a public necessity. Members voted 4-0 in favor of the motion.**
- (4) Councilman Jetton made a motion that the location and character of the use, if developed according to the plan as submitted and approved, will be in harmony with the area in which it is to be located and will be in general conformity with the Lincolnton Land Use Plan and other plans for the physical development of the City as officially adopted by the City Council. Members voted 4-0 in favor of the motion.**

**Councilman Eaddy made a motion to approve the conditional use permit subject to Staff Review Committee comments. Members voted 4-0 in favor of the motion.**

**Councilman Eaddy made a motion to amend the Land Use Plan. Members voted 4-0 in favor of the motion**

**Councilman Jetton made a motion to approve the Consistency and Reasonableness statement as follows: The proposed rezoning request is not consistent with the Lincolnton Land Use Plan. However, the property was developed as a manufacturing facility in 1905 and the proposed re-use will be beneficial to the surrounding community and the City. Therefore, approval of the proposed amendment is reasonable and in the public interest. Members voted 4-0 in favor of the motion.**

**Consideration of Economic Development Incentive Package for Sparty Holdings LLC for building renovations for a new manufacturing use located at 215 Bonview Avenue (former Willowbrook Mill)**

Mayor Ed Hatley opened the public hearing, recognizing Mrs. Laura Elam, Planning Director, who spoke to the item. Mrs. Elam explained the request being an economic development incentive package to assist with building renovations that will be necessary to restore the building to its manufacturing use. Information was presented as follows:

Project: Building renovations for new manufacturing use including the following:

- Removal of asbestos and lead based paint
- Electrical system
- Mechanical system
- Plumbing system
- Fire sprinkler
- Roofing
- Floor repair
  
- Preliminary cost estimate: \$5,191,992\*

**Proposed Economic Development Incentive Package**

<b>Incentive</b>	<b>Value</b>
• City contribution towards asbestos removal costs	200000
• City waiver of electric and water meter fees	1550
• City waiver of water connection fee	1200
• City waiver of sewer connection fee	1000
• City waiver of electricity deposit	250
• City waiver of water deposit	50
• City waiver of sewer deposit	50
• City to provide striped on-street parking on public streets near site	2000
• City waiver of rezoning request fee	200
• City waiver of variance request fee	200
• City waiver of Fire Marshal plan review fee	250

**Total Value of Proposed Incentive Package**

**\$206,750**

Mayor Hatley noted that request meets the requirements for Electricities funds received earlier in the year and the many positive things about the project. Councilman Eaddy also commented on the worthiness of the project and the positive impact this will have on the city.

Councilman Eaddy made a motion to approve the economic development financial incentive. Members voted 4-0 in favor of the motion.

**REGULAR AGENDA:**

**Quarterly report/Update from the Lincolnton Tourism Development Authority**

Mrs. Carol King, Chair of the Lincolnton Tourism Development Authority (LTDA) addressed City Council and presented the following quarterly report/update on the committees involvement in various activities and projects.

These items are not in any particular order.

- New banners were purchased for E Main Street business district.
- Funding was approved to print brochures for the Lincoln Historical Association.
- Having completed 2 years of monthly ads in Our State Magazine, we have chosen to do 4 ads next year and to explore some other options of advertising.
- We funded the replacement of the Lincolnton hardscape sign at the South Aspen and Hwy 321 ramp which had previously been hit by a car.
- Several local organizations requested funding for promoting their upcoming events this year. Since the events were cancelled, we have requested a return of the funds.
- One bike rack was installed at First Federal Park which was fabricated locally by Jason Hartness at Hartcrafters Metalworks. A second bike rack was made at the same time. We have now requested that he build a third bike rack so that we can install these additional two racks at the North and South Aspen Street sides of the Court House lawn. We have received permission from the County to do this. The City or Parks and Rec has agreed to install these 2 bike racks.
- The metal fence posts at the north end of First Federal Park splash pad have received a new look. Four art panels are installed there representing Agriculture, History, Arts/Culture, and Industry of our Lincolnton heritage.
- We have approved funds for a mural to be painted on the south facing wall of the City Welcome Center. The image will represent the old Rivoli theater and will be painted by local artist Stacey Smith. We felt that this was a good image for Water Street in that it represents Lincolnton entertainment of the past in the presence of social entertainment of the present.

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- We approved matching funding for a bronze statue of Burlon Craig which was requested of us by DDA. We gave this approval in order to acknowledge our Catawba Valley Pottery heritage. We are waiting for information on location and a rendering.
- We have received permission from NCDOT to paint a compass design on the surface of the east and west medians located on either side of the Court House. Local artist Stacey Smith will paint these after the surfaces have been cleaned.
- Funding was approved to design and create two digital kiosks to be located in the central business district. These will be electronically capable of changing and updating messaging, maps, etc.
- Funding was also approved to place kiosk signage along the Rail Trail. The signs will be designed by the Rail Trail Committee.
- Funding was approved to paint new crosswalk designs on the side streets of Academy, Poplar, and Cedar Streets and will run parallel with East Main Street. We have postponed this project until the side streets are repaved.
- A sum of \$45,000 was approved for a Rail Trail redesign project from the East Main Street stairway to Sycamore Street. David Ledford is finalizing designs. The redesign will include a retaining wall suitable for sitting and brick/paver work to create a plaza environment.

Mrs. King also provided council members with a photo presentation highlighting LTDA's projects and accomplishments from 2015 – 2020. There were no question from Council however Mayor Hatley thanked Mrs. King for all of the hard work she has done while serving on the committee.

**APPOINTMENTS**

**(APPT-05-20)**

**Consideration of Appointment of Brayden Davis to the 2020-2021 Lincoln Student Advisory Council**

Mayor Ed Hatley called on City Clerk Daphne Ingram to speak to the item. Mrs. Ingram explained that Brayden Davis, an East Lincoln High student, has been nominated by his principal to serve on the 2020-2021 Student Advisory Board. This submission, which is the 5<sup>th</sup> student for East Lincoln, requires council action as all members must be appointed by city council. Councilwoman Poinsette made a motion to add Brayden Davis as a member to the 2020-2021 Student Advisory Council. Members voted 4-0 in favor of the motion.

**(APPT-06-20)**

**Re-Appointments:**

City Clerk Daphne Ingram addressed council regarding re-appointments to various boards and commissions. The following individuals were re-appointed to serve another three year term.

**Housing Authority** – Councilman Jetton made a motion to re-appoint Ralph Lineberger to begin serving another three year term in January 2021. Members voted 4-0 in favor of the motion

**ABC Board** – Councilwoman Poinsette made a motion to re-appoint Emily Robinson to begin serving another three year term in January 2021. Members voted 4-0 in favor of the motion.

**Recreation Advisory Board** – Councilwoman White made a motion to re-appoint Nathaniel Ingram to begin serving a three year term in January 2021. Members voted 4-0 in favor of the motion

**(APPT-07-20)**

**New Appointments**

Based on applications received and reviewed by Council for vacancies on the various City Boards and Commissions, Mayor Hatley asked for motions from City Council for approval of the following applicants to serve:

**Planning Board** ( 1 vacancy) Councilman Eaddy made a motion to appoint Joy Smith to begin serving her first three year term in January 2021. Members voted 4-0 in favor of the motion.

**Recreation Advisory Commission** (1 vacancy) Councilwoman White made a motion to appoint Sandra Vilanova. Councilman Jetton made a motion to appoint Christopher Rhyne. Councilman Jetton and Councilwoman Poinsette voted in favor of appointing Christopher Rhyne. Councilwoman White and Councilman Eaddy voted in favor of appointing Sandra Vilanova. Motion to appoint Sandra Vilanova. to begin serving her first three year term in January 2021 passed 3-2. Mayor Hatley broke the tie.

**Tourism Development Authority** (1 vacancy) Councilwoman White made a motion to appoint Jamel Farley to begin serving her first three year term in January 2021. Members voted 4-0 in favor of the motion.

**Historic Properties Commission** (1 vacancy) Councilman Eaddy made a motion to appoint Laura Gregory to begin serving her first three year term in January 2021. Members voted 4-0 in favor of the motion.

**Housing Authority** (1 vacancy) Councilman Eaddy made a motion to appoint Kristy McBryde to begin serving her first three year term in January 2021. Members voted 4-0 in favor of the motion.

**(BA-06-20)**

**Ordinance Establishing Revenues and Authorizing Expenditures for Fiscal Year 2020-2021 for the City of Lincolnton**

City Manager Steve Zickefoose addressed Council regarding the following budget amendment. Mr. Zickefoose briefly explained what these funds will be used for, one being the acquisition of the damaged Lincoln Times News building which the city will convert into public parking. He also spoke to the purchase of a fire truck for the Boger City station, noting that funds for this item is being taken from the Boger City budget. Budget Admendment presented as follows:

**BUDGET ORDINANCE**

AN ORDINANCE ESTABLISHING REVENUES AND AUTHORIZING EXPENDITURES FOR FISCAL YEAR 2020-2021 FOR THE CITY OF LINCOLNTON

BE IT ORDAINED by the Governing Board of the City of Lincolnton, North Carolina, that the following amendment be made to the Annual Budget Ordinance for the fiscal year ending June 30, 2021.

Section 1: To amend the General Fund, the expenditures are to be changed as follows:

City Manager/Clerk	\$	-
Human Resources		-
Finance		-
General Expense	350,000	
General Debt Service		-
Police		-
Fire	662,149	
Public Works		-
Street		-
Equipment Services		-
Solid Waste		-
Planning/Zoning		-
Bus & Comm. Dev		-
Recreation		-
	\$	1,012,149

Section 2: To amend the General Fund, the revenues are to be changed as follows:

LOAN PROCEEDS	662,149
APPROPRIATION FROM FUND BALANCE- GF	<u>350,000</u>
	<u>\$ 1,012,149</u>
 TOTAL AMENDMENT	 \$ 1,012,149

There were no questions from Council regarding this request. Councilwoman Poinsette made a motion to approve the budget amendment as presented. Members voted 4-0 in favor of the motion.



REGULAR MEETING – DECEMBER 3, 2020

**OTHER BUSINESS**

**Monthly Financial Update/Overtime Report**

Steve Zickefoose, City Manager, gave the following monthly financial update/overtime report overview.

December 2020 Council Meeting							
Executive Summary							
October 2020 Year-To-Date							
General Fund		Budget 20-21	Actual 20-21	% of Budget	Budget 19-20	Actual 19-20	Difference
Fund 10	Revenues	10,911,910	4,805,037	44%	11,543,700	5,093,252	(288,215)
	Fund Balance	-	-	-	825,000	-	-
		10,911,910	4,805,037		12,368,700	5,093,252	(288,215)
	City Manager/Clerk	248,220	93,549		222,495	101,861	(8,313)
	Human Resources	317,020	106,135		262,720	88,627	17,508
	Finance	158,230	158,957		129,630	172,916	(13,959)
	General Expense	1,280,731	578,242		1,103,160	657,686	(79,444)
	General Debt Service	334,757	6,218		430,632	25,423	(19,204)
	Police	3,400,120	1,098,830		3,223,020	1,025,704	73,126
	Fire	2,234,100	679,552		2,364,700	736,026	(56,474)
	Public Works	45,660	65,182		43,010	56,555	8,627
	Street	829,825	282,712		1,329,225	227,968	54,744
	Equipment Services	211,770	84,953		122,970	51,844	33,109
	Solid Waste	692,375	148,807		908,855	498,846	(350,040)
	General Services	-	-		-	-	-
	Plannin/Zoning	497,239	131,488		557,420	119,173	12,315
	Bus & Comm. Dev	123,200	81,411		423,200	16,770	64,641
	Recreation	1,038,663	308,144		1,247,663	559,396	(251,252)
	Expenses	11,411,910	3,824,179	34%	12,368,700	4,338,794	(514,615)
	Difference		980,858			754,458	226,400
Water & Sewer Fund		Budget 20-21	Actual 20-21	% of Budget	Budget 19-20	Actual 19-20	Difference
Fund 61	Revenues	8,146,950	2,963,697	36%	7,146,949	2,746,316	217,382
	Fund Balance	-	-	-	3,725,010	-	-
		8,146,950	2,963,697		10,871,959	2,746,316	217,382
	Water Treatment	1,972,500	474,195		1,496,850	464,640	9,555
	Dist & Collection	2,032,900	534,815		3,652,160	1,694,354	(1,159,539)
	Wastewater	1,625,000	413,478		1,547,000	383,215	30,263
	W & S Intangibles	4,247,050	236,313		4,175,949	301,356	(65,043)
	Expenses	9,877,450	1,658,801	17%	10,871,959	2,843,565	(1,184,764)
	Difference		1,304,896			(97,249)	1,402,145
Electric Fund		Budget 20-21	Actual 20-21	% of Budget	Budget 19-20	Actual 19-20	Difference
Fund 63	Revenues	7,788,350	3,908,684	50%	7,937,102	3,353,462	555,222
	Fund Balance	-	-	-	2,330,000	-	-
		7,788,350	3,908,684		10,267,102	3,353,462	555,222
	Electric Dept.	8,696,830	2,314,132		10,267,102	2,073,656	240,476
	Expenses	8,696,830	2,314,132	27%	10,267,102	2,073,656	240,476
	Difference		1,594,552			1,279,806	314,746
Overtime	80+ hours		156,196			157,612	(1,416)

**Information regarding training for Newly and Current Elected Officials**

Mayor Ed Hatley recognized City Clerk Daphne Ingram who provided information regarding trainings offered to the newly elected and re-elected officials. Mrs. Ingram informed that Essentials of Municipal Government training is scheduled for December 15<sup>th</sup> and 16<sup>th</sup>. She also provided information on the Newly Elected Officials Academy scheduled for Saturday, December 12, 2020. Both Councilwoman Poinsette and Councilman Jetton elected to wait to and complete their trainings sometime in the 2021 calendar year.

**Update on COVID-19 Procedures**

City Manager Steve Zickefoose gave a brief update on COVID-19 regarding Executive Order 180 recently passed by the Governor. Mr. Zickefoose spoke to the mandate for face coverings in indoor setting, outdoor setting if social distancing cannot be maintained. He also spoke to the new requirements imposed on gyms, fitness centers, retail stores and that the mandate is now enforceable on individuals, not just business owners. Mr. Zickefoose reported on the number of cases, which continues to increase, stating that Lincoln County is now in the orange, with Gaston County and Catawba County being in the red (critical) category.

Mr. Zickefoose informed that the city is taking the proactive approach, using media messaging, as well as partnering with the Chamber of Commerce to provide signage to downtown businesses. He also mentioned the mix of opinions related to the legal authority to enforce civil penalties on those that violate the order. Vaccines were also discussed.

**PUBLIC COMMENT:**

David Ramsey requested to speak and express his appreciation and gratitude to City Manager Steve Zickefoose. He commented on the many improvements that have taken place under Steve's tenure, leadership.

**NEWS MEDIA:**

No questions from the new media

**ADJOURNMENT:**

**Councilman Jetton made a motion to adjourn the meeting. Members voted 4-0 in favor of the motion.**

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**DAPHNE INGRAM  
CITY CLERK**

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**ED HATLEY  
MAYOR**