



CONOVER

North Carolina

Conover City Council

Special Meeting Minutes

Wednesday, May 7, 2025 at 12:00 PM

Manufacturing Solutions Center II

350 5th Ave SE

Conover, NC 28613

Upstairs Conference Room

A Special Meeting of the Conover City Council was held on Wednesday, May 7, 2025 at 12:00 PM in the upstairs conference room of Manufacturing Solutions Center II.

I. CALL TO ORDER

Kyle J. Hayman, Mayor

Council Members Present:

Mayor Kyle Hayman
Council Member Mark Canrobert
Council Member Joie Fulbright
Council Member Jim Green
Council Member Brenda Powell

Council Members Absent:

None

Staff Present:

City Manager Tom Hart, City Clerk Stephanie Watson, City Attorney Susan Matthews, Human Resources Madeleine Epley, Finance Director Kurt L. Beal, Planning Director Erik Schlichting, Public Works Director Terry R. Jones, Public Utilities Director Brian Bradshaw, Fire Chief Mark Stafford, Police Chief Robert Houston, Information Technology Director Chris Niver, Major Jeff Barkley, Deputy Fire Chief Jackie Lail, and Assistant Public Works Director Ken Colf.

II. INVOCATION

Kyle J. Hayman, Mayor

III. BUSINESS AGENDA

Item 1: Appointment and Oath of Office of Mayor Pro Tempore

Mayor Kyle Hayman nominated Council Member Mark Canrobert to the position of Mayor Pro Tempore for the Conover City Council.

Motion was duly made by Mayor Hayman, seconded by Council Member Fulbright, to appoint Council Member Mark Canrobert to Mayor Pro Tempore.

AYES:	Mayor Hayman, Council Member Canrobert, Council Member Fulbright, Council Member Green, Council Member Powell
NOES:	None
ABSTAIN:	None

City Clerk Stephanie Watson issued the Oath of Office to Mark Carnobert.

OATH OF OFFICE OF THE CITY OF CONOVER, N.C.

I, Mark R. Canrobert, do solemnly swear that I will support and maintain the Constitution and laws of the United States, and the Constitution and laws of North Carolina not inconsistent therewith, and that I will faithfully execute the duties of my office as Mayor Pro Tempore of the City of Conover, North Carolina, according to the best of my skills, abilities, and judgement; so help me God.

Mark R. Canrobert

Subscribed and sworn to before me this 7th day of May, 2025.

Item 2: Resolution 18-25: Tourism Development Authority (TDA) Appointment

Kyle J. Hayman, Mayor presented Resolution 18-25: Tourism Development Authority (TDA) Appointment and nominated Council Member Jim Green to the position.

Motion was duly made by Mayor Hayman, seconded by Council Member Canrobert, to adopt Resolution 18-25: Tourism Development Authority (TDA) Appointment.

AYES:	Mayor Hayman, Council Member Canrobert, Council Member Fulbright, Council Member Green, Council Member Powell
NOES:	None
ABSTAIN:	None

(Resolution 18-25: Tourism Development Authority (TDA) Appointment contained in the exhibit file called 2025 Resolutions.)

***CITY OF CONOVER
RESOLUTION 18-25***

***HICKORY-CONOVER TOURISM DEVELOPMENT
AUTHORITY (HCTDA) APPOINTMENT***

WHEREAS, the Hickory-Conover Tourism Development Authority (HCTDA) is the overseeing board for the Hickory Metro Convention Center & Visitors Bureau; and

WHEREAS, the mission of the HCTDA is to market and enhance the economy of the Hickory Metro by promoting conventions, meetings, and travelers to the area; and

WHEREAS, the nine members of the HCTDA include the Hickory City Manager, Conover City Manager, Catawba County Chamber of Commerce President, Hickory City Council appointees, Conover City Council appointees, and an appointee from the Catawba County Chamber of Commerce who has an interest in tourism; and

WHEREAS, the Conover City Council's appointment to the Hickory-Conover Tourism Development Authority (HCTDA) shall be:

- *One (1) individual who has demonstrated an interest in Tourism & Conventions and does not own or operate hotels, motels, etc.*

WHEREAS, the City of Conover currently has a vacant seat with an un-expired three-year term that will expire on June 30, 2027.

NOW, THEREFORE, BE IT RESOLVED that the Conover City Council appoints:

Council Member Jim Green to the Hickory-Conover Tourism Development Authority (HCTDA) for the term that will expire on June 30, 2027.

Adopted this the 7th day of May, 2025.

Item 3: Resolution 19-25: Greater Hickory MPO Transportation Advisory Committee (TAC) Appointment

Kyle J. Hayman, Mayor presented Resolution 19-25: Greater Hickory MPO Transportation Advisory Committee (TAC) Appointment and nominated newly appointed Mayor Pro Tem / Council Member Mark R. Canrobert to the position.

Motion was duly made by Mayor Hayman, seconded by Council Members Powell, Fulbright, and Green, to adopt Resolution 19-25: Greater Hickory MPO Transportation Advisory Committee (TAC) Appointment.

AYES:	Mayor Hayman, Council Member Canrobert, Council Member Fulbright, Council Member Green, Council Member Powell
NOES:	None
ABSTAIN:	None

(Resolution 19-25: Greater Hickory MPO Transportation Advisory Committee (TAC) Appointment contained in the exhibit file called 2025 Resolutions.)

CITY OF CONOVER
RESOLUTION 19-25

**GREATER HICKORY MPO TRANSPORTATION
ADVISORY COMMITTEE (TAC) APPOINTMENT**

***WHEREAS**, the Transportation Advisory Committee (TAC) is a policy-making body made up of elected officials from each of the member governments, and the North Carolina Board of Transportation; and*

***WHEREAS**, with the assistance of the Technical Coordinating Committee (TCC), the TAC participates in transportation planning for the Metropolitan Planning Organization (MPO); and*

***WHEREAS**, currently the City of Conover's seat on the Transportation Advisory Committee (TAC) is vacant.*

***NOW, THEREFORE, BE IT RESOLVED** that the Conover City Council appoints:*

Mark R. Canrobert as Conover's representative to this committee.

Adopted this the 7th day of May, 2025.

Item 4: Budget Workshop for the 2025-2026 Budget

City Manager Tom Hart with assistance from Finance Director Kurt Beal presented the proposed 2025-2026 Budget to members of Council. Items for discussion included revenue outlook, the potential effect of Microsoft coming to the community, and other budget influences such as employee pay, insurance, taxes, rates, and fees. There are no proposed tax increases. The proposed budget is not reliant on volatile revenues and is based on 2% growth.

There was some discussion about the creation of shelf projects. Some areas for consideration include City Park, Lyle Creek Park, a proposed Farmers Market pavilion, and improvements to the intersection at CVS. Also mentioned was the expansion of the Police Department building and, in general, discussing what to do with the property surrounding City Hall to allow for future growth.

Mr. Hart gave a brief overview of the proposed fee schedule. Items of discussion were: a proposed increase to the community room security deposit, moving to a flat fee structure for roll-off dumpster usage to simplify administrative processes, the future of the city's EV charging stations in relation to costs to maintain them, raising the return check fees from \$20 to \$35 to match the state law maximum, making adjustments to fees related to zoning amendments, and renaming and adjusting certain utility fee items based on consultant recommendations.

Mayor Hayman called for a recess at 1:06 p.m. The meeting was reconvened at 1:20 p.m.

Mr. Hart then spoke about each of the departments' requests.

In Governing Body, funding has been included for concerts and for the upcoming election.

In Administration, plans are to purchase a new pool car for City Hall and the continuation of the renovation of City Hall.

There was some discussion about the future costs associated with Conover Station. This included maintenance issues due to the building's age.

The City is proposing to request a facility maintenance position that will take over general maintenance of all city facilities and act as a go-between when facility maintenance services are hired out. This person would also manage facility rentals.

In the Planning Department, work continues on the Unified Development Plan. There are also plans for updates to the Parks Master Plan. The department has requested an increase in their training budget.

In the Information Technology Department, there was discussion about making enhancements to technology infrastructure across all departments, in particular updates to security. Also discussed was the consolidation of the copier leases. Of note, one of the employees in the department has been reclassified.

The Police Department requested four patrol vehicles, a reallocation of funds for additional personnel positions, new traffic positions to potentially be funded by grants, and technology upgrades (e.g., time clock software). Also of note was a new SRO contract, the Police Department's building expansion, the future of animal control and any associated costs, and a future discount from the League of Municipalities.

The Fire Department has plans to increase minimum staffing to maintain effective emergency response levels, along with reclassifications in staffing and future capital investments in updated fire-fighting equipment.

In the Public Works Department, there was some discussion about hiring a facilities maintenance person to oversee the maintenance of all city buildings. Also discussed were the purchase of a flusher truck, boom truck, garbage rollouts, and Christmas decorations. Plans are to start saving for a new roof for the Public Works/Utilities building.

In the Cemetery fund, there will be a small increase in the cemetery mowing contract. There was a brief discussion about the Cemetery fund and the purchase of a columbarium.

Mayor Hayman called for a recess at 2:39 p.m. The meeting reconvened at 2:52 p.m.

In Utilities, rate adjustments, capital improvements at the Waste Water Treatment Plant and a potential increase to utility rates were discussed.

Mr. Hart spoke briefly about his thoughts about developing walkable areas and parks so as to

make Conover a more inviting place to live and retire.

IV. ADJOURNMENT

There being no further business, the meeting was adjourned at 3:38 p.m.

Kyle J. Hayman, Mayor

Stephanie C. Watson, City Clerk

[MIN_FOOT]