Agenda
Board of Aldermen
Town of Gibsonville

October 5, 2020
Regular Meeting

Town Hall
7:00 pm

1. Invocation – Alderman O'Toole
2. Public Comments
3. Approval of Agenda
4. Approval of Minutes
5. Donna Wall of Partnership Property Management, Azalea Circle Apartments
6. 7325 Dew Sharpe Annexation Petition
7. Town of Gibsonville FY 2021 Budget Ordinance Amendment #4
8. Capital Project Ordinance Amendment for Hwy 61/Hwy 70 Water & Sewer Extension Project
9. Closed Session for Town Manager Evaluation
10. Reports
    a. Town Manager
    b. Mayor
    c. Board Members

Addendum

5. **Donna Wall of Partnership Property Management –** Donna will be providing an update on Azalea Circle Apartments located at 400 W Steele Street.

6. **7325 Dew Sharpe Annexation Petition –** Joseph Burgess, property owner of 7325 Dew Sharpe Rd, has submitted a petition for annexation. The Board of Aldermen must make a motion directing the Town Clerk to investigate and certify the sufficiency of the petition. The Certificate of Sufficiency will be presented at the October 19th board meeting, at which time the public hearing date may be set. *Staff recommends that the board make a motion directing the Town Clerk to investigate and certify the sufficiency of the annexation petition.*
   Attachment: Petition requesting annexation, real estate deed, Guilford County Property Report, map

7. **Town of Gibsonville FY 2021 Budget Ordinance Amendment #4** – This ordinance amendment is needed to account for the reallocation of Appropriated General Fund Balance to purchase a rear loader refused truck (truck was approved and ordered in FY 2020) and to transfer funding from the Water & Sewer Fund to acquire sewer easements for the Hwy 70/Hwy 61 Water and Sewer Extension project. *Staff recommends that the board approve the FY 2021 Budget Ordinance Amendment #4.*
   Attachment: Memo and Town of Gibsonville FY 2021 Budget Ordinance Amendment #4

8. **Capital Project Ordinance Amendment for Hwy 61/Hwy 70 Water & Sewer Extension Project –** The Capital Project Ordinance for Hwy 61 and Hwy 70 Water & Sewer Extension Project needs amending by receiving $60,000 from the Retained Earnings (Reserves) from the Water and Sewer Fund to purchase sewer easements. *Staff recommends that the board approve the Capital Project Ordinance Amendment for the Hwy 61/Hwy 70 Water & Sewer Extension Project.*
   Attachment: Memo and Capital Project Ordinance Hwy 61/Hwy 70 Water & Sewer Extension Project Amendment

9. **Closed Session for Town Manager evaluation-** Evaluations were provided in the September 21st packets. Please have the evaluation completed for review and discussion.

   <u>To enter into closed session</u>: I make a motion that the board go out of regular session and into closed session to discuss the competence, performance, and character of an employee pursuant to G.S. 143.318.11; this is privileged and confidential information to prevent disclosure thereof.

   <u>To end closed session</u>: I make a motion to go out of closed session and into regular session.

#6

PETITION REQUESTING ANNEXATION

Date: Septer 29, 2020

To the Board of Aldermen of the Town of Gibsonville :

1. We the undersigned owners of real property respectfully request that the area described in Paragraph 2 below be annexed to the Town of Gibsonville.

2. The area to be annexed is contiguous to the Town of Gibsonville and the boundaries of such territory are as follows:

(See Attached)

Name	Address
1. Joseph Michael Burgess	6602 Burlington Rd. Whitsett, NC 27377
2. Donna C. Burgess	6602 Burlington Rd Whitsett, NC 27377
3.	
4.	

Property Address – 7325 DEW SHARPE Rd
Gibsonville, N.C. 27249

TAX CARD ATTACHED

Boundary survey will be provided by Nov 2

NORTH CAROLINA, GUILFORD COUNTY

This Deed, made this 22nd day of February, 1978, by BURGESS REAL ESTATE COMPANY, INC., a corporation organized under the laws of the State of North Carolina, with its principal office in the City of Burlington, hereinafter called Grantors, to JOSEPH MICHIEL BURGESS and wife, DONNA C. BURGESS, of Rt. 1, Whitsett, North Carolina, hereinafter called Grantees. The designations Grantors and Grantees as used herein shall include singular, plural, masculine, feminine, or neuter as required by the context.

WITNESSETH: That the Grantors, in consideration of $10.00 and other valuable consideration to them paid by the Grantees, the receipt of which is acknowledged, have bargained and sold, and by these presents do bargain, sell and convey to the Grantees their heirs, successors, and assigns, all of the following described real property:

NO TAXABLE CONSIDERATION

32876

All that certain tract or parcel of land located in Rock Creek Township, Guilford County, North Carolina, adjoining the lands of Dew Sharpe Road (S. R. #2756), Genevieve Isley Burgess, R. Hart, and W. Clayton, and bounded and described as follows:

BEGINNING at a point in the center of Dew Sharpe Road, a corner with Genevieve Isley Burgess; running thence with the line of said Genevieve Isley Burgess, North 25° 43' East 843.62 feet to an iron stake, a corner with Genevieve Isley Burgess in the line of R. Hart (iron stake set in this line 30.37 feet from the beginning point in center of said road); running thence with the line of R. Hart, South 55° 00' 35" East 9.12 feet to an iron stake; thence again with the line of said Hart, South 54° 49' East 685.93 feet to an iron stake in the line of R. Hart and a corner with W. Clayton; running thence with the line of said Clayton, South 16° 47' 55" West 228.16 feet to an iron stake in the line of said Clayton; thence again with the line of said Clayton, South 17° 09' 55" West 639.90 feet to a point in the center of Dew Sharpe Road, a corner with W. Clayton (iron stake set in this line 31.54 feet from corner in center of said road); running thence with the center of Dew Sharpe Road, North 55° 18' 45" West 817.12 feet to a point in the center of said road; thence again with the center of said road, North 55° 14' 05" West 9.11 feet to the point of BEGINNING, and containing 14.496 acres, more or less, as shown by survey made by Lacy Quint Tickle, R. L.S., January 6, 1978.

The above property was conveyed to the Grantors by See Book No. page

TO HAVE AND TO HOLD said real property, with all privileges, and appurtenances thereunto belonging, to the said Grantees, their heirs, successors, and assigns forever.

The Grantors covenant that they are seized of said real property in fee, and have the right to convey the same in fee simple; that the same is free from all encumbrances (with any exceptions above stated); and that they will warrant and defend the title to same against the claims of all persons whomsoever.

IN WITNESS WHEREOF, the Grantors have hereunto set their hands and seals, or if corporate, have caused this Deed to be signed in their respective corporate names by their duly authorized officers and their seals to be hereunto affixed by authority of their Boards of Directors, the day and year first above written.

BURGESS REAL ESTATE COMPANY, INC.

By Joseph Michiel Burgess (SEAL)
President

ATTEST: Gladys Burgess
Secretary

BURGESS REAL ESTATE CORPORATE SEAL INC. N.C.

555 28 3364 $00002.00 DD

(SEAL)

555 28 3364 $00000.50 FE

STATE OF NORTH CAROLINA, COUNTY OF .....

I, ..., a Notary Public of said County, do hereby certify that

personally appeared before me this day and acknowledged the due execution of the foregoing deed. Witness my hand and official seal, this ..... day of ....., 19.....

My commission Expires: ..... Notary Public

STATE OF NORTH CAROLINA, COUNTY OF ALAMANCE

I, Gladys S. Harrison, a Notary Public of said County, do hereby certify that GENEVIEVE ISLEY BURGESS personally came before me this day and acknowledged that she is Secretary of Burgess REal Estate Company, Inc., a corporation, and that by authority duly given and as the act of the corporation, the foregoing instrument was signed in its name by its president, sealed with its corporate seal, and attested by herself as its Secretary.

WITNESS my hand and official seal, this 23rd day of February, 1978

Gladys S. Harrison
Notary Public

My Commission Expires: 8-29-80

NOTARY PUBLIC ALAMANCE COUNTY N.C.

NORTH CAROLINA - GUILFORD
The foregoing certificate(s) of

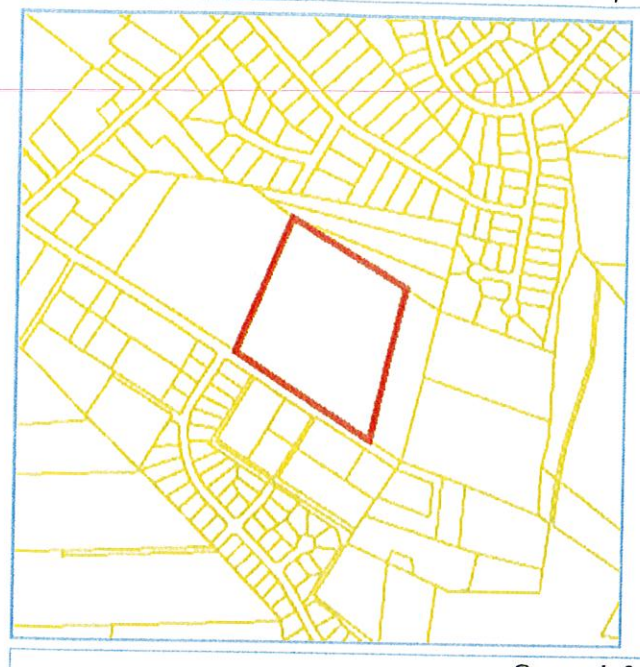
Gladys S. Harrison
A Notary Public is
(are) certified to be correct.
This FEB 28 1978
MARK STEWART, Register of Deeds
Beverly Price
Deputy Register of Deeds

RECORDED
MARK STEWART
REGISTER OF DEEDS
GUILFORD COUNTY, N.C.

FEB 28 1 15 PM '78
BOOK 2907 PAGE 573

264 V-2

Guilford County, NC - Property Report	Convert to PDF	9/29/2020
Parcel ID	**Property Address**	**Legal Description**
104175	7325 7329 Dew Sharpe Rd	14.50 AC SR 2756



Mobile Maps

Owner Information		
Owner Name	**Mailing Address**	**City, State Zip**
BURGESS, JOSEPH MICHIEL	6602 BURLINGTON RD	WHITSETT, NC 27377

Parcel Information			
PIN	**Zoning**	**Use**	**Tax District**
8835633099-000	AG-Agricultural	RESIDENTIAL	0

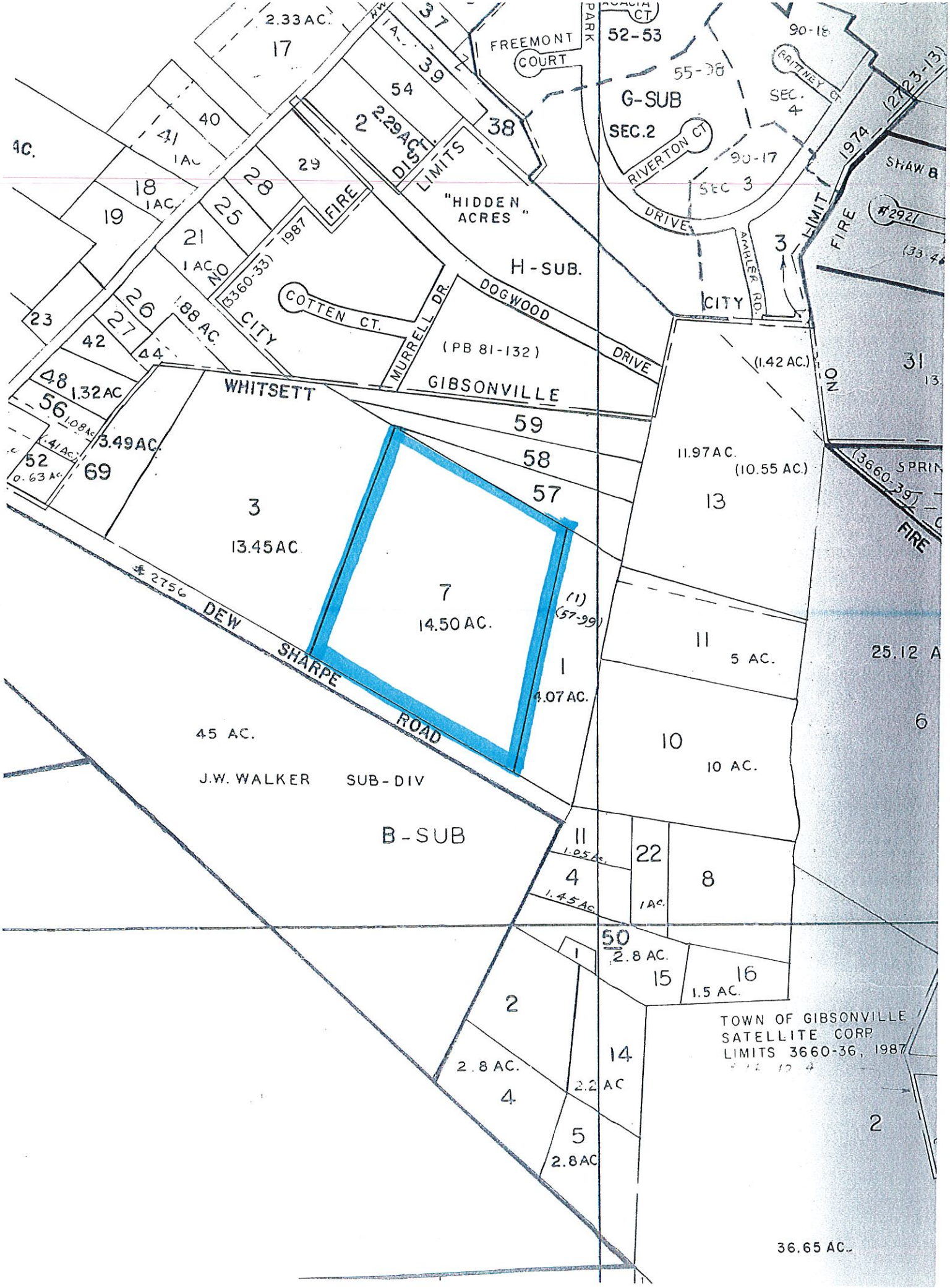
Parcel Size	Appraisal Nbrhood	Plat/Condo Bk & Pg
14.50	8834A01	N/A

Recent Sales				
Book & Page	**Sale Date**	**Sale Price**	**Qualified?**	**Improved?**
00290700573		$0	Yes	Yes

Appraisal Values			
Land	**Buildings**	**Extra Features**	**Total Value**
$88,500	$0	$0	$88,500

Disclaimer: Map and parcel data are believed to be accurate, but accuracy is not guaranteed. This is not a legal document and should not be substituted for a title search, appraisal, survey, or for zoning verification.

Disclaimer: Map and parcel data are believed to be accurate, but accuracy is not guaranteed. This is not a legal document and should not be substituted for a title search, appraisal, survey, or for zoning verification.



2.33 AC.
17
37
FREEMONT
COURT
PARK
52-53
90-18
55-98
G-SUB
SEC.2
SEC. 4
BRITTNEY CT.
RIVERTON CT.
90-17
SEC 3
DRIVE
AMBLER RD.
3
LIMIT
1974
(2723-13)
SHAW B
#2921
FIRE
(33-46
54
39
2
2.29 AC.
38
DIST.
LIMITS
"HIDDEN ACRES"
H-SUB.
40
41
1 AC
18
1 AC.
19
29
28
25
21
1 AC.
NO
(3360-33) 1987
FIRE
COTTEN CT.
MURRELL DR.
DOGWOOD
DRIVE
(PB 81-132)
CITY
23
26
27
42
44
1.88 AC.
48
1.32 AC
56
1.08 AC
3.49 AC.
52
0.63 AC
69
WHITSETT
GIBSONVILLE
59
58
57
(1.42 AC.)
NO
31
11.97 AC.
(10.55 AC.)
13
(3660-39)
SPRIN
FIRE
3
13.45 AC
7
14.50 AC.
(1)
(57-99)
1
4.07 AC.
#2756
DEW SHARPE ROAD
11
5 AC.
25.12 A
6
10
10 AC.
45 AC.
J.W. WALKER SUB-DIV
B-SUB
11
1.05 AC.
4
1.45 AC.
22
1 AC.
8
50
2.8 AC.
15
16
1.5 AC.
2
2.8 AC.
4
14
2.2 AC
5
2.8 AC
TOWN OF GIBSONVILLE
SATELLITE CORP.
LIMITS 3660-36, 1987
2
36.65 AC.

#7

Town of Gibsonville

Memo

To: Mayor Williams and Members of the Board of Aldermen

From: Ben Baxley, Town Manager RBB

Date: 9/30/2020

Re: FY 2021 Budget Ordinance Amendment #4

The attached FY 2021 Budget Ordinance Amendment #4 is needed to account for the reallocation of Appropriated General Fund Balance to purchase a rear loader refuse truck (truck was approved and ordered in FY 2020) and to transfer funding from the Water & Sewer Fund to acquire sewer easements for the Hwy 70/Hwy 61 Water and Sewer Extension project.

General Fund Revenues

- Increase of $175,000 in Appropriated General Fund Balance line item to account for the reallocation of funding to purchase a rear loader refuse truck (truck was approved and ordered in FY 2020).

General Fund Expenditures

- Increase of $175,000 in Public Works Department line item to purchase a rear loader refuse truck (truck was approved and ordered and FY 2020).

Water & Sewer Revenues

- Increase of $60,000 in Sewer Revenues Retained Earnings line item to transfer funds to the Hwy 70/Hwy 61 Water and Sewer Extension Project Fund to purchase required sewer easements.

Water and Sewer Fund Expenditures

- Increase of $60,000 in Sewer Expenditures line item to purchase sewer easements for the Hwy 70/Hwy 61 Water and Sewer Extension project.

The amendments increase the General Fund budget by $175,000 and the Water & Sewer Fund budget by $60,000.

TOWN OF GIBSONVILLE, NORTH CAROLINA
FY 2021 BUDGET ORDINANCE AMENDMENT #4

BE IT ORDAINED by the Board of Aldermen of the Town of Gibsonville, North Carolina, a meeting was held this the 5th day of October, 2020 that the following fund revenues and departmental expenditures together with certain restrictions and authorizations be amended.

SECTION I. GENERAL FUND

Anticipated Revenues	**FY 2021**		**FY 2021**
	Current Budget	**Amendment Increase/Decrease**	**Revised Budget**
Taxes, Current Year	3,062,850	-	3,062,850
Taxes, Prior Years	25,150	-	25,150
Motor Vehicle Tax	372,000	-	372,000
Penalties & Interest	12,000	-	12,000
Cemetery	15,000	-	15,000
Recreation	82,000	-	82,000
Sanitation Service Charge	310,000	-	310,000
Interest on Investments	8,000	-	8,000
Fire District Tax (Guilford)	3,500	-	3,500
Library	3,000	-	3,000
Transfer Perpetual Care	2,700	-	2,700
Sale of Fixed Assets	10,000	-	10,000
Guilford County Funds	55,500	-	55,500
Code Enforcement/Planning	10,000	-	10,000
Brush/White Goods Pickup Fees	3,000	-	3,000
Miscellaneous	33,313	-	33,313
GHA	2,340	-	2,340
Stormwater Fee	33,000	-	33,000
Solid Waste Disposal Tax	4,900	-	4,900
Intangible: Sales Tax (Alamance Co.)	836,382	-	836,382
Intangible: Sales Tax (Guilford Co.)	443,618	-	443,618
Utility Franchise	420,000	-	420,000
Beer & Wine	30,000	-	30,000
Library State Aid Grant	1,290	-	1,290
LSTA Grant	18,653	-	18,653
FEMA Assistance to Firefighters Grant	280,141	-	280,141
Powell Bill Funds	192,000	-	192,000
Appropriated Federal Drug Funds	65,691	-	65,691
Appropriated General Fund Balance	*426,493*	***175,000***	*601,493*
Total Anticipated Revenues	***6,762,521***	***175,000***	***6,937,521***

Authorized Expenditures

	Current Budget	Increase/Decrease	Revised Budget
Governing Board	67,191	-	67,191
Administration	1,024,848	-	1,024,848
Police	2,120,005	-	2,120,005
Fire	1,412,156	-	1,412,156
Public Works	*1,141,814*	***175,000***	*1,316,814*
Powell Bill	84,500	-	84,500
Recreation	659,091	-	659,091
Library	195,416	-	195,416
Cemetery	17,500	-	17,500
Contingency	40,000	-	40,000
Total Authorized Expenditures	**6,762,521**	**175,000**	**6,937,521**
	0		0

SECTION II. WATER & SEWER

	Current Budget	Increase/Decrease	Revised Budget
Anticipated W&S Revenues			
Water Revenues			
Water Service Fees	837,000	-	837,000
Tapping Fees	5,000	-	5,000
Meter Setting	15,000	-	15,000
Reconnection Fees	40,000	-	40,000
Realize Deferred Revenue	98,000	-	98,000
Miscellaneous Revenues	11,000	-	11,000
Retained Earnings Appropriation	162,246	-	162,246
Total Anticipated Water Revenues	***1,168,246***	-	***1,168,246***
Sewer Revenues			
Sewer Service Fees	2,271,000	-	2,271,000
Tapping Fees	5,000	-	5,000
Meter Setting	15,000	-	15,000
Reconnection Fees	40,000	-	40,000
Realize Deferred Revenue	98,000	-	98,000
Miscellaneous Revenues	11,000	-	11,000
Retained Earnings Appropriation	*3,351*	***60,000***	*63,351*
Total Anticipated Sewer Revenues	***2,443,351***	***60,000***	***2,503,351***
Total Anticipated W&S Revenues	***3,611,597***	***60,000***	***3,671,597***
Authorized W&S Expenditures			
Water Expenditure	1,168,246	-	1,168,246
Sewer Expenditures	*2,443,351*	***60,000***	*2,503,351*
Total Authorized Expenditures	***3,611,597***	***60,000***	***3,671,597***
	-	-	-

SECTION III. PERPETUAL CARE FUND

Anticipated Revenues	***2,700***	-	***2,700***
Authorized Expenditures	***2,700***	-	***2,700***
	-		-

SECTION IV. TAX RATE ESTABILISHED

An ad valorem tax rate of $0.53 per $100 at full valuation is hereby established as the official tax rate for the Town of Gibsonville for the fiscal year 2021. This rate is based on a total valuation of property of $668,128,780 and an estimated collection rate of 97.00%.

SECTION V.

Charges for services and fees by Town Departments are levied in the amounts set forth in the Fee Schedule (See Attachment A).

SECTION VI. SPECIAL AUTHORIZATION - BUDGET OFFICER

A. Budget Officer shall be authorized to reallocate departmental appropriations among various object of expenditures as he believes necessary.

B. The Budget Officer shall be authorized to effect interdepartmental transfers, in the same fund, not to exceed 10% of the appropriated monies for the department whose allocations is reduced. Notation of all such transfers shall be made to the Board on the next succeeding Financial Report.

C. He may make interfund loans for a period of not more than 60 days.

D. Interfund transfers, established in the budget document may be accomplished without recourse to the Board.

SECTION VII. RESTRICTION - BUDGET OFFICER

A. Interfund transfer of monies, except as noted in Section VI. Shall be accomplished by the Board authorization only.

B. The utilization of any contingency appropriations shall be accomplished only with Board authorization.

SECTION VIII. UTILIZATION OF BUDGET ORDINANCE

This Ordinance Amendment and the Budget Document shall be the basis of the financial plan for the Gibsonville Municipal Government during the 2021 fiscal year. The Budget Officer shall administer the budget and shall insure that operating officials are provided guidance and sufficient details to implement their appropriate portion of the budget. The accounting section shall establish records which are consonance with the Budget and this Ordinance and the appropriate statute of the State of North Carolina.

Amended this the 5th day of October, 2020.

Attest:

Mayor of Gibsonville, NC

Town Clerk of Gibsonville, NC

#8

Town of Gibsonville

Memo

To: Mayor Williams and Members of the Board of Aldermen

From: Ben Baxley, Town Manager RBB

Date: 9/30/2020

Re: Capital Project Ordinance for Highway 61 and Highway 70 Water & Sewer Extension Project Amendment

---

The Capital Project Ordinance for Highway 61 and Highway 70 Water & Sewer Extension Project needs amending by receiving $60,000 from the Retained Earnings (Reserves) from the Water and Sewer Fund to purchase sewer easements. Attached with this memo is the capital project ordinance amendment.

CAPITAL PROJECT ORDINANCE
HIGHWAY 61 & HIGHWAY 70 WATER AND SEWER EXTENSION PROJECT

BE IT ORDAINED BY THE BOARD OF ALDERMEN OF THE TOWN OF GIBSONVILLE, NORTH CAROLINA, that pursuant to Section 13.2, Chapter 159 of the General Statutes of North Carolina, the following Capital Project Ordinance is hereby amended:

Section 1. The Project authorized is Highway 61 & Highway 70 Water and Sewer Extension Project.

Section 2. The officials of the Town of Gibsonville are hereby directed to proceed with this program within the terms of the project.

Section 3. The following revenues are anticipated to be available to the Town to complete the project:

Transfer from Water & Sewer Fund	$	402,000

Section 4. The following amounts are appropriated for this project:

Design Services	$	297,000
Easement Acquisition	$	60,000
Easement Preparation (Surveying)	$	30,000
Legal	$	15,000

Section 5. The Town Manger shall report on the financial status of this project as directed by the Board of Aldermen and will inform the Board of any unusual occurrences.

Section 6. Copies of this project ordinance shall be made available to the Town Manager and the Finance Officer for direction in carrying out this project.

Section 7. That this ordinance amendment shall take effect upon passage.

This the 5th day of October, 2020.

_____
Leonard Williams, Mayor

ATTEST:

_____
Gina Griffeth, Town Clerk