

MINUTES – January 27, 2020

The Board of Aldermen of the Town of Gibsonville met at 7:00 pm for an agenda meeting in the Town Hall. The meeting was called to order by Mayor Williams. Alderpersons, Owen, Shepherd, O'Toole, Pleasants, and Maizland were present. Ben Baxley, Town Manager, and Laurie Yarbrough, Town Clerk, were present. Police Chief Ron Parrish, Public Works Director Rob Elliott, Town Attorney Doug Hoy, Josh Johnson with AWCK, several Abbey Glen subdivision residents, and several town residents were in attendance.

Mayor Williams called for a moment of silence in observance of the nine individuals that died in the recent helicopter crash in California. Mayor Williams led the Pledge of Allegiance.

Public Comments

No public comments.

Approval of Agenda

Alderman Shepherd, seconded by Alderman Owen, made a motion to approve the agenda. The motion passed unanimously.

Mayor Williams stated the Board would not be voting on any items tonight.

FY 2019 Audit Presentation

Craig Hopkins with Gibson & Company, Town Auditor, presented the FY 2019 Town Audit & FY 2019 Housing Authority Audit for the year ending June 30, 2019. He referred to the Audit Opinion stating a complete audit was done and tests funds for compliance; from an Auditor's opinion it was a clean report. He stated General Fund had 3.4 million in funds; 536,000 total liabilities; total fund balance of 2.8 million; 1.24 million in unassigned funds. He stated this was a strong fund balance. He stated Revenues were over 6 million; included tax and sales tax; expenses were 7.2 million (included fire truck, improvements, capital outlay for equipment, etc...). He stated Water & Sewer had assets of 2.1 million (1.7 million of water). Mr. Hopkins stated he included the Housing Authority in the Water & Sewer stating it was in good shape with 180,000 of liabilities; 149,000 in unassigned funds; operations were 150,000, and a profit of 36,000. He stated the total net position in Water & Sewer was 3 million; with 1.6 million in unrestricted net position; revenues were 192,000; operations were 3.5 million with a profit in Water & Sewer of 166,000. He stated General Fund was down because of the purchase of the fire truck and large ticket items.

Mayor Williams asked Mr. Hopkins if he thought the town was in good shape.

Mr. Hopkins stated yes, Water & Sewer was growing and expenditures were in good shape.

Mayor Williams asked did he see anything that needed improvement.

Mr. Hopkins stated they looked at internal controls and they did not see any concerns. He thanked the town for the opportunity to do the Town Audit.

Abbey Glen Street Conversion Letter of Intent

Ben Baxley, Town Manager, stated Abbey Glen residents were requesting that the Town accept their private streets within their subdivision. He stated if the Board wished to accept their private streets, the Board would need to approve a Letter of Intent; a draft Letter of Intent was presented to the board, with maps, and a plan of action.

Josh Johnson with AWCK stated he had met with Abbey Glen HOA last Fall to work out a plan to propose the town taking over the private streets. He stated Abbey Glen was asking the board to approve a Letter of Intent before they invest money in investigation work on the streets.

Alderman Shepherd stated if staff worked this out and the streets were up to town specs; he would agree with a letter of intent.

Elmer Braxton, with Abbey Glen HOA, stated this was a proposal to convert the private streets to public streets. He stated Abbey Glen had worked hard to be part of Gibsonville. He reviewed a time line stating they had asked about the conversion in 2014, asked for town garbage collection and recycling in 2015, and there was the hold up on the bridge. He stated Abbey Glen made up 3.8% of the town's population, contributed 7.5% to town tax, and added one mile to the 36 miles of town limits. He stated Abbey Glen was asking the board to approve the Letter of Intent. He agreed they would work with town staff to complete the turnover.

Mayor Williams asked what if Abbey Glen did not do what was expected.

Mr. Braxton stated this was in the Letter of Intent; if they did not finish what was expected, then the proposal was off.

Mayor Williams stated he thought the town should do this because the developer is the one that wanted the private streets and they were gone, now the residents in Abbey Glen did not want private streets. He stated this would be on the February 3, 2020 agenda.

Eugene St. Water Improvements

Ben Baxley, Town Manager, stated the proposed Eugene Street waterline would be approximately 700' long and would run from Wharton Avenue to Lewis Street.

Rob Elliot, Public Works Director, stated the issue was the waterline on Main St. was under the buildings. He stated he had asked AWCK to look at this.

Josh Johnson with AWCK stated the waterline would be an 8" line that would be within the existing street. He stated the line would significantly improve fire flow throughout the downtown area while providing redundancy for downtown and the surrounding area. Currently the businesses on the Northside of Main Street and west side of Lewis were fed from a 6" line off of Main Street that went underneath a structure. He stated if maintenance or a repair needed to be done to this 6" line then these businesses would be out of water service until the repair was completed. Mr. Johnson stated the line had been designed and was currently being permitted but had not been bid at this time. He stated the estimate for installation was approximately \$120,000.

Mr. Elliott stated this item was not in the current budget but Public Works would like to move forward with it in this budget due to concerns about the line coming from Main Street.

Alderman O'Toole asked would the line under the buildings be filled in or just forgotten.

Mr. Elliott stated they would be abandoned and filled with filler so there would be no problems in the future.

Alderwoman Maizland asked why do this in the current budget and where would the money come from.

Mr. Baxley stated this would come from the reserves in Water & Sewer.

Mr. Elliott stated he would like to see this done as soon as possible; if they waited prices would go up and it would push the project out further.

Mayor Williams stated this would be on the February 3, 2020 agenda for the Board's consideration.

Storm Water Policy and Program

Ben Baxley, Town Manager, stated staff was requesting the Board consider adopting a policy addressing storm water and storm drainage projects and maintenance. He stated there was not a policy in place and other towns were adopting such policies.

Josh Johnson with AWCK stated the Town was often approached about assisting residents with drainage improvements. He stated this policy would provide procedures, types of projects, and a prioritization process for the town sharing in projects on private property. He explained that the town could set aside money each year for storm water projects. He stated this would be a 50/50 program as funds allowed; they could put a cap on it such as \$10,000. He stated the City of Burlington had create a storm water policy and recently Elon approved a storm water policy.

Alderman O'Toole stated this would be a cost sharing program. He stated he would like to see a breakdown of costs; such as salaries, equipment, and materials; and did it meet the criteria and it be outlined; so it did not have to go the board.

Mr. Johnson stated they would evaluate the projects; whether they could be done by staff or intended for outside sources; bidded out.

Alderman Shepherd asked was everything outlined in the draft.

Mr. Johnson stated yes. He stated there was an application required and an ap fee, and a feasibility study to be completed.

Mayor Williams stated an Oakhurst St. resident had hired an attorney because of a water drainage issue on his property; would this assist him.

Mr. Johnson stated he believed he would be eligible.

Alderman Pleasants asked how much would have to be paid before project started.

Mr. Johnson stated 25% of the preliminary estimate and half of the low bid would have to be paid before project started.

Mayor Williams stated this would be on the February 3, 2020 agenda.

GDAC Report and Recommendation Presentation

Ben Baxley, Town Manager, stated Shawn Dowell with the GDAC Committee would be at the February 3, 2020 meeting to present a report and make a presentation on recommendations from the GDAC Committee.

Motley Update Presentation

Ben Baxley, Town Manager, stated, Chelsea Dickey with Motley would be at the February 3, 2020 meeting give an update and presentation regarding economic development activities.

Reports

a. Town Manager

Ben Baxley, Town Manager, stated Colin West with the Gibsonville Public Library was recording the meeting tonight for the town. He stated the Board Retreat would be on February 15, 2020 from 8:00 am to 12:00 noon at the Gibsonville Community center. He stated the next meeting would be February 3, 2020.

b. Mayor

Mayor Williams stated the town had no long term commercial growth planned. He asked the board to look at the property on Hwy. 61 that was to be developed and look at developing out to the County Farm for commercial development. He stated he had been talking with Mike Solomon that had talked with the town in the past about commercial growth at the County Farm. He stated they needed to look at expanding outside of town.

c. Board Members

Aldерwoman Maizland stated she had attended the Essential of Municipal Government for new council members and would be attending a leadership academy on March 5, 2020 for council members. She stated the Police Chief would be participating in a fundraiser with other Alamance County police and fire personnel on February 1, 2020 at the Holly Hill Mall.

Alderman Shepherd, seconded by Alderman Pleasants, made a motion to adjourn. The motion passed unanimously. The meeting adjourned at 7:54 pm.

Mayor

Attest:

Town Clerk