

## **MINUTES – February 3, 2020**

The Board of Aldermen of the Town of Gibsonville met at 7:00 pm for a regular meeting in the Town Hall. The meeting was called to order by Mayor Pro Tem Shepherd. Mayor Williams, Alderpersons Owen, 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, Planning Director Brandon Parker, Town Attorney Doug Hoy, Recreation Director Mike Dupree, several Abbey Glen residents, Josh Johnson with AWCK, and several residents were in attendance.

### **Invocation – Alderman Owen**

Alderman Owen gave the invocation.

Mayor Pro Tem Shepherd led the Pledge of Allegiance.

### **Public Comments**

No public comments.

### **Approval of Agenda**

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

### **Approval of Minutes**

Alderman Owen, seconded by Alderwoman Maizland, made a motion to approve the minutes of January 8, 2020 and January 27, 2020. The motion passed unanimously.

### **Abbey Glen Street Conversion Letter of Intent**

Ben Baxley, Town Manager, stated at the last meeting the board discussed the request from Abbey Glen that the Town accept their private streets within their subdivision. He stated the Board would need to approve a Letter of Intent to accept the private streets in Abbey Glen. He stated at the last meeting Josh Johnson with AWCK discussed this with the Board and Elmer Braxton with Abbey Glen HOA asked that the board approve a Letter of Intent.

A letter of Intent was presented to the board of their consideration.

Alderman O’Toole, seconded by Alderman Owen, made a motion to issue the Letter of Intent as approved and move forward to make the street public. The motion passed unanimously.

### **Gibsonville Development Advisory Committee (GDAC) Report and Recommendation Presentation**

Sean Dowell with the GDAC Committee made a presentation on recommendations from the GDAC Committee. He updated the board on what GDAC had been doing. He stated the goal of GDAC was to give the board good data to help make good decisions on downtown and commercial development. He talked about marketing and branding the downtown, advertising in the water bills, signage downtown, murals on buildings, walkability, economic development, need for updating the land development plan, and the addition of an Economic Development position.

Alderman Pleasants asked how much was a commercial broker’s fee.

Mr. Dowell stated 4% to 6%.

Alderman Pleasants stated the board retreat was next week; this may need to be a line item.

### **Motley Update Presentation**

Chelsea Dickey with Motley stated she was an Acting Development Agent for the town; she had been working with the town since 2018. She updated the board regarding economic development activities. She stated the branding began in mid-2019, and Instagram was up and working. She talked about placing murals on buildings; stating the estimated cost would be \$5,000 for a 40x7 mural; including artist, supplies, and time. She stated she would like to have murals ready for the first day of Market Day. She stated when you invest it came back to the community.

### **Eugene St. Water Improvements**

Ben Baxley, Town Manager, stated at the last meeting, Josh Johnson with AWCK and Rob Elliott, Public Works Director, presented a request to install a waterline on Eugene Street. He stated the proposed Eugene Street waterline was approximately 700’ long and would run from Wharton Avenue to Lewis Street. 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. He explained that 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 the structures. 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. He stated the line had been designed and was currently being permitted but has not been bid at this time. Mr. Baxley stated the estimate for installation was approximately \$120,000. He stated this item could be funded through retained earnings (reserves). He stated staff was recommending approval of proceeding with the Eugene St. waterline project.

Alderman Owen, seconded by Alderman O'Toole, made a motion to go ahead with the Eugene St. Water Improvements project. The motion passed unanimously.

### **Storm Water and Storm Drainage Project and Maintenance Policy**

Ben Baxley, Town Manager, stated at the last meeting, Josh Johnson with AWCK presented a Storm Water and Storm Drainage Project and Maintenance Policy for the board's consideration. He stated staff was requesting that the Board adopt a policy addressing storm water and storm drainage projects and maintenance. He stated the Town was often approached about assisting residents with drainage improvements. Mr. Baxley explained that this policy would provide procedures, types of projects, and a prioritization process for the town sharing in projects on private property. He stated staff was recommending approval of the Storm Water and Storm Drainage Project and Maintenance Policy.

Alderman O'Toole, seconded by Alderwoman Maizland, made a motion to approve the Storm Water and Storm Drainage Project and Maintenance Policy. The motion passed unanimously.

### **Reports**

#### **a. Town Manager**

Ben Baxley, Town Manager, stated on February 15, 2020 the Board of Aldermen's Annual Retreat would be held from 8:00 am to 12:00 noon at the Gibsonville Community Center.

#### **b. Board Members**

Alderwoman Maizland stated the Budget Retreat was where the board considered large item expense and she encourage citizens to attend. She stated she had talked to the Mayor about child was recently choking in the Gibsonville Elementary School and a teacher, Drew Simpson, performed the Heimlich on the child. She stated the Mayor had told her that Guilford County Schools recognize the teacher but she would like the town to recognize the teacher also. Ms. Maizland stated the Police Chief participated in the Cheers for Chocolate Event at the Holly Hill Mall this past weekend; proceed went to Christmas Cheer; they raised over \$14,000.

Alderman Pleasants asked what would a salary be for an Economic Developer position.

Chelsea Dickey stated the City of Graham had a full time position at \$54,000. She stated it could start as a part time position. She recommended this person have an economic background with experience.

Ben Baxley, Town Manager, stated the town would be looking at \$50,000; which with benefits would equal approximately \$75,000.

Alderman Owen, seconded by Alderman Pleasants, made a motion to adjourn. The motion passed unanimously. The meeting adjourned at 8:01 pm.

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Mayor

Attest:

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Town Clerk