

MINUTES – JANUARY 4, 2016

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 Williams. Alderpersons Shepherd, Revels, Owen, and Dean were present. Ben Baxley, Town Manager, and Laurie Yarbrough, Town Clerk, were present. Town Attorney Doug Hoy, Police Chief Ron Parrish, Recreation Director Mike Dupree, Planning Director Brandon Parker, Fire Chief Tony Roof, Jim Winston with Winston, Williams, Creech, Evans, & Co., Neil Bromilow, David Stoughton, Shawn Dowell, and several volunteer firemen were in attendance. Rev. Harvey Bigelo gave the Invocation and Mayor Williams led the Pledge of Allegiance.

Public Comments

Mayor Williams stated public comments was not a time for personal discussion but for the discussion for the good of the town.

There was no public comments.

Approval of Agenda

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

Approval of Minutes

Alderman Dean stated on Page 9 of the December 7, 2015 minutes he did not second the motions in items d, e, and f.

Alderman Owen, seconded by Alderman Shepherd, made a motion to approve the minutes of December 7, 2015 with the changes. The motion passed unanimously.

Laurie Yarbrough, Town Clerk, clarified that Alderman Dean did not second motions in items d and e; but he did second the motion in item f. The Town Clerk gave each board member a corrected copy of page 9.

Presentation to Retiring Volunteer Firemen

Mayor Williams presented two Certificates of Appreciation to two of our retiring firemen to show the Town's appreciation for their service. The following two firemen were recognized: Joseph Loy, Sr. for his 41 plus years of service and Donald Thomas for his twenty plus years of service. He thanked all the volunteer firemen for their service to our community.

FY 2014-2015 Audit Presentation

Jim Winston with Winston, Williams, Creech, Evans, & Co. presented the FY 2014-2015 Town of Gibsonville Audit & FY 2014-2015 Housing Authority Audit. He highlighted the audit stating the fund balance increased by \$280,046 in the General Fund, the Town's net position increased by \$612,434 (restatement of PY net position was \$324,065 netting to \$288,369, principal payments on the Town's long-term debt obligations totaled \$95,368 in the FY2015 (\$482,062 remaining at 6/30/15), and the Gibsonville Housing Authority paid \$13,639 towards the principal owed on its debt (\$222,901 remaining at 6/30/15). He highlighted the General Fund Revenues and Expenditures stating there was a gain in General Fund; Fund Balance FY 2015 was \$3,978,636. He stated 2015 tax collection percentage was 98.58% and the Water/Sewer Fund had a gain for 2015. Mr. Winston stated the Town was still struggling with I&I but the Town was working on this. He stated overall the Town had a good year.

Neil Bromilow stated if you took water/sewer out what would the rest of the audit look like.

Mr. Winston stated the most it would be for water/sewer would be \$228,328.

Presentation on the Downtown Promotion Report

Neil Bromilow, Chairman of the Downtown Promotion Committee, presented the Downtown Promotion Report. He stated the Promotion Committee was established in March 2014. He gave the status of the 2015 initiatives of the committee which included improving attendance at Market Day, refurbish inside of the caboose, creation of a town brochure, web page overhaul, facebook study, etc... He stated some of the ideas for 2016 included continue family themed market days, finish web and facebook pages, create u-tube videos, plant more roses, etc...

Economic Development Incentive Policy Discussion

Ben Baxley, Town Manager, stated over the years the board had discussed the creation of an incentive policy. He stated many towns had a policy. He recommended if the Town was going to offer incentives, the Town needed a policy. He presented a DRAFT of an Economic Development Incentive Policy. He stated the Town Attorney also had a copy of the policy and was reviewing it. The policy covered particulars on how incentives were awarded. He asked the Board how they would like to move forward.

Mayor Williams stated any document would not be perfect; he recommended moving forward.

Doug Hoy, Town Attorney, disagreed. He stated this was a draft using other municipality's policies. He stated some other towns do not provide incentives for retail and some do. He stated he was trying to look at this policy from a legal aspect. He stated he did not think it was ready for passage by the Board at this time. He stated a draft was for the Board's suggestions.

Mayor Williams stated there was a need in the community; he did not think they would find a perfect document.

Mr. Hoy asked were incentives legal; they were questionable, but arguable per the League of Municipalities. He stated the LGC would also have to approve the policy.

Alderman Owen stated they needed to work around this; the Town needed a grocery store.

Mr. Hoy stated they needed to look at the policy and be able to show the LGC the Town was going to recoup from the incentives. He stated the Town had received a request from a person; the Town could prepare an agreement between the Town and this person who is requesting incentives.

Alderwoman Revels stated the Town needed protection; like if the intity defaulted.

Mr. Hoy agreed; the agreement could include this.

Mayor Williams stated the Town needed a grocery store and he was willing for the town to step out there.

Alderman Owen agreed, stating he went along with the Mayor.

Mr. Baxley read Item V. Eligibility from the DRAFT Economic Development Incentive Policy.

Mr. Hoy referred to Item III Incentive Policy Criteria; he questioned new or existing business and referred to the N.C.G.S. 158-7.1 Local Development.

It was the consensus of the Board that they agreed to move forward.

Mr. Baxley stated he would have something by the next meeting for the Board.

Request from David Stoughton with NCR Management

David Stoughton with NCR Management stated he had purchased the Lowe's Food building at 231 Burke St. He stated the property would be called Town Center. He stated he was asking for incentives to bring a grocery store to Town; the incentives were not for himself it would be for the owner of a grocery store. He stated his plan was to revitalize the area surrounding the store. He asked for the town's support and allowance in using the incentive policy for marketing purposes so he could move forward.

Neil Bromilow asked had he received incentives from other towns on projects.

Mr. Stoughton stated yes but they were multi-family projects; not commercial or business.

Mayor Williams asked the Board to make a commitment on their interest in an incentive policy.

Shawn Dowell, Commercial Realestate Broker working with NCR Management, stated anything offered would be helpful; anything to help bring a grocery store to the community.

Doug Hoy, Town Attorney, agreed but within the law. He recommended the board do a letter for marketing purposes.

Alderwomen Revels, seconded by Alderman Owen, made a motion that the Town submit a Letter of Support for the marketing of a grocery store. The motion passed unanimously.

Mayor Williams stated the Economic Development Incentive Policy Discussion would be continued until the January 19, 2016 meeting. He stated in the mean time, the Town will prepare a Letter of Support for the developer.

Set Public Hearing and Input Meeting for USDA Rural Development Loan for Sewer Rehabilitation Project

Ben Baxley, Town Manager, stated the USDA required the Town to hold a public hearing and input meeting to allow public comment on the proposed loan for the sewer rehabilitation project. He recommended the public hearing be set for January 19, 2016.

Alderman Shepherd, seconded by Alderman Owen, made a motion to set the public hearing and input meeting on the proposed loan for the sewer rehabilitation project for the January 19, 2016 meeting. The motion passed unanimously.

Set January 19, 2016 for Agenda Setting Meeting

Ben Baxley, Town Manager stated the January agenda setting meeting fell on the Martin Luther King holiday. He recommended January 19, 2016 for the January agenda setting meeting.

Alderman Shepherd, seconded by Alderwoman Revels, made a motion to set the agenda meeting for January 19, 2016. The motion passed unanimously.

Reports

a. Manager

Ben Baxley, Town Manager, stated Town Hall would be closed January 18, 2016 for the Martin Luther King Holiday. He updated the Board on the Community Center stating Katrina Travis with USDA would be at the February 1, 2016 meeting to provide the loan commitment for the Community Center.

Mayor Williams stated the Board would accept the loan, then what would be the process.

Mr. Baxley stated they could go ahead and bid out the project. He stated he had contacted each board member about a date for the Annual Board Retreat. He stated it was narrowed down to February 13 and 27, 2016.

It was the consensus of the Board to have the Annual Board Retreat on February 27, 2016.

b. Mayor

Mayor Williams stated he had received calls asking did all the board members use the bible at the swearing in and did the Board allow prayer at the meetings. He recommended putting the invocation on the agenda and each board member would be responsible for the invocation twice a year.

Closed Session

Mayor Williams stated the Board would be going out of regular session and into executive session to discuss the Town Manager's evaluation, no action would be taken.

Alderman Shepherd, seconded by Alderman Owen, made a motion that the board go out of regular session and into executive session to discuss the competence, performance, and character of an employee pursuant to 143.318.11; this is privileged and confidential information to prevent disclosure thereof. The motion passed unanimously.

Alderman Shepherd, seconded by Alderman Owen, made a motion to go out of executive session and into regular session. The motion passed unanimously.

Mayor Williams stated the Board did the evaluation of the Town Manager and no vote would be taken.

Alderman Shepherd, seconded by Alderman Owen, made a motion to adjourn. The motion passed unanimously. The meeting adjourned at 8:55 pm

Mayor

Attest:

Town Clerk