

## **MINUTES – DECEMBER 7, 2015**

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, Jeff Johnson with AWCK, Hunter Bailey and his family, Kristopher Kaczynski and his family, Zack Smith with Guilford County Emergency Management, and several residents were in attendance. Rev. Baker with Gibsonville Christian Church gave the Invocation and Jaden Sierra, Mayor Williams' great grandson, led the Pledge of Allegiance.

### **Public Comments**

Ron Parrish, Police Chief, stated the Police Department needed the active support of the community to make the Town a safer place to live. He stated on August 30, 2015 two young men that live in Gibsonville helped with the apprehension of an individual that had been seen breaking into residents homes; in Gibsonville and other surrounding communities. He presented plaques to Hunter Bailey and Kristopher Kaczynski for their part in the apprehension of the individual.

Mayor Williams stated he would like to apologize to Alderman Dean for allowing a citizen's comments of negative things that should not been allowed which were also personal. He stated individuals would have three minutes to speak and they would not be allowed to talk personally about any board member. He stated he had asked the Town Manager to get a timer for public comments. He stated Public Comments was to hear positive comments to make the town better.

### **Approval of Agenda**

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

### **Approval of Minutes**

Alderman Owen, seconded by Alderwoman Revels, made a motion to approve the minutes of November 2, 2015. The motion passed unanimously.

## **OLD BUSINESS**

### **Public Input on the Town's Intent to Receive a USDA Loan for the Construction of a Community Center – Public Hearing**

Mayor Williams stated this was a public hearing to hear public input on the Town's intent to receive a USDA Rural Development Community Facilities Direct Loan.

Ben Baxley, Town Manager, stated this public hearing was required to receive the USDA loan. He stated the purpose was also to review the facility features/functions/ and the site plan, financing, and answer questions. He stated the community center would be located at 314 Tenth St. at Murrell Park. He reviewed the floor plan for the public. He estimated the project cost to be \$1,913,000; with a fund balance allocation of \$700,000; for a total loan request of \$1,213,000; the annual debt service payment would be \$56,802 to begin in FY 2017-2018 (a year after construction is to be completed). This would be a 40 year loan at a 3.5% interest rate. He stated this was the next step in moving forward with our Community Center.

Warren Baker, Timbergate Dr. resident, asked what would be the impact on the town taxes with the construction of this new facility.

Mr. Baxley stated if taxes were raised it would be over .01 cents to pay for the cost of the building. The debt service payment would be \$56,000 a year.

Mr. Baker stated the loan would be \$1,213,000; he asked had the decision been made to apply for the loan.

Mr. Baxley stated yes.

Mr. Baker asked would there be another public hearing.

Mr. Baxley stated there would be a meeting to accept the loan.

Don Jennings of 303 Driftwood Dr. asked what other capital improvements did the town have that would be in the near term.

Mr. Baxley stated he did not see any needs but once the construction was completed the Recreation department would be moving into the new building which would make the building next to Town Hall available for the police department to possibly expand.

Mr. Baker stated at one time the Holt brothers were going to be part of this project, he asked if this was still anticipated.

Mayor Williams stated the Town would be in communication with them and others.

Mr. Baxley stated the Town would consider any donations.

Neil Bromilow asked about this facility also being used for an emergency shelter; he asked the Town Manager to tell about the need for an emergency shelter.

Mr. Baxley stated during the ice storm of 2014 the police and other town employees had to transport Gibsonville senior citizens to an emergency shelter in Graham, North Carolina because the Town did not have an emergency shelter.

Mayor Williams stated the information at this public hearing would go back to USDA. He asked citizens to let the Board hear from them on the Community Center.

Alderman Owen asked was there going to be brick on the building; this had been discussed.

Jeff Johnson, Architect with AWCK, stated yes there would be brick from the floor up ten foot on the exterior.

Mitzi Chandler, Guilford County resident, asked would the Town accrue any cost from cots, blankets, etc.. for the emergency shelter. She stated the Red Cross would help provide some of these items.

Mr. Baxley stated the Town would have to evaluate this and look into it.

Zach Smith with Guilford County Emergency Management stated there was an extreme need in Guilford County for emergency shelters. He stated the Town could go to the American Red Cross and they would evaluate the shelter. He stated the American Red Cross could provide some of the needs; it could be a joint venture; maybe work with staffing also.

Alderman Shepherd, seconded by Alderwoman Revels, made a motion to close the Public Hearing. The motion passed unanimously.

Mayor Williams stated there would be no action taken tonight, there would be another Public Hearing held when the Board approved the loan.

#### **Main Street Conduit & Handholds Light Pole Project Bids**

Ben Baxley, Town Manager, stated at the October 5, 2015 meeting, the Board approved the concept of installing 10 decorative lights along the north side of Main Street. The Town received three bids with La Tour Electric Inc. being the low bid at \$26,000. He stated the Town would be contracting with Duke Energy to install the lighting and wiring as with the current lights; this would cost \$40,000. He stated Public Works would be installing brick pavers around the light poles. He stated staff recommended award the bid to La Tour Electric Inc. with a bid of \$26,000.

Mayor Williams asked when did he expect the lighting project to start.

Rob Elliott, Public Works Director, stated it would be soon after the bid was awarded.

Mr. Baxley stated they would have until April to finish the project.

Alderman Owen, seconded by Alderman Shepherd, made a motion to award the bid to La Tour Electric Inc. at \$26,000. The motion passed unanimously.

#### **Budget Ordinance Amendment #4**

Ben Baxley, Town Manager, stated the FY 2015-2016 Budget Ordinance Amendment #4 was needed to account for donations (Police & Recreation), unexpected expenditures (Main St. lighting project), and an inter fund transfer (transfer of funds back to the General Fund from the Water & Sewer Fund). The Town Manager recommended approval of the Budget Ordinance Amendment #4.

Alderman Owen, seconded by Alderwoman Revels, made a motion to approve the FY 2015-2016 Budget Ordinance Amendment #4. The motion passed unanimously.

**TOWN OF GIBSONVILLE, NORTH CAROLINA  
2015-2016 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 7th day of December, 2015 that the following fund revenues and departmental expenditures together with certain restrictions and authorizations be amended.

**SECTION I. GENERAL FUND**

| <b>A. Revenues</b>                   | <b>FY 2015-2016</b>          | <b>Amendment</b>                | <b>FY 2015-2016</b>          |
|--------------------------------------|------------------------------|---------------------------------|------------------------------|
|                                      | <u><b>Current Budget</b></u> | <u><b>Increase/Decrease</b></u> | <u><b>Revised Budget</b></u> |
| Taxes, Current Year                  | 2,323,432                    | -                               | 2,323,432                    |
| Taxes, Prior Years                   | 30,700                       | -                               | 30,700                       |
| Motor Vehicle Tax                    | 309,000                      | -                               | 309,000                      |
| Penalties & Interest                 | 15,000                       | -                               | 15,000                       |
| <b><u>Local Revenues</u></b>         |                              |                                 |                              |
| Cemetery                             | 13,000                       | -                               | 13,000                       |
| Recreation                           | 66,000                       | -                               | 66,000                       |
| Sanitation Service Charge            | 210,000                      | -                               | 210,000                      |
| Interest on Investments              | 7,500                        | -                               | 7,500                        |
| Fire District Tax (Guilford)         | 14,000                       | -                               | 14,000                       |
| Library                              | 500                          | -                               | 500                          |
| Transfer Perpetual Care              | 2,700                        | -                               | 2,700                        |
| Sale of Fixed Assets                 | 3,000                        | -                               | 3,000                        |
| Guilford County Funds                | 55,500                       | -                               | 55,500                       |
| Code Enforcement/Planning            | 8,000                        | -                               | 8,000                        |
| Brush/White Goods Pickup Fees        | 1,500                        | -                               | 1,500                        |
| Miscellaneous                        | 12,006                       | <b>900</b>                      | 12,906                       |
| GHA                                  | 2,340                        | -                               | 2,340                        |
| Stormwater Fee                       | 26,000                       | -                               | 26,000                       |
| Solid Waste Disposal Tax             | 4,300                        | -                               | 4,300                        |
| <b><u>State Shared Revenue</u></b>   |                              |                                 |                              |
|                                      | <u><b>Current Budget</b></u> | <u><b>Increase/Decrease</b></u> | <u><b>Revised Budget</b></u> |
| Intangible: Sales Tax (Alamance Co.) | 706,225                      | -                               | 706,225                      |

|                                       |                         |                         |                         |
|---------------------------------------|-------------------------|-------------------------|-------------------------|
| Intangible: Sales Tax (Guilford Co.)  | 351,575                 | -                       | 351,575                 |
| Utility Franchise                     | 310,000                 | -                       | 310,000                 |
| Beer & Wine                           | 31,000                  | -                       | 31,000                  |
| Powell Bill Funds                     | 185,000                 | -                       | 185,000                 |
| Loan Proceeds                         | 283,000                 | -                       | 283,000                 |
| Appropriated Powell Bill Fund Balance | 259,600                 | -                       | 259,600                 |
| Appropriated General Fund Balance     | <u>1,008,500</u>        | <u>(310,000)</u>        | <u>698,500</u>          |
| <b>Total General Fund Revenues</b>    | <b><u>6,239,378</u></b> | <b><u>(309,100)</u></b> | <b><u>5,930,278</u></b> |

**B. Expenditures Authorized by Departments**

**Department**

|  |                         |                         |                         |
|--|-------------------------|-------------------------|-------------------------|
| Governing Board                        | 69,686                  | -                       | 69,686                  |
| Administration                         | 990,372                 | -                       | 990,372                 |
| Police                                 | 1,367,536               | <b>600</b>              | 1,368,136               |
| Fire                                   | 667,022                 | -                       | 667,022                 |
| Public Works Administration            | 187,196                 | -                       | 187,196                 |
| Streets                                | 505,137                 | <b>40,000</b>           | 545,137                 |
| Powell Bill                            | 444,600                 | -                       | 444,600                 |
| Sanitation                             | 584,938                 | -                       | 584,938                 |
| Recreation                             | 480,109                 | <b>300</b>              | 480,409                 |
| Library                                | 115,782                 | -                       | 115,782                 |
| Cemetery                               | 20,000                  | -                       | 20,000                  |
| Contingency                            | 47,500                  | -                       | 47,500                  |
| Transfer to Sewer Capital Project Fund | 409,500                 | -                       | 409,500                 |
| Transfer to Water & Sewer Fund         | <u>350,000</u>          | <u>(350,000)</u>        | <u>-</u>                |
| <b>Total General Fund Expenditures</b> | <b><u>6,239,378</u></b> | <b><u>(309,100)</u></b> | <b><u>5,930,278</u></b> |
|  | <u>-</u>                |                         | <u>-</u>                |

**SECTION II. WATER & SEWER FUND**

|                                | <u>Current Budget</u> | <u>Increase/Decrease</u> | <u>Revised Budget</u> |
|--------------------------------|-----------------------|--------------------------|-----------------------|
| <b>A. Revenues Anticipated</b> |                       |                          |                       |
| Water Rents                    | 982,252               |                          | 982,252               |
| Utility Charges                | 1,649,036             | -                        | 1,649,036             |
| Tapping Fees                   | 1,000                 | -                        | 1,000                 |
| Meter Setting                  | 20,000                | -                        | 20,000                |

|   |                         |                  |                         |
|---|-------------------------|------------------|-------------------------|
| Reconnection Fees                       | 70,000                  | -                | 70,000                  |
| Miscellaneous Revenues                  | 19,789                  | -                | 19,789                  |
| Development Fees                        | 40,000                  | -                | 40,000                  |
| Loan Proceeds                           | -                       | <b>350,000</b>   | 350,000                 |
| Transfer From General Fund              | <u>350,000</u>          | <u>(350,000)</u> | <u>-</u>                |
| <b>Total Water &amp; Sewer Revenues</b> | <b><u>3,132,077</u></b> | <b><u>-</u></b>  | <b><u>3,132,077</u></b> |

**B. Expenditures**

|   |                         |                 |                         |
|---|-------------------------|-----------------|-------------------------|
| W&S Expenditures                            | <u>3,132,077</u>        | -               | <u>3,132,077</u>        |
| <b>Total Water &amp; Sewer Expenditures</b> | <b><u>3,132,077</u></b> | <b><u>-</u></b> | <b><u>3,132,077</u></b> |
|   | <u>-</u>                |                 | <u>-</u>                |

**SECTION III. PERPETUAL CARE FUND**

|                        |              |   |              |
|------------------------|--------------|---|--------------|
| <b>A. Revenue</b>      | <b>2,700</b> | - | <b>2,700</b> |
| <b>B. Expenditures</b> | <b>2,700</b> | - | <b>2,700</b> |
|                        | <u>-</u>     |   | <u>-</u>     |

**SECTION IV. SEWER CAPITAL PROJECT FUND**

|  | <u>Current Budget</u> | <u>Increase/Decrease</u> | <u>Revised Budget</u> |
|--|-----------------------|--------------------------|-----------------------|
| <b>A. Revenues Anticipated</b>               |                       |                          |                       |
| Transfer From General Fund                   | <u>409,500</u>        | -                        | <u>409,500</u>        |
| <b>Total Sewer Capital Fund Revenues</b>     | <b><u>409,500</u></b> | <b><u>-</u></b>          | <b><u>409,500</u></b> |
| <b>B. Expenditures</b>                       |                       |                          |                       |
| Engineering and Preliminary Investigation    | <u>409,500</u>        | -                        | <u>409,500</u>        |
| <b>Total Sewer Capital Fund Expenditures</b> | <b><u>409,500</u></b> | <b><u>-</u></b>          | <b><u>409,500</u></b> |
|  | <u>-</u>              |                          | <u>-</u>              |

**SECTION V. TAX RATE ESTABLISHED**

An ad valorem tax rate of \$0.51 per \$100 at full valuation is hereby established as the official tax rate for the Town of Gibsonville for the fiscal year 2015-2016. This rate is based on a total valuation of property of \$523,714,384 and an estimated collection rate of 97.48%.

**SECTION VI.**

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

**SECTION VII. 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 VIII. 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 IX. 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 2015-2016 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 7th day of December, 2015.

Attest:

\_\_\_\_\_  
\_\_\_\_\_  
Mayor of Gibsonville, NC

\_\_\_\_\_  
\_\_\_\_\_  
Town Clerk of Gibsonville, NC

**Resolution Adopting the Guilford County Hazardous Mitigation Plan**

Ben Baxley, Town Manager, stated the Town of Gibsonville partnered with Guilford County on the Hazardous Mitigation Plan. He stated this was an update which was prepared and presented by Guilford County and approved by FEMA. The Town of Gibsonville was part of this plan along with other area municipalities. He recommended approval of the Resolution Adopting the Guilford County Multi-Jurisdictional Hazardous Mitigation Plan.

Zach Smith, with Guilford County Emergency Management, stated this plan identified all the hazards in Guilford County such as identifying grants for generators.

Alderwoman Revels asked would the town be allowed to apply for a grant for generators.

Mr. Smith stated yes, the Town would be part of the Hazardous Mitigation Plan and a application agent.

Alderman Shepherd, seconded by Alderman Owen, made a motion to approve the Resolution Adopting the Guilford County Multi-Jurisdictional Hazardous Mitigation Plan. The motion passed unanimously.

**A RESOLUTION ADOPTING THE GUILFORD COUNTY MULTI-JURISDICTIONAL HAZARD MITIGATION PLAN**

**WHEREAS**, the North Carolina General Assembly passed Senate Bill 300 “An Act to Amend the Laws Regarding Emergency Management as Recommended by the Legislative Disaster Response Commission” in June of 2001 that among other provisions requires the Town of Gibsonville to have a hazard mitigation plan approved prior to January 21, 2016 in order to receive state public assistance funds; and

**WHEREAS**, in October of 2000 the President of the United States signed into law the “Disaster Mitigation Act of 2000” (PL 106-390) to amend the “Robert T. Stafford Disaster Relief and Emergency Act of 1988” which among other provisions requires local governments to adopt a mitigation plan in order to be eligible for hazard mitigation funding; and

**WHEREAS**, the North Carolina Division of Emergency Management has established rules and criteria that allow municipalities to adopt their county’s approved hazard mitigation plan through resolution; and

**WHEREAS**, Guilford County last updated the Guilford County Multi-Jurisdictional Hazard Mitigation Plan in 2010; and

**WHEREAS**, the regulations set forth by North Carolina Emergency Management and the Federal Emergency Management agency require a 5 year update period for all Mitigation Plans; and

**WHEREAS**, Guilford County departments have worked closely with the Guilford County Multi-Jurisdictional Hazard Mitigation Planning Team to develop a countywide hazard mitigation plan that will serve the needs of its residents and visitors; and

**WHEREAS**, the Town of Gibsonville supports Hazard Mitigation Planning as a logical means toward protecting people and property from the potential devastating effects of hazards,

**NOW, THEREFORE, BE IT RESOLVED** that the Board of Aldermen of the Town of Gibsonville, Gibsonville, North Carolina adopt, by way of this Resolution, the "Guilford County Multi-Jurisdictional Hazard Mitigation Plan" as approved by the North Carolina Division of Emergency Management and the Federal Emergency Management Agency.

ADOPTED this 7th day of December, 2015.

\_\_\_\_\_  
Mayor

Attest:

\_\_\_\_\_  
Town Clerk

### **Resolution Approving Law Enforcement Naloxone Program**

Police Chief Ron Parrish stated due to the large increase in the use of heroin and the abuse of prescription opioids area law enforcement agencies are joining with Alamance County EMS in the administration of the drug Naloxone. He explained the drug Naloxone reverses the overdose and saves lives. He stated police officers would be trained by Alamance County EMS to administer and carry Naloxone.

Mayor Williams asked what would be the cost to the town.

Police Chief Parrish stated there would be no cost.

Ben Baxley, Town Manager, stated the Town Attorney had reviewed the Resolution and Memo of Understanding from Alamance County and he recommended the Town contact our insurance carrier to see if the town would be covered. He stated the town's insurance carrier, Hub Int'l, stated the town was not currently covered but that it could be covered. He stated several area municipalities in the area had approved or were doing this. He recommended approval contingent upon insurance approval.

Alderman Owen, seconded by Alderman Shepherd, made a motion to approve the Resolution Approving Law Enforcement Naloxone Program contingent upon insurance. The motion passed unanimously.

### **RESOLUTION AUTHORIZING THE TOWN OF GIBSONVILLE TO ENTER INTO A MEMORANDUM OF UNDERSTANDING WITH ALAMANCE COUNTY TO TRAIN AND EQUIP LAW ENFORCEMENT IN THE PROPER ADMINISTRATION OF NALOXONE**

**WHEREAS**, there has been a large increase in the use of heroin and the abuse of prescription opioids in North Carolina which has been documented by the North Carolina Office of Emergency Medical Services; and

**WHEREAS**, heroin is a highly addictive and deadly drug and has been detrimental to the public health of Alamance County and North Carolina. In recent years there has been a sharp increase of medical emergencies where heroin use was determined to be a contributing factor; and

**WHEREAS**, the North Carolina General Assembly enacted Session Law 2013-23 which provides immunity from civil or criminal liability to persons dispensing an opioid antagonist to a person experiencing a drug related overdose ; and

**WHEREAS**, it is reported that 2.4 million people nation-wide are addicted to opiates. The 2012 National Survey on Drug Use and Health, conducted by the Substance Abuse and Mental Health Services Administration, found that heroin use increased by 67.3% from 2002 to 2012 among persons aged 12 years and older; and

WHEREAS, the administration of the life-saving drug naloxone can successfully reverse the effects of opioid overdose and save lives; and

WHEREAS, U.S. Attorney General has urged federal law enforcement agencies to train and equip personnel who might interact with heroin overdose victims with naloxone; and

WHEREAS, first responders, law enforcement, and healthcare members have been trained and equipped with naloxone in the counties surrounding Alamance County. Many responders have successfully administered the drug, saving numerous lives.

NOW, THEREFORE, BE IT RESOLVED that the Town of Gibsonville Board of Aldermen authorizes the Town Manager and Police Chief to execute the attached Memorandum of Agreement for the Law Enforcement Naloxone Program.

This the 7th of December, 2015.

\_\_\_\_\_  
Mayor

Attest:

\_\_\_\_\_  
Town Clerk

**Resolution for the Declaration of Surplus Personal Property and Authorizing the Sale by Electronic Public Auction**

Ben Baxley, Town Manager, stated staff was requesting board approval of a Resolution to sell a 2009 Ford Crown Victoria on Gov Deals (a retired police vehicle). He recommended approval of the Resolution for the Declaration of Surplus Personal Property and Authorizing the Sale by Electronic Public Auction.

Alderman Shepherd, seconded by Alderman Owen, made a motion to approve the Resolution for the Declaration of Surplus Personal Property and Authorizing the Sale by Electronic Public Auction. The motion passed unanimously.

**RESOLUTION FOR THE DECLARATION OF SURPLUS PERSONAL PROPERTY AND AUTHORIZING THE SALE BY ELECTRONIC PUBLIC AUCTION**

WHEREAS, G.S. 160A-270 allows the Gibsonville Board of Aldermen to sell personal property at public auction upon adoption of a resolution authorizing the approval officer to dispose of property at public auction;

WHEREAS, the following property is no longer needed for any governmental use by the Town of Gibsonville:

2009 Ford Crown Victoria

WHEREAS, it is the intent of the Town to sell items by electronic public auction at [www.govdeals.com](http://www.govdeals.com) beginning 8:00 a.m. December 14, 2015 and ending at 8:00 p.m., December 22, 2015;

WHEREAS, be it resolved, by the Gibsonville Board of Aldermen that the Town Manager is authorized to sell by electronic auction at [www.govdeals.com](http://www.govdeals.com) beginning at 8:00 a.m., December 14, 2015 and ending at 8:00 p.m., December 22, 2015;

WHEREAS, items to be sold as is, all sales final;

NOW, THEREFORE BE IT RESOLVED, that the Board of Aldermen hereby declares said property as surplus and authorizes the Town Manager to sell said property at electronic public auction to the highest bidder.

This the 7th day of December, 2015.

\_\_\_\_\_  
Mayor

Attest:

\_\_\_\_\_  
Town Clerk

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NEW BUSINESS

**Organizational Meeting: Swearing in by District Court Judge Brad Allen of Alamance County**

Alderman Owen introduced District Court Judge Brad Allen of Alamance County and stated he would be swearing in the Mayor and Board members.

**a. Oath of Office to Mayor**

District Court Judge Brad Allen administered the Oath of Office of Mayor to Leonard M. Williams.

**b. Oath of Office to Aldermen**

District Court Judge Brad Allen administered the Oath of Office of Alderman to Mark Shepherd, Clarence Owen, and Paul Dean.

Mayor Williams and board members thanked Judge Brad Allen for assisting the Town with the swearing in.

**c. Election of Mayor ProTem**

Alderman Owen, seconded by Alderman Dean, made a motion appointing Alderman Shepherd as Mayor ProTem. The motion passed unanimously.

**d. Reappoint Town Attorney**

Alderman Shepherd, seconded by Alderwoman Revels, made a motion to reappoint Doug Hoy as the Town Attorney. The motion passed unanimously.

**e. Reappoint Town Clerk**

Alderman Owen, seconded by Alderman Shepherd, made a motion to reappoint Laurie Yarbrough as the Town Clerk. The motion passed unanimously.

**f. Reappoint Tax Collector**

Alderman Shepherd, seconded by Alderman Dean, made a motion to reappoint Rhonda Schriver as the Tax Collector. The motion passed unanimously.

**Reports**

**a. Manager**

Ben Baxley, Town Manager, stated Police Chief Ron Parrish had been appointed to the North Carolina Criminal Training Standards Commission by Senator Phil Berger to a two year appointment. He stated the Town offices would be closed for the holidays on December 23<sup>rd</sup> to 25<sup>th</sup> and January 1<sup>st</sup>. He stated the Christmas parade would be this Saturday at 2:00 pm.

Mitzi Chandler they needed clarification about horses needing diapers if they were in the parade.

Mr. Baxley stated yes; the board was aware of this and it was on the town's website.

**b. Mayor**

Mayor Williams stated this was the first night of the newly reappointed board terms. He stated he had gotten calls about changing the Christmas parade to Holiday parade. He stated the name of the parade would remain the Gibsonville Christmas parade.

Neil Bromilow stated he and the Mayor would be planting the 138<sup>th</sup> rose bush in town this week.

Alderman Shepherd, seconded by Alderman Owen, made a motion to adjourn. The motion passed unanimously. The meeting adjourned at 8:00 pm

\_\_\_\_\_  
Mayor

Attest:

\_\_\_\_\_  
Town Clerk