

MINUTES – MARCH 6, 2017

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, Owen, Dean, Revels, and Pleasants were present. Ben Baxley, Town Manager, and Laurie Yarbrough, Town Clerk, were present. Police Chief Ron Parrish, Town Attorney Doug Hoy, Planning Director Brandon Parker, Steve Harrison, and Recreation Director Mike Dupree were in attendance.

Invocation – Mayor Williams

Mayor Williams gave the invocation and 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.

Approval of Minutes

Alderman Owen, seconded by Alderwoman Revels, made a motion to approve the minutes of February 6, 2017. The motion passed unanimously.

Approval of 2016-2017 Audit Contracts

Ben Baxley, Town Manager, stated he was recommending approval of the FY2016-2017 Town of Gibsonville and the Housing Authority Audit Contracts with Winston, Williams, Creech, Evans, & Co. He stated there was a 3% increase over last year.

Alderwoman Revels asked was this contract approved year by year. She asked how long had it been since an RFQ was sent out; did the Town have a policy.

Mr. Baxley stated this was year by year and it had been five years since a RFQ was sent out on the Audit.

Alderwoman Revels asked could this be looked into contract for five years.

Mr. Baxley stated if the Board wished.

Mayor Williams stated the PART Contract was yearly after 4 years.

Alderwoman Revels stated she thought the Board had a conversation five or six years ago about going out for bids; she thought they man need to look at this being a policy.

Alderman Shepherd, seconded by Alderman Owen, made a motion to approve the FY2016-2017 Town of Gibsonville and the Housing Authority Audit Contracts with Winston, Williams, Creech, Evans, & Co. The motion passed unanimously.

Budget Ordinance Amendment #5

Ben Baxley, Town Manager, stated Budget Ordinance Amendment #5 was needed to implement the Tennis Courts Improvement Project. He stated this included paving over the existing courts with asphalt and installing a new court surface at a cost of \$34,000.

Alderman Owen, seconded by Alderman Pleasants, made a motion to approve Budget Ordinance Amendment #5. The motion passed unanimously.

TOWN OF GIBSONVILLE, NORTH CAROLINA

2016-2017 BUDGET ORDINANCE AMENDMENT #5

BE IT ORDAINED by the Board of Aldermen of the Town of Gibsonville, North Carolina, a meeting was held this the 6th day of March, 2017 that the following fund revenues and departmental expenditures together with certain restrictions and authorizations be amended.

SECTION I. GENERAL FUND

Anticipated Revenues	FY 2016-2017	Amendment	FY 2016-2017
	<u>Current Budget</u>	<u>Increase/Decrease</u>	<u>Revised Budget</u>
Taxes, Current Year	2,415,000	-	2,415,000
Taxes, Prior Years	26,700	-	26,700
Motor Vehicle Tax	325,000	-	325,000
Penalties & Interest	15,000	-	15,000
Cemetery	13,000	-	13,000
Recreation	66,000	-	66,000
Sanitation Service Charge	223,000	-	223,000
Interest on Investments	7,500	-	7,500
Fire District Tax (Guilford)	12,000	-	12,000
Library	500	-	500
Transfer Perpetual Care	2,700	-	2,700
Sale of Fixed Assets	5,000	-	5,000
Guilford County Funds	55,500	-	55,500
Code Enforcement/Planning	8,000	-	8,000
Brush/White Goods Pickup Fees	1,500	-	1,500
Miscellaneous	17,284	-	17,284
GHA	2,340	-	2,340
Stormwater Fee	28,000	-	28,000
Solid Waste Disposal Tax	4,300	-	4,300
Intangible: Sales Tax (Alamance Co.)	735,652	-	735,652
Intangible: Sales Tax (Guilford Co.)	417,926	-	417,926
Utility Franchise	422,000	-	422,000
Beer & Wine	31,500	-	31,500
Powell Bill Funds	187,000	-	187,000
Federal Drug Funds	5,832	-	5,832

State Drug Funds	5,818	-	5,818
Insurance Proceeds	5,094	-	5,094
<i>Appropriated Recreation Capital Reserve</i>	-	34,000	34,000
Appropriated General Fund Balance	402,632	-	402,632
Total Anticipated Revenues	5,441,778	34,000	5,475,778

Authorized Expenditures

	<u>Current Budget</u>	<u>Increase/Decrease</u>	<u>Revised Budget</u>
Governing Board	67,016	-	67,016
Administration	1,152,652	-	1,152,652
Police	1,556,960	-	1,556,960
Fire	736,840	-	736,840
Public Works Administration	243,523	-	243,523
Streets	500,680	-	500,680
Powell Bill	170,100	-	170,100
Sanitation	306,343	-	306,343
<i>Recreation</i>	<i>502,160</i>	34,000	<i>536,160</i>
Library	138,004	-	138,004
Cemetery	17,500	-	17,500
Contingency	50,000	-	50,000
Total Authorized Expenditures	5,441,778	34,000	5,475,778
	-		-

SECTION II. WATER & SEWER

	<u>Current Budget</u>	<u>Increase/Decrease</u>	<u>Revised Budget</u>
Anticipated W&S Revenues			
<u>Water Revenues</u>			
Water Service Fees	800,255		800,255

Tapping Fees	450	-	450
Meter Setting	10,000	-	10,000
Reconnection Fees	40,000	-	40,000
Miscellaneous Revenues	9,900	-	9,900
Development Fees	36,000	-	36,000
Internet Convenience Fees	4,050	-	4,050
<i>Total Anticipated Water Revenues</i>	<i>900,655</i>	<i>-</i>	<i>900,655</i>

Sewer Revenues

Sewer Service Fees	2,001,745		2,001,745
Tapping Fees	550	-	550
Meter Setting	10,000	-	10,000
Reconnection Fees	40,000	-	40,000
Miscellaneous Revenues	12,100	-	12,100
Development Fees	44,000	-	44,000
Internet Convenience Fees	4,950	-	4,950
<i>Total Anticipated Sewer Revenues</i>	<i>2,113,345</i>	<i>-</i>	<i>2,113,345</i>
<i>Total Anticipated W&S Revenues</i>	<i>3,014,000</i>	<i>-</i>	<i>3,014,000</i>

Authorized W&S Expenditures

Water Expenditure	900,655	-	900,655
Sewer Expenditures	2,113,345	-	2,113,345
<i>Total Authorized Expenditures</i>	<i>3,014,000</i>	<i>-</i>	<i>3,014,000</i>
	-	-	-

SECTION III. PERPETUAL CARE FUND

<i>Anticipated Revenues</i>	<i>2,700</i>	<i>-</i>	<i>2,700</i>
<i>Authorized Expenditures</i>	<i>2,700</i>	<i>-</i>	<i>2,700</i>
	-		-

SECTION IV. 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 2016-2017. This rate is based on a total valuation of property of \$550,324,654 and an estimated collection rate of 98.58%.

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 2016-2017 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 6th day of March, 2017.

Attest:

Mayor of Gibsonville, NC

Town Clerk of Gibsonville, NC

Update on Chapter 91: Animals Ordinance

Ben Baxley, Town Manager, stated he was continuing to work on a draft of the Animals Ordinance for the Board's review. He had asked the Board to review Guilford County's current Animal Ordinance to consider amending the Town's current Ordinance to comply with Guilford County's Ordinance. Once the draft was complete he stated he would have the Town Attorney and Police Chief review the Ordinance. He stated he would have the draft for the Board's review at the April meeting.

Mayor Williams recommended if anyone wanted to add anything to the ordinance they should let the Town manager know. He stated this would be continued until the April meeting.

Set Tax Lien Sale Date

Ben Baxley, Town Manger, stated the Tax Collector was asking the Board to set the tax lien sale date of unpaid taxes for April 13, 2017.

Alderman Shepherd, seconded by Alderman Owen, made a motion to set the tax lien sale date of unpaid taxes for April 13, 2017. The motion passed unanimously.

Reports

a. Manager

Ben Baxley, Town Manager, invited the Board to the Gibsonville Business Social on March 13th. He stated it would be an economic development networking opportunity with Alamance and Guilford Counties. He stated it included the Gibsonville Merchants and Gibsonville Development Advisory Committee. He stated Town Hall Day would be March 29th for local officials to talk with their Legislatures on issues impacting the municipalities. He stated he had talked with Ann Taylor with the Piedmont Regional Council on updating the Town's Personnel Policy. He stated the Council Chambers sound system should be in by the April meeting. He stated the Joseph's Claim waterline extension was begin worked out and would be presented to the Board soon. He stated the Gibsonville Garden Railroad would start operations on April 1st. He stated he had been asked to announce that the Eastern Guilford Basketball Team was 29 & 3; and won the 3A State Championship.

b. Mayor

Alderman Shepherd stated last week the Town recognized the Eastern Guilford Football Team with a plaque and Resolution for a 15-1 record and the NC State 3-AA runners-up.

Mayor Williams thanked Alderman Owen for attending the dedication last week of the Davidson Family Historical Marker. He stated he had met with an interested person on the Lowes Food building; a chance of a grocery store was slim. He stated the Town had written a letter to the Railroad about the looks of the railroad bridge. He stated the Railroad was interested in safety and recommended placing a fence up at the railroad ; they may help with cost. He stated he may appoint a committee to talk with the Railroad.

Alderwoman Revels asked what was the status of the survey the Library did.

Mr. Baxley stated this was a strategic plan, he would check on the status.

Alderman Shepherd, seconded by Alderman Owen, made a motion to adjourn. The motion passed unanimously. The meeting adjourned at 7:25 pm.

Mayor

Attest:

Town Clerk