

MINUTES – APRIL 10, 2018

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, O'Toole, and Pleasants were present. Ben Baxley, Town Manager, and Laurie Yarbrough, Town Clerk, were present. Recreation Director Mike Dupree, Police Chief Ron Parrish, Fire Chief James Todd, Public Works Director Rob Elliott, Jeff Johnson with AWCK, Troy King with AWCK, Glen Fleming with AWCK, Beverly King, Janice Wyrick with Gibsonville ABC Store, and several Abbey Glen residents were in attendance.

Invocation

Rev. Brain Foust gave the invocation.

Public Comments

Janice Wyrick, Manager of the Gibsonville ABC Store, asked everyone for their support; she stated some of the money from the ABC Store came back to the town. She stated one example was that money went to support the DARE Program; Gibsonville Elementary was the only school in Guilford County with the DARE program. She stated she attended the recent DARE program on March 9th at the Gibsonville Elementary School; Officer Matt Wilkins, DARE Officer, was over the program. She commended Officer Wilkins on the DARE program. She stated she was disappointed with the attendance. She stated she was grateful that the Gibsonville Police Department supported DARE it did make a difference in our youth.

Mayor Williams stated he attended a child abuse program in Graham and stated April was Child Abuse Prevention Month.

Approval of Agenda

Mayor Williams asked that a Resolution Supporting Guilford County's Incentive Performance Agreement for Publix Super Markets, Inc. be added to the agenda and Gene Banks, a graduate of Duke University, be added to the agenda.

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

Approval of Minutes

Alderwoman Owen, seconded by Alderman Pleasants, made a motion to approve the minutes of March 5, 2018 and March 19, 2018. The motion passed unanimously.

Presentation by Gene Banks

Gene Banks stated he was a graduate of Duke University and was from Philadelphia. He stated he had been through Gibsonville and read the history of Gibsonville. He stated he did functions for mental illness. He stated he was contacted by Sharon Bigelow, a Gibsonville native and Cappadocia Church's Pastor's wife. He stated he met with Mrs. Bigelow and the Mayor at the Gibsonville Community Center. He stated he would like to give back and was committed to bring programs to the Gibsonville Community Center. He stated he would have a small camp for a test. Mr. Banks asked for the board and community's support.

Rezoning Request – 832 Burlington Ave. – Beverly King - Public Hearing

Ben Baxley, Town Manager, stated Beverly King of 832 Burlington Ave. was requesting his property be rezoned from RS15 to NB (Neighborhood Business). He stated this was a public hearing. The Planning Board considered the rezoning request at their March 15th meeting and recommended approval of the rezoning. He stated this rezoning would be consistent with the planning development objectives.

Alderman Shepherd, seconded by Alderman Pleasants, made a motion to open the public hearing. The motion passed unanimously.

Mayor Williams asked for public comments.

Alderman Shepherd, seconded by Alderman Owen, made a motion to close the public hearing. The motion passed unanimously.

Beverly King, property owner, stated he would like to combine the four lots he owned.

Mr. Baxley stated this would be something he could do after the rezoning; he could get with the Planning Director.

Alderman Shepherd, seconded by Alderman Pleasants, made a motion to approve the rezoning request for 832 Burlington Ave.; rezoning from RS15 to NB. The motion passed unanimously.

AN ORDINANCE TO AMEND THE GIBSONVILLE ZONING MAP BY REZONING THE PROPERTY OF BEVERLY & JANICE KING FROM RS-15 TO NB

WHEREAS, the current development ordinance was duly adopted 1 April 1991; and

WHEREAS, during the course of routine interpretation and application the need arises to revise the ordinance, or to correct or clarify certain ambiguities and inconsistencies contained within the text of the ordinance; and

WHEREAS, the property identified on the Alamance County parcels 108541, and 108539 located at 832 Burlington Ave., is owned by Beverly & Janice King; and

WHEREAS, pursuant to development ordinance, proper application was made by the property owner to rezone 0.48 total acres from RS-15 to NB; and

WHEREAS, pursuant to development ordinance and statutory requirements, the Town of Gibsonville made due public notification and advertisement of the pending rezoning; and

WHEREAS, after consideration in a public hearing at their regular March meeting, the Gibsonville Planning Board made a recommendation to approve the rezoning request by unanimous 6-0 vote; and

NOW, THEREFORE, BE IT ORDAINED BY THE BOARD OF ALDERMEN FOR THE TOWN OF GIBSONVILLE: that the Gibsonville Zoning Map be amended by rezoning the above-referenced property from RS-15 to NB, which shall be fully incorporated therein.

Adopted this 10th day of April, 2018.

Mayor

Attest:

Town Clerk

Request from Abbey Glen HOA

Ben Baxley, Town Manager, stated at the last meeting Abbey Glen HOA representatives presented a request to convert their private streets to the town. He stated the board needed to consider their request to allow them to work on the check list provided by the town engineers.

Elmer Braxton, President of the Abbey Glen HOA, stated they would like to know what to do, so they could do the work to convert private streets to the town.

Mayor Williams asked if they had looked at the list the town engineer had prepared.

Mr. Braxton stated yes.

Mayor Williams asked if they were willing to do the items on the list.

Mr. Braxton stated they had not done anything yet but have looked at the list. He asked if they did what was on the list would the town be inclined to let them turn the street over to the town. He stated if they did their part, would the town do their part and accept the streets from Abbey Glen.

Alderman Pleasants stated he understood, they did not want to append the money if the board would not approve the request.

Mr. Baxley stated that one of the Town Engineer's had identified some issues and Abbey Glen was aware of these. He stated Abbey Glen was asking the board if it was ok to proceed.

Mr. Braxton stated there was still work to be done on the bridge but work could be started if the board gives them the okay.

Alderman Shepherd stated if the work met the requirements set-forth by the Town Engineers; they had his okay.

Alderman Owen stated he agreed.

Alderman O'Toole stated he agreed.

Mayor Williams stated yes they could go ahead. He stated if a sewer line were to break, who would take up the street, he did not feel it was the taxpayers place to pay for this. He suggested they go ahead with the work and work with the Town Engineers and Public Works to go forward with the project.

Presentation of Water System Development Fee & Sewer System Development Fee

Glen Fleming with AWCK presented a preliminary draft report of the water system and sewer system development fees. He stated this was needed for the town to be in compliance with new State law HB 436. He stated this was similar to what the town now called an impact fee. A System Development Fee is a one-time levy assessed against new water and wastewater consumers for system capacity. Proceeds from this fee are then used to fund the design and construction of growth related water and wastewater system capital projects, and/or to reimburse the town for previous water and wastewater capacity related capital expenditures. He stated this analysis should be posted on the website, give a public comment period, and adopted by way of resolution or ordinance at the June meeting. He stated this would be updated every five years.

Mayor Williams asked would the town continue to use the current fees.

Mr. Fleming stated yes up to July 1, 2018.

Approval of Resolution Adopting the HR Board Policy

Ben Baxley, Town Manager, stated Ann Taylor with the PTRC presented the update and new format of the HR Policy at the last meeting. He asked the board to consider the Resolution Adopting the HR Board Policy approving the update and new format.

Alderman Owen, seconded by Alderman O'Toole, made a motion to approve the Resolution Adopting the HR Board Policy. The motion passed unanimously.

**RESOLUTION ADOPTING
THE TOWN OF GIBSONVILLE HUMAN RESOUCES BOARD POLICY**

WHEREAS, on February 1, 2010 the Board of Aldermen had previously adopted the Town of Gibsonville Personnel Policies and Procedures by way of Resolution; and

WHEREAS, the Board of Alderman has determined that to the greatest extent possible the rules concerning personnel policies of the Town should be incorporated into a single document; and

Whereas, it is necessary to update, revise and clarify language in the Town of Gibsonville Personnel Policies; and

Whereas, the Town Manager and Human Resources Officer has drafted a revised Personnel Policy document to:

Provide clarifying language, state delegation of authority restrictions, expand healthy workplace guidelines, and state expectations of continuous compliance with current state and federal employment regulations.

NOW, THEREFORE, BE IT RESOLVED that the Board of Aldermen of the Town of Gibsonville, North Carolina hereby adopt the Town of Gibsonville human Resources Board Policy, superseding the Town of Gibsonville Personnel Polices Resolution adopted on February 1, 2010.

This the 10th day of April, 2018.

Mayor

Attest:

Town Clerk

Approval of Railroad License Agreement

Ben Baxley, Town Manager, stated at the N.C. Railroad was requesting the Town approve a Railroad License Agreement which is part of the Railroad project with the Town involving the installation of the fence along the railroad and improvements to the overpass. Doug Hoy, Town Attorney, had reviewed the agreement. The Town Manager recommended approval of the agreement which will allow the town to continue with the project.

Alderman Shepherd, seconded by Alderman Owen, made a motion to approve the Railroad License Agreement with the N.C. Railroad. The motion passed unanimously.

Approval of Sewer Agreement with Burlington

Ben Baxley, Town Manager, stated this was an amendment to the existing Sewer Agreement with the City of Burlington; Burlington currently treated all of the town's wastewater. He stated this agreement would allow the town to accept sewer flow from the Town of Whitsett and allow them to connect onto the town sewer system. He stated this would allow the town to work with Whitsett to run a line that could access Hwy. 61/70. He stated the next step was to prepare an agreement between the Town of Gibsonville and the Town of Whitsett.

Mayor Williams stated this was an opportunity for the town to have sewer down Hwy. 70.

Alderman Owen, seconded by Alderman Pleasants, made a motion to approve the Sewer Agreement with the City of Burlington. The motion passed unanimously.

Downtown Revitalization Grant Projects

Ben Baxley, Town Manager, stated at the March 5th meeting the Board awarded the bid for the library improvements project in the amount of \$63,974 to Stonewall Construction. He stated Burke Street Parking Improvement bids were received and came in higher than anticipated. As a result additional options regarding the project will be explored.

Troy King with AWCK stated three bids were received on the Burke Street Parking Improvements that came in excess of the budget for the project. He stated they were taking another look at the project. He stated they found a storm drain that they were not aware of which would affect the project significantly. He stated they revised the scope of the bid and resent it out to the bidders; including additional bidders. He stated the low bid received was A&E Paving at a bid of \$19,500.

Mayor Williams asked Mr. King to give an overview of the project.

Mr. King stated the project was at Burke St. and Main St. including removal of broken pavement and add new asphalt which would add six additional parking spaces.

Mr. Baxley stated this was part of the \$160,000 grant received from the State; included the Library improvements project, parking lot, and public restrooms. He stated the \$73,000 for the restroom project had not been approved; the town would have to contribute \$18,000 to the project which would come from the fund balance. He stated the Budget Ordinance Amendment #8 included the \$18,000 for the restroom project.

Mayor Williams asked who would take care of the bathrooms.

Mr. Baxley stated staff.

Alderman Shepherd, seconded by Alderman Owen, made a motion to approve the paving project bid for \$19,500 with A&E Paving. The motion passed unanimously.

Alderman Shepherd, seconded by Alderman Owen, made a motion to approve the public restroom bid with Stonewall for \$73,000. The motion passed unanimously.

Budget Ordinance Amendment #8

Ben Baxley, Town Manager, stated Budget Ordinance Amendment #8 is to account for a donation of \$1,000 to Parks & Recreation Department for a score board at the Minneola Ballfield and \$18,448 for the public restroom project; to come from fund balance.

Alderman Pleasants, seconded by Alderman Owen, made a motion to approve 2017-2018 Budget Ordinance Amendment #8. The motion passed unanimously.

**TOWN OF GIBSONVILLE, NORTH CAROLINA
2017-2018 BUDGET ORDINANCE AMENDMENT #8**

BE IT ORDAINED by the Board of Aldermen of the Town of Gibsonville, North Carolina, a meeting was held this the 10th day of April, 2018 that the following fund revenues and departmental expenditures together with certain restrictions and authorizations be amended.

SECTION I. GENERAL FUND

Anticipated Revenues	FY 2017-2018		FY 2017-2018
	<u>Current Budget</u>	<u>Amendment Increase/Decrease</u>	<u>Revised Budget</u>
Taxes, Current Year	2,701,961	-	2,701,961
Taxes, Prior Years	29,700	-	29,700
Motor Vehicle Tax	316,961	-	316,961
Penalties & Interest	12,000	-	12,000
Cemetery	13,000	-	13,000
Recreation	76,000	-	76,000
Sanitation Service Charge	240,000	-	240,000
Interest on Investments	7,500	-	7,500
Fire District Tax (Guilford)	12,000	-	12,000
Library	1,500	-	1,500
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
Transit Card Revenue	200	-	200
<i>Miscellaneous</i>	<i>44,250</i>	<i>1,000</i>	<i>45,250</i>
GHA	2,340	-	2,340
Stormwater Fee	29,000	-	29,000
Solid Waste Disposal Tax	4,500	-	4,500
Intangible: Sales Tax (Alamance Co.)	824,000	-	824,000
Intangible: Sales Tax (Guilford Co.)	423,000	-	423,000
Utility Franchise	380,000	-	380,000
		-	

Beer & Wine	30,000		30,000
Federal Drug Funds	4,323	-	4,323
Insurance Proceeds	670	-	670
Downtown Revitalization Grant	160,000	-	160,000
Governor's Crime Commission Grant	19,650	-	19,650
Appropriated Recreational Cap. Reserve	34,000	-	34,000
Powell Bill Funds	189,000	-	189,000
<i>Appropriated General Fund Balance</i>	<u>341,962</u>	<u>18,448</u>	<u>360,410</u>
Total Anticipated Revenues	<u>5,970,217</u>	<u>19,448</u>	<u>5,989,665</u>

Authorized Expenditures

	<u>Current Budget</u>	<u>Increase/Decrease</u>	<u>Revised Budget</u>
Governing Board	73,116	-	73,116
<i>Administration</i>	<i>1,233,193</i>	<i>18,448</i>	<i>1,251,641</i>
Police	1,737,610	-	1,737,610
Fire	840,868	-	840,868
Public Works Administration	210,916	-	210,916
Streets	506,553	-	506,553
Powell Bill	136,600	-	136,600
Sanitation	311,110	-	311,110
<i>Recreation</i>	<i>726,859</i>	<i>1,000</i>	<i>727,859</i>
Library	134,221	-	134,221
Cemetery	18,170	-	18,170
Contingency	<u>41,000</u>	<u>-</u>	<u>41,000</u>
Total Authorized Expenditures	<u>5,970,217</u>	<u>19,448</u>	<u>5,989,665</u>
	-		-

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	824,263	-	824,263
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	6,300	-	6,300
Loan Proceeds	<u>152,000</u>	<u>-</u>	<u>152,000</u>
Total Anticipated Water Revenues	<u>1,078,913</u>	<u>-</u>	<u>1,078,913</u>
<u>Sewer Revenues</u>			
Sewer Service Fees	2,061,797	-	2,061,797
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	<u>7,700</u>	<u>-</u>	<u>7,700</u>
Total Anticipated Sewer Revenues	<u>2,176,147</u>	<u>-</u>	<u>2,176,147</u>
Total Anticipated W&S Revenues	<u>3,255,060</u>	<u>-</u>	<u>3,255,060</u>
Authorized W&S Expenditures			
Water Expenditure	1,078,913	-	1,078,913
Sewer Expenditures	2,176,147	-	2,176,147
Total Authorized Expenditures	<u>3,255,060</u>	<u>-</u>	<u>3,255,060</u>
	-	-	-
SECTION III. PERPETUAL CARE FUND			
Anticipated Revenues	2,700	-	2,700
Authorized Expenditures	2,700	-	2,700
	-	-	-

SECTION IV. TAX RATE ESTABLISHED

An ad valorem tax rate of \$0.53 per \$100 at full valuation is hereby established as the official tax rate for the Town of Gibsonville for the fiscal year 2017-2018. This rate is based on a total valuation of property of \$575,538,354 and an estimated collection rate of 97.25%.

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 2017-2018 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 10th day of April, 2018.

Attest:

Mayor

Town Clerk

Resolution In Support of Guilford County’s Incentive Performance Agreement for Publix Super Markets, Inc.

Mayor Williams stated he had attended the Guilford County Commissioners meeting where they approved an incentive performance agreement for Publix Super Markets, Inc. to locate a distribution hub in the eastern part of Guilford County. He stated this could bring 1,000 jobs to the area. He recommended the board approve a Resolution in Support of Guilford County’s Incentive Performance Agreement for Publix Super Markets, Inc.

Alderman Owen, seconded by Alderman Pleasants, made a motion to approve the Resolution in Support of Guilford County’s Incentive Performance Agreement for Publix Super Markets, Inc. The motion passed unanimously.

**Resolution
In Support of Guilford County’s Incentive Performance Agreement
For Publix Super Markets, Inc.**

WHEREAS, the Town of Gibsonville supports Guilford County’s Incentive Performance Agreement for Publix Super Markets, Inc.; and

WHEREAS, the Publix Super Markets, Inc. distribution hub is proposed to be located in Guilford County; and

WHEREAS, the Publix Super Markets, Inc. would create an estimated 1,000 jobs which would provide employment opportunities for Gibsonville residents; and

WHEREAS, Guilford County Board of Commissioners approved an Incentive Performance Agreement at a Public Hearing held on April 5, 2018; and

NOW, THEREFORE IT BE RESOLVED, that the Town of Gibsonville Mayor and Board of Aldermen supports Guilford County's Incentive Performance Agreement for Publix Super Markets, Inc.

This the 10th day of April, 2018.

Leonard M. Williams
Mayor

Attest:

Laurie Yarbrough
Town Clerk

Reports

a. Manager

Ben Baxley, Town Manager, stated the business social that was recently held at the Burke Manor was a success and well attended. He stated the town appointments to the Link Transit committee would need to be reappointed by July 1st; vote on at June meeting. He stated Veronica Revels and Neil Bromilow were the town representative on the Link Transit committee.

Mayor Williams asked the Town Manager to check with Veronica Revels to see if she wished to be reappointed to the Link Transit committee.

Mr. Baxley stated the GMA charity golf tournament would be held again this year to raise money for the Gibsonville Museum. He stated a shred event sponsored by Fidelity Bank would be held at Beth Schmit Park in May. He stated he was working on the 2018-2019 budget; he would present proposed budget on May 7, 2018.

b. Mayor

Mayor Williams stated Bobby Summers passed away last week; this was a big loss to the town. He stated Mr. Summers started the garden railroad and was also a past member of the ABC Board. He stated he and staff met with Representative John Hardison this week. He stated if they could develop the property on Hwy. 70 it would bring in development to the town. He stated the town was working with the Department of Commerce to find a grant for the town.

Alderman Shepherd, seconded by Alderman Owen, made a motion to adjourn. The motion passed unanimously. The meeting adjourned at 8:15 am.

Mayor

Attest:

Town Clerk