

## MINUTES – JUNE 5, 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, Heidi McBride and Mike Magnes with Recreation, Fire Chief Tony Roof, Public Works Director Rob Elliott, Rick Wade with Public Works, several police officers, several firemen, Finance Officer Chad Coble, Boy Scout Troop #265, and several citizens were in attendance.

### Invocation – Alderman Pleasants

Alderman Pleasants gave the invocation and lead the Pledge of Allegiance.

### Public Comments

Mayor Williams recognized Boy Scout Troop #265 from the Gibsonville United Methodist Church working on a community badge.

Evon Mazeland of Cook Rd. thanked the Public Works Department for their work; they recently had done a sewer connection at her home.

Mike Magnes, Assistant Program Coordinator with the Gibsonville Recreation Department, stated the new Community Center would be open in August. He stated they recently rolled out a funding campaign for the new center. He stated they had received donations from the Gibsonville Lions Club and CT Nassau.

Tom White of Brookview Dr. stated a concern with the proposed new tax rate increase causing a burden on citizens. He stated needing a Community Center was not a good enough reason for a tax increase; he was satisfied with the way things were.

Mayor Williams asked Mr. White if he would rather Gibsonville stay a bedroom community with no commercial.

Alderman Owen stated the Community Center was not involved in this budget.

### Approval of Agenda

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

### Approval of Minutes

Alderman Owen, seconded by Alderman Pleasants, made a motion to approve the minutes of May 1, 2017 and May 15, 2017. The motion passed unanimously.

### FY 2017-2018 Budget Ordinance – Public Hearing

Mayor Williams stated this was a Public Hearing on the FY 2017-2018 Budget Ordinance. He stated each person would have three minutes to speak. He stated the Town Manager would make a budget presentation then he would open public comments.

Ben Baxley, Town Manager, stated this was the second revised budget from the input of the Board. He stated the proposed budget included the General Fund, Water & Sewer Fund, and Perpetual Care Trust Fund. He stated the recommended total municipal budget was \$8,966,316 and a balanced budget; it was a 4.6% increase from the FY 16–17 amended budget. He stated the recommended General Fund budget was \$5,708,556; a 2.8% increase from FY 16–17 amended budget. He stated 2017 was a reappraisal year for both Alamance and Guilford Counties. He stated the revenue-neutral property tax rate was 50.1 cents. He stated the recommended property tax rate for FY 17-18 was 53 cents (2-cent increase above FY 16-17 rate of 51 cents); a 2-cent increase would produce approximately \$113,922 and allow for the addition of two full-time public safety positions (one firefighter and one police officer with a cost of \$114,480 for both positions). He stated the revised budget included the following General Fund revenue projections: Property tax revenue: \$2,701,961, Sales Tax revenue: \$1,247,000, Utility Franchise Taxes: \$380,000, Motor Vehicle Taxes: \$316,961, Sanitation Fees: \$240,000, Powell Bill Allocation: \$189,000, Fund Balance appropriation of \$328,000 to purchase capital items, complete one capital project, fund Link Transit, and provide a balanced budget. He stated one penny on the tax rate generated approximately \$56,960. He stated there was an increase of \$10 in Athletic Participation Fees for Non-Residents in Recreation and an addition of Gibsonville Community Center Rental Fees; included in Fee Schedule. He stated the recommended Water & Sewer Fund budget was \$3,255,060; an 8.0% increase from FY 16-17 amended budget. He stated the Water and Sewer revenues included: Sewer Sales: \$2,061,797, Water Sales: \$824,263, Water and Sewer Development Fees \$80,000, Reconnection Fees \$80,000. He stated there was a 3% proposed increase in water rates (Burlington's recommended increase is 2%) needed to cover increased water system expenses, fund capital projects, and purchase capital items and a 3% proposed increase in sewer rates (Burlington is not recommending an increase) needed to cover increased sewer system expenses, fund capital projects, and purchase capital items; inflow & infiltration (water entering into the sewer system) was still occurring and the sanitary sewer rehabilitation project was expected to be completed in FY 17-18 and would improve I&I. Mr. Baxley stated the General Fund included the following Expenditures: \$171,000 to

purchase two replacement patrol vehicles and one new vehicle for each additional position (Fund Balance), \$68,331 for new debt service payment for the community center (Operating Revenue), \$50,000 for an enclosed garage for the parks and recreation department (Fund Balance), \$50,000 General Fund contingency allocation (Operating Revenue), \$35,000 for eight Motorola APX 6000 walkie-talkies for the police department (Fund Balance), and \$35,000 to participate in Link Transit (Fund Balance). He stated the Water and Sewer Fund Expenditures included \$152,000 for the Main Street Waterline Extension Project (Loan Proceeds), \$149,794 for new debt service payments for capital projects (Operating Revenue), and \$60,000 to fund two capital projects (\$40,000 to renovate Broad Street Lift Station and \$20,000 to upgrade the radio read system). He stated Personnel included \$212,257 for four new full-time positions (\$105,554 for two firefighters, \$61,703 for a police officer, and \$45,000 for a public works technician), \$61,000 for a 2% across-the-board salary adjustment (both Funds), and \$15,500 for a 4% increase in health insurance (both Funds). Debt Service included (Annual Payments) Fire Truck: \$74,913, Community Center: \$68,331, Garbage Truck: \$59,006, and Public Works Building: \$14,275. He stated the debt service annual obligations equate to 3.8 % of the revised FY 2017-2018 General Fund operating budget and 5.1% of the revised FY 2017-2018 Water & Sewer Fund operating budget; included were the Sewer Rehabilitation Project: \$97,474, Springwood Avenue/Cedar Street Waterline Replacement Project: \$34,500, Main Street Waterline Extension Project: \$17,820, Public Works Building: \$14,275, and Water Connection: \$3,065.

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

Beverly Ross of Tall Timber Dr. questioned the Community Center not being in the budget; it was stated the debt service for the Community Center was in the budget. She stated the reevaluation should pay for the two new positions. She stated on May 15<sup>th</sup> there was \$50,000 in budget for new building; she asked was in not in this budget. She asked for clarification. She stated they should find a way to fund Community Center.

Mayor Williams stated the reevaluation would not cover the new positions.

Mr. Baxley stated it would not be enough to cover the two new positions.

Mrs. Ross stated Link Transit was only being subsidized by Gibsonville and Burlington; why were they going into Graham and Alamance County.

Evon Mazeland of Cook Rd. asked the Board to be mindful of the taxpayers. She stated public safety was a big issue, she asked they make sure the first responders are funded and public safety was addressed.

Ellen Lockley of Cook Rd. asked what was the medium price of a house in Gibsonville.

Mr. Baxley stated \$150,000.

Mrs. Lockley stated this would only be \$15 to \$30 a year additional taxes; this would be for public safety.

David Ciciarelli of Alamance St. asked was there a raise for police officers.

Mr. Baxley stated a 2%.

Mr. Ciciarelli stated there was a concern in all agencies to keep police officers.

Julie Isley of Springhill Ln. stated safety was a major issue. She told of a recent situation at her business on Hwy 70 in Burlington city limits, where she called 911 because her business had been broken into and was told they did not have an officer available.

Joel Isley of Springhill Ln. stated it was the time in our nation that the community should come together. He stated they may pay a lot of taxes but there was a desperate need for police protection. He stated for the community to remain nice and safe they may need to raise taxes. He stated he trusted the Manager but to have marketing, safety was part of this. He stated the new Community Center would need patrolling to keep it safe.

Alderman Owen stated the Community Center was in the budget this coming year.

Shannon Otoole of Hazelwood Dr. stated he was a big advocate of Police and Fire but asked the Board to look at other ways rather than raising taxes; such as grants.

Mayor Williams stated they had looked at grants with no success and would continue to.

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

Alderman Revels stated yes the Town needs industry; it would offset what citizens had to pay. She stated the Town had looked at grants. She stated she respectfully disagreed with the tax increase. She stated as Alderman Owen stated, the Community Center was in the budget. She stated she regretted the Community Center debt service; she had said she would not vote on Community Center if there would be a tax increase. She stated there was \$68,000 in debt service and she was told this would not cause a tax increase and now here we are. Alderman Revels stated police and fire personnel were hard to get and retaining them was a challenge. She stated she would support a tax increase if this was what it took to get what the Town needed.

Alderman Shepherd stated the Town had talked about a Community Center for 19 years. He stated the Town Manager had hoped it would not cause a tax increase. He stated to maintain services at the level provided they had to raise taxes. He stated there had not been a tax increase in several years; the tax rate was .59 cents when he came on the board. He stated he was not an advocate for a tax increase but he did support the tax increase.

Alderman Pleasants stated there was a proposed 4.6% increase in the budget; this was the average for what the budget went up.

Mr. Baxley stated it ranged from 3 to 5 percent.

Alderman Pleasants stated a 2 cent tax increase would equal a 1 percent increase in taxes. He stated the tax rate had been the same for 12 years; maybe they should have had a half cents and then another half cents tax increase. He stated they have to have public safety and be prepared to cover it. He stated the Community Center was a good thing to keep the kids off the streets.

Alderman Owen stated the Community Center was for the kids but all of us could use it.

Alderman Dean stated he had lived here for 35 years and been in business for 30 years. He stated he had saw changes. He stated the police and fire departments have hardly no volunteers. He stated he did support a tax increase.

Alderman Owen stated he was a volunteer firemen for many years and worked for the Town as the Fire Chief; volunteer firemen have to put in hours just like the paid firemen.

Alderman Revels thanked the people for coming out; she hoped they addressed their issues.

Mrs. Ross stated there were other sources out there; they should approach the community for donations. She stated the tax payers should not support the debt service.

Alderman Revels stated grant writing was very time consuming and the Town did not have the staff for this. She invited any suggestions or help.

Mayor Williams stated in 1993 the tax rate was 64 cents; it dropped to 59 cents 49 cents and then came back up to 51 cents. He stated they needed commercial growth; they could not depend on housing along. He stated the town bought water from the City of Burlington. He stated if anyone knew of money out there, he asked for their help. He stated this budget was a compromise and the Board needed to support it. He stated they needed the Community Center for the kids.

Alderman Shepherd stated staff done an excellent job on the 2017-2018 budget; it was a very lean budget.

Alderman Shepherd, seconded by Alderman Owen, made a motion to approve the FY 2017-2018 Budget Ordinance as presented. The motion passed by a 4 to 1 vote.

Mayor Williams stated the FY 2017-2018 Budget passed; 2 cents tax increase, 3 percent water increase and 3 percent sewer increase. He asked for any suggestions and thanked the citizens for their attendance.

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

BE IT ORDAINED by the Board of Aldermen of the Town of Gibsonville, North Carolina, a meeting was held this the 5th day of June, 2017 that the following fund revenues and departmental expenditures together with certain restrictions and authorizations.

**SECTION I. GENERAL FUND:**

**Anticipated Revenues**

**FY 2017-2018**

Taxes, Current Year

2,701,961

Taxes, Prior Years	29,700
Motor Vehicle Tax	316,961
Penalties & Interest	12,000
Cemetery	13,000
Recreation	76,000
Sanitation Service Charge	240,000
Interest on Investments	7,500
Fire District Tax(Guilford)	12,000
Library	1,500
Transfer Perpetual Care	2,700
Sale of Fixed Assets	5,000
Guilford County Funds	55,500
Code Enforcement/Planning	8,000
Brush/White Goods Pickup Fees	1,500
Transit Card Revenue	200
Miscellaneous	15,194
GHA	2,340
Stormwater Fee	29,000
Solid Waste Disposal Tax	4,500
Intangible: Sales Tax(Alamance Co.)	824,000
Intangible: Sales Tax(Guilford Co.)	423,000
Utility Franchise	380,000
Beer & Wine	30,000
Powell Bill Funds	189,000
Appro'd. General Fund Balance	328,000
<b>Total Anticipated Revenues</b>	<b><u>5,708,556</u></b>

**Authorized Expenditures** **FY 2017-2018**

Governing Board	73,116
Administration	1,055,693
Police	1,694,273
Fire	840,868
Public Works Administration	210,916

Streets	506,553
Powell Bill	136,600
Sanitation	311,110
Recreation	679,517
Library	132,409
Cemetery	17,500
Contingency	50,000
<b>Total Authorized Expenditures</b>	<b>5,708,556</b>

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**SECTION II. WATER & SEWER:**

**Anticipated W&S Revenues** **FY 2017-2018**  
**Water Revenues**

Water Service Fees	824,263
Tapping Fees	450
Meter Setting	10,000
Reconnection Fees	40,000
Miscellaneous Revenues	9,900
Development Fees	36,000
Internet Convenience Fees	6,300
Loan Proceeds	152,000
<b>Total Anticipated Water Revenues</b>	<b>1,078,913</b>

**Sewer Revenues**

Sewer Service Fees	2,061,797
Tapping Fees	550
Meter Setting	10,000
Reconnection Fees	40,000
Miscellaneous Revenues	12,100
Development Fees	44,000
Internet Convenience Fees	7,700
<b>Total Anticipated Sewer Revenues</b>	<b>2,176,147</b>

**Total W&S Anticipated Revenues** **3,255,060**

**Authorized W&S Expenditures**

**Water Expenditures** **1,078,913**

**Sewer Expenditures** **2,176,147**

**Total Authorized Expenditures** **3,255,060**

**SECTION III. PERPETUAL CARE FUND**

**FY 2017-2018**

**Anticipated Revenues** **2,700**

**Authorized Expenditures** **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. FEE SCHEDULE**

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 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.

**Adopted this the 5th day of June, 2017.**

**Attest:**

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**Mayor of Gibsonville, NC**

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**Town Clerk of Gibsonville, NC**

**Resolution Approving FY 2017-2018 through FY 2021-2022 Capital Improvement Plan**

Ben Baxley, Town Manager, stated this was a tool to forecast and match estimated revenues and major capital needs for each department over a five year period; FY 2017-2018 through FY 2021-2022.

Alderman Shepherd, seconded by Alderman Pleasants, made a motion to approve the Resolution to Consider and Adopt the Recommended Capital Improvement Plan - FY 2017-2018 through FY 2021-2022. The motion passed unanimously

**A RESOLUTION TO CONSIDER AND ADOPT THE RECOMMENDED CAPITAL IMPROVEMENT PLAN – FISCAL YEAR 2017-2018 THROUGH FISCAL YEAR 2021-2022**

**WHEREAS**, the Town of Gibsonville recognizes that a Capital Improvement Plan enables staff and the Board to plan for a vibrant community; and

**WHEREAS**, the Capital Improvement Plan is a five-year planning tool designed to help the Town plan for the repair, replacement, and acquisition of capital items; to assist in financial planning; to ensure better coordination and evaluation of projects; to provide necessary lead time for project planning, permitting, design; and to maintain or improve the Town’s credit rating and fiscal health; and

**WHEREAS**, this plan is updated annually for Board of Aldermen review; and

**WHEREAS**, adjustments for anticipated projects can also be made each year during the annual revision of the Town’s budget; and

**WHEREAS**, this flexibility in the planning and implementation of capital needs makes Gibsonville’s Capital Improvement Plan responsive to the changing needs of the community.

**NOW, THEREFORE, BE IT RESOLVED** that the Town of Gibsonville Board of Aldermen has received the *Recommended Capital Improvement Plan – Fiscal Year 2017-2018 through Fiscal Year 2021-2022* and adopts this capital plan. This the 5<sup>th</sup> day of June, 2017.

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Mayor

Attest:

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Town Clerk

**Sale of Cemetery Grave(s) Back to the Town**

**a. JoAnn Harper**

Ben Baxley, Town Manager, stated JoAnn Harper wished to sell her single grave (E-43A) located at the Cemetery back to the Town. The amount she would receive was \$200.00.

**b. Patricia & Robert Holland**

Ben Baxley, Town Manager, stated Patricia & Robert Holland wished to sell their two grave plot (F-230) at the Cemetery back to the Town. The amount they would receive was \$400.00.

Alderman Pleasants, seconded by Alderman Owen, made a motion that the Town would buy graves back from JoAnn Harper for \$200.00 and Patricia & Robert Holland for \$400.00. The motion passed unanimously.

**Tax Releases**

Mayor Williams recommended tax releases be approved with the exception of the Abbey Glen Condo’s listings; there was a question about these being determined “common areas” and exempt from taxes.

Alderwoman Revels, seconded by Alderman Shepherd, made a motion to approve the double billed tax releases as presented and not approve the Abbey Glen “common areas” at this time. The motion passed unanimously.

<u>Acct#.</u>	<u>Name</u>	<u>Value</u> <u>Reduced</u>	<u>New</u> <u>Value</u>	<u>Actual</u> <u>Taxes</u>	<u>Release</u> <u>\$</u>
Abbey Glen Condo’s		427,100	0.00	0.00	2178.21(2015)
Abbey Glen Condo’s		468,900	0.00	0.00	2391.39(2016)
Abbey Glen Condo’s		679,000	0.00	0.00	3462.90(2015)

Abbey Glen Condo's	632,700	0.00	0.00	3226.77(2016)
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The above has been determined "common areas" and exempt from taxes.

The following taxes have been doubled billed in Alamance and Guilford County.

2786045 Bland	219,200	0.00	0.00	1117.92 (2015)
2786045 Bland	219,200	0.00	0.00	1117.92 (2016)
0218612 Lingerfelt	45,000	0.00	0.00	229.50 (2012)
0218612 Lingerfelt	45,000	0.00	0.00	229.50 (2013)
0218612 Lingerfelt	45,000	0.00	0.00	229.50 (2014)
0218612 Lingerfelt	202,100	0.00	0.00	1030.71 (2015)
0218612 Lingerfelt	202,100	0.00	0.00	1030.71 (2016)
0221733 Hord	207,800	0.00	0.00	1059.78 (2015)
0221733 Hord	207,800	0.00	0.00	1059.78 (2016)
0221734 Miller	215,000	0.00	0.00	1096.50 (2015)
0221734 Miller	215,000	0.00	0.00	1096.50 (2016)
0221735 Filbey	225,900	0.00	0.00	1152.09 (2015)
0221735 Filbey	225,900	0.00	0.00	1152.09 (2016)
0221736 Ratliff	233,300	0.00	0.00	1189.83 (2015)
0221736 Ratliff	233,300	0.00	0.00	1189.83 (2016)

<b>Release of all bills under &amp;2.00</b>				<b>51.84</b>
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\*Tax Releases are billing errors and value corrections made by Guilford or Alamance County; the Town gets its property values from Guilford and Alamance County Tax Departments. These are released by Guilford or Alamance County tax departments and then given our tax department to be released by our board.

**Reports**

**a. Manager**

Ben Baxley, Town Manager, stated this past Saturday was opening of Market Day; Gibsonville Recreation is handling Market events and done a good job. He stated Market Day would continue through the Summer months.

**b. Mayor**

Mayor Williams stated Mike Magnes and Heidi McBride done an excellent job. He stated he had heard that the State budget included \$60,000 for the Gibsonville Library; hope it passed. He stated merchants were working hard; need to help them and support them.

Alderman Shepherd, seconded by Alderman Owen, made a motion to adjourn. The motion passed unanimously. The meeting adjourned at 8:18 pm.

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Mayor

Attest:

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Town Clerk