

MINUTES – AUGUST 7, 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. Recreation Director Mike Dupree, Police Chief Ron Parrish, Town Attorney Doug Hoy, Planning Director Brandon Parker, Steve Harrison, Public Works Director Rob Elliott, Donna Wall with Partnership Property Management, and several citizens were in attendance.

Invocation – Alderman Pleasants

Alderwoman Revels gave the invocation.

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 Alderman Pleasants, made a motion to approve the minutes of June 5, 2017 & June 19, 2017. The motion passed unanimously.

Partnership Property Management Update

Donna Wall with Partnership Property Management and Management of the Azalea Circle Apartments stated it had been a good year; they had met all their goals. She stated apartments were full and the onsite staff was doing a good job. She stated upcoming capital projects included eight more windows, two patio doors, and two sets of kitchen cabinets.

Alderwoman Revels asked what was the replacement cost.

Mrs. Wall stated \$55,391.

Alderwoman Revels stated the operating statement did not break down the operating cost.

Mrs. Wall stated she could get the break down for the board.

Mayor Williams stated they had been talking about doing something with the property at the apartments; looking at additional units.

Mrs. Wall stated she would check on this with Ed Delappey, PPM Manager.

Alderman Owen stated he thought PPM was doing a good job.

Set Public Hearing for Ordinance Amendment to Chapter 76: Traffic Schedule & Chapter 77: Parking Schedule

Ben Baxley, Town Manager, stated staff would like to update Chapter 76: Traffic Schedule & Chapter 77: Parking Schedule of the Town Ordinances. He recommended set public hearing for the September meeting to consider the amendment.

Mayor Williams stated the September meeting would fall on the Labor Day holiday; he recommended September 11th for the next meeting date.

Alderwoman Revels, seconded by Alderman Shepherd, made a motion to set public hearing for September 11, 2017 to consider Ordinance Amendment to Chapter 76: Traffic Schedule & Chapter 77: Parking Schedule. The motion passed unanimously.

Speed Limit Reduction on US 70 Near Springwood Church Rd.

Ben Baxley, Town Manager, stated he received a letter from Tommy Mann, PE; Assistant Division Traffic Engineer with the NCDOT, requesting the Town of Gibsonville approve the Certification of Municipal Declaration reducing the speed limit on US 70 from Springwood Church Rd. East to 45mph from 50 mph. He stated this would require the repeal of 50 mph and enact 45 mph.

Mayor Williams stated this was discussed at the TAC meeting; it would be from the BB&T on Church St. to Sedalia.

Doug Hoy, Town Attorney, asked would this be included in the amendment to the traffic schedules.

Alderman Shepherd, seconded by Alderman Owen, made a motion to consider the speed limit reduction on US 70 at Springwood Church Rd. at the September 11, 2017 meeting. The motion passed unanimously.

Mr. Baxley stated this would be included in the traffic schedule amendment.

Agreement with Alamance County Historic Properties Commission

Ben Baxley, Town Manager, stated staff had received a letter from Rodney Cheek with the Alamance County Historic Properties Commission asking if the Town of Gibsonville had an interest in participating in a Joint Historic Properties Commission with Alamance County. He presented an Agreement Designating a Joint Historic Properties Commission in Alamance County and Requesting that Alamance County Act as Certified Local Government for the Board to review.

Brandon Parker, Planning Director, stated there were not many historic properties on the Alamance County side if any.

Mr. Baxley stated the town could withdraw from the agreement with a 90 days written notice. He stated this would allow Alamance County to act on the Town’s behalf; such as applying for grants.

Alderwoman Revels asked what would the Town’s cost be.

Mr. Baxley stated the only cost to the Town would be signs, if needed.

Alderman Shepherd, seconded by Alderwoman Revels, made a motion to enter into an Agreement with Alamance County Historic Properties Commission and that Alamance County Act as Certified Local Government for the Board. The motion passed unanimously.

FY 2017-2018 Budget Ordinance Amendment #1

Ben Baxley, Town Manager, stated the FY 2017-2018 Budget Ordinance Amendment #1 accounted for donations to the Community Center(\$9,100), allocation of Federal Drug Funds (\$4,323), allocation of library book sale money (\$612), reallocation of funding for tennis courts improvements project (\$34,000 approved in FY 2016-2017 budget), reallocation of funds to purchase two automated fingerprinting id system machines (\$24,500 to be obtained with Governor’s Crime Commission grant), and allocation of funding to purchase two cameras for the police department ((\$3,274 to be reimbursed by the Department of Homeland Security).

Alderman Shepherd, seconded by Alderman Owen, made a motion to approve FY 2017-2018 Budget Ordinance Amendment #1. The motion passed unanimously.

**TOWN OF GIBSONVILLE, NORTH CAROLINA
2017-2018 BUDGET ORDINANCE AMENDMENT #1**

BE IT ORDAINED by the Board of Aldermen of the Town of Gibsonville, North Carolina, a meeting was held this the 7th day of August, 2017 that the following fund revenues and departmental expenditures together with certain restrictions and authorizations be amended.

SECTION I. GENERAL FUND

	FY 2017-2018		FY 2017-2018
Anticipated Revenues	<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>15,194</i>	<i>12,374</i>	<i>27,568</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
<i>Federal Drug Funds</i>	-	<i>4,323</i>	<i>4,323</i>
<i>Appropriated Recreational Cap. Reserve</i>	-	<i>34,000</i>	<i>34,000</i>
Powell Bill Funds	189,000	-	189,000
<i>Appropriated General Fund Balance</i>	<u>328,000</u>	<u>25,112</u>	<u>353,112</u>
<i>Total Anticipated Revenues</i>	<u>5,708,556</u>	<u>75,809</u>	<u>5,784,365</u>

Authorized Expenditures

	<u>Current Budget</u>	<u>Increase/Decrease</u>	<u>Revised Budget</u>
Governing Board	73,116	-	73,116

Administration	1,055,693	-	1,055,693
<i>Police</i>	<i>1,694,273</i>	<i>32,097</i>	<i>1,726,370</i>
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>679,517</i>	<i>43,100</i>	<i>722,617</i>
<i>Library</i>	<i>132,409</i>	<i>612</i>	<i>133,021</i>
Cemetery	17,500	-	17,500
Contingency	50,000	-	50,000
<i>Total Authorized Expenditures</i>	<i>5,708,556</i>	<i>75,809</i>	<i>5,784,365</i>
	-		-

SECTION II. WATER & SEWER

	<u>Current Budget</u>	<u>Increase/Decrease</u>	<u>Revised Budget</u>
<u>Anticipated W&S Revenues</u>			
<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	152,000	-	152,000
<i>Total Anticipated Water Revenues</i>	<i>1,078,913</i>	<i>-</i>	<i>1,078,913</i>
<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	7,700	-	7,700
<i>Total Anticipated Sewer Revenues</i>	<i>2,176,147</i>	<i>-</i>	<i>2,176,147</i>

Total Anticipated W&S Revenues	3,255,060	-	3,255,060
Authorized W&S Expenditures			
Water Expenditure	1,078,913	-	1,078,913
Sewer Expenditures	2,176,147	-	2,176,147
Total Authorized Expenditures	3,255,060	-	3,255,060
	-	-	-

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 7th day of August, 2017.

Attest:

Mayor of Gibsonville, NC

Town Clerk of Gibsonville, NC

Appointment to Gibsonville/Elon Annexation Line Agreement Committee

Ben Baxley, Town Manager, stated there was an interest in exploring the annexation area between the Town of Gibsonville and the Town of Elon. He stated the Town of Elon was requesting the Board appoint two board members to a committee to study the annexation line. He stated this would help with the Town’s planning and infrastructure.

Mayor Williams stated this had been around for a long time. He stated Alderwoman Revels and Alderman Pleasants were appointed to this committee earlier and he asked that they talk with the Town of Elon’s committee.

Resolution Approving Conveyance of Property to Another Unit of Government

Ben Baxley, Town Manager, stated Police Chief Parrish wishes to donate three shot guns to the Graham Police Department; these guns are not in use. Pursuant to G.S. 160A-274 the Board needs to approve a Resolution of Conveyance of Property to Another Unit of Government. Mr. Baxley recommended approval.

Alderman Shepherd, seconded by Alderman Pleasants, made a motion to approve the Resolution of Conveyance of Property to Another Unit of Government. The motion passed unanimously.

Resolution Approving Conveyance of Property to Another Unit of Government in North Carolina Pursuant to G.S. 160A-274

WHEREAS, the Town of Gibsonville owns three Remington 870 pump action 12 gauge shot guns; and

WHEREAS, North Carolina General Statute § 160A-274 authorizes a governmental unit in this state to exchange with, lease to, lease from, sell to, or purchase from any other governmental unit any interest in real or personal property upon such terms and conditions as the governmental unit deems wise, with or without consideration; and

WHEREAS, the Town of Gibsonville has determined that it is in the best interest of the Town to convey three shot guns to the City of Graham, and deems it wise to do so for no consideration.

THEREFORE, THE GIBSONVILLE BOARD OF ALDERMEN RESOLVES THAT:

1. The Town of Gibsonville hereby conveys to the City of Graham the following property: three Remington 870 pump action 12 gauge shot guns.
2. The property herein described shall be conveyed for no consideration.
3. The town manager is authorized to execute all documents necessary to convey the property in the manner authorized by this Resolution.

Adopted this the 7th day of August, 2017.

Mayor

Attest:

Town Clerk

Mayor Williams asked Police Chief Parrish to talk about the Greensboro Police Department's donation of cameras to the Gibsonville Police Department.

Police Chief Ron Parrish stated Police Chief Wayne Scott of the Greensboro Police Department awarded the Gibsonville Police Department with 24 body cameras. He stated they were 2013 cameras but were new; never been used. He stated the only cost would be they would be connected to evidence.com. He stated they would have training on the use of the cameras and then they would be activated; by the beginning of August each officer would have a body camera.

Mr. Baxley commended the Police Chief and Greensboro Police Department for their donation.

Police Chief Parrish stated they had a good working relationship with Greensboro Police Department.

Mayor Williams stated the cameras were presented at Town Hall with both chiefs present.

Reappointments to Planning Board

Ben Baxley, Town Manager, stated the Planning Board had three members that terms had expired and needed to be reappointed: Steve Harrison, Shirley Teeter, and Anthony Vicinanzce. He stated these members had agreed to serve another term and staff recommended approval. Also, Tim Wood, Alternate Planning Board Member, would be replacing Dick Swank as a regular Planning Board member; Mr. Swank recently completed his last term.

Alderwoman Revels, seconded by Alderman Owen, made a motion to reappoint these three Planning Board Members and bump up Tim Wood to a regular Planning Board member. The motion passed unanimously.

September Board Meeting Date

Mayor Williams stated the September meeting date fell on Labor Day. Mayor Williams recommended the September meeting be held on September 11, 2017.

Reports

a. Manager

Ben Baxley, Town Manager, stated National Night Out was a success; he thanked the Police Department for making it a success. He thanked the Parks & Recreation Department for the Touch a Truck event. He stated the Community Center should be finished this month, the Grand Opening would be in September. He stated he had attended a water and sewer funding workshop. He stated the board may want to apply for State funding.

Mayor Williams the board needed to look at this; the Town needed water and sewer on Hwy. 70 for development.

Mr. Baxley stated there was a September 29th deadline. He stated he could have a Resolution prepared for this at the September 11th meeting.

Mayor Williams stated this would be on the September 11th agenda.

Mr. Baxley stated the Town received a \$160,000 State grant for Library improvements and downtown revitalization. He stated he was working on a budget for this grant to submit by September 15th.

Alderman Shepherd stated the Board needed to approach the Guilford County School Board in the near future about the Town owning the Library building.

Mayor Williams stated if the Board liked, he could ask Allen Dunkin with the Guilford County Schools if they would be interested in donating the Library to the Town.

b. Mayor

Mayor Williams stated Senator Trudy Wade was at the Community Center ground breaking and offered her help for money for the Town. He stated she was instrumental in the \$160,000 grant the Town was going to receive from the State. He stated the Town needed a plan for development. He stated the City/ County meeting would be held in the Oneida Mill in Graham that had been development into apartments. He stated the old Gibsonville School was unsafe. He NC Historic Preservation owned it and would like to sell it; it could be gotten for a good price.

Alderman Shepherd, seconded by Alderman Owen, made a motion to adjourn. The motion passed unanimously. The meeting adjourned at 7:55 pm.

Mayor

Attest:

Town Clerk