

MINUTES – September 9, 2019

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. Aldermen, Owen, Shepherd, Pleasants, and Dean were present. Ben Baxley, Town Manager, and Laurie Yarbrough, Town Clerk, were present. Police Chief Ron Parrish, Public Works Director Rob Elliott, Planning Director Brandon Parker, Town Attorney Doug Hoy, Fire Chief James Todd, Recreation Director Mike Dupree, Donna Wall with PPM, several firemen, Town Intern Seth Rosson, and several residents were in attendance.

Invocation – Alderman Pleasants

Alderman O'Toole introduced Rev. Ricky Cox.

Rev. Ricky Cox gave the invocation.

Mayor Williams led the Pledge of Allegiance.

Public Comments

Mayor Williams recognized Brantley O'Day with Boy Scout Troup 265 who was working on his Communication Badge.

Shirley Pearson, resident, asked the Board to leave the stop signs up in Ashley Woods; they were needed.

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 O'Toole, made a motion to approve the minutes of August 5, 2019. The motion passed unanimously.

Introduction of Seth Rosson, Intern

Ben Baxley, Town Manager, introduced Seth Rosson who was an Intern with the Town of Gibsonville. He stated Mr. Rosson was a senior at Appalachian State University, majoring in Public Administration and minoring in Planning. He stated he would be with the Town until the end of November.

Recognition of Fire Captain Craig Wyrick

James Todd, Fire Chief, stated Fire Captain Craig Wyrick had received the Fire Officer designation; becoming one of the only 486 FO designees worldwide. Fire Chief Todd presented Fire Captain Wyrick with a framed Certificate.

Fire Captain Craig Wyrick thank the Board for the recognition and stated he was eleven out of twenty-nine in North Carolina to receive the designation.

Update from Partnership Property Management

Donna Wall with PPM gave an update on the Azalea Circle Apartments. She stated the Azalea Circle Apartments had a positive cash flow and the reserve was building up. She stated they had replaced windows, doors and flooring in some of the apartments in the past year and would be replacing more this year.

Mayor Williams stated he thought PPM was doing a good job.

Discussion of Stop Signs at The Courtyards at Ashley Woods

Ben Baxley, Town Manager stated approximately three months ago the Board received a petition to add four stop signs at the Courtyards at Ashley Woods. He stated the stop signs were approved for the 90 day period. He stated there was an alternate petition received from the Courtyards at Ashley Woods residents. Mr. Baxley explained this petition was requesting two stop signs instead of the four that was previously requested. The alternate petition was presented.

Mayor Williams asked for public comments.

Angela Barnes of 1316 Brookview Dr. stated she was a community representative and the new petition has 52 names of the 67 homes in their community. She asked the Board to consider their request.

Clifton Atkins of 1305 Brookview Dr. stated he was not in favor of the four stop signs.

Harold Jones of 1301 Brookview Dr. stated he was not in favor of four stop signs; he did not think speeding was a problem.

Alderman Shepherd asked were they requesting the two stop signs on Brookview be removed.

Mr. Jones stated one on Tall Timber.

Jimmy Huffines of 1302 Brookview Dr. stated there was a stop sign in his front yard. He stated he had lived there fifteen years and he did not think there was a speeding problem. He thought the petition spoke for itself.

Mayor Williams asked did some of the residents change their minds.

Mr. Huffines stated yes, after looking at it they changed their mind. He asked to remove the two stops signs and give it 90 days and look at it again.

Alderman Pleasants stated for Brookview and Tall Timber there were 26 yes and Ashley Woods Dr. there were 7 yes and 45 nos.

Harold Moser of 1310 Brookview Dr. asked what was the town policy on putting up stop signs.

Rob Elliott, Public Works Director, stated the town engineers lay out the design of streets and look at the town specs.

Mr. Moser asked how many wrecks or speeders had the police given out citations for on Brookview Dr.

Ron Parrish, Police Chief, stated from 3/2017 to 9/2018 there had been ten citations before stop signs were placed. He stated there have been 9 stop sign traffic stops since the stop sign went up; no speeding. He stated he did not think they needed a stop sign at Ashley Woods Dr. He stated there was a lot on contractor traffic.

Alderman Shepherd asked the Police Chief if he thought remove two stop signs on Brookview at Tall Timber and on Brookview at Ashley Wood Dr. and leave the other stop sign.

Mr. Parrish stated he agreed.

Alderman Shepherd recommended remove the three stop signs recommended by the police chief and revisit in 90 days.

Alderman Dean agreed give this a try.

Cynthia Debruel of 522 Ashley Wood Dr. stated there were three stops signs in her yard.

Alderman O'Toole recommended the stop sign at 522 Ashley Wood R. be removed.

Alderman Shepherd, seconded by Alderman Owen, made a motion to remove the two signs on Brookview at Tall Timber and the stop sign on Brookview at Ashley Woods Dr. and reevaluate in 90 days. The motion passed unanimously.

Alderman O'Toole stated the Ashley Wood Dr. stop sign would remain for 90 days.

Subdivision Approval- Apple St. & Burke St.

Ben Baxley, Town Manager, stated this was five lots located on Apple St. and Burke St. owned by Elizabeth Herron zoned RS-12. He stated the Planning Board voted unanimously to approve the subdivision.

Alderman Dean stated he was a subcontractor for Mrs. Herron and asked to be excused from the voting.

Alderman Shepherd, seconded by Alderman Pleasants, made a motion to excuse Alderman Dean from the vote. The motion passed unanimously.

Alderman Shepherd, seconded by Alderman Owen, made a motion to approve the subdivision at Apple St. and Burke St. The motion passed unanimously.

Amendment to Capital Project Ordinance Sewer System Rehabilitation Project

Ben Baxley, Town Manager, stated this was an Amendment to the Capital Project Ordinance for the sewer system rehabilitation project that was approved on August 3, 2015. He stated the Amendment reflected the receipt of the loan and mirrors the project budget for the USDA loan.

Alderman Owen, seconded by Alderman O'Toole, made a motion to approve the Amendment to Capital Project Ordinance Sewer System Rehabilitation Project. The motion passed unanimously.

CAPITAL PROJECT ORDINANCE SEWER SYSTEM REHABILITATION PROJECT

BE IT ORDAINED BY THE BOARD OF ALDERMEN OF THE TOWN OF GIBSONVILLE, NORTH CAROLINA, that pursuant to Section 13.2, Chapter 159 of the General Statutes of North Carolina, the following Capital Project Ordinance Amendment is hereby adopted:

Section 1. The Project authorized is Sewer System Rehabilitation Project.

Section 2. The officials of the Town of Gibsonville are hereby directed to proceed with this program within the terms of the project.

Section 3. The following revenues are anticipated to be available to the Town to complete the project:

Loan Proceeds	\$	2,272,000
Transfer from General Fund Balance	\$	50,000

Section 4. The following amounts are appropriated for this project:

Construction	\$	1,482,781
Engineering and Preliminary Investigation	\$	434,500
Contingency	\$	326,219
Interest – Interim Financing	\$	40,500
Legal Fees – Bond Attorney	\$	35,000
Legal Fees – Local Attorney	\$	3,000

Section 5. The Town Manger shall report on the financial status of this project as directed by the Board of Aldermen and will inform the Board of any unusual occurrences.

Section 6. Copies of this project ordinance amendment shall be made available to the Town Manager and the Finance Officer for direction in carrying out this project.

Section 7. That this ordinance amendment shall take effect upon passage.

This the 9th day of September, 2019.

Leonard Williams, Mayor

ATTEST:

Laurie Yarbrough, Town Clerk

Approval to Place Metal Shelter at the Gibsonville Garden Railroad

Ben Baxley, Town Manager, stated Neil Bromilow was requesting to place a metal shelter at the Gibsonville Garden Railroad (GGR) to house the electrical controls. He introduced Steve Ellis, a representative from the GGR, to present the request. He stated the Board received a location map and specs on the proposed shelter.

Steve Ellis of 303 Ambler Rd. stated he was with the Gibsonville Garden Railroad and they had received a donation to build a shelter at the railroad. He stated it could be moved and met wind requirements.

Alderman Pleasants asked would it be inside the fence.

Mr. Ellis stated yes, it would all be inside the fence.

Alderman Shepherd, seconded by Alderman Owen, made a motion to allow the metal shelter at the GGR. The motion passed unanimously.

FY 2020 Budget Ordinance Amendment #2

Ben Baxley, Town Manager stated the FY2020 Budget Ordinance Amendment #2 accounted for the reallocation of funding for the emergency generator for the Police Department/Town Hall, the reallocation of funding for Police Department renovations, Library State Aid, and a donation to the empty stocking fund. He recommended approval of the Amendment.

Alderman Shepherd, seconded by Alderman Owen, made a motion to approve the FY2020 Budget Ordinance Amendment #2. The motion passed unanimously.

**TOWN OF GIBSONVILLE, NORTH CAROLINA
FY 2020 BUDGET ORDINANCE AMENDMENT #2**

BE IT ORDAINED by the Board of Aldermen of the Town of Gibsonville, North Carolina, a meeting was held this the 9th day of September, 2019 that the following fund revenues and departmental expenditures together with certain restrictions and authorizations be amended.

SECTION I. GENERAL FUND

	FY 2020	Amendment	FY 2020
Anticipated Revenues	<u>Current Budget</u>	<u>Increase/Decrease</u>	<u>Revised Budget</u>
Taxes, Current Year	2,956,000	-	2,956,000
Taxes, Prior Years	25,150	-	25,150
Motor Vehicle Tax	372,000	-	372,000
Penalties & Interest	12,000	-	12,000
Cemetery	10,000	-	10,000
Recreation	82,000	-	82,000
Sanitation Service Charge	306,000	-	306,000
Interest on Investments	8,000	-	8,000
Fire District Tax (Guilford)	14,400	-	14,400
Library	2,000	-	2,000
Transfer Perpetual Care	2,700	-	2,700
Sale of Fixed Assets	10,000	-	10,000
Guilford County Funds	55,500	-	55,500
Code Enforcement/Planning	8,000	-	8,000
Brush/White Goods Pickup Fees	2,000	-	2,000
<i>Miscellaneous</i>	31,520	82	31,602
GHA	2,340	-	2,340
Stormwater Fee	32,000	-	32,000
Solid Waste Disposal Tax	4,600	-	4,600
Intangible: Sales Tax (Alamance Co.)	921,000	-	921,000
Intangible: Sales Tax (Guilford Co.)	488,500	-	488,500
Utility Franchise	400,000	-	400,000
Beer & Wine	30,000	-	30,000
<i>Library State Aid Grant</i>	408	408	816
Federal Drug Funds	24,000	-	24,000
Powell Bill Funds	192,000	-	192,000
<i>Appropriated General Fund Balance</i>	713,989	216,000	929,989
Appropriated Recreation Capital Reserve	30,033	-	30,033
Total Anticipated Revenues	<u>6,736,140</u>	<u>216,490</u>	<u>6,952,630</u>

Authorized Expenditures

	<u>Current Budget</u>	<u>Increase/Decrease</u>	<u>Revised Budget</u>
Governing Board	68,346	-	68,346
<i>Administration</i>	1,002,474	136,000	1,138,474
<i>Police</i>	2,056,643	80,082	2,136,725
Fire	1,070,619	-	1,070,619
Public Works	1,491,214	-	1,491,214
Powell Bill	102,500	-	102,500
Recreation	714,165	-	714,165
<i>Library</i>	172,679	408	173,087
Cemetery	17,500	-	17,500
Contingency	40,000	-	40,000
Total Authorized Expenditures	<u>6,736,140</u>	<u>216,490</u>	<u>6,952,630</u>
	0		0

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	815,000	-	815,000
Tapping Fees	1,000	-	1,000
Meter Setting	13,000	-	13,000
Reconnection Fees	45,000	-	45,000
Realize Deferred Revenue	57,045	-	57,045
Miscellaneous Revenues	11,000	-	11,000
Internet Convenience Fees	12,000	-	12,000
Retained Earnings Appropriation	15,000	-	15,000
Total Anticipated Water Revenues	969,045	-	969,045

Sewer Revenues

Sewer Service Fees	2,200,000	-	2,200,000
Tapping Fees	1,000	-	1,000
Meter Setting	13,000	-	13,000
Reconnection Fees	45,000	-	45,000
Realize Deferred Revenue	57,045	-	57,045
Miscellaneous Revenues	11,000	-	11,000
Internet Convenience Fees	12,000	-	12,000
Retained Earnings Appropriation	15,000	-	15,000
Total Anticipated Sewer Revenues	2,354,045	-	2,354,045

Total Anticipated W&S Revenues	3,323,090	-	3,323,090
---	------------------	----------	------------------

Authorized W&S Expenditures

Water Expenditure	969,045	-	969,045
Sewer Expenditures	2,354,045	-	2,354,045
Total Authorized Expenditures	3,323,090	-	3,323,090
	-	-	-

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 2020. This rate is based on a total valuation of property of \$636,652,700 and an estimated collection rate of 98.61%.

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 2020 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 9th day of September, 2019.

Attest:

Mayor of Gibsonville, NC

Town Clerk of Gibsonville, NC

Interlocal Agreement for Involuntary Commitment and Transportation with Guilford County, City of Greensboro, and City of High Point

Ben Baxley, Town Manager, presented an Interlocal Agreement for Involuntary Commitment and Transportation with Guilford County. The City of Greensboro and the City of High Point are also entering into this agreement. He stated the Town Attorney had reviewed the Agreement.

Ron Parrish, Police Chief, stated the 2018 General Assembly requires municipalities to adopt an Involuntary Commitment and Transportation Agreement to transport to and back from agencies. He stated that Greensboro Police Department and the Guilford County Sheriff’s Department have agreed to assist the Gibsonville Police with transportation. He stated Alamance County would be presenting an agreement also.

Alderman Shepherd, seconded by Alderman Pleasants, made a motion to approve the Interlocal Agreement for Involuntary Commitment and Transportation with Guilford County, City of Greensboro, and City of High Point. The motion passed unanimously.

Mr. Baxley stated the Town Attorney recommended the agreements be adopted by Resolution. He stated these will be presented at the October meeting.

Reports

a. Manager

Ben Baxley, Town Manager, stated the Taste of Gibsonville & concert event would be on September 14th on the Town Greens. He stated the police department renovations upstairs in Town Hall had begun. He state the generator at Town Hall & Police Department was almost complete.

b. Mayor

Mayor Williams stated there would not be a second board meeting in September. He stated Alamance County residents would be voting at the Beth Schmidt Park in November. He stated a concern with the traffic on University Dr. but it could not be changed this year; they would look for another Alamance County location in Gibsonville for the next election in two years.

Alderman Shepherd asked the Board to consider looking at the Town Manager evaluation for the October meeting in closed session.

Alderman Owen, seconded by Alderman Shepherd, made a motion to adjourn. The motion passed unanimously. The meeting adjourned at 8:20 pm.

Mayor

Attest:

Town Clerk