

MINUTES – FEBRUARY 2, 2015

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, Revels, Owen, Pleasants, and Dean were present. Ben Baxley, Town Manager, and Laurie Yarbrough, Town Clerk, were present. Town Attorney Doug Hoy, Police Chief Ron Parrish, Public Works Director Rob Elliott, Planning Director Brandon Parker, Fire Chief Tony Roof, Recreation Director Mike Dupree, Mike Nunn with the City of Burlington, and Town Auditor Jim Winston were present. Rev. Jim Upchurch with the First Baptist Church of Gibsonville gave the invocation.

Public Comments

LaRue Southern, resident of Azalea Circle Apartments, stated she was asking for the board's help with the senior citizens apartments. She stated they had gotten new roofs and had only gotten three apartments with new windows; there were twenty two apartments waiting for new windows. Ms. Southern asked that residents be notified and all board members when there was a meeting at the Senior Citizens Center; not invite only two or three. Ms. Southern thanked the board for what had been done but she stated she would go back to the State if it was not completed.

Mayor Williams stated Senior Resources hosted the meeting at the Senior Citizens Center and invited the Mayor, Town Manager and Police Chief to the meeting. He stated he had received a letter from Brad Bradberry of 206 Driftwood Dr. thanking the police for preventing a break-in at his home recently. He stated Mr. Bradberry wanted to let the public know that the police were very responsive and saved his property.

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 January 5, 2015 and January 20, 2015. The motion passed unanimously.

FY 2013-2014 Audit Presentation

Jim Winston with Winston, Williams, Creech, Evans, & Co. presented the FY 2013-2014 Town of Gibsonville Audit & FY 2013-2014 Housing Authority Audit. He stated the Town of Gibsonville received an unmodified opinion for the financial statement audit for the fiscal year ended June 30, 2014; the town had a good year. He highlighted the audit report by stating the fund balance increased by \$90,522 in the General Fund, Town's net position increased by \$325,165, principal payments on the Town's long-term debt obligations totaled \$282,813 in FY 2014 (\$577,430 remaining at 6/30/14), and the Gibsonville Housing Authority paid \$13,504 toward the principal owed on its debt (\$236,540 remaining at 6/30/14). He stated the General Fund was going in the right direction; available fund balance as % of Expenditures was 56.47%. He stated the tax collection rate was 97.48% for 2014. He stated the Water and Sewer Fund was at a \$82,136 loss; this needed to be watched.

Alderman Pleasants stated with the Water and Sewer Fund being \$80,000 in the hole, what did the Town need to do to keep the State off their back.

Mr. Winston stated the Town may get a letter from the State about the Water and Sewer Fund but he stated one of the reasons for the loss in Water and Sewer was the inflow and infiltration problems; which the Town was working on.

Mayor Williams asked was there anything they needed to work on.

Mr. Winston recommended they watch the Fund Balance; the Fund Balance was in good shape but an emergency could affect the Fund Balance. He recommended they be conservative in budgeting.

Alderwoman Revels asked were there any findings.

Mr. Winston stated the Housing Authority had a deficit; this could not be helped.

Consideration of Ordinance Creating and Levying a Municipal Vehicle Tax for Public Transportation – Public Hearing

Mayor Williams stated this was a public hearing to consider an Ordinance to create and levy a municipal vehicle tax for public transportation. He stated this would levy a \$5.00 tax on each vehicle that is owned by a resident of Gibsonville effective July 1, 2015.

Mike Nunn with the City of Burlington/Public Transit System stated the Town of Gibsonville had agreed to partner with the City of Burlington on the Public Transit System. He stated they were working on transit routes, resources, and equipment. He stated the City of Burlington held a public hearing and continued it until their March 2, 2015 work session. He stated they were getting outside help on the system and the operation. He estimated the start date to be the Spring of 2016 or the Fall of 2016.

Mayor Williams opened the public hearing on the proposed vehicle tax that would fund the public transit system. He asked Mr. Nunn to explain how it would work.

Mr. Nunn stated the vehicle tax was a tool the town could use to fund the public transit system. He explained there would be a \$5.00 tax on each vehicle owned by a resident in the town. He stated the tax goes only to transportation. He stated the N.C. General Statutes states towns may only enact the tax now; could not be done later after transit system starts.

Mayor Williams stated the town's part would be \$35,000, one option was to use Fund Balance.

Alderman Dean asked if the route was set.

Mr. Nunn stated they had prepared a map; which was presented to the board; but it was not a set route.

Alderman Dean asked about a transfer from one bus to another at the Holly Hill Mall stop.

Mr. Nunn stated all routes led to downtown Burlington; they were in the planning stages on the bus stops.

Alderman Dean stated he would like to see the route before considering a vehicle tax.

Mayor Williams asked how long would it take the bus to get from Gibsonville to downtown Burlington.

Mr. Nunn estimated 45 minutes.

Alderman Owen questioned that originally the Board was told Gibsonville's part was \$25,000 and now they were being told it would be \$35,000.

Mr. Nunn stated this was an estimate, it could come in lower; they were using a State average; they would have to get bids back before they knew for sure.

Alderman Pleasants stated the increase to Gibsonville could be because Elon and Graham were not taking part in the system.

Mr. Nunn stated yes it did affect the costs; Elon and Graham were not taking part.

Alderwoman Revels asked what was the difference between transportation vehicle tax and general vehicle tax.

Mr. Nunn stated transportation vehicle tax had to go to transportation only and general vehicle tax could be used for anything in the town.

Alderman Pleasants stated he had heard from people who would have to pay the \$5.00 vehicle tax that they would never use the system. He stated there seemed to be so many unforeseen variables.

Mr. Nunn stated they were putting out their best estimates after talking with all of the professionals with public transit systems.

Alderwoman Revels asked who would advertise the public transit system.

Mr. Nunn stated the Transit Advisory Commission would communicate this.

Mayor Williams asked when would the commission be in place.

Mr. Nunn stated they were looking at March.

Alderman Shepherd, seconded by Alderman Pleasants, made a motion to continue the public hearing until the April 6, 2015 meeting to see what the City of Burlington was going to do. The motion passed unanimously.

Request by Abbey Glen Condominium Homeowners Association

Mayor Williams stated the Abbey Glen Condominium Homeowners Association had requested the Town provide to their community municipal trash collection and winter street maintenance. The Town Manager, Town Attorney, Public Works Director, and representatives of the Abbey Glen HOA met to review and discuss the Hold Harmless Agreement as requested by the board. He stated they were asking they be given until the March 2, 2015 meeting to prepare and work on the Hold Harmless Agreement; at which time this will be presented to the board.

Alderman Shepherd, seconded by Alderman Owen, made a motion to continue this discussion until the March 2, 2015 meeting. The motion passed unanimously.

Ordinance to Amend the Gibsonville Development Ordinance with Respect to Zoning, Planning & Development on Electronic Sweepstakes Operation

Mayor Williams stated at the last meeting the Board continued this until the March 2, 2015 meeting.

Resolution for the Declaration of Surplus Personal Property and Authorizing the Sale by Electronic Auction

Mayor Williams stated staff was requesting board approval of the Resolution to sell surplus items on Gov Deals. He stated the Library had 157 books in boxes they would like to sell.

Alderman Shepherd, seconded by Alderman Owen, made a motion to approve the Resolution for the Declaration of Surplus Personal Property and Authorizing the Sale by Electronic Public Auction. The motion passed unanimously.

RESOLUTION FOR THE DECLARATION OF SURPLUS PERSONAL PROPERTY AND AUTHORIZING THE SALE BY ELECTRONIC PUBLIC AUCTION

WHEREAS, G.S. 160A-270 allows the Gibsonville Board of Aldermen to sell personal property at public auction upon adoption of a resolution authorizing the approval officer to dispose of property at public auction;

WHEREAS, the following property is no longer needed for any governmental use by the Town of Gibsonville:

157 various library books

WHEREAS, it is the intent of the Town to sell items by electronic public auction at www.govdeals.com beginning 8:00 a.m. February 4, 2015 and ending at 8:00 p.m., February 12, 2015;

WHEREAS, be it resolved, by the Gibsonville Board of Aldermen that the Town Manager is authorized to sell by electronic auction at www.govdeals.com beginning at 8:00 a.m., February 4, 2015 and ending at 8:00 p.m., February 12, 2015;

WHEREAS, items to be sold as is, all sales final;

NOW, THEREFORE BE IT RESOLVED, that the Board of Aldermen hereby declares said property as surplus and authorizes the Town Manager to sell said property at electronic public auction to the highest bidder.

This the 2nd day of February, 2015.

Mayor

Attest:

Town Clerk

FY 2014-2015 Budget Ordinance Amendment #7

Mayor Williams stated FY 2014-2015 Budget Ordinance Amendment #7 accounted for insurance proceeds the police department received from damage to a police vehicle caused by another party in the amount of \$1,699.00.

Alderman Pleasants, seconded by Alderman Owen, made a motion to approve the FY 2014-2015 Budget Ordinance Amendment #7. The motion passed unanimously.

**TOWN OF GIBSONVILLE, NORTH CAROLINA
2014-2015 BUDGET ORDINANCE AMENDMENT #7**

BE IT ORDAINED by the Board of Aldermen of the Town of Gibsonville, North Carolina, a meeting was held this the 2nd day of February, 2015 that the following fund revenues and departmental expenditures together with certain restrictions and authorizations be amended.

SECTION I. GENERAL FUND

A. Revenues	FY 2014-2015	Amendment	FY 2014-2015
	<u>Current Budget</u>	<u>Increase/Decrease</u>	<u>Revised Budget</u>
Taxes, Current Year	2,250,000	-	2,250,000
Taxes, Prior Years	28,400	-	28,400
Motor Vehicle Tax	225,000	-	225,000
Penalties & Interest	15,000	-	15,000
<u>Local Revenues</u>			
Cemetery	10,000	-	10,000
Recreation	55,000	-	55,000
Sanitation Service Charge	150,000	-	150,000
Interest on Investments	5,000	-	5,000
Fire District Tax (Guilford)	14,000	-	14,000
Police Mutual Aid	8,000	-	8,000
Library	500	-	500
Transfer Perpetual Care	2,700	-	2,700
Sale of Fixed Assets	3,000	-	3,000
Guilford County Funds	55,500	-	55,500
Privilege License Fees	4,000	-	4,000
Code Enforcement/Planning	10,000	-	10,000
Brush/White Goods Pickup Fees	1,500	-	1,500
Miscellaneous	10,119	-	10,119
GHA	2,340	-	2,340
Stormwater Fee	26,000	-	26,000
Solid Waste Disposal Tax	3,900	-	3,900
<u>State Shared Revenue</u>			
	<u>Current Budget</u>	<u>Increase/Decrease</u>	<u>Revised Budget</u>
Sales Tax (Alamance County)	603,000	-	603,000
Sales Tax (Guilford County)	317,000	-	317,000
Utility Franchise	292,000	-	292,000
Beer & Wine	26,000	-	26,000
Powell Bill Funds	184,000	-	184,000

Cablevision Franchise	9,000	-	9,000
State Drug Fund	11,038	-	11,038
Federal Drug Fund	21,392	-	21,392
<i>Insurance Proceeds</i>	-	1,699	1,699
Appropriated Powell Bill Fund			
Balance	79,100	-	79,100
Appropriated General Fund Balance	609,462	-	609,462
Total General Fund Revenues	5,031,951	1,699	5,033,650

B. Expenditures Authorized by Departments

Department

Governing Board	67,270	-	67,270
Administration	877,379	-	877,379
<i>Police</i>	<i>1,373,756</i>	<i>1,699</i>	<i>1,375,455</i>
Fire	593,697	-	593,697
Public Works Administration	208,750	-	208,750
Streets	613,313	-	613,313
Powell Bill	263,100	-	263,100
Sanitation	240,959	-	240,959
Recreation	445,112	-	445,112
Library	107,215	-	107,215
Cemetery	16,500	-	16,500
Contingency	41,500	-	41,500
Transfer to Water & Sewer Fund	183,400	-	183,400
Total Departmental Expenditures	5,031,951	1,699	5,033,650
	-		-

SECTION II. WATER & SEWER

	<u>Current Budget</u>	<u>Increase/Decrease</u>	<u>Revised Budget</u>
A. Revenues Anticipated			
Utility Charges	2,380,000	-	2,380,000
Tapping Fees	2,500	-	2,500
Meter Setting	15,000	-	15,000
Reconnection Fees	75,000	-	75,000
Miscellaneous Revenues	36,000	-	36,000
Development Fees	30,000	-	30,000
Loan Proceeds	241,100	-	241,100
Transfer from General Fund	183,400	-	183,400
Total W&S Revenues Anticipated	2,963,000	-	2,963,000
B. Expenditures			
+Over/-Under Revenue	2,963,000	-	2,963,000
Total W&S Expenditures	2,963,000	-	2,963,000
	-		-

SECTION III. PERPETUAL CARE FUND

A. Revenues	2,700	-	2,700
B. Expenditures	2,700	-	2,700
	-		-

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 2014-2015. This rate is based on a total valuation of property of \$503,828,004 and an estimated collection rate of 96.57%.

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 2014-2015 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 2nd day of February, 2015.

Attest:

Mayor of Gibsonville, NC

Town Clerk of Gibsonville, NC

Reports

Alderman Revels told the Finance Officer it was a good audit.

Alderman Pleasants stated he understood there had been a turnover in staff in different departments recently. He recommended the board look at pay increases to keep our staff.

Alderman Shepherd agreed, he stated the town was working on a pay study currently. He recommended looking at the salaries when the study was completed.

Alderman Pleasants asked the Board to keep in mind most of the studies have shown these departments were below in salaries compared to other towns. He stated they needed to look at and consider the cost; they needed to get out of being the lowest pay.

Mayor Williams stated they may have to raise revenues to do this.

Alderman Pleasants stated the Board had not raised taxes in fourteen years.

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

Mayor

Attest:

Town Clerk