

MINUTES – JUNE 20, 2016

The Board of Aldermen of the Town of Gibsonville met at 7:00 pm for an agenda 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, was present.

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.

FY 2015-2016 Budget Ordinance Amendment #11

Ben Baxley, Town Manager, stated Amendment #11 was the final FY 2015-2016 Budget Ordinance Amendment which accounted for actual revenue and provided adequate funding to cover year-end expenditures. He explained the amendment included increases in each department to provide a cushion for unforeseen expenditures in order to comply with the Local Government Budget and Fiscal Control Act. He stated there was a \$70,000 increase in the Water and Sewer Service Fees, an increase of \$85,176 in Development Fees, and a decrease of \$315,176 in Loan Proceeds to account for the reduction of the loan for the Springwood Ave. and Cedar St waterline replacement project; which did not occur in FY 2015-2016. He stated the amendment increased the General Fund budget by \$110,700 and a decrease in Water & Sewer Fund budget by \$160,000.

Alderman Shepherd, seconded by Alderman Owen, made a motion to approve the FY 2015-2016 Budget Ordinance Amendment #11. The motion passed unanimously.

**TOWN OF GIBSONVILLE, NORTH CAROLINA
2015-2016 BUDGET ORDINANCE AMENDMENT #11**

BE IT ORDAINED by the Board of Aldermen of the Town of Gibsonville, North Carolina, a meeting was held this the 20th day of June, 2016 that the following fund revenues and departmental expenditures together with certain restrictions and authorizations be amended.

SECTION I. GENERAL FUND

A. Revenues	FY 2015-2016	Amendment	FY 2015-2016
	<u>Current Budget</u>	<u>Increase/Decrease</u>	<u>Revised Budget</u>
<i>Taxes, Current Year</i>	2,323,432	93,000	2,416,432
Taxes, Prior Years	30,700	-	30,700
Motor Vehicle Tax	309,000	-	309,000
Penalties & Interest	15,000	-	15,000
<u>Local Revenues</u>			
Cemetery	13,000	-	13,000
Recreation	66,000	-	66,000
Sanitation Service Charge	210,000	-	210,000
Interest on Investments	7,500	-	7,500
Fire District Tax (Guilford)	14,000	-	14,000
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
Code Enforcement/Planning	8,000	-	8,000
Brush/White Goods Pickup Fees	1,500	-	1,500
Miscellaneous	12,906	-	12,906
GHA	2,340	-	2,340
Stormwater Fee	26,000	-	26,000
Solid Waste Disposal Tax	4,300	-	4,300

State Shared Revenue

	<u>Current Budget</u>	<u>Increase/Decrease</u>	<u>Revised Budget</u>
Intangible: Sales Tax (Alamance Co.)	706,225	-	706,225
Intangible: Sales Tax (Guilford Co.)	351,575	-	351,575
<i>Utility Franchise</i>	<i>310,000</i>	<i>17,700</i>	<i>327,700</i>
Beer & Wine	31,000	-	31,000
Powell Bill Funds	185,000	-	185,000
Loan Proceeds	283,000	-	283,000
Appropriated Friends of the Library Funds	3,500	-	3,500
Appropriated Powell Bill Fund Balance	259,600	-	259,600
Appropriated General Fund Balance	<u>1,542,000</u>	<u>-</u>	<u>1,542,000</u>
<i>Total General Fund Revenues</i>	<u>6,777,278</u>	<u>110,700</u>	<u>6,887,978</u>

B. Expenditures Authorized by Departments

Department

<i>Governing Board</i>	69,686	10,000	79,686
<i>Administration</i>	1,025,372	20,000	1,045,372
<i>Police</i>	1,386,336	20,000	1,406,336
<i>Fire</i>	737,522	20,000	757,522
<i>Public Works Administration</i>	187,196	10,000	197,196
<i>Streets</i>	545,137	20,000	565,137
Powell Bill	444,600	-	444,600
<i>Sanitation</i>	584,938	20,000	604,938
<i>Recreation</i>	480,409	15,000	495,409
<i>Library</i>	119,282	5,000	124,282

Cemetery	20,000	-	20,000
<i>Contingency</i>	29,300	(29,300)	-
Loan to Sewer Capital Project Fund	409,500	-	409,500
Transfer to Com. Center Cap. Project Fund	738,000	-	738,000
Total General Fund Expenditures	6,777,278	110,700	6,887,978
	-		-

SECTION II. WATER & SEWER FUND

	<u>Current Budget</u>	<u>Increase/Decrease</u>	<u>Revised Budget</u>
A. Revenues Anticipated			
<i>Water & Sewer Service Fees</i>	2,631,288	70,000	2,701,288
Tapping Fees	1,000	-	1,000
Meter Setting	20,000	-	20,000
Reconnection Fees	70,000	-	70,000
Miscellaneous Revenues	19,789	-	19,789
<i>Development Fees</i>	40,000	85,176	125,176
<i>Loan Proceeds</i>	350,000	(315,176)	34,824
Transfer From General Fund	-	-	-
Total Water & Sewer Revenues	3,132,077	(160,000)	2,972,077
B. Expenditures			
W&S Expenditures	3,132,077	(160,000)	2,972,077
Total Water & Sewer Expenditures	3,132,077	-	2,972,077
	-		-

SECTION III. PERPETUAL CARE FUND

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

SECTION IV. SEWER CAPITAL PROJECT FUND

	<u>Current Budget</u>	<u>Increase/Decrease</u>	<u>Revised Budget</u>
A. Revenues Anticipated			
Loan From General Fund	409,500	-	409,500
Total Sewer Capital Fund Revenues	409,500	-	409,500
B. Expenditures			
Sewer Capital Fund Expenditures		-	

	409,500		409,500
Total Sewer Capital Fund Expenditures	409,500	-	409,500
	-		-

SECTION V. COMMUNITY CENTER CAPITAL PROJECT FUND

	<u>Current Budget</u>	<u>Increase/Decrease</u>	<u>Revised Budget</u>
A. Revenues Anticipated			
Loan Proceeds	1,415,000		1,415,000
Transfer From General Fund	738,000	-	738,000
Total Com. Center Capital Fund Revenues	2,153,000	-	2,153,000
B. Expenditures			
Com. Center Capital Project Expenditures	2,153,000		2,153,000
Total Com. Cen. Capital Fund Expenditures	2,153,000	-	2,153,000
	-		-

SECTION VI. 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 2015-2016. This rate is based on a total valuation of property of \$523,714,384 and an estimated collection rate of 97.48%.

SECTION VII.

Charges for services and fees by Town Departments are levied in the amounts set forth in the Fee Schedule (See Attachment A).

SECTION VIII. SPECIAL AUTHORIZATION - BUDGET OFFICER

A. Budget Officer shall be authorized to reallocate departmental appropriations among various object of expenditure 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 IX. 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 X. 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 2015-2016 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 20th day of June, 2016.

Attest:

Mayor of Gibsonville, NC

Town Clerk of Gibsonville, NC

Approval of Guilford County Contract Regarding Funding for the Gibsonville Public Library

Ben Baxley, Town Manager, stated Guilford County had approved Amendment No. 2 to the Interlocal Agreement Regarding Funding for the Gibsonville Public Library. He stated this was a five year contract for the \$55,500.00 funding from Guilford County for the operations of the Gibsonville Library. He stated staff recommended approval of the Contract.

Alderman Shepherd, seconded by Alderman Owen, made a motion to approve the Guilford County Amendment No. 2 to the Interlocal Agreement Regarding Funding for the Gibsonville Public Library. The motion passed unanimously.

Approval of Guilford County Contract for Animal Shelter and Control Services

Ben Baxley, Town Manager, stated Guilford County had approved the Interlocal Agreement between the Town of Gibsonville and the County of Guilford for the Provision of Animal Shelter and Control Services. He stated the Town did contract with Guilford County for animal services on the Guilford County side of the Town. After discussions with Guilford County they did agree to amend the Agreement to include the Town will pay the County \$100 per animal captured within Alamance County By the Town and housed at the Guilford County Shelter. He stated staff recommended approval of the Contract with the amendment and if the Board approved the Contract with the amendment that Guilford county would have to vote on the Contract again with the amendment. He stated the Mayor had spoke with Guilford County officials about this and even at \$100 per animal it would still be a lot cheaper than going with Alamance County animal services; last year 38 animals in Alamance County were picked up by Alamance County officials (the Town pays \$21,221 a year to Alamance County for animal services currently).

Alderman Shepherd stated the Town would continue to follow the same procedures as they are now.

Mr. Baxley stated yes the animals would be picked up and taken to the holding facility and the County would pick them up.

Mayor Williams stated in 2010 the small town Mayors got together and talked about who was responsible for picking up animals. The Mayor of Stokesdale; who was an Attorney; stated State law requires the County to be responsible for this. He stated they went to Guilford County and they agreed that they would pick them up providing that they were housed already; the Town would pick them up and take to a holding facility. He stated only Gibsonville and Jamestown did it because they were the only ones with the capability of housing the animals. He stated at that same meeting Commissioner Skip Austin recommended reduce the Library funding for Gibsonville and Jamestown; the proposal was to reduce funding from \$55,500 to \$10,399 for Gibsonville and to \$13,036 for Jamestown. He stated at the next Commissioner's meeting they did deny the recommendation. He stated there had been some talk that Guilford County is going to build a new animal shelter but he had been told the towns would not be responsible for any of the cost in building the shelter. He stated after the Guilford County Commissioners approved the old contract for animal services for the Town he stated he went to the Deputy Guilford County Manager and asked would the county pick up the animals on the Alamance County side if the Town continued to pick up, house, water, & feed the animals. He stated he did not seem to have a problem with it. He stated he estimated between 28 and 38 animals being picked up a year and the Deputy Manager stated they needed to get atleast \$2800 a year for this. Mayor Williams stated the contract proposed says \$100 an animal with is even better. He stated the Town was looking at paying Alamance County \$21,221 this year and now it could be \$2800 to \$3000. He stated the Town would not have to pay on the Alamance County mortgage payment which he had been against from the beginning; who wants to pay on a mortgage for 40 years and then at the end of 40 years somebody else own the building. He stated they would have to give a six month notice because of the contract with Alamance County. Mayor Williams recommended approval of the Guilford County Contract for Animal Shelter and Control Services.

Alderwoman Revels asked about the six month notice to Alamance County.

Mayor Williams stated our contract with Alamance County requires we give them a six month notice.

Mr. Baxley stated Alamance County and the City of Burlington; the contract that was signed in 2005.

Alderman Shepherd stated he would like to see them start with Guilford County on July 1, 2016 if the six month notice buyout/penalty is not too bad.

Alderwoman Revels asked what did the contract state about the six month notice.

Alderman Shepherd stated it was not clear.

Mr. Baxley stated the Town Attorney is reviewing the contract.

Alderman Pleasants stated if they are going to charge the Town half then we should stay with them for the six months; no need to pay both.

Mayor Williams agreed.

Mr. Baxley read from the contract stating a six month written notice must be given. He stated he would be getting with the Town Attorney on how this should be handled.

Alderman Pleasants stated this sounded like they could get the full amount.

Mayor Williams stated he did not think so.

Alderwoman Revels stated this was not clear.

Mr. Baxley read the contract in reference to the six month notice again. He stated Guilford County would not be approving the contract until their July 14th meeting. He stated he had contacted the Burlington City Manager and Alamance County Manager to let them know of the Town's intentions.

Alderman Shepherd, seconded by Alderman Pleasants, made a motion to approve the Guilford County Contract for Animal Shelter and Control Services. The motion passed unanimously.

Mayor Williams stated all animals will go to Guilford County.

Items for July 5, 2016 Agenda

USDA Sewer Rehabilitation Project Loan Commitment

Ben Baxley, Town Manager, USDA Representative Lynn Straughn may be present at the July 5, 2016 meeting to present the USDA Loan Commitment for the Sewer Rehabilitation Project.

Discussion of Ordinance Amendment to Chapter 115 Peddlers & Solicitors

Ben Baxley, Town Manager, staff is continuing to research what other towns are doing. Staff will update the Board at the July 5, 2016 meeting. He stated the Police Chief had brought this to his attention because of concerns from citizens and how to regulate them because the police could no longer do background checks.

Alderman Shepherd stated there was also problems with the ordinance; the existing ordinance states the town clerk does the background checks.

Mr. Baxley stated the ordinance will need to be looked.

Reports

a. Manager

Ben Baxley, Town Manager, stated the upcoming water quality preventative maintenance program will begin June 27, 2016 and end July 25, 2016. He stated this was a continuing effort to improve water quality and the process would involve a temporary switch from present chloramines to chlorine in order to optimize water quality in our distribution system. He stated he would notify customers by the telephone message. He stated July 2, 2016 Market Day would have a family fun day and music at night.

Alderwoman Revels asked about apartment residents being notified of this water maintenance program.

Mr. Baxley stated most do receive the phone messages.

b. Mayor

Mayor Williams stated he was pleased with the transit bus system. He stated he had heard good things and one your lady that has an oversize wheelchair had used it about everyday. He encouraged everyone to use the bus. He stated unless

something comes up there will not be an agenda meeting in July because July 18, 2016 is Gibsonville night at the Burlington Royals game; he encouraged citizens to attend.

Alderman Owen asked about ACTA running out of funding.

Mayor Williams stated there had been a change in the ways funds were distributed; not know enough about it to explain it. He stated they were looking at an increase.

Alderwoman Revels asked about the funding the Town gives ACTA.

Ben Baxley, Town Manager, stated once the Town agreed to partner with LINK Transit, ACTA did not ask for funding from the Town.

Alderman Pleasants stated he had received complaints from neighbors about parking at the park during ballgames. There were concerns if emergency vehicles could get through. He stated the Board approved two additional parking lots which were there but are not being used. He stated this is a problem.

Mayor Williams agreed and asked the Town Manager to look into this.

Alderwoman Revels stated a good plan of action would to tell the parents.

Alderman Pleasants stated maybe they should have someone directing parking on busy times.

Mayor Williams stated they could put up no parking signs.

Alderman Pleasants stated yes but they would need to be enforced. He stated this was a liability for the Town.

Alderwoman Revels, seconded by Alderman Shepherd, made a motion to adjourn. The motion passed unanimously. The meeting adjourned at 7:45 pm.

Mayor

Attest:

Town Clerk