

## MINUTES – MAY 2, 2016

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, Public Works Director Rob Elliott, Police Chief Ron Parrish, Recreation Director Mike Dupree, Planning Director Brandon Parker, Finance Officer Chad Coble, Past Planning Board Chairman Karen Walter, Planning Board Chairman Steve Harrison, Fire Chief Tony Roof, Clark McVey, Sr., several firefighters, and several citizens were in attendance. Alderwoman Revels introduced Rev. Tiffany Sturnivant Pastor of Brown's Chapel and a Walnut Crossing resident. The Invocation was given by Rev. Sturnivant. Mayor Williams led the Pledge of Allegiance.

Mayor Williams thanked everyone for the cards and calls during the loss of his brother this past week.

### **Public Comments**

Lash Wrightenberry, Burlington resident, stated he would like to congratulate Clark McVey, Sr. on his retirement with the Gibsonville Fire Department. He stated he had known Mr. McVey for many years and he was a good man.

### **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 April 18, 2016. The motion passed unanimously.

### **Update from Partnership Property Management (Azalea Circle Apartments)**

Ben Baxley, Town Manager, stated Ed Delappy with Partnership Property Management was to be present to introduce the new Regional Property Manager, and give an update on the Azalea Circle Apartments. He stated he would this would be continued until he arrived.

### **Recognize Past Planning Board Member Karen Walter**

Mayor Williams stated would like to recognize Past Planning Board Member and Chairman Karen Walter for her nine years of service to the Planning Board. He stated there was no other person so dedicated to the Planning Board. He presented her with a plaque and thanked her for her service.

Karen Walter thanked the Board and staff for this recognition and their help over the years.

### **Recognize Retiring Firefighter – Clark McVey, Sr.**

Mayor Williams recognized Firefighter Clark McVey for his 20+ years of service to the Gibsonville Fire Department.

Fire Chief Tony Roof stated Clark McVey, Sr. had service as Captain, Lientant, and Asst. Fire Chief. He stated his service was appreciated.

Mayor Williams presented Mr. McVey with a Certificate of Appreciation.

Clark McVey, Sr. thanked the Board for this recognition. He stated he had been in the Town of Gibsonville since 1986.

### **National Police Week Proclamation**

Mayor Williams stated the Week of May 12 – 21, 2016 is being recognized as National Police Week.

Alderman Pleasants read the National Police Week Proclamation.

Police Chief Ron Parrish stated 76 years ago today Gibsonville Police Chief Albert Williams was killed in the line of duty.

### **Approval of Fire Department Parking Lot Improvements Bid**

Ben Baxley, Town Manager, stated the Town received three bids for the Fire Department Parking Lot Improvements; low bidder was Ruston Paving, Co., Inc. at \$89,720. He sated there was \$27,500 in the current budget for this project. He stated as discussed at the Board Retreat, he recommended completing this project in this year's budget. He recommended approval of the low bid.

Mark Averette with AWCK stated they received three resurfacing bids for the fire department parking lot with Ruston Paving Co. being the low bidder at \$89,720; he stated the Board had received the bid tabulations. He stated Ruston Paving Co. had been in business since 1967. He recommended approval of the low bid.

Alderman Owen, seconded by Alderman Shepherd, made a motion to approve the bid of \$89,720 from Ruston Paving Co. The motion passed unanimously.

#### **FY 2015-2016 Budget Ordinance Amendment #9**

Ben Baxley, Town Manager, stated Budget Ordinance Amendment #9 was needed to account for additional funding to complete the Fire Department parking lot improvements. Currently \$27,500 was budgeted for this project; the Town Manager recommended the FY 2015-2016 budget be amended by \$70,500 to cover the fire department parking lot paving to be completed this year.

Alderman Shepherd, seconded by Alderman Owen, made a motion to approve FY 2015-2016 Budget Ordinance Amendment #9. The motion passed unanimously.

#### **FY 2016-2017 Budget Presentation**

Ben Baxley, Town Manager, presented the recommended FY 2016-2017 Budget. He thanked the department heads, Finance Officer, HR Officer, and the Town Clerk for their help with the budget. He stated the municipal budget was comprised of the General Fund, Water & Sewer Fund, and Perpetual Care Trust Fund. He stated the recommended FY 2016-2017 total municipal budget was balanced at \$8,358,818; this was a decrease of \$3,843,237 or 31.5 percent below the FY amended 2015-2016 budget of \$12,202,055 as of March 21, 2016. He stated the biggest change from the previous year included two large capital project funds; the Community Center Capital Project Fund was \$1,951,000 and the Sewer Capital Project Fund was \$409,500. He stated the recommended FY 2016-2017 General Fund budget was \$5,294,118; this was a decrease of \$1,412,660 or 21.1 percent below the amended FY 2015-2016 General Fund budget of \$6,706,778. He stated the recommended FY 2016-2017 Water & Sewer Fund budget was \$3,062,000; this was a decrease of \$70,077 or 2.2% percent below the amended FY 2015-2016 Water & Sewer Fund budget of \$3,132,077. He stated the recommended FY 2016-2017 Perpetual Care Trust Fund budget was \$2,700. He stated the recommended FY 2016-2017 Budget maintained the same tax rate of \$.51 per \$100 valuation. He stated the following were included in the recommended FY 2016-2017 Budget: a 3 percent increase in water rates and 11 percent increase in sewer rates (the rate increase was needed to cover the City of Burlington's recommended 3 percent increase in water and sewer and the 8 percent sewer increase above Burlington's increase would fund several capital projects and cover increased sewer expenses including the addition of one public works technician position), an addition of Third Party Meter Test Charge of \$50.00, \$102,000 to purchase one replacement Ford Police SUV and one additional Ford Police SUV for the police department(GF), \$50,000 General Fund contingency allocation, \$45,000 for sidewalk improvements(Powell Bill), \$43,000 to purchase one compact tractor for the street department(GF), \$40,000 for street patching and sealing(PB), \$35,000 to participate in Link Transit (GF), \$25,000 to construct a salt storage shelter for the public works department(GF), \$23,000 to purchase a two way radio communications system for the public works department(GF), \$20,000 to replace the floor tiles in the day room, radio room, kitchen, and training room at the fire department (GF), \$13,000 to replace the roof and carpet at the Gibsonville Public Library (GF), \$11,000 to purchase a replacement John Deere 1200A Field Groomer for the parks and recreation department (GF), and \$5,400 to lease one vehicle for an investigator (replaces existing vehicle) for the police department(GF). Mr. Baxley stated also included in the Water and Sewer Fund was \$153,000 allocated in Contingency to indicate that the Fund is building up unrestricted cash (reserves), as of June 30, 2015, the Town had \$258,729 of unrestricted cash or 9.91% of operating expenditures and \$73,000 to fund several capital projects (\$40,000 to renovate Scott Drive Lift Station, \$20,000 to replace two 10" check valves at the Travis Creek pump station, \$10,000 to install a replacement Travis Creek (Gibsonville/Elon) sewer meter, and \$3,000 to replace the alarm system at Sullivan Court lift station. He added that his recommended FY 2016-2017 Budget included the following Personnel Items: \$162,000 for three additional positions to include one Police Officer position (\$59,000 for salary, benefits, and uniforms) and one Firefighter position (\$55,000 for salary, benefits, and uniforms) in the General Fund and one Public Works Technician position (\$47,000 for salary, benefits, and uniforms) in the Water & Sewer Fund; \$126,000 for a 4 percent across-the-board salary adjustment (both General Fund and Water & Sewer Fund). There was no across-the-board salary adjustment included in FY 2015-2016; \$18,000 for a 5 percent increase in health insurance (both General Fund and Water & Sewer Fund); \$8,300 increase in contributions to the Local Government Employees Retirement System (LGERS), approved by LGERS Board (both General Fund and Water & Sewer Fund); and no performance pay.

Rob Elliott, Public Works Director, explained the third party meter test charge was for meters that the town had to go out and calibrate to prove it was reading accurately; this would be more accurate.

Mayor Williams asked how often did they have this problem.

Mr. Elliott stated ten to twelve times a year; this was to assure them that the meter was correct.

Mayor Williams asked the Town Manager to take another look at the recommended 8% sewer increase. He stated they could use the General Fund for Public Works.

Mr. Baxley stated he could look at ways to reduce expenditures.

Alderman Pleasants stated he knew the 11% sewer increase included several items; but he recommended 6% increase each time instead of the 11% all at once.

Alderman Owen agreed, and asked the Town Manager to take another look at the sewer increase.

Mr. Baxley stated he would look at the sewer increase. He asked for input from the Board. He stated the Board was recommending a steady rate increase instead of a large increase.

Mayor Williams stated he would like the Assistant Secretary of the State to come and speak with the Board. He stated she had told him there was money out there for towns; they just needed to know how the Town could get it.

Mr. Baxley agreed.

Mayor Williams stated the Town had an infiltration problem; it was a big problem.

Alderman Pleasants stated they needed to look at the infrastructure; correcting it was a priority.

Alderwoman Revels asked which streets would be repaired.

Mr. Baxley stated there would be patching and crack sealing completed this year.

Rob Elliott, Public Works Director, stated cuts in streets would have to be repaired and they would be doing some crack sealing; this would help so they would not need to pave so often.

Alderman Owen recommended they look at widening Lewis St. before there is an accident.

Mr. Elliott agreed and stated they would look at this.

## Reports

### a. Manager

Ben Baxley, Town Manager, stated the Annual Stormwater meeting would be on May 25, 2016, the Hazardous Household Waste/Shred It Event would be May 7, 2016 at the Beth Schmidt Park, and the Town Spring Clean-up would be May 9 - 13, 2016. He stated he had attended a meeting on the proposed Animal Shelter and they were working on a formula to help fund the proposed 5.2 million dollar project. He stated the next meeting on the Animal Shelter would be with the Managers on May 9, 2016. He stated the City of Burlington and the City of Mebane were the only two municipalities that had agreed to support the project at this time.

Alderman Shepherd asked would the proposed Animal Shelter impact next years budget.

Mr. Baxley stated no.

### b. Mayor

Mayor Williams asked did they need a 5.2 million dollar Animal Shelter. He stated a concern with the costs to the area municipalities; he did not think it looked fair. He stated the Gospel Fest was Saturday in Town. He stated the NCDOT had completed the sidewalk on Whitsett St. He stated he had asked that the sidewalk go to the Senior Center on Steele St. but he was told there was a right of way problem; he would ask again.

Alderman Shepherd, seconded by Alderman Owen, made a motion to adjourn. The motion passed unanimously. The meeting adjourned at 8:15 pm.

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Mayor

Attest:

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Town Clerk