

MINUTES – NOVEMBER 20, 2017

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, Owen, Dean, and Pleasants were present. Ben Baxley, Town Manager, and Laurie Yarbrough, Town Clerk, were present. Public Works Director Rob Elliott, Alderman Elect Shannon O’Toole, Police Captain Becky Dixon, and several citizens were in attendance.

Public Comments

Yvonne Maizeland, Ashley Woods resident and Gibsonville Concerned Citizen member, presented the board with a statement from the Concerned Citizen’s group. She read the statement and stated she had read the Code of Ethics for the Gibsonville Board of Aldermen and asked that Alderman Dean give a public apology for his actions. She stated she was standing in for Jean Hedrick, Gibsonville Concerned Citizens Founder, who was out of town.

Shirley Pearson, Burlington Ave. resident, stated people were making the town look like it was a racist town and it was not. She recommended naming the Gibsonville Community Center after Mayor Williams.

Mayor Williams asked if any board member had any comments. He stated he would ask the Town Attorney to look at the Code of Ethics for the board and ask him if the board needed to do anything. He stated this would be addressed at the December 4th meeting.

Approval of Agenda

Alderman Shepherd, seconded by Alderman Owen, made a motion to approve the agenda. The motion passed unanimously.

Resolution Exempting Downtown Revitalization Projects

Ben Baxley, Town Manager, stated the Town proposes to enter into one or more contracts for design services to work on the downtown revitalization project (construct public bathrooms, library improvements, Main Street sidewalk improvements, Burke St. parking improvements, and Main Street crosswalk improvements). Per G.S. 143-64.32 units of local governments are exempt on contracts for design services if the estimated fee is less than \$50,000. He recommended approval of the Resolution Exempting Downtown Revitalization Projects.

Mayor Williams stated the Town had received the money and had one year to complete the projects.

Alderman Owen, seconded by Alderman Pleasants, made a motion to approve the Resolution Exempting Downtown Revitalization Projects. The motion passed unanimously.

RESOLUTION EXEMPTING DOWNTOWN REVITALIZATION PROJECT (CONSTRUCT PUBLIC RESTROOMS, LIBRARY BUILDING IMPROVEMENTS, MAIN STREET SIDEWALK IMPROVEMENTS, BURKE STREET PARKING IMPROVMENTS, AND MAIN STREET CROSSWALK IMPROVMENTS)

WHEREAS, G.S. 143-64.31 requires the initial solicitation and evaluation of firms to perform architectural, engineering, surveying, construction management-at-risk services, and design-build services (collectively “design services”) to be based on qualifications and without regard to fee; and

WHEREAS, the Town proposes to enter into one or more contracts for design services for work on Downtown Revitalization Project (construct public restrooms, library building improvements, Main Street sidewalk improvements, Burke Street parking improvements, and Main Street crosswalk improvements); and

WHEREAS, G.S. 143-64.32 authorizes units of local governments to exempt contracts for design services from the qualifications-based selection requirements of 143-64.31 if the estimated fee is less than \$50,000; and

WHEREAS, the estimated fee for design services for the above-described project is less than \$50,000.

NOW, THEREFORE, THE BOARD OF ALDERMEN OF THE TOWN OF GIBSONVILLE RESOLVES:

Section 1. The above-described project is hereby made exempt from the provisions of G.S. 143-64.31.

Section 2. This resolution shall be effective upon adoption. Adopted this 20th day November, 2017.

Mayor

Attest:

Town Clerk

Set Public Hearing to Amend Chapter 50. Garbage

Ben Baxley, Town Manager, stated this was an Ordinance Amendment revising the current ordinance to reflect the town’s current garbage collection practices; recommended changes are in red. He stated the town no longer picked up commercial garbage and the amendment eliminated this language. He stated they had also revised yard waste pickup that reflected changes already in place. Staff was requesting the board set a public hearing for the December 4, 2017 meeting to consider approval of an amendment to Ordinance Chapter 50 Garbage. He stated he would have the Town Attorney review the amendment to the garbage ordinance.

Mayor Williams asked did the town pickup at group homes.

Rob Elliott, Public Works Director, stated he was only aware of two group homes in town; they are allowed no more than two garbage carts; if they need more they would have to contract their garbage pickup out. He stated they were treated just like the churches.

Alderman Shepherd, seconded by Alderman Owen, made a motion to set a public hearing to consider the Ordinance Amendment to Chapter 50: Garbage. The motion passed unanimously.

Set Public Hearing to Amend Chapter 91. Animals

Ben Baxley, Town Manager, stated earlier this year the board had looked at updating Chapter 91. Animals. He stated the town was getting complaints about tethering of animals. He stated Guilford County provided the town’s animal pickup, so the town had looked at revising our Ordinance to reflect Guilford County’s Animal Ordinance. He stated this Ordinance Amendment included the addition of a section on tethering and definitions; section 91.04 Cruelty to Animals (D) Tethering. Staff recommended the board set a public hearing for the December 4, 2017 meeting to consider this amendment.

Becky Dixon, Police Captain, stated the police department got 25 to 30 animal calls a month. She stated she agreed with looking at Guilford County’s Animal Ordinance because they did pickup the town’s animals. She recommended educating the public about the changes; tethering.

Mr. Baxley stated he would have the Town Attorney review the Ordinance Amendment.

Alderman Shepherd, seconded by Alderman Owen, made a motion to set a public hearing to consider the Ordinance Amendment to Chapter 91. Animals. The motion passed unanimously.

2017-2018 Budget Ordinance Amendment #4

Ben Baxley, Town Manager, stated the 2017-2018 Budget Ordinance Amendment #4 would account for the downtown revitalization grant of \$160,000, a \$650 donation to the Police Department, and amendment to fee schedule to add fee for open use of the gym (ages 0 to 17 no charge and 18 and above resident \$1.00 and \$3.00 for nonresident). He stated this fee would help with staffing and utilities; open use would be scheduled around recreation activities.

Alderman Shepherd, seconded by Alderman Pleasants, made a motion to approve 2017-2018 Budget Ordinance Amendment #4. The motion passed unanimously.

**TOWN OF GIBSONVILLE, NORTH CAROLINA
2017-2018 BUDGET ORDINANCE AMENDMENT #4**

BE IT ORDAINED by the Board of Aldermen of the Town of Gibsonville, North Carolina, a meeting was held this the 20th day of November, 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</u> <u>Budget</u>	Amendment	<u>Revised</u> <u>Budget</u>
		<u>Increase/Decrease</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>32,958</i>	<i>650</i>	<i>33,608</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
Federal Drug Funds	4,323	-	4,323
Insurance Proceeds	670	-	670
<i>Downtown Revitalization Grant</i>	-	<i>160,000</i>	<i>160,000</i>
Appropriated Recreational Cap. Reserve	34,000	-	34,000
Powell Bill Funds	189,000	-	189,000
Appropriated General Fund Balance	<u>353,112</u>	<u>-</u>	<u>353,112</u>
<i>Total Anticipated Revenues</i>	<u>5,790,425</u>	<u>160,650</u>	<u>5,951,075</u>

Authorized Expenditures

	<u>Current Budget</u>	<u>Increase/Decrease</u>	<u>Revised Budget</u>
Governing Board	73,116	-	73,116
<i>Administration</i>	<i>1,064,693</i>	<i>160,000</i>	<i>1,224,693</i>
<i>Police</i>	<i>1,730,410</i>	<i>650</i>	<i>1,731,060</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
Recreation	723,967	-	723,967
Library	133,021	-	133,021
Cemetery	18,170	-	18,170
Contingency	41,000	-	41,000
<i>Total Authorized Expenditures</i>	<u>5,790,425</u>	<u>160,650</u>	<u>5,951,075</u>
	-		-

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	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>	<u>1,078,913</u>	<u>-</u>	<u>1,078,913</u>
<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
Total Anticipated Sewer Revenues	2,176,147	-	2,176,147
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 20th day of November, 2017.

Attest:

Mayor of Gibsonville, NC

Town Clerk of Gibsonville, NC

Commemorating the Town of Gibsonville School Choice Week – Proclamation

Mayor Williams stated National School Choice Week was requesting that the board consider joining city and county leaders across the country in officially recognizing January 21-27, 2018 as School Choice Week in Town of Gibsonville. He asked that this be continued until the December meeting.

Alderman Shepherd, seconded by Alderman Pleasants, made a motion that the National School Choice Week be continued until the December 4, 2017 meeting. The motion passed unanimously.

Mayor Williams stated the following would be on the December 4, 2017 agenda:

Organizational Meeting

Presentation to Past Board Member

Appointment to the ABC Board

Appoint Board Member to Elon/Gibsonville Annexation Line Committee

Reports

a. Town Manager

Ben Baxley, Town Manager, stated the Lighting of the Green was well attended. He stated Town offices would be closed November 23 & 24, 2017 for the Thanksgiving holiday.

b. Mayor

Mayor Williams stated he would get with the Town Attorney before the December 4, 2017 meeting and report back to the board.

Yvonne Maizeland asked the board to look at their Code of Ethics very carefully and consider asking for a censor for Alderman Dean.

Mayor Williams stated he would put Ms. Maizeland on the December agenda. He stated the board would be going into executive session to discuss the Town Manager’s evaluation.

Closed Session

Alderman Shepherd, seconded by Alderman Owen, made a motion that the board go out of regular session and into closed session to discuss the competence, performance, and character of an employee pursuant to 143.318.11; this is privileged and confidential information to prevent disclosure thereof. The motion passed unanimously.

Alderman Shepherd, seconded by Alderman Owen, made a motion to go out of closed session and into regular session. The motion passed unanimously.

Alderman Shepherd, seconded by Alderwoman Revels, made a motion to give the Town Manager a one time bonus of \$1,500.00. The motion passed unanimously.

Alderman Shepherd, seconded by Alderman Pleasants, made a motion to adjourn. The motion passed unanimously. The meeting adjourned at 8:05 pm

Mayor

Attest:

Town Clerk