

MINUTES – February 20, 2023

The Board of Aldermen of the Town of Gibsonville met at 7:00pm for a regular meeting in the Gibsonville Town Hall. The meeting was called to order by Mayor Williams. Alderpersons Shepherd, Owen, Maizland, Crisp, and Dean were present. Ben Baxley, Town Manager, Gina Griffeth, Town Clerk, Bob Giles, Town Attorney, Lt. BJ Korn, Ron Parrish, Police Chief, Chad Coble, Finance Officer, and James Todd, Fire Chief, were present. There were several members of the public present. The board meeting was live streamed on Facebook for those unable to attend.

Mayor Williams gave the invocation and lead the pledge of allegiance.

Public Comments

There were no public comments.

Approval of Agenda

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

Approval of Minutes

Alderman Owen, seconded by Alderwoman Maizland, made a motion to approve the February 6, 2023 minutes. The motion passed unanimously.

Black History Month Presentation – Alderman Crisp

Alderman Crisp focused on local individuals for Black History Month. He recalled February 1960 when four A&T University freshman sat at the then segregated Woolworth lunch counter. The sit-in sparked statewide protests and lead to the desegregation of the counter. It is now an exhibit at the National Museum of American History in Washington D.C.

Alderman Crisp also remembered Dr. Dorothy Yarborough who passed away a day earlier on February 19th. She was involved in numerous organizations throughout Alamance County and encouraged Crisp to run for Aldermen when others weren't supportive.

Presentation of FY 2022 Town Audit & FY 2022 Housing Authority Audit

Craig Hopkins of Gibson & Company presented the FY 2022 audits. He stated that it was a very strong year for both the Town and Housing Authority. He thanked Ben Baxley and Chad Coble for their assistance and stated that they delay in getting the audit to the state fell solely on Gibson & Company.

Mayor Williams asked about the shortage of \$91,000 from the ad valorem tax projection. He's concerned about citizens not paying their taxes.

Craig Hopkins stated that ad valorem taxes are incredibly difficult to predict and the town did quite well with a 99.19% collection ratio.

Sealed bid resolution – 532 564 Minneola Street property

Cappadocia Holiness Church, located at 600 W Minneola Street, has requested to buy a portion of 532 564 Minneola Street in order to preserve and retain access to graves located on the property. The board discussed this item at the January 9th meeting and requested that a minimum bid be set to cover the price paid by the town. This amount (approximately \$12,000) was conveyed to the church. The church was unable to meet the minimum bid. At the February 6th meeting, the board decided to initiate the sealed bid process without setting a minimum. This resolution will be the first step in the sealed bid process.

Alderman Shepherd, seconded by Alderwoman Maizland, made a motion to approve the sealed bid resolution. The motion passed unanimously.

Resolution Authorizing Sealed Bid Sale

WHEREAS, the Town of Gibsonville owns property at 534 564 Minneola Street, Gibsonville NC, known as Guilford County Parcel ID 102847; and

WHEREAS, North Carolina General Statute §160A-268 permits the town to sell real property by advertisement and sealed bid;

NOW, THEREFORE, the Board of Aldermen of the Town of Gibsonville resolves that:

1. The Board of Aldermen hereby authorizes the sale of the following described tract of land by sealed bid:

One 0.268-acre tract consisting of the far west portion of Guilford County Parcel ID 102847, Deed Book 8580, Page 1347, addressed 534 564 Minneola Street, Gibsonville NC 27249, belonging to the Town of Gibsonville. The parcel is approximately 36' x 272' and abuts Guilford County Parcel ID 102848 belonging to Cappadocia Holiness Church.

2. The town will accept sealed bids for the property until 2:00pm, Monday, March 27th, 2023. Bids shall be delivered to the office of the Town Manager, 129 W Main Street, Gibsonville, NC 27249.
3. At 2:00pm, Monday, March 27th, 2023, all bids received shall be opened in public and the amount of each bid recorded. The record of bids shall be reported to the Gibsonville Board of Aldermen for consideration at their regular meeting on Monday, April 3rd, 2023.
4. The Board of Aldermen will determine the highest responsible bidder for the property and will award the bid by its regular meeting on April 3rd, 2023. Bids will remain open and subject to acceptance until the Board of Aldermen awards the bid.
5. To be responsible, a bid must be accompanied by a bid deposit of five percent (5%) of the amount of the bid. A bid deposit may take the form of cash, a cashier's check, a certified check, or a surety bond. The deposit of the bidder to whom the award is made will be held until sale of the property is closed; if that bidder refuses at any time to close the sale, the deposit will be forfeited to the town. The deposits of other bidders will be returned at the time the Board of Aldermen awards the property to the highest responsible bidder.
6. In addition, to be responsible, a bidder must be current on payment of all property taxes owed to the county.
7. The town reserves the right to withdraw the property from sale at any time and the right to reject all bids.

Adopted this, the 20th day of February, 2023.

Mayor

Attest: Town Clerk

Setting of Public Hearing – Land Development Ordinance Amendment

The Gibsonville Planning Board voted 6-0 at their February 16th meeting to amend the Gibsonville Land Development Ordinance. The amendment is to Section 4-2.1 (RS-9 Residential Single-Family District) and would remove the verbiage “Additional standards include sidewalks required on one side of the street, street pavement width reduced to 26 feet, back-of-curb, on a 50-foot right-of-way, sufficient driveways to accommodate two cars side-by-side, and covered entry ways for all residential construction”. The requirement of sidewalks and parking are already covered in the general portion of the ordinance. The goal of this amendment is to remove the allowance of narrower streets. The board will need to set a public hearing for the March 6th meeting.

Alderman Owen, seconded by Alderman Crisp, made a motion to set the public hearing for March 6th. The motion passed unanimously.

Budget Ordinance Amendment #9

Ben Baxley stated that the budget ordinance amendment is needed to account for a donation to the Police Department and account for one month distribution of Library State Aid grant to the Gibsonville Public Library.

Alderman Shepherd, seconded by Alderwoman Maizland, made a motion to approve budget ordinance amendment #9. The motion passed unanimously.

FY 2023 BUDGET ORDINANCE AMENDMENT #9				
BE IT ORDAINED by the Board of Aldermen of the Town of Gibsonville, North Carolina, a meeting was held this the 20th day of February, 2023 that the following fund revenues and departmental expenditures together with certain restrictions and authorizations be amended.				
SECTION I. GENERAL FUND				
	FY 2023			FY 2023
Anticipated Revenues		Amendment		
	<u>Current Budget</u>	<u>Increase/Decrease</u>		<u>Revised Budget</u>
Taxes, Current Year	3,961,279	-		3,961,279
Taxes, Prior Years	31,150	-		31,150
Motor Vehicle Tax	440,000	-		440,000
Cemetery	16,000	-		16,000
Recreation	80,000	-		80,000
Sanitation Service Charge	474,222	-		474,222
Interest on Investments	23,000	-		23,000
Fire District Tax (Guilford)	15,716	-		15,716
Library	4,000	-		4,000
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	18,000	-		18,000
Brush/White Goods Pickup Fees	4,000	-		4,000
<i>Miscellaneous</i>	<i>122,537</i>	1,000		<i>123,537</i>
GHA	2,340	-		2,340
Stormwater Fee	66,000	-		66,000
Solid Waste Disposal Tax	5,500	-		5,500
Intangible: Sales Tax (Alamance Co.)	1,351,360	-		1,351,360
Intangible: Sales Tax (Guilford Co.)	713,028	-		713,028
Utility Franchise	420,000	-		420,000
Beer & Wine	29,421	-		29,421
<i>Library State Aid Grant</i>	<i>3,942</i>	611		<i>4,553</i>
Powell Bill Funds	255,823	-		255,823
Insurance Proceeds	49,556	-		49,556
Loan Proceeds	1,110,000	-		1,110,000

Fund Balance (General Fund) Appropriation	2,139,750		-	2,139,750
Total Anticipated Revenues	11,399,824		1,611	11,401,435
Authorized Expenditures				
	<u>Current Budget</u>		<u>Increase/Decrease</u>	<u>Revised Budget</u>
Governing Board	88,337		-	88,337
Administration	1,689,717		-	1,689,717
<i>Police</i>	<i>3,012,530</i>		<i>1,000</i>	<i>3,013,530</i>
Fire	2,288,899		-	2,288,899
Public Works	2,361,938		-	2,361,938
Powell Bill	112,500		-	112,500
Recreation	944,544		-	944,544
<i>Library</i>	<i>387,859</i>		<i>611</i>	<i>388,470</i>
Cemetery	23,500		-	23,500
Contingency	40,000		-	40,000
Transfer to Public Library CPF	450,000		-	450,000
Total Authorized Expenditures	11,399,824		1,611	11,401,435
	0		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	1,001,400		-	1,001,400
Tapping Fees	10,000		-	10,000
Meter Setting	20,000		-	20,000
Reconnection Fees	42,000		-	42,000
Miscellaneous Revenues	12,000		-	12,000
Retained Earnings Appropriation	2,993,623		-	2,993,623
Total Anticipated Water Revenues	4,079,023		-	4,079,023
<u>Sewer Revenues</u>				
Sewer Service Fees	2,172,000		-	2,172,000
Tapping Fees	10,000		-	10,000
Meter Setting	20,000		-	20,000

Reconnection Fees	42,000		-	42,000
Miscellaneous Revenues	12,000		-	12,000
Retained Earnings Appropriation	256,753		-	256,753
Total Anticipated Sewer Revenues	2,512,753		-	2,512,753
Total Anticipated W&S Revenues	6,591,776		-	6,591,776
Authorized W&S Expenditures				
Water Expenditures	1,146,560		-	1,146,560
Sewer Expenditures	2,512,753		-	2,512,753
Transfer To Hwy 61 N. Waterline CPF	2,932,463		-	2,932,463
Total Authorized Expenditures	6,591,776		-	6,591,776
	-		-	-
SECTION III. PERPETUAL CARE FUND				
Anticipated Revenues	2,700		-	2,700
Authorized Expenditures	2,700		-	2,700
	-		-	-
SECTION IV. PUBLIC LIBRARY CAPITAL PROJECT FUND				
Anticipated Revenues	450,000		-	450,000
Authorized Expenditures	450,000		-	450,000
	-		-	-
SECTION V. POLICE HEADQUARTERS CAPITAL PROJECT FUND				
Anticipated Revenues	1,000,000		-	1,000,000
Authorized Expenditures	1,000,000		-	1,000,000
	-		-	-
SECTION VI. 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 2023. This rate is based on a total valuation of property of \$838,817,281 and an estimated collection rate of 99.00%.				
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 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 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 2023 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 February, 2023.

Attest:	Mayor of Gibsonville, NC			
Town Clerk of Gibsonville, NC				

Reports

Town Manager – Ben Baxley stated that work is continuing with both architects regarding the Police Headquarters and Public Library projects. The next Library architect meeting will be March 8th and the police department is in the process of providing input on their architectural drawings.

Mayor – Mayor Williams stated that Link Transit is no longer being allowed to stop in the Food Lion plaza parking lot. The new stop is on Westbrook and people are having to cross Westbrook to access the grocery store. He has asked the Mayor of Burlington to speak to the property owner and has also asked the Town Manager to prepare a letter on behalf of the board.

Board Members – Alderwoman Maizland encouraged everyone to check the GoFundMe page for senior/veteran residents Ron and Linda Hopkins. They have several issues with their house to include a leaking/falling apart roof and both front and back porches. The local VFW has agreed to provide labor for the porches but are unable to tackle the roof. Alderwoman Maizland has contacted the Piedmont Triad Regional Council regarding assistance programs but has not heard back.

Alderman Shepherd, seconded by Alderman Owen, made a motion to adjourn. The motion passed unanimously. The meeting adjourned at 7:40pm.

Mayor

Attest: Town Clerk