

MINUTES – February 6, 2023

The Board of Aldermen of the Town of Gibsonville met at 7:00pm for a regular meeting in the 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, Ron Parrish, Police Chief, Lt. BJ Korn, James Todd, Fire Chief, Rob Elliott, Public Works, and Brandon Parker, Town Planner, were present. Several members of the public were present. The board meeting could be listened to by telephone and 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 Alderwoman Maizland, made a motion to approve the agenda. The motion passed unanimously.

Approval of the Minutes

Ben Baxley stated that one change was made to the minutes to reflect January 9th as a special meeting rather than a regular meeting.

Alderman Shepherd, seconded by Alderman Owen, made a motion to approve the minutes of January 9, 2023. The motion passed unanimously.

Chelsea Dickey – Motley Local Economic Development update

Chelsea stated that a new business, Therapy Boutique Off Main, opened December 22nd. At this time, there isn't enough available space for all the businesses showing interest in Gibsonville. There will be a second set of billboards promoting Gibsonville run this spring along I-40. She will also be submitting a grant application for sponsored content in Our State Magazine this spring. The next mixer is Wednesday, February 22nd from 5:30-7pm at All She Wrote Notes.

Discussion continuation – selling portion of 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 is unable to meet the minimum bid. The board may decide to initiate the sealed bid process without setting a minimum.

Alderman Owen asked if the church could finance it for 3 years without interest.

Ben Baxley replied that the process requires them to submit a bid.

The board agreed on moving forward with the sealed bid process.

Alderman Crisp asked how long it would need to be advertised for.

Ben Baxley replied that it must be published at least 30 days before bid opening for real property.

Committee Appointments – Gibsonville Development Advisory Committee & Gibsonville Downtown Design Committee

The town advertised for multiple committee vacancies. Applications were accepted from December 6, 2022 through January 17, 2023. The town received one Development Advisory Committee application and one Downtown Design Committee application. Ben Baxley stated that the town will need to fill 2 additional seats on the Development Advisory Committee and 1 additional seat on the Downtown Design Committee.

Alderwoman Maizland, seconded by Alderman Crisp, made a motion to appoint Tangela Mitchell for the Development Advisory Committee. The motion passed unanimously.

Alderman Crisp, seconded by Alderman Shepherd, made a motion to appoint Cassie Grubbs to the Downtown Design Committee. The motion passed unanimously.

Alderman Maizland asked about Cassie Grubbs not being a resident of Gibsonville.

Ben Baxley replied that there are no bylaws for the committees.

Mayor Williams suggested that they move forward with appointments but come up with rules for future committee openings.

Planning Board Appointment

The Gibsonville Planning Board has one opening for an alternate member to fill the seat of Stephen Ellis.

Alderman Maizland recommended Prav Karandikar. She worked with him on the Land Development Update. He is quite active in the community and owns and operate the Toasty Kettlyst.

Alderman Crisp stated that he spoke to the candidates and there are four that would be excellent. He has no problem with Prav being appointment.

Alderman Maizland, seconded by Alderman Dean, made a motion to appoint Prav Karandikar as an alternate on the planning board. The motion passed unanimously.

Resolution in Support of Alamance Community College Indoor Firing Range

The Alamance Community College Board of Trustees is requesting a resolution supporting a regional indoor firing range. The firing range was to be funded through a November 2018 school bond package. However, due to Covid and associated inflation, ACC must procure other funding for the range. This resolution will strengthen their request in securing donors.

Alderman Shepherd, seconded by Alderman Maizland, made a motion that the board support the resolution. The motion passed unanimously.

Guilford County ARPA Contracts

During a special work session on August 9, 2022, the Guilford County Board of Commissioners approved the allocation of American Rescue Plan Act funds to the Town of Gibsonville to construct a 500,000-gallon water tank (\$2,800,000 allocated) and install a new water line along NC 61 (\$3,140,000 allocated). The contracts for these projects were approved by the Guilford County Board of Commissioners on January 19, 2023. The next step is for the Gibsonville Board of Aldermen to approve the contracts.

Ben Baxley stated that the Town Attorney has looked at both contracts and found no issues.

Alderman Owen, seconded by Alderman Crisp, made a motion that both contracts be approved. The motion passed unanimously.

Budget Ordinance Amendment #8

Ben Baxley stated that this budget ordinance amendment is needed to allocate funding for Town Hall Security improvements, account for a quarterly contribution from Gibsonville ABC to the police department, and account for a donation to the Gibsonville Public Library.

Alderman Shepherd, seconded by Alderman Maizland, made a motion to approve Budget Ordinance Amendment #8. The motion passed unanimously.

TOWN OF GIBSONVILLE, NORTH CAROLINA				
FY 2023 BUDGET ORDINANCE AMENDMENT #8				
BE IT ORDAINED by the Board of Aldermen of the Town of Gibsonville, North Carolina, a meeting was held this the 6th 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>121,377</i>		1,160	<i>122,537</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
Library State Aid Grant	3,942		-	3,942
Powell Bill Funds	255,823		-	255,823
Insurance Proceeds	49,556		-	49,556
Loan Proceeds	1,110,000		-	1,110,000
<i>Fund Balance (General Fund) Appropriation</i>	<i>2,094,750</i>		45,000	<i>2,139,750</i>
Total Anticipated Revenues	11,353,664		46,160	11,399,824
Authorized Expenditures				

	<u>Current Budget</u>		<u>Increase/Decrease</u>	<u>Revised Budget</u>
Governing Board	88,337		-	88,337
<i>Administration</i>	<i>1,644,717</i>		<i>45,000</i>	<i>1,689,717</i>
<i>Police</i>	<i>3,011,470</i>		<i>1,060</i>	<i>3,012,530</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>387,759</i>		<i>100</i>	<i>387,859</i>
Cemetery	23,500		-	23,500
Contingency	40,000		-	40,000
Transfer to Public Library CPF	450,000		-	450,000
Total Authorized Expenditures	11,353,664		46,160	11,399,824
	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 6th day of February, 2023.

--	--	--	--	--

--	--	--	--	--

Attest:	Mayor of Gibsonville, NC			
----------------	---------------------------------	--	--	--

Town Clerk of Gibsonville, NC				
--------------------------------------	--	--	--	--

Reports

Town Manager – Ben Baxley reminded the board that Saturday, February 18th from 8-11:30 is the annual budget retreat. He stated that the town can advertise again for committees and can come back with guidelines such as term limits or residency requirements. The town had a good kick-off meeting today with Mosely Architects for the police headquarters. There will be a similar kickoff meeting on Wednesday for the public library.

Mayor – Mayor Williams stated that February is black history month. He will have someone give a presentation at the February 20th and March 6th meetings. He had received a couple of complaints about holes in the streets but turned those over to Rob. He has also gotten complaints from the seniors that they do not see the police anymore.

Board Members – Alderwoman Maizland stated that she was impressed with today’s meeting with Mosely Architects. She provided the agenda for the Mayor to look at. The project should take just under two years from start to finish. She asked if there would be a meeting on February 20th due to President’s Day.

Ben Baxley replied that there would still be a meeting.

Alderman Shepherd, seconded by Alderman Crisp, made a motion to adjourn. The motion passed unanimously. The meeting adjourned at 7:33pm.

Mayor

Attest: Town Clerk