

MINUTES – April 17, 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 Owen, Maizland, Crisp, and Dean were present. Alderman Shepherd was absent. Ben Baxley, Town Manager, Gina Griffeth, Town Clerk, Bob Giles, Town Attorney, Ron Parrish, Police Chief, and James Todd, Fire Chief, were present. There were several members of the public present. The board meeting was live streamed on Facebook and available via landline for those unable to attend.

Mayor Williams called the meeting to order.

Invocation

Mayor Williams led the invocation and pledge of allegiance.

Public Comments

Sandra Payne of 409 Smith Street requested supplies and/or funds for the Snow Camp Outdoor Theater. She specifically asked the Town of Gibsonville to assist in gravel for a 220ft x 150ft parking lot.

Stephen Codner of 30 Driftwood Court asked about Gibsonville's tax rate after the Alamance County re-evaluation. He asked when a new rate would kick in and if a separate rate can be set for the two counties.

Ben Baxley stated that the board will adopt the budget in June and set the tax rate. There does have to be one consistent tax rate for the town. The recommended budget will be posted online at almost the same time that the board gets it so that the public can review it.

Approval of Agenda

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

Approval of Minutes

Alderwoman Maizland, seconded by Alderman Crisp, made a motion to approve the March 20, 2023 minutes. The motion passed unanimously.

Set public hearing – rezoning request 629 Gibsonville Ossipee Road

Property owner Stephanie Lowe is requesting to rezone Alamance Parcel #107942 from RS-20 to RS-12 for the purpose of subdividing and building a single-family home. The Planning Board will consider this item at their April 20th meeting. The board will need to set a public hearing for Monday, May 1st.

Alderman Owen, seconded by Alderwoman Maizland, made a motion to set the public hearing for the next board meeting. The motion passed unanimously.

Sealed bid – 532 564 Minneola Street Property

Cappadocia Holiness Church, located at 600 W Minneola Street, has submitted a sealed bid to purchase a 0.268-acre portion of 532 564 Minneola Street for the purpose of retaining graves. Theirs was the sole bid received. The board will need to decide whether to accept or reject the bid.

Alderman Owen, seconded by Alderwoman Maizland, made a motion to accept the bid from the church for \$200. The motion passed unanimously.

Contract approval – NC HWY 61 Waterline Connector Engineering Services

This contract is between the Town of Gibsonville and Alley, Williams, Carmen and King for the NC HWY 61 Waterline Connector Engineering Services. The project includes design of approximately 10,000 linear feet of new waterline beginning at the intersection of Cone Club Road and NC 61 and connecting back to the Town's system north of the NCCR right of way. Staff recommends approval of the contract.

Alderman Owen, seconded by Alderwoman Maizland, made a motion to approve the contract. The motion passed unanimously.

Capital Project Ordinance for NC HWY 61 Waterline Connector Project

This Capital Project Ordinance is needed to identify and authorize the project, identify the revenue sources for financing it, and make all appropriations necessary to complete the project. An allocation of \$3,140,000 from Guilford County's American Rescue Plan Act of 2021 Coronavirus State and Local Fiscal Recovery Funds will provide funding for construction, consultant, and easement and legal expenditures for the Project.

Alderman Owen, seconded by Alderwoman Maizland, made a motion. The motion passed unanimously.

**CAPITAL PROJECT ORDINANCE
NC HIGHWAY 61 WATERLINE CONNECTOR PROJECT**

BE IT ORDAINED BY THE BOARD OF ALDERMEN OF THE TOWN OF GIBSONVILLE, NORTH CAROLINA, that pursuant to Section 13.2, Chapter 159 of the General Statutes of North Carolina, the following Capital Project Ordinance is hereby adopted:

Section 1. The Project authorized is NC Highway 61 Waterline Connector Project.

Section 2. The officials of the Town of Gibsonville are hereby directed to proceed with this program within the terms of the project.

Section 3. The following revenues are anticipated to be available to the Town to complete the project:

<u>Guilford County ARPA/CSLFRF Awarded</u>	\$3,140,000
Total Revenues	\$3,140,000

Section 4. The following amounts are appropriated for this project:

Construction	\$2,640,000
Consultant (Professional Service)	\$400,000
<u>Easement and Legal</u>	<u>\$100,000</u>
Total Expenditures	\$3,140,000

Section 5. The Town Manager shall report on the financial status of this project as directed by the Board of Aldermen and will inform the Board of any unusual occurrences.

Section 6. Copies of this project ordinance shall be made available to the Town Manager and the Finance Officer for direction in carrying out this project.

Section 7. That this ordinance shall take effect upon passage.

This the 17th day of April, 2023.

Leonard Williams, Mayor

ATTEST:

Gina Griffeth, Town Clerk

Budget Ordinance Amendment #11

Ben Baxley stated that this budget ordinance amendment is needed to create the NC HWY 61 Waterline Connector Capital Project Fund and account for one month distribution of Library State Aid grant to the Gibsonville Public Library.

Alderwoman Maizland, seconded by Alderman Crisp, made a motion to approve budget ordinance amendment #11. The motion passed unanimously.

**TOWN OF GIBSONVILLE, NORTH CAROLINA
FY 2023 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 17th day of April, 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		Amendmen t	
	<u>Current Budget</u>	<u>Increase/D ecrease</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
Miscellaneous	123,537	-	123,537
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>5,164</i>	<i>611</i>	<i>5,775</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
<i>Total Anticipated Revenues</i>	<i>11,402,046</i>	<i>611</i>	<i>11,402,657</i>

Authorized Expenditures

	<u>Current Budget</u>	<u>Increase/D ecrease</u>	<u>Revised Budget</u>
Governing Board	88,337	-	88,337
Administration	1,689,717	-	1,689,717
Police	3,013,530	-	3,013,530
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>389,081</i>	<i>611</i>	<i>389,692</i>
Cemetery	23,500	-	23,500
Contingency	40,000	-	40,000
Transfer to Public Library CPF	450,000	-	450,000
Total Authorized Expenditures	11,402,046	611	11,402,657
	0	0	0

SECTION II. WATER & SEWER

	<u>Current Budget</u>	<u>Increase/D ecrease</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
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<i>Total Anticipated Water Revenues</i>	<i>4,079,023</i>	<i>-</i>	<i>4,079,023</i>
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<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
<i>Transfer from Sewer Rehab CPF</i>	<i>370,056</i>	<i>-</i>	<i>370,056</i>
	<hr/>	<hr/>	<hr/>
<i>Total Anticipated Sewer Revenues</i>	<i>2,882,809</i>	<i>-</i>	<i>2,882,809</i>
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<i>Total Anticipated W&S Revenues</i>	<i>6,961,832</i>	<i>-</i>	<i>6,961,832</i>
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Authorized W&S Expenditures			
<i>Water Expenditures</i>	<i>1,146,560</i>	<i>-</i>	<i>1,146,560</i>
<i>Transfer To Hwy 61 N. Waterline CPF</i>	<i>2,932,463</i>	<i>-</i>	<i>2,932,463</i>
<i>Sewer Expenditures</i>	<i>2,882,809</i>	<i>-</i>	<i>2,882,809</i>

<i>Total Authorized Expenditures</i>	6,961,832	-	6,961,832
	-	-	-

SECTION III. PERPETUAL CARE FUND

<i>Anticipated Revenues</i>	2,700	-	2,700
<i>Authorized Expenditures</i>	2,700	-	2,700
	-	-	-

SECTION IV. PUBLIC LIBRARY CAPITAL PROJECT FUND

<i>Anticipated Revenues</i>	450,000	-	450,000
<i>Authorized Expenditures</i>	450,000	-	450,000
	-	-	-

SECTION V. POLICE HEADQUARTERS CAPITAL PROJECT FUND

<i>Anticipated Revenues</i>	1,000,000	-	1,000,000
<i>Authorized Expenditures</i>	1,000,000	-	1,000,000
	-	-	-

SECTION VI. NC HIGHWAY 61 WATERLINE CONNECTOR CAPITAL PROJECT FUND

<i>Anticipated Revenues</i>	-	3,140,000	3,140,000
<i>Authorized Expenditures</i>	-	3,140,000	3,140,000
	-	-	-

SECTION VII. 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 VIII.

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

SECTION IX. 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 X. 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 XI. 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 17th day of April, 2023.

Attest:

Mayor of Gibsonville, NC

Town Clerk of Gibsonville, NC

Reports

Town Manager – Ben Baxley stated that the town is accepting request for qualifications for an elevated water tank until May 4th at 4pm. He received an email from Guilford County today which let towns know that the county is changing their early payment incentive for property taxes from 0.5% to 1%. The Town of Gibsonville currently has an early payment incentive of 0.5% and it is up to the board if they would like to change it.

Mayor Williams recommended leaving it where it is at 0.5%.

Mayor – Mayor Williams stated that Aldermen Shepherd is out due to having hip surgery. He will be having a knee replacement on June 5th.

Board Members – Alderwoman Maizland stated that she was happy to see that the annual police report was in honor of Paul Thompson.

Closed Session

Alderman Crisp, seconded by Alderwoman Maizland, made a motion to go into closed session as allowed by NCGS 143-318.11(a)(3) to consult with an attorney employed or retained by the public body in order to preserve the attorney-client privilege between the attorney and the public body, which privilege is hereby acknowledged. The public body may consider and give instructions to an attorney concerning the handling or settlement of a claim, judicial action, mediation, arbitration, or administrative procedure. The motion passed unanimously.

Alderwoman Maizland, seconded by Alderman Crisp, made a motion to go out of closed session and back into open session. The motion passed unanimously.

Alderwoman Maizland, seconded by Alderman Owen, made a motion to adjourn. The motion passed unanimously. The meeting adjourned at 8:17pm.

Mayor

Attest: Town Clerk