

MINUTES – August 21, 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, Crisp, Dean, and Fanelli were present. Ben Baxley, Town Manager, Gina Griffeth, Town Clerk, Bob Giles, Town Attorney, James Todd, Fire Chief, Ron Parrish, Police Chief, Lt. BJ Korn, Ricky Wade, Assistant Public Works Director, Troy King, Utility Superintendent, and Josh Johnson of AWCK 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 and lead the invocation and pledge of allegiance.

Public Comments

Sharrie McCain of 329 Henry Steele Drive spoke as the HOA Vice President of Joseph's Claim. She stated that Joseph's Claim is split between those in the HOA and those not. There is an issue with some homeowners and their visitors littering and having loud parties. She is aware that Senate Bill 300 changed many of the town's ordinance violation penalties and is asking the board to look at making some violations misdemeanors.

Chief Parrish stated that town staff have a meeting Wednesday morning regarding these issues. The police department does not currently have a means to issue civil citations.

Mayor Williams stated that this is a new issue and wanted to create a committee with Alderman Crisp, Alderman Shepherd, and Alderwoman Fanelli.

Ben Baxley stated that having three board members on a committee is an issue.

Mayor Williams stated that he would find someone from outside to serve on the committee.

Carolyn Johnson – Water bill concern

Ms. Johnson was unable to attend and will be put on the next agenda.

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 Crisp, made a motion to approve the minutes of August 7, 2023. The motion passed unanimously.

Prav Karandikar – Toasty Kettlyst

Prav Karandikar, owner of the Toasty Kettlyst Brewery, talked to the board about holding a ToastOberfest downtown on October 7th from 3-7pm. He stated that it will be a partnership between his business and local merchants with a German theme. He is asking the town to assist with police coverage, a porta-potty, sectioning off of the venue, and installing signage.

Alderman Shepherd asked about an admission fee.

Prav replied that there will be a \$10/person admission fee which will go towards the cost of the band, to pay for police coverage, and pay for banners.

Chief Parrish stated that the town cannot provide police resources to a private event but could find officers to work off duty if paid directly by Prav.

Alderman Dean asked about town liability and where the beer will be sold.

Prav replied that the beer will be sold from the Lewis Street side of his business which has a garage door installed. Lewis Street will be blocked off from Main to Eugene and ID checks will be done upon entry. He also has insurance in place which covers him from liability.

Ricky Wade of Public Works stated that it would require 6 dedicated employees to set up the stage and fence off the perimeter. He is unsure if the town has any fencing or would have to buy it.

Mayor Williams stated that he wanted the board to have more time to discuss this.

Prav stated that he would need at least 6 weeks to plan for the event.

Alderman Shepherd, seconded by Alderman Crisp, made a motion to continue this item to the September 5th meeting. The motion passed unanimously.

Public hearing – Code of Ordinances Chapter 25 Amendment

This public hearing is to consider amending the code of ordinances, Chapter 25 Streets and Sidewalks, Article VI. Driveways. This amendment would remove the following language: “When an application is made, the public works director will advise on the size of pipe needed, and, if the property owner provides or causes the required pipe to be furnished at the owner’s expense, the town will install same without charge. No pipe, except corrugated metal pipe or reinforced concrete pipe shall be permitted to be installed.”

Alderman Shepherd, seconded by Alderman Crisp, made a motion to open the public hearing.

Sean Dowell of 223 Burlington Avenue stated that it makes sense to remove free labor from the town. He asked if this pertained to only town roads or also those maintained by NCDOT and if there was a policy in place to cover what owners/builders are supposed to do.

Ben Baxley stated that the language in the ordinance is in opposition with the town’s updated Stormwater Policy.

Josh Johnson of AWCK stated that it would apply to all streets. He also stated that the Stormwater Policy is very clear on what the town is and is not responsible for. It also has specifics in place for what procedure should be followed.

Alderman Shepherd, seconded by Alderman Crisp, made a motion to close the public hearing.

Alderman Shepherd, seconded by Alderman Crisp, made a motion to approve the Code of Ordinances Chapter 25 Amendment. The motion passed unanimously.

AN ORDINANCE TO AMEND CHAPTER 25 OF THE TOWN OF GIBSONVILLE CODE OF ORDINANCES

WHEREAS, in Chapter 25 Street and Sidewalks. Article VI “Driveways” of the Code of Ordinances, the Board of Aldermen desires to specify that the town does not provide installation of driveway pipe.

NOW, THEREFORE, BE IT ORDAINED BY THE BOARD OF ALDERMEN OF THE TOWN OF GIBSONVILLE:

The following amendments to Chapter 25 Article VI Driveways of the Gibsonville Code of Ordinances are hereby adopted:

Section 25-32 – Installation of pipe in driveway. That Section 25-32(b) is hereby amended to read as follows:

“When an application is made, the public works director will advise on the size of pipe needed, and, if the property owner provides or causes the required pipe to be furnished at the owner’s expense, the town will install same without charge. No pipe, except corrugated metal pipe or reinforced concrete pipe shall be permitted to be installed.”

That all ordinances or parts of ordinances inconsistent or in conflict with this ordinance as amended are hereby repealed.

That this ordinance shall take effect upon passage.

This the 21st day of August 2023

ATTEST:

BY:

CLERK

MAYOR

Setting Public Hearing - Annexation petition – Alamance County Parcel 110110

Property owners Charles Neill and Ann Neill Hager have submitted a petition requesting annexation. The property is Alamance County Parcel 110110 consisting of approximately 17.8 acres. The board will need to set a public hearing for Tuesday, September 5th at 7pm.

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

Setting public hearing – Rezoning request – Alamance County Parcel 110110

Property owners Charles Neill and Ann Neill Hager have requested to rezone Alamance County Parcel 110110 consisting of approximately 17.8 acres from PUD to RM-8. The purpose of the rezoning is to allow for construction of townhomes. The Planning Board considered this item at their August 17th meeting and voted 3-1 to approve the rezoning. The board will need to set a public hearing for Tuesday, September 5th at 7pm.

Alderman Shepherd, seconded by Alderman Owen, made a motion to set the public hearing for the rezoning of Alamance Parcel 110110 for September 5th. The motion passed unanimously.

Contracts – Gibsonville Elevated Water Tank

The Gibsonville Elevated Water Tank is a design-bid-build project consisting of design and construction for a new 0.5 million-gallon elevated water storage tank for installation in the Town’s distribution system. Two contracts will need board approval for this project. The first is through Hazen and Sawyer for hydraulic modeling of the water system. The second is the design and build through Black & Veatch International Company. Josh Johnson of AWCK and a representative of Black & Veatch were present to answer any questions.

Alderman Owen asked which contract is recommended.

Josh Johnson replied that the town will actually need to approve both contracts. Hazen will conduct the hydraulic modeling and Black & Veatch will do the actual design and build. The build will begin once the modeling is complete as that will determine the location of the tank. The cost will likely exceed the \$3.3 million provided by Guilford County and the State. He stated that system development fees can be used for this project.

Alderman Shepherd, seconded by Alderman Crisp, made a motion to approve the elevated water tank contracts. The motion passed unanimously.

Water Tank Capital Project Ordinance

This capital project ordinance is needed to identify the revenues and expenditures required to start the Water Tank Project. An allocation of \$2,800,000 from Guilford County’s American Rescue Plan Act of 2021 Coronavirus State and Local Fiscal Recovery Funds and \$500,000 from a State Fiscal Recovery Fund Grant will provide funding for construction, consultant (Professional Service), and easement and legal expenditures for the Project.

Alderman Shepherd, seconded by Alderman Owen, made a motion to approve the Water Tank Capital Project Ordinance. The motion passed unanimously.

CAPITAL PROJECT ORDINANCE WATER TANK 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 Water Tank 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:

Guilford County ARPA/CSLFRF Awarded	\$2,800,000
State Fiscal Recovery Fund Grant	\$500,000
<u>Total Revenues</u>	<u>\$3,300,000</u>

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

Construction	\$2,619,525
Consultant (Professional Service)	\$580,475
<u>Easement and Legal</u>	<u>\$100,000</u>
Total Expenditures	\$3,300,000

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 21st day of August, 2023.

Leonard Williams, Mayor

ATTEST:

Gina Griffeth, Town Clerk

Budget Ordinance Amendment #2

This budget ordinance amendment is needed to account for library grants, additional use fees for a senior trip, a contribution from Gibsonville ABC to the Police Department, and two months distribution of state aid for the library.

Alderman Owen, seconded by Alderman Crisp, made a motion to approve Budget Ordinance Amendment #2. The motion passed unanimously.

TOWN OF GIBSONVILLE, NORTH CAROLINA FY 2024 BUDGET ORDINANCE AMENDMENT #2

BE IT ORDAINED by the Board of Aldermen of the Town of Gibsonville, North Carolina, a meeting was held this the 21st day of August, 2023 that the following fund revenues and departmental expenditures together with certain restrictions and authorizations be amended.

SECTION I. GENERAL FUND

	FY 2024	Amendment	FY 2024
Anticipated Revenues	<u>Current Budget</u>	<u>Increase/Decrease</u>	<u>Revised Budget</u>
Taxes, Current Year	4,807,076	-	4,807,076
Taxes, Prior Years, Interest & Penalties	31,150	-	31,150
Motor Vehicle Tax	467,508	-	467,508
Cemetery	16,000	-	16,000
<i>Recreation</i>	<i>90,000</i>	<i>21,005</i>	<i>111,005</i>
Sanitation Service Charge	475,000	-	475,000
Interest on Investments	23,000	-	23,000
Fire District Tax (Guilford)	19,271	-	19,271
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>	72,559	40,548	113,107
GHA	2,340	-	2,340
Stormwater Fee	70,500	-	70,500
Solid Waste Disposal Tax	7,000	-	7,000
Intangible: Sales Tax (Alamance Co.)	1,500,600	-	1,500,600
Intangible: Sales Tax (Guilford Co.)	788,225	-	788,225
Utility Franchise	422,000	-	422,000
Beer & Wine	35,500	-	35,500
Powell Bill Funds	257,000	-	257,000
Loan Proceeds	1,106,000	-	1,106,000
Fund Balance (General Fund) Appropriation	735,923	-	735,923
Fund Balance (Powell Bill) Appropriation	325,000	-	325,000
Total Anticipated Revenues	11,340,852	61,553	11,402,405

Authorized Expenditures

	<u>Current Budget</u>	<u>Increase/Decrease</u>	<u>Revised Budget</u>
Governing Board	94,337	-	94,337
Administration	1,485,746	-	1,485,746
<i>Police</i>	3,240,857	18,798	3,259,655
Fire	2,513,038	-	2,513,038
Public Works	2,253,804	-	2,253,804
Powell Bill	420,000	-	420,000
<i>Recreation</i>	919,145	21,005	940,150
<i>Library</i>	345,425	21,750	367,175
Cemetery	28,500	-	28,500
Contingency	40,000	-	40,000
Total Authorized Expenditures	11,340,852	61,553	11,402,405
	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	1,007,700	-	1,007,700
Tapping Fees	5,000	-	5,000
Meter Setting	10,000	-	10,000
Reconnection Fees	50,000	-	50,000
Miscellaneous Revenues	12,000	-	12,000
Retained Earnings Appropriation	131,039	-	131,039
Total Anticipated Water Revenues	<u>1,215,739</u>	-	<u>1,215,739</u>
<u>Sewer Revenues</u>			
Sewer Service Fees	2,180,000	-	2,180,000
Tapping Fees	5,000	-	5,000
Meter Setting	10,000	-	10,000
Reconnection Fees	50,000	-	50,000
Miscellaneous Revenues	12,000	-	12,000
Retained Earnings Appropriation	372,375	-	372,375
Total Anticipated Sewer Revenues	<u>2,629,375</u>	-	<u>2,629,375</u>
Total Anticipated W&S Revenues	<u>3,845,114</u>	-	<u>3,845,114</u>
Authorized W&S Expenditures			
Water Expenditures	1,215,739	-	1,215,739
Sewer Expenditures	2,629,375	-	2,629,375
Total Authorized Expenditures	<u>3,845,114</u>	-	<u>3,845,114</u>
	-	-	-
SECTION III. PERPETUAL CARE FUND			
Anticipated Revenues	2,700	-	2,700
Authorized Expenditures	2,700	-	2,700
	-	-	-
SECTION IV. WATER AIA GRANT SPECIAL REVENUE FUND			

<i>Anticipated Revenues</i>	200,000	-	200,000
<i>Authorized Expenditures</i>	200,000	-	200,000
	-		-

SECTION V. SEWER AIA GRANT SPECIAL REVENUE FUND

<i>Anticipated Revenues</i>	200,000	-	200,000
<i>Authorized Expenditures</i>	200,000	-	200,000
	-		-

SECTION VI. WATER TANK CAPITAL PROJECT FUND

<i>Anticipated Revenues</i>	-	3,300,000	3,300,000
<i>Authorized Expenditures</i>	-	3,300,000	3,300,000
	-		-

SECTION VI. TAX RATE ESTABLISHED

An ad valorem tax rate of \$0.49 per \$100 at full valuation is hereby established as the official tax rate for the Town of Gibsonville for the fiscal year 2024. This rate is based on a total valuation of property of \$1,087,318,941 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 2024 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 21st day of August, 2023.

Attest:

Mayor of Gibsonville, NC

Town Clerk of Gibsonville, NC

Reports

Town Manager – Ben Baxley stated town offices will be closed on September 4th for Labor Day. Monday's garbage route will be collected on Tuesday the 5th. The next board meeting will be a special meeting on the 5th and all agenda items will need to be in by Friday August 28th. The fall mixer with GDAC and area merchants is September 20th from 5:30-7:30 at the Burke Manor Inn. An Eventbrite link will be sent out to sign up.

Mayor – Mayor Williams stated that he scheduled a meeting so that community members could come in and speak regarding their tax bills. Only one person showed up. He welcomed any citizen to come to the meetings to hear how the tax revenue is being spent.

Board Members – No one wished to speak.

Alderman Shepherd, seconded by Alderman Crisp, made a motion to adjourn. The motion passed unanimously. The meeting adjourned at 7:56pm.

Mayor

Attest: Town Clerk