

Minutes of the Meeting of
The Liberty Town Council
Held on February 28, 2022 5:30 pm

Present

- Mayor : The Honorable Filmore York
- Council: Terry Caviness, Don Herndon, Tyson Nixon, Larry Coble and JR Beard
- Town Manager: Scott Kidd
- Town Clerk: Jessica Brown
- Town Attorney: Bill Flowe
- Staff: Finance/HR Director; Kathy Bond Public Service Director; Joseph Walsh, Code Enforcement Officer; Chris Curry, Fire Chief; Matt Talbott, Parks and Recreation Director; Logan Maness, and Police Chief; David Semrad

To Order

The Mayor welcomed everyone including Department Heads, Council Members and those watching on Facebook. and called the meeting to order at 5:30PM.

Pledge of Allegiance/Invocation

Mayor Filmore York led the Pledge of Allegiance and then the Mayor asked everyone to join in a Moment of Silence.

Adoption of Agenda

Council Member Tyson Nixon made a motion to approve the agenda with the change of moving the Leak Adjustment - Updated Policy Discussion from Consent Agenda 6.1 to Old Business 7.1 and the addition of Farmers Market Fees to 8.1 New Business and Budget Amendment # 18 to 8.2 New Business. Council Member Don Herndon seconded the motion which passed unanimously: Council Member Larry Coble voted yes, Council Member Don Herndon voted yes, Council Member Tyson Nixon voted yes, Council Member JR Beard voted yes and Council Member Terry Caviness voted yes. The agenda was approved with changes.

Code Enforcement Report - Chris Curry

Code Enforcement Officer Chris Curry gave a report. Ten cases were abated. Ten new violations were issued. Ten Notice of Hearings were issued. He would like to thank the Council for the opportunity to serve this community. Council Member Larry Coble asked about 808 W Dameron. Mr. Curry said it is ready for abatement action. We could purchase property or prepare an ordinance. Council Member Don Herndon asked about 312 W Starmount (old dry cleaners) and Mr. Curry said he has another hearing scheduled for Wednesday.

Finance Report

Finance Director Kathy Bond gave the monthly report. Council Member Don Herndon asked how the audit was going. She said there have been a lot of changes such as our new software and there have been a lot of issues because of that. Once this is finished, future audits should be on time. This audit has been very educational and she wants to be as transparent as possible.

Approval of Minutes

Council Member JR Beard made a motion to approve the minutes from the Work Session January 18, 2022, Council Meeting January 24, 2022 and Closed Session January 24, 2022. Council Member Larry Coble seconded the motion which passed unanimously : Council Member Don Herndon voted yes, Council Member Tyson Nixon voted yes, Council Member JR Beard voted yes, Council Member Larry Coble voted yes and Council Member Terry Caviness voted yes. The minutes were approved.

Consent Agenda

The Consent Agenda includes Budget Amendment #17, Resolution to sell 2001 Ferrara/Freightliner Fire Engine (Surplus) Ebay, Reappointment Ruth Brower Patterson Cottage Committee, Reappointment Carol Butler Library Board, and Reappointment Sarah Shoffner Library Board. Council Member Don Herndon made a motion to approve the Consent Agenda. Council Member JR Beard seconded the motion which passed unanimously with Council Members: Terry Caviness, Larry Coble, Don Herndon, JR Beard and Tyson Nixon voting yes.

Old Business

Leak Adjustment - Updated Policy Discussion

Council Member Tyson Nixon made a motion to approve the updated policy for leak adjustments and make it retroactive from January 1, 2021. Council Member JR Beard seconded the motion which passed unanimously with Council Members: Larry Coble, Terry Caviness, Don Herndon, Tyson Nixon and JR Beard voting yes.

Liberty Chamber Appropriation

Travis Kivett with the Liberty Chamber of Commerce came forward to speak. He provided a handout with a proposal. The original amount asked for was \$10,000.00 and is now \$7500.00. COVID has made it difficult to raise money. They did not have any of their yearly fundraisers. They agreed to purchase the sign in early May 2020. Mayor York said they still do not have an itemized statement from the Chamber. Mayor York also said the parade and the fireworks cost the Town money. Town Manager Scott Kidd suggested a sheet with Scope of Work similar to the ones that the Town fills out for grants and they could decide the amount and fill out. Council Member Tyson Nixon asked if reimbursement would be wrong in this situation to help pay a loan given by an individual in our community who has served the Chamber. He is in favor of \$4700.00 to pay back that loan. Council Member Terry Caviness said the Town has been giving them \$2500.00 for the past several years. What if they gave them more up front and then skipped the next few years. Council Member Larry Coble said their events fell back on the Town and he does not think we should give them \$2800.00 just to put in their account and in the future we must have a line item budget. Council Member JR Beard said the Town Manager could provide them with the template they need.

Town Attorney Bill Flowe agrees with how the Town Manager categorizes. The Council can decide on an amount they think is appropriate and he can draft an agreement reflecting that. The funds cannot just go into the General Fund. The Town Manager and himself can verify that debt under economic development. They want to be compliant. Town Manager Scott Kidd said if they will agree on an amount he will come back with the paperwork next month.

Council Member Terry Caviness made a motion to pay off the \$4700.00 debt and sign once the paperwork is produced. Council Member Tyson Nixon seconded the motion which passed unanimously with Council Members: Larry Coble, Terry Caviness, Don Herndon, JR Beard, and Tyson Nixon voting yes.

New Business

Farmer's Market Fees

Parks and Recreation Director Logan Maness came forward to speak. They plan to have three events for the Farmers Market and will charge vendors to be a part of them. The events are: A kick off event in conjunction with the Spring Antiques Festival in April which will be on Depot Street and at the Farmer's Market, the July Celebrate Liberty Festival, and another event in conjunction with the fall Antiques Festival in September. Do we want to waive fees other than these events?

Council Member JR Beard made a motion to waive fees for the Farmer's Market except for these three events. Council Member Terry Caviness seconded the motion which passed unanimously with Council Members: Larry Coble, Terry Caviness, Don Herndon, JR Beard, and Tyson Nixon voting yes.

Budget Amendment #18

This amendment is to move funds from Capital Reserve General (71 Fund) to the Library Department Capital Outlay Building. (10 Fund). Library Director Brenda Heindl said the \$50,000 would be used to finish the bathroom upgrade project, electrical, push button door, and asbestos removal.

Council Member Larry Coble made a motion to approve the Budget Amendment #18. Council Member Tyson Nixon seconded the motion which passed unanimously with Council Members: Larry Coble, Terry Caviness, Don Herndon, JR Beard, and Tyson Nixon voting yes.

Administrative Reports

Manager's Report

Town Manager Scott Kidd reminded everyone of the Budget Retreat next month. The Council is also invited to attend a Section 8 housing seminar in March for our CDBG project. We will have a UNC Fellow intern starting in August. The Town gets them for a year at a discounted rate. He said the staff will have to review previous leak adjustments.

Council Comments

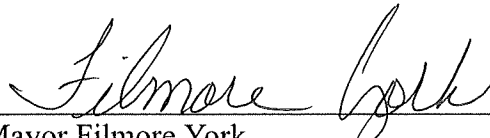
Council Member Tyson Nixon was asked about a sign at the big ball field at Freedom Park for the late former Mayor Dr. Joseph Griffith that has been damaged and could we see about a permanent sign.

Mayor Comments

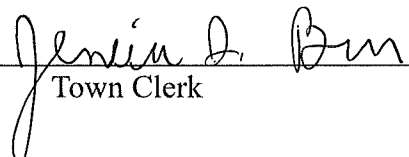
Mayor York reminded everyone that we set clocks back next month.

Adjourn

There being no further business to discuss, Council Member Tyson Nixon made a motion to adjourn. Council Member JR Beard seconded the motion which passed unanimously with a vote: Council Member Don Herndon voted yes, Council Member Tyson Nixon voted yes, Council Member JR Beard voted yes, and Council Member Larry Coble, and Council Member Terry Cavieness voted yes. The meeting was adjourned.



Mayor Filmore York

ATTEST:  _____
Town Clerk

Meeting Date: Feb 28, 2022

Town of Liberty Budget Amendment (FY 2021-2022 #17) Council Approval Needed

BE IT ORDAINED, by the Liberty Town Council that the Town of Liberty Budget Ordinance for fiscal year 2021-2022, which was adopted on June 28, 2021, be amended as follows:

This amendment is to move funds from General Fund Appropriated to Cemetary Contract Grave Opening line item.

Section 1: The following revenue and expenditures in the General and Enterprise Fund shall be increased by the amounts indicated:

10 Fund Revenues				
General Fund	Line Item	Budget	Change	Amended Budget
General Fund Balance App.	10-3990-000	470,788	6,500	477,288
Total Revenues		470,788	6,500	477,288
10 Fund Expenditures				
General Fund	Line Item	Budget	Change	Amended Budget
CEM Contract Grave Openings	10-6400-460	9,000	6,500	15,500
Total Expenditures		9,000	6,500	15,500

Prepared By: Kathy Bond, Finance Director

Reviewed By: Scott Kidd, Town Manager

Town Manager Initials: _____

Filmore York
Filmore York, Mayor

ATTEST:

Date: 2-28-22

Jessica J. Brun
Town Clerk

Date: 2/28/2022

RESOLUTION

2022-3

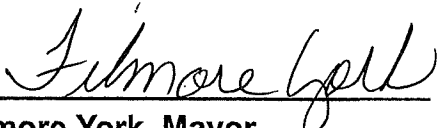
AUTHORIZING SALE OF SURPLUS PROPERTY VALUED GREATER THAN \$5,000.00

WHEREAS, Article X, Section 3 of the Purchasing Policy requires Council approval for the Town Manager to dispose of surplus property valued greater than \$5,000 and less than \$30,000; and

WHEREAS, the Fire Department's 2001 Ferrara/Freightliner Fire Engine 1000 gal./1250 gpm has been determined to have a trade-in or resale value of greater than \$5,000 and less than \$30,000; and

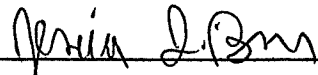
WHEREAS, the Engine has, at the recommendation of the Finance Director and Fire Chief, been deemed surplus property by the Town Manager; and will be placed for electronic auction on Ebay

NOW, THEREFORE, BE IT RESOLVED, the Town Council of the Town of Liberty authorizes the Town Manager to dispose of the above identified surplus vehicle as outlined in NCGS § 160A-270 © and this Resolution to be posted electronically this 28th day of February, Two Thousand and Twenty Two.



Filmore York, Mayor

ATTEST:



Jessica Brown, Town Clerk

Meeting Date: Feb 28, 2022

Town of Liberty Budget Amendment (FY 2021-2022 #18) Council Approval Needed

BE IT ORDAINED, by the Liberty Town Council that the Town of Liberty Budget Ordinance for fiscal year 2021-2022, which was adopted on June 28, 2021, be amended as follows:

This amendment is to move funds from Capital Reserve General (71 Fund) to Library Dept Capital Outlay Building.(10 Fund)

Section 1: The following revenue and expenditures in the General Fund shall be increased by the amounts indicated:

71 Fund				
General Fund	Line Item	Budget	Change	Amended Budget
S/A Transfer to General Fund	71-6900-890	194,000	50,000	244,000
Total Expenditures		194,000	50,000	244,000
71 Fund				
Capital Reserve	Line Item	Budget	Change	Amended Budget
S/A Fund Bal Appr	71-3990-000	194,000	50,000	244,000
Total Revenues		194,000	50,000	244,000
10 Fund				
General Fund	Line Item	Budget	Change	Amended Budget
Transfer from Gen Fund Cap Reserve	10-3980-000	194,000	50,000	244,000
Total Reserve		194,000	50,000	244,000
10 Fund				
General Fund	Line Item	Budget	Change	Amended Budget
Library Capital Outlay Building	10-6300-750	12,000	50,000	62,000
Total Expenditures		12,000	50,000	62,000

Prepared By: Kathy Bond, Finance Director

Reviewed By: Scott Kidd, Town Manager

Town Manager Initials: SK

Filmore York
Filmore York, Mayor

ATTEST:

Date: 2-28-22

Jessica J. Burn
Town Clerk

Date: 2/28/2022

