

Minutes of the Meeting of
The Liberty Town Council
Held on June 20, 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 Officers; Chris Curry and
Carrington Lucas, Parks and Recreation Director; Logan
Maness, Police Chief; David Semrad, Police Detective;
William Summers, and Police Sergeant; Andre Murphy

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. He said Code Enforcement Officer Chris Curry may be just a few minutes late.

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 Don Herndon made a motion to adopt the agenda with the additions of Budget Amendments #36 -#40 to New Business 9.1- 9.4. Council Member Terry Caviness 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

Since Code Enforcement Officer Chris Curry had not arrived yet Finance Director Kathy Bond came forward to give her Finance Report.

Finance Report

Payroll for May 2022 was \$122,632.36 , Utility billing was \$95,232.12 and Accounts Payable was \$323,099.22. Sales tax is up fifteen percent and property taxes are up forty three percent.

Council Member JR Beard made a motion to approve the Finance Report. 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.

Code Enforcement Report - Chris Curry

Code Enforcement Officer Chris Curry had arrived and came forward. He introduced a new employee, Carrington Lucas who was formerly employed by the Greensboro Police Department. A contractor has been hired to work at 312 W Starmount (old dry cleaner). The building will be used for storage. Five cases were abated in the last month and he has opened eleven more. Property overgrowth will be given a twelve day notice to abate and if not completed a town work order will be done and the charges turned over to debt setoff.

Police Department Presentation

Police Chief David Semrad came forward to present his proposed Competitive Wage Proposal for the Liberty Police Department. It is budget neutral. This amount of money was asked for already. Alamance County has given officers a twenty five percent increase and Randolph ten to fifteen percent. Officer Deshaies position remains unfilled. There are no qualified applicants for this position. The proposal is to not fill this position and use that salary to split between the officers. This was met with unanimous approval from his officers. Council Member Tyson Nixon asked if this will get everyone where they need to be according to the pay study? Chief Semrad said this will be halfway to the goal once they fulfill other steps. Council Member Larry Coble asked about the new position for sex crimes? Chief Semrad said Officer Hargrove will move to that position, they won't replace Officer Deshaies and will hire a less experienced officer to fill the other new position. Council Member Coble asked what justification is there for this new position? He would like to see more specific numbers for calls related to this position. He said he and Council Member Tyson Nixon came up with a percentage of increase for all employees based on the pay study and it is good. He does not agree with tweaking just one department when all employees are essential. Council Member Terry Caviness said that is two different types of work. The Police Department is putting their lives on the line. Council Member Coble said the Fire Department does that everyday. Town Manager Scott Kidd said a lot of Towns are pinpointing Police as the job they are having the toughest time recruiting for. Chief Semrad said we are fortunate we are only down one officer. Council Member JR Beard said they gave them the option to take home vehicles a few months ago and no one else does that. He is looking at the proposed salary for the Chief -\$92,000.00. How long before they ask for another patrol officer? Chief Semrad said his salary is per the Pay Study. Council Member Beard said he does not think it is right to do just for the PD and not the other Departments. Council Member Coble said he worked for a Fire Department for years and never got a twelve percent raise and there is only a certain limit we can go. We can never pay what the worth is due to our tax base. Chief Semrad said they will see how call volume goes up with the megasite and if call volume doesn't go up maybe there will not be a need to fill the other position. Council Member Tyson Nixon asked how much a pay study costs? Town Manager Kidd said the last one was \$12,000 - \$15,000.00. It gave us job descriptions as well. The Chief said he updated his proposal with inflation and years of service. Mayor York asked if there was a grant for the ICAC position. Chief Semrad said yes about \$69,000.00 He has retained Deshaies part time for grant writing. Council Member Caviness said the Chief was being proactive. Council Member Nixon said he thinks it is time to bring everyone up to the pay study. Council Member Coble said the CIP's for each department has extended us

more than previous years. We are doing all we can do. When megasite comes and things improve we will do more. We need to be fair to all departments.

Mayor York asked how long it takes to get a pay study done. Town Manager Kidd said two to four months but the PTRC is backed up. Chief Semrad said they could still approve the overall budget. This proposal would not change that. Town Manager Kidd said we need to revamp how increases are done and that could take time. Council Member Coble said he thinks they will put that eleventh officer back in the future and he is here to serve all citizens and all the Town employees. Council Member Herndon said we had four Hearings packed with citizens against farming out the PD. They wanted the local PD and we are representing them as well.

Council Member Tyson Nixon made a motion to go with the competitive wage proposal for the Police Department. Council Member Terry Caviness seconded the motion which was approved by Council Members Tyson Nixon, Don Herndon, and Terry Caviness. Council Members Larry Coble and JR Beard opposed. The Competitive Wage Proposal for the PD was approved by a vote of three to two.

Council Member Tyson Nixon made a motion to complete an in-house Pay Study for all employees. Council Member JR Beard seconded the motion which passed unanimously with Council Members: Larry Coble, Terry Caviness, Don Herndon, JR Beard and Tyson Nixon voting yes. Town Manager Scott Kidd said they would try to complete it in sixty days. Police Chief Semrad thanked everyone including the Town Manager, Mayor, and Council.

Approval of Minutes

Council Member JR Beard made a motion to approve the minutes from the Work Session May 16, 2022, Closed Session May 16, 2022, Council Meeting May 23, 2022 and Closed Session May 23, 2022. Council Member Tyson Nixon 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 Ordinance 2022/2023, Fee Schedule FY 2022/2023 and the Resolution to Adopt, CIP's, and the Reappointment of Jason Collins to ETJ position on Planning Board/Board of Adjustment. Council Member Don Herndon made a motion to approve the Consent Agenda. Council Member Terry Caviness seconded the motion which passed unanimously with Council Members: Terry Caviness, Larry Coble, Don Herndon, JR Beard and Tyson Nixon voting yes.

Old Business

Hurricane Jane's Road Closure Request July 9, 2022

The staff recommends denying this request due to three other roads being closed that day for the festival and fireworks.

Council Member JR Beard made a motion to deny the request and Larry Coble seconded the motion with Council Members Larry Coble, Terry Caviness, Don Herndon, JR Beard, and Tyson Nixon voting unanimously to deny this road closure request.

New Business

Budget Amendments #36 - #40

These are Budget Amendments for fiscal year end clean up. Council Member Don Herndon made a motion to approve the Budget Amendments #36- #40. Council Member Larry Coble seconded the motion which passed unanimously with Council Members:

Larry Coble, Don Herndon, Terry Caviness, JR Beard, and Tyson Nixon voting yes. The Budget Amendments were approved.

Council Comments

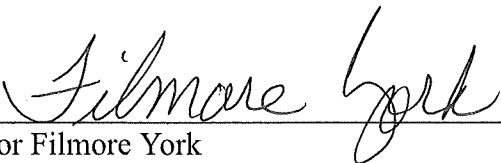
Council Member JR Beard said he had some questions for Police Chief Semrad who came back up front. He said the breakdown of calls said they had 475 for the past month but only 115 went through 911. He wants to see true numbers. Chief Semrad got his numbers off of daily officer logs. Council Member Coble said he would like to see narcotics arrests, burglaries, and how many were taken to jail. These are the numbers that would justify a new position.

Mayor Comments

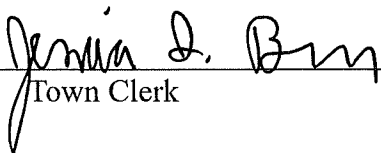
Mayor York said they had great weather and a great turnout for the Juneteenth celebration. He hopes everyone has a great Fourth holiday.

Adjourn

There being no further business to discuss, Council Member Tyson Nixon made a motion to adjourn. Council Member Terry Caviness 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 Caviness voted yes. The meeting was adjourned.



Mayor Filmore York

ATTEST: 

Town Clerk

2022-2023 Budget Ordinance - Liberty, North Carolina

Be it ordained by the Town Council of Liberty, North Carolina in regular session assembled: June 20, 2022

Section 1. The following amounts is a overall summary of the estimated revenues and appropriated funds for the operation of Liberty Government and its activities for the fiscal year beginning July 1, 2022 and ending June 30, 2023 according to the following summary schedules:

SUMMARY	ESTIMATED REVENUES	APPROPRIATION
General Fund	\$4,323,750	\$4,323,750
Water/Sewer Fund	\$1,512,600	\$1,512,600
Total	\$5,836,350	\$5,836,350

Section 2. The following amounts are hereby appropriated in the General Fund for the operation of the town government and its activities for the fiscal year beginning July 1, 2022 and ending June 30, 2023 in accordance with the chart of accounts heretofore established for this town:

Governmental Body	\$	34,275
Administration	\$	655,155
Election	\$	1,500
Planning and Zoning	\$	66,800
Police	\$	1,422,970
Fire	\$	690,345
Streets	\$	617,775
Sanitation	\$	233,995
Recreation	\$	357,840
Library	\$	208,670
Cemetery	\$	34,425
	\$	4,323,750

2022-2023 Budget Ordinance - Liberty, North Carolina.

Section 3. It is estimated that the following revenues will be available in the General Fund for the fiscal year beginning July 1, 2022 and ending June 30, 2023:

Current Year's Property Tax	\$	1,200,000
Prior Year's Property Taxes	\$	22,300
Discount on Taxes	\$	(8,400)
Vehicle Tax	\$	115,000
Tax Penalties and Interest	\$	3,675
CATV Franchise	\$	30,400
Interest Income on Investments	\$	12,600
Cemetery (Grave opening & Sales	\$	13,400
Recreation Revenue	\$	17,850
ABC Store Rent	\$	24,000
Library	\$	6,000
Utility Franchise Tax	\$	135,400
Tax Beer & Wine	\$	13,000
Powell Bill	\$	87,000
Sales Tax	\$	700,000
ABC Revenue	\$	33,000
County Fire Tax	\$	230,000
Municipal Solid Waste	\$	235,000
Randolph Library Supplement	\$	13,500
Misc Revenue		
Other Revenue	\$	34,653
General Fund Bal Approp	\$	615,500
General Fund Capital Reserve	\$	789,872
	\$	<u>4,323,750</u>

2022-2023 Budget Ordinance - Liberty, North Carolina

Section 4. The following amounts are hereby appropriated in the Water/Sewer Fund for the operation of the Water and Sewer utilities for the fiscal year beginning July 1, 2022 and ending June 30, 2023 in accordance with the chart of accounts heretofore approved for the Town:

Administration	\$	670,475
Water	\$	479,500
Sewer	\$	362,625
	\$	<u>1,512,600</u>

Section 5. It is estimated that the following revenues will be available in the Water/Sewer Fund for the fiscal year beginning July 1, 2022 and ending June 30, 2023:

Debt Set Off	\$	2,000
Water Receipts	\$	430,000
Sewer Receipts	\$	450,000
Water/Sewer Tap	\$	2,000
Late Fees	\$	19,000
Interest Income	\$	100
Water/Sewer Non Payment Fee	\$	16,500
Water/Sewer Capital Reserve	\$	170,000
Water/Sewer Fund Balance	\$	123,000
AIA Grant Water/Sewer	\$	300,000
	\$	<u>1,512,600</u>

2022 - 2023 Budget Ordinance - Liberty, North Carolina

Section 6. The following amounts are appropriated in the Water/Sewer Capital Reserve Fund for the fiscal year beginning July 1, 2022 and ending June 30. 2023:

Future Capital Outlay \$100,000

Section 7. The following amounts are expected Revenue in the Transfer from Water/Sewer Fund for the fiscal year beginning July 1, 2022 and ending June 30. 2023:

Transfer from Water/Sewer Fund \$100,000

Section 8. The following amounts are expected Revenue in the W/S Fund for the fiscal year beginning July 1, 2022 and ending June 30. 2023:

W/S Contribution from Cap Reserve \$100,000

Section 9. The following amounts are appropriated in the G/F Capital Reserve Fund (71-6900) for the fiscal year beginning July 1, 2022 and ending June 30. 2023:

Future Capital Outlay \$194,900

Section 10. The following amounts are estimated Revenue in the G/F Capital Reserve Fund (71-3000) for the fiscal year beginning July 1, 2022 and ending June 30. 2023:

Fund Balance Appropriated \$194,900

Section 10. The following amounts are estimated Revenue in the General Fund (10-3000) for the fiscal year beginning July 1, 2022 and ending June 30. 2023:

Trans From G/F Cap Res \$194,900

Section 11. There is hereby levied a tax at the rate of sixty-four cents (\$.6400) per one hundred dollars (\$100) valuation of property as listed for taxes as of January 1, 2022 for the purpose of raising the revenue listed as "Current Year's Property Taxes" in the General Fund in Section 3 of this ordinance.

2022 - 2023 Budget Ordinance - Liberty, North Carolina

Section 12. The Budget Officer is hereby authorized to transfer appropriations within a fund as contained herein under the following conditions:

- a. He/She may transfer amounts between objects of expenditures within a department without limitation and without a report being required.
- b. He/She may transfer amounts up to \$5,000 between departments of the same fund with an official report c such transfers at the next regular meeting of the Town Council
- c. He/She may not transfer any amount between funds nor from any contingency appropriation within any fun

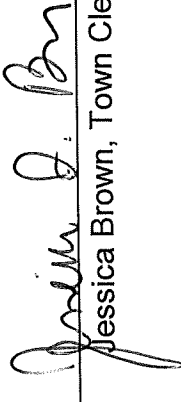
Section 12. Copies of the Budget Ordinance shall be furnished to the Finance Officer and to the Budget Officer of this town to be kept on file by them for their direction in the disbursement of funds.

Adopted this 20th day of June, 2022



Mayor, Filmore York

Attest:



Jessica Brown, Town Clerk

Town of Liberty
P. O. Box 1006
239 South Fayetteville Street
Liberty, North Carolina 27298
(336) 622-4276 phone (336) 622-2665 fax

RESOLUTION 2022-7

WHEREAS, The Town of Liberty wishes to establish a fee schedule for the General Fund and Water and Sewer Fund for the Fiscal Year 2022 - 2023; and

WHEREAS, The Town of Liberty wishes to establish this fee schedule in advance to better estimate upcoming Fiscal Year revenues; and

WHEREAS, Public enterprises tend to be funded mainly by user fees; and

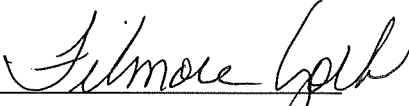
WHEREAS, Municipalities have parallel authority to impose "schedule of rents, rates, fees, charges, and penalties for the use of services furnished by any Public Enterprise; and

WHEREAS, Municipalities may include in such rates and charges the capital costs associated with actual or anticipated growth, as well as operating expenses and depreciation; and

WHEREAS, Fees may be assessed on all users of the enterprise funds, regardless of their property status;

NOW, THEREFORE, BE IT RESOLVED that the Town Council of The Town of Liberty North Carolina hereby:

ADOPT THE 2022 - 2023 FISCAL YEAR FEE SCHEDULE
EFFECTIVE JULY 1, 2022 FOR THE TOWN OF LIBERTY GENERAL
FUND, AND WATER AND SEWER FUND, RESPECTFULLY, AS
PRESENTED THIS MONDAY, JUNE 20, 2022.



Filmore York, Mayor

ATTEST:

Jessica Brown, Town Clerk

Town of Liberty

Capital Expenditures FY 22-23

General Fund

Admin	\$6,300	Vehicle Lease
Police	\$180,000 \$150,000	4 Police Cars Up-fit New PD Building
Streets	\$75,000 \$22,000 \$225,000	Grapple Truck 2 New Mowers New Maintenance Shop (80%)
Parks & Rec	\$15,000 \$11,000	Dog Park at Freedom New Mower
Library	\$13,500 \$11,500	Books Shelving System
Fire	\$35,000 \$16,000	Turnout Gear Upgrade Radios
Cemetery	\$3,000	Monument Repair

Enterprise Fund

W/S Admin	\$75,000 \$10,000 \$15,000	New Maintenance Shop (20%) Trailer - 17,000 lbs GVWR Additional Tank Level Monitor and SCADA Relocate
Sewer	\$35,000	Vac Trailer (50%)
Water	\$35,000	Vac Trailer (50%)

Meeting Date: June 20, 2022

Town of Liberty Budget Amendment (FY 2021-2022 #36) 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 Revenue for Police Dept Donations to the Capital Outlay Vehicle for 8 Panasonic Toughbooks.

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

10 Fund Revenues				
General Fund	Line Item	Budget	Change	Amended Budget
Police Dept Donations	10-3350-051	14989.70	-14989.70	0
Total Revenues		14989.70	-14989.70	0
30 Fund Expenditures				
General Fund	Line Item	Budget	Change	Amended Budget
Capital Outlay Vehicle	10-5100-750	8,000	14,989.70	22,990
Total Expenditures		8,000	14,989.70	22,990

Prepared By: Kathy Bond, Finance Director

Reviewed By: Scott Kidd, Town Manager

Town Manager Initials: SK

Filmore York
Filmore York, Mayor

ATTEST:

Date: 6-20-2022

Jennifer D. Bon
Town Clerk

Date: 6/20/2022

Meeting Date: June 20, 2022

Town of Liberty Budget Amendment (FY 2021-2022 #37) 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 the General Fund Appropriated to the following departments for end of year cleanup of budgets.

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

10 Fund Expenditures				
General	Line Item	Budget	Change	Amended Budget
L/E Fica	10-5100-050	40,880	4,771	45,651
L/E Emp Hosp	10-5100-060	70,436	4,358	74,794
L/E MR Vehicles	10-5100-170	7,787	1,960	9,747
LE Utilities	10-5100-130	5,000	1,595	6,595
LE Phone & Postage	10-5100-110	7,200	620	7,820
LE Dept Supplies	10-5100-330	47,411	1,269	48,680
FD Salaries	10-5300-020	325,000	15,134	340,134
FD Emp Retirement	10-5300-070	1,900	1,334	3,234
FD Utilities	10-5300-130	10,000	893	10,893
Adm Legal Professional	10-4200-040	8,515	1,153	9,668
Adm Hosp Ins	10-4200-060	24,200	2,461	26,661
Adm Travel & Dev	10-4200-140	3,087	275	3,362
Adm Contract Services	10-4200-450	48,841	3,100	51,941
PZ Dept Supplies	10-4900-330	1,000	150	1,150
PZ Contracted Services	10-4900-450	27,000	7,190	34,190
Total Revenues		628,257	46,263	674,520
10 Fund Revenue				
General	Line Item	Budget	Change	Amended Budget
General Fund Balance App.	10-3990-000	470,788	46,263	517,051
Total Expenditures		470,788	46,263	517,051

Prepared By: Kathy Bond, Finance Director

Reviewed By: Scott Kidd, Town Manager

Town Manager Initials: *SK*

ATTEST:

Jessica D. Bond
Town Clerk

Date: *6/20/2022*

Filmore York
Filmore York, Mayor

Date: *6-20-2022*

Meeting Date: June 20, 2022

Town of Liberty Budget Amendment (FY 2021-2022 #38) 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 the General Fund Appropriated to the following departments for end of year cleanup of budgets.

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

10 Fund Expenditures				
General	Line Item	Budget	Change	Amended Budget
FD Vehicle Fuel	10-5300-310	17,061	1,527	18,588
FD Capital Outlay Equip	10-5300-740	25,000	5,700	30,700
St Vehicle Fuel	10-5600-310	7,508	1,133	8,641
SW Vehicle Fuel	10-5800-310	4,672	1,058	5,730
Rec Vehical Fuel	10-6200-310	4,117	582	4,699
Lib Hosp Ins	10-6300-060	7,000	4,814	11,814
Lib Unemp Comp	10-6300-080	0	426	426
Lib Longevity Pay	10-6300-090	0	1,305	1,305
Lib Phone & Postage	10-6300-110	800	1,300	2,100
Total Revenues		66,158	17,845	84,003
10 Fund Revenue				
General	Line Item	Budget	Change	Amended Budget
General Fund Balance App.	10-3990-000	470,788	17,845	488,633
Total Expenditures		470,788	17,845	488,633

Prepared By: Kathy Bond, Finance Director

Reviewed By: Scott Kidd, Town Manager

Town Manager Initials: SK

Filmore York
Filmore York, Mayor

ATTEST:

Date: 6-20-2022

Jessica D. Bond
Town Clerk

Date: 6/20/2022

Meeting Date: June 20, 2022

Town of Liberty Budget Amendment (FY 2021-2022 #39) 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 the General Fund Appropriated to the following departments for end of year cleanup of budgets.

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

10 Fund Expenditures				
General	Line Item	Budget	Change	Amended Budget
Lib Dept Supplies	10-6300-330	1,689	1,090	2,779
Cem Dept Supplies	10-6400-330	60	285	345
Total Revenues		1,749	1,375	3,124
10 Fund Revenue				
General	Line Item	Budget	Change	Amended Budget
General Fund Balance App.	10-3990-000	470,788	1,375	472,163
Total Expenditures		470,788	1,375	472,163

Prepared By: Kathy Bond, Finance Director

Reviewed By: Scott Kidd, Town Manager

Town Manager Initials: *SK*

Filmore York
Filmore York, Mayor

ATTEST:

Date: 6-20-2022

Jessica D. Brun
Town Clerk

Date: 6/20/2022

Meeting Date: June 20, 2022

Town of Liberty Budget Amendment (FY 2021-2022 #40) 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 the Water Sewer Fund Appropriated to the following departments for end of year cleanup of budgets.

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

30 Fund Expenditures				
Water/Sewer	Line Item	Budget	Change	Amended Budget
WS Adm Phone & Postage	30-7200-110	3,000	200	3,200
WS Adm Travel & Dev	30-7200-140	1,060	150	1,210
WS Adm Contract Services	30-7200-450	33,312	3,000	36,312
W Vehicle Fuel	30-8100-310	4,701	1,571	6,272
W Violations	30-8100-460	500	500	1,000
S Vehicle Fuel	30-8110-310	5,072	1,231	6,303
S Dues & Sub	30-8110-530	500	1,016	1,516
Total Revenues		48,145	7,668	55,813
30 Fund Revenue				
Water/Sewer	Line Item	Budget	Change	Amended Budget
Water Sewer Appropriated	30-3990-000	0	7,668	7,668
Total Expenditures		-	7,668	7,668

Prepared By: Kathy Bond, Finance Director

Reviewed By: Scott Kidd, Town Manager

Town Manager Initials: SK

ATTEST:

Janis D. Ben
Town Clerk

Filmore York
Filmore York, Mayor

Date: 6/20/2022

Date: 6/20/2022

