

TOWN OF LIBERTY

239 S. Fayetteville Street | PO Box 1006 | Liberty, NC 27298
Office (336) 622-4276 | Fax (336) 622-2665
www.Liberty-NC.com

AGENDA

Town Council Work Session October 16, 2023 5:30 P. M.

- 1. Call to Order**
- 2. Adoption of Agenda**
- 3. Information**
 - 3.1 Monthly Reports
- 4. Janie Phelps - LDP Update**
- 5. Sawyer Deltano -Capstone Project for LDP**
- 6. Old Business**
- 7. New Business**
 - 7.1 Annexation Resolution 3577 Hinshaw Country Rd
 - 7.2 Resolution Pre-Construction Planning Grant for WWTP
 - 7.3 Project Budget Ordinance for Pre-Construction Planning Grant WWTP
 - 7.4 Public Hearing Building Reuse Grant - October 23, 2023 5:30 PM
 - 7.5 Road Closure Request Chamber - Christmas Parade
 - 7.6 Veterans Day Town Holiday Closure change from Monday to Friday
- 8. Manager's Report**
- 9. Committee Reports**
- 10. Citizen Comments**
- 11. Council Comments**
- 12. Mayor Comments**
- 13. Adjourn**

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

Agenda Item Cover Sheet

Meeting Date:	October 16, 2023
Item:	Monthly Reports

Attachment:	Yes
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Brief Description:

Each Department's Monthly Reports are included for review.

Staff Recommendation:

Review and discuss if needed.



PUBLIC WORKS MONTHLY REPORT

PREPARED BY PUBLIC SERVICE DIRECTOR – JOSEPH WALSH

10/11/2023

LIMBS- Very active picking up limbs.

LANDFILL- Steady 1.5-2 tons per week removed.

MOWING- Mowing should start to slow down late fall. All Town lots have been aerated and seeded and fertilized. The purchase of the used 15'5" batwing finish mower has decreased man hours needed for interchange mowing, going from 5 mowers and 5 personnel to 2.

WATER- Still undergoing meter box and setter upgrade with 36 residential meters left. Currently working with Kevin Coble on a list of larger meters and that accounts water usage to downsize meters for proper flow usage. Water main break E High ave. Repaired in house- Excessive time to repair was due to gas company not marking emergency locate ticket. Break and call to 811 was 11:58PM. This required crews to dig by hand and vac where they could but due to large rocks in the area it was not effective. Jake Smith is trying to resolve this issue with parties at fault.

5/8" residential meter \$248.00/each

2"commercial meter \$2,800.00/each

Very active on water taps for new housing

SEWER- Multiple taps made for new housing

STREETS- NCDOT will be back to finish paving and installing multiple crosswalk pedestals in the downtown area. Please see map attached

Public works has been busy at the new PD building installing conduit for cameras and landscaping.

Jake has completed numerous locates this month and previous months exceeding over 6 miles in one day





Seating Safety Solutions

N Fayetteville St NON-SYSTEM

SR 2261 E Swannanoa Ave

W Swannanoa Ave SR 2261

NC 49 S Fayetteville St

The Liberty Market Place

1X Type I Pushbutton Post
1X Type II Signal Ped + Ped Signal Head

2X Type I Pushbutton Post
2X Type II Signal Ped + Ped Signal Head

1X Type II Signal Ped + Ped Signal Head
1X Type I Pushbutton Post

2X Type II Signal Ped + Ped Signal Head
2X Type I Pushbutton Post

Kato's Kustom Woodworking

Liberty Showcase Inc

Carolyn's Womens clothing store

Club Ltd Experiences

The Kingdom

Shadow Box Antique store

Kato's Nutrition



New Induct Loops

Move Exist Stop Bar to N approx. 12LF

1X Type II Signal Ped + Ped Signal Head
1X Type I Pushbutton Post

Install 75LF New Standard W-Walk Markings

New Induct Loops

Move Exist Stop Bar to N approx. 10LF

1X Type II Signal Ped + Ped Signal Head
1X Type I Pushbutton Post

S Fayetteville St

S Fayetteville St

S Fayetteville St

S Fayetteville St

S Greensboro St

S Greensboro St

S Greensboro St

S Greensboro St

49

32-169s

CF

CF

Liberty Fire Department

September Monthly Report

October 12, 2023

Call Volume: 77, YTD 765

Training Hours: 563 , YTD 4,033

Notable Events

1. Fire Chief Matt Talbott, Deputy Chief Jason Phillips, Assistant Chief Dave Bachemin, Captain Bret Pedigo and Lieutenant Terry Wright attended an 8-hour battery hazard class at the Randolph County EOC.
2. LFD staff assisted the town manager with the NC Commerce Department downtown development visit.
3. Annual hose-testing on apparatus hose was completed.
4. Fire Marshall Jason Coleman and Engineer Steve Caudill completed the Fire and Life Safety Educator Class I&II.
5. Chief Talbott and Captain Pedigo attended a webinar "Protect, Respond and Recover" put on by the NC League of Municipalities for response and reconstruction after natural disasters.
6. Firefighters on A, B and C shifts assisted town hall and the Liberty Senior Center with their move from, and to, 239 South Fayetteville Street.

For the month of September Liberty Fire responded to 4 structure fires, 1 motor vehicle fire, 3 fire alarms, 5 motor vehicle accidents, 47 medical calls, 9 service calls, 2 lock outs, and 3 dispatched and canceled enroute.

Matt Talbott
Fire Chief

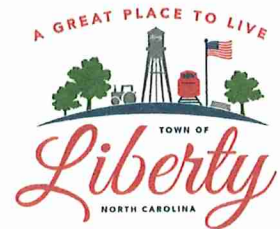
Jason Phillips
Deputy Fire Chief

Bret Pedigo
Captain



**LIBERTY
PUBLIC LIBRARY**
RANDOLPH COUNTY
PUBLIC LIBRARIES

October 2023
Town Council Meeting
Monthly Report for
September 2023



2, 201 Items Were Checked Out in September. Here are some of the Community Savings with those checkouts-

329 DVDs - \$1,316
641 Adult Books- \$10,897
988 Childrens Books- \$16,796

<https://ilovelibraries.org/what-libraries-do/calculator/>

Free 24 Hour Free Wifi Use

WiFi had 155 unique users in September.

Online Resource Use

Our September EBook use was 141, EMagazines was 18, and EAudio was 72.

Programs

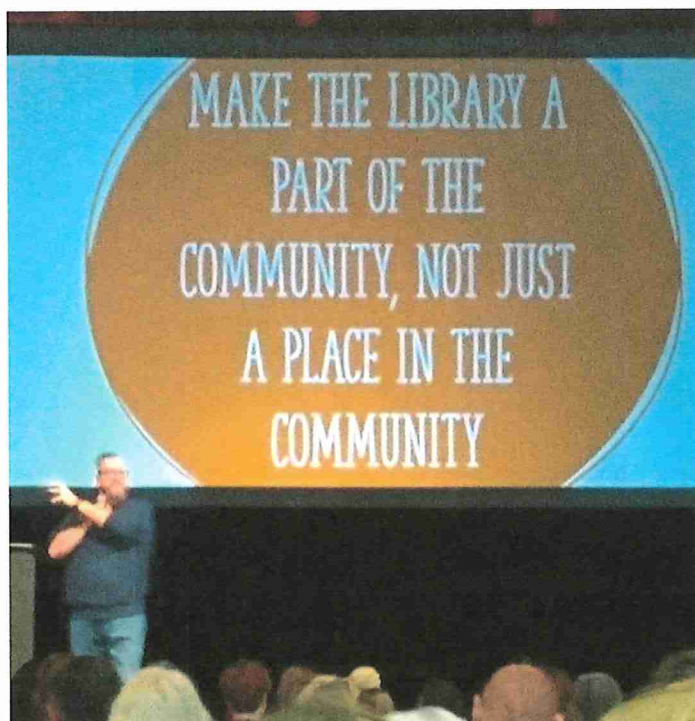
The Library held onsite 10 programs with 180 participants and offsite did two programs at Liberty Elementary for 93 children and estimated 250 people visited our booth at the Downtown Festival.

Funds Received

In September of 2023, we have received \$90.65 for printing services.

We're asking our patrons what they love about the library:

"...staff is always helpful...love the energy that the staff provides to all ages."



Community Centered

Storyteller and former librarian, Will Stuck, was the keynote speaker at the Association for Rural and Small Libraries that Ms. Brenda attended. At his presentation he encouraged us to remind our community that libraries are not just buildings with books. To remind our community about how we bring people together to FORM community and the more that our community works together, the stronger it will be. We at the Liberty Public Library have had these thoughts at the forefront of our minds for years now and it was uplifting to be in a room full of people and at a conference encouraging us to keep working on our goal of making the library community centered with a space that is a community center.

DOWNTOWN FESTIVAL

We had a great time at the Downtown Festival at the end of September! The weather was nice and we took lots of books to give away to the community. We also were able to finish our bottle cap mural and now have four large panels that spell out the word "READ". Kids and adults alike really enjoyed gluing the bottle caps onto the boards and now we will work on photographing the boards and getting them mounted in our library!



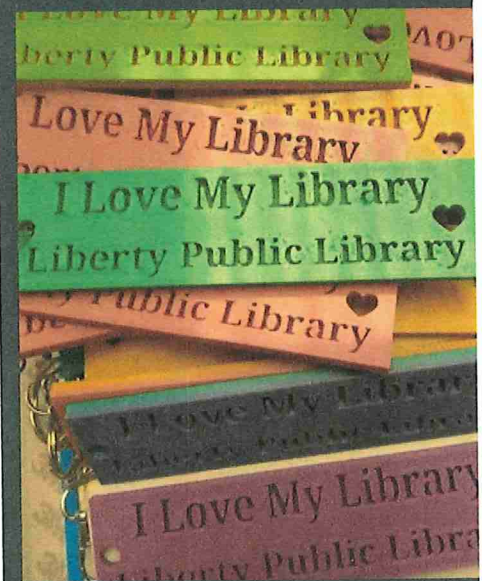
COMMUNITY LITERACY

We don't expect people to only come to us for access to materials and resources or pathways to literacy. We are working to be out in our community in order to promote community literacy and the importance of reading and we were happy to have the opportunity to visit all of the kindergarten classes at Liberty Elementary as well as one of the 3rd grade classes in September. **By third grade, children are learning to read, and after third grade, they are reading to learn.**



3D Printing for Patrons

September was Library Card Sign Up Month, so in appreciation of our patrons, we printed keychains with our 3D printer that patrons could take home with them. People who signed up for a new library card also received one and they have been quite popular!



I Love My Library
Liberty Public Library

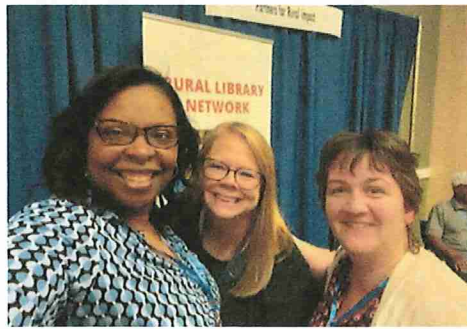
Share your love

for the Liberty Public Library by filling out a slip of paper at the library. Turn it in to the front desk and get a free keychain printed on our 3D printer!



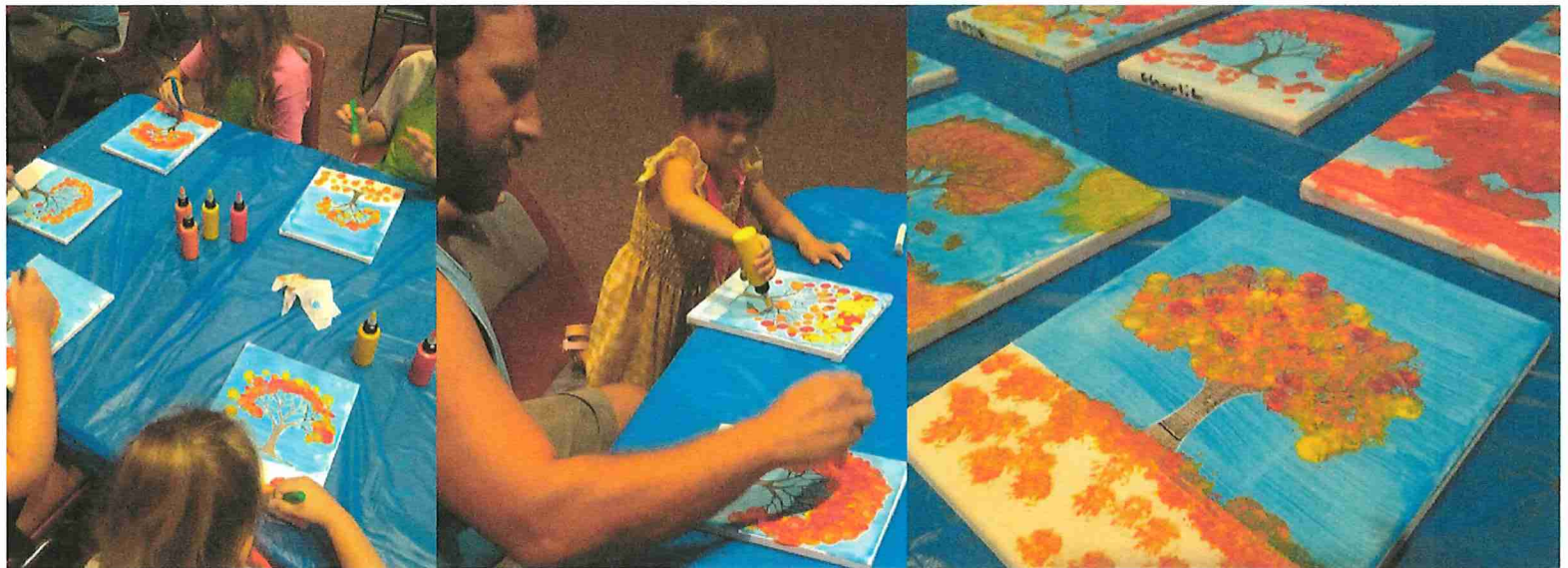
ASSOCIATION FOR RURAL AND SMALL LIBRARIES CONFERENCE

Branch Manager, Brenda Hornsby Heindl, attended the annual Association for Rural and Small Libraries (ARSL) conference in Wichita, Kansas in September. It was a great opportunity to meet other rural libraries, gain access to insightful programming and development, and make connections. Brenda presented on two panels, one about collaboration and one about food insecurity. She also helped with the Rural Library Network and attended a tour of an amazing newer library branch in Wichita that had indoor and outdoor interactive spaces for kids and caregivers to explore learning and literacy.



PAINTING PROGRAM TO USHER IN THE FALL!

The continued popularity of our painting programs for all ages is always a delight. For September, we ushered in the fall with a fun and simple fall tree painting. It's always fun to see how many variations of one design appear when the program is done! We try to do at least one monthly painting program and have plans to expand our ever-popular "Cookies, Canvas, and Cocoa" program in December!





Liberty Parks and Recreation



September 2023 monthly report

Last month the recreation department continued with baseball games and practices.

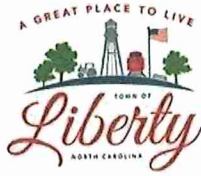
We started flag football practices & held 7 games on Saturday September 16th.

We started calling business for our October trunk or treat at Freedom Park.

We cleaned up the trail at Freedom park for the upcoming Mayor Walk in October.

We held our downtown festival and had 20 vendors, 8 food trucks and a band. It was a great turn out.





Town of Liberty Safety Department Report July 2023

Employee Safety

There were no reported injuries by employees during the month of September.

Safety Committee Meeting

The employee Safety Committee met in September and reviewed safety precautions for traffic hazards, BBP, hazardous chemicals, among others. The Safety Director asked employees to make an emphasis on wearing appropriate high-visibility vests when on town streets performing duties.

BloodBorne Pathogens Training

Annual Blood borne pathogens training continued for all employees.

New Employee Training

The Safety Department conducted new employee training for one new town employees..

Annual Wellness Visit

The NCLM annual wellness program visit for full-time town employees will be held in November this year. The Safety Department is working on coordinating that visit and notifying all employees.

PD Monthly

This Police Department Monthly covers from Sept 12, 2023 to Oct 11, 2023

Stats

Traffic stops 133, resulting in 82 citations, 31 speeding, 4 driving while revoked, 18 no operators license. There were 51 warnings, 18 for expired reg, 20 for lighting violations, 0 speeding. 534 daily log entries were made.

2 night time DWI Checkpoints and 24 domestics.

SIRT team:

Sgt Scala is on leave, no SIRT data available.

Vehicles

All vehicles remain operational. The new Charger will be upfitted after the new PD is completed

NEW PD

We are rapidly approaching the move in.

Major items left to complete are:

1. generator
2. walkway
3. sign
4. internet/phones
5. stainless steel work spaces
6. lockers/furniture
7. rekeying locks
8. connect to town water

Of course there are a multitude of smaller things to complete but we remain ahead of schedule. One large unknown remains the septic field condition.

Detectives

Detective Summers was able to locate and recover the 53' transport trailer recently reported stolen. It was recovered from the Vance County Courthouse parking lot located near Virginia just off of Interstate 85. The trailer had been sold to another trucking company; the Vance County Sheriff's Office is continuing the investigation of the person who sold the trailer and charges are expected.

Additional cases involving similar counterfeit bills have been reported across the county and potentially involves the same group of people previously known and suspected in our case from March 8, 2023.

The electronic files obtained in the theft and fraud investigation of a local business are still in the process of being unencrypted to allow for review; outside resources have been contacted for further assistance.

Detective Summers is involved with the Randolph County Crimestoppers and continues to be involved in monthly meetings to bring ideas to facilitate the use, growth and success. We are currently involved with fundraising events to increase the funding for information obtained that leads to solving cases.

Detective Summers is also involved with monthly meetings to build relationships with financial institutions and other law enforcement agencies to further assist in solving financial crimes against citizens to include the elderly who are prominent victims to fraud.

Detective Hargrove assisted agencies in a human trafficking investigation which resulted in multiple arrests across the state.

Detective Hargrove's work related to a recent special investigation continues. He is still extracting evidence from electronic devices that are leading to additional charges for those apprehended and is working closely with federal prosecutors to ensure a successful prosecution.

Detective Hargrove continues to work closely with the NCSBI and Homeland Security to be involved in upcoming special investigations and operations that will lead to the arrest of additional suspects not only in our immediate vicinity but also across the state.

The investigation of those responsible for the armed robbery of a local business last year is currently ongoing, requiring additional information sought by the US Attorney's Office to be collected to finalize the prosecution of both subjects involved in our case as well as other cases across the state.

Recent tips from the Randolph County Crimestoppers related to narcotics complaints are being reviewed and investigated.

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Chief DJ Semrad
Liberty Police Department
Liberty, NC
336-622-2323

Town of Liberty
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239 South Fayetteville Street
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Agenda Item Cover Sheet

Meeting Date:	October 16, 2023
Item:	Janie Phelps - LDP Update

Attachment:	No
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Brief Description:

Assistant Town Manager Janie Phelps will give an update on the progress of the LDP (Land Development Plan) and answer any questions.

Staff Recommendation:

Receive and discuss.

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Agenda Item Cover Sheet

Meeting Date:	October 16, 2023
Item:	Sawyer Deltanto - Capstone Project for LDP

Attachment:	No
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Brief Description:

College student Sawyer Deltano has been doing a research project on N Greensboro Street for school. He will go over the strengths and weaknesses of the street and show drafts of some of his concepts and receive input.

Staff Recommendation:

Receive and discuss.

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Agenda Item Cover Sheet

Meeting Date:	October 16, 2023 and October 23, 2023
Item:	Annexation Ordinance - 3577 Hinshaw Country Road, Liberty

Attachment:	Yes
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Brief Description:

This is the Annexation Ordinance for 3577 Hinshaw Country Road, Liberty. The metes and bounds description is attached.

Staff Recommendation:

Review and approve.

**An Ordinance to Extend the Corporate Limits of the Town of Liberty,
North Carolina**

WHEREAS, the Liberty Town Council has been petitioned under G.S 160A- 31 to annex the area described below; and

WHEREAS, the Liberty Town Council has by resolution directed the Town Clerk to investigate the sufficiency of the petition; and

WHEREAS, the Town Clerk has certified the sufficiency of the petition; and a public hearing on the question of this annexation was held at the Liberty Town Hall 239 S Fayetteville Street July 24, 2023 5:30 PM after due notice by posting on July 18, 2023 on Town Website, Town Hall, and Facebook and the Courier Tribune Newspaper.

WHEREAS, the Liberty Town Council finds that the petition meets the requirements of G.S. 160A-31;

NOW THEREFORE, BE IT ORDAINED by the Liberty Town Council of the Town of Liberty, North Carolina that:

Section 1. By virtue of the authority granted by G.S. 10A-31. The following described territory is hereby annexed and made part of the Town of Liberty August 28, 2023.

3577 Hinshaw Country Road
Parcel Number 8736318014
25.41 acres
(see attached also)

Section 2. Upon and after October 23, 2023, the above described territory and its citizens and property shall be subject to all debts, laws, ordinances and regulations in force in the Town of Liberty North Carolina and shall be entitled to the same privileges and benefits as other parts of the Town of Liberty North Carolina. Said territory shall be subject to municipal taxes according to G.S. 160A-58.10.

Section 3. The Mayor of The Town of Liberty North Carolina shall cause to be recorded in the office of the Register of Deeds of Randolph County, and in the office of the Secretary of State at Raleigh, North Carolina, an accurate map of the annexed territory, described in Section 1 above, together with a duly certified copy of this ordinance. Such a map shall also be delivered to the Town of Liberty North Carolina Board of Elections, as required by G.S. 163-288.1.

Mayor

ATTEST:

APPROVED AS TO FORM:

Clerk

Town of Liberty Attorney

SCHEDULE A

BEGINNING at a 60 d set at the base of a 5/8" existing iron rod in at the intersection of centerline of E. Teague Avenue (Town of Liberty Street/unknown right of way) within the 60' right of way of Hinshaw Country Rd, SR #2426, corner of Jan G. & Martha Lowe (Book 1770, Page 1021); running thence from said Beginning along a line within the right of way of Hinshaw Country Rd (SR #2426) to points not set the following courses and distances: South 04 degrees 02 minutes 00 seconds West 129.70 feet, South 03 degrees 33 minutes 56 seconds West 150.24 feet, South 03 degrees 12 minutes 06 seconds West 150.15 feet, South 03 degrees 04 minutes 24 seconds West 150.03 feet, South 03 degrees 04 minutes 24 seconds West 149.95 feet, and South 03 degrees 12 minutes 29 seconds West 149.96 feet to a point not set in the western right of way line of Hinshaw Country Rd (SR #2426); thence continuing along the western right of way line of Hinshaw Country Rd (SR #2426) to points not set the following courses and distances: South 03 degrees 14 minutes 41 seconds West 149.87 feet, South 03 degrees 40 minutes 25 seconds West 149.85 feet and South 03 degrees 42 minutes 43 seconds West 150.01 feet to 60 d set at base of 1" existing iron pipe, northeast corner of Kenneth H. Kivett (Book 1108, Page 841); thence along the northern line of Kenneth H. Kivett North 86 degrees 15 minutes 49 seconds West 407.62 feet to a 3/4" existing iron pipe down 12", common corner of Kenneth H. Kivett and James T. Ellis, IV (Book 1753, Page 779); thence along the northern line of James T. Ellis, IV, North 85 degrees 28 minutes 20 seconds West 453.15 feet to a 3/4" existing iron pipe down 2"; thence continuing along line of James T. Ellis, IV North 01 degree 23 minutes 20 seconds East 38.95 feet to an existing iron rod 0.67" east of line as shown on Moore Land Surveyors, Job No. 3073, common corner of James T. Ellis, IV, and MBR Associates (Book 1894, Page 2455); thence along line of MBR Associates North 01 degree 23 minutes 20 seconds East 753.34 feet to a 1" existing iron pipe down 2" and North 01 degree 24 minutes 44 seconds East 414.83 feet to an existing 80 d spike down 8" within the right of way of E. Teague Avenue, also being in the line of James F. Lowe (Book 1975, Page 832); thence along the centerline of E. Teague Avenue and James F. Lowe in part and Jan G. & Martha P. Lowe in part, North 86 degrees 19 minutes 37 seconds East 909.87 feet to the point and place of Beginning, containing 25.722 acres, more or less, and being shown on plat entitled "Survey for Greg Brittenham" by Survey Carolina, PLLC, dated January 5, 2017, and being recorded in Plat Book 150, page 77, in the Office of the Register of Deeds of Randolph County, North Carolina.

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Agenda Item Cover Sheet

Meeting Date:	October 16, 2023
Item:	Resolution Pre-Construction Planning Grant for WWTP

Attachment:	Yes
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Brief Description:

The NCDEQ has offered a Pre-Construction Planning Grant (PCPG) American Rescue Plan Act (ARPA) funding in the amount of \$400,000 to the Town of Liberty to perform the work detailed in the submitted application and the Town of Liberty intends to perform said project in accordance with the agreed scope of work.

Staff Recommendation:

Discuss and approve at the Work Session.

RESOLUTION BY GOVERNING BODY OF RECIPIENT
Town of Liberty WWTP Pre-Construction Planning Grant
SRP-W-ARP-0303

WHEREAS, the American Rescue Plan Act (ARPA) funded from the State Fiscal Recovery Fund was established in S.L. 2021-180 to assist eligible units of government with meeting their water/wastewater infrastructure needs, and

WHEREAS, the North Carolina General Statutes Chapter 159G has created grants to assist eligible units of government with meeting their water and sewer infrastructure needs, and

WHEREAS, the North Carolina Department of Environmental Quality has offered Pre-Construction Planning Grant (PCPG) American Rescue Plan Act (ARPA) funding in the amount of \$400,000 to the **Town of Liberty** to perform the work detailed in the submitted application, and

WHEREAS, the **Town of Liberty** intends to perform said project in accordance with the agreed scope of work,

NOW, THEREFORE, BE IT RESOLVED BY THE TOWN COUNCIL OF THE TOWN OF LIBERTY:

That the **Town of Liberty** does hereby accept the ARPA Grant offer of \$400,000

That the **Town of Liberty** does hereby give assurance to the North Carolina Department of Environmental Quality that any Conditions or Assurances contained in the Award Offer will be adhered to, has substantially complied or will substantially comply with all Federal, State and local laws, rules, regulations, and ordinances applicable to the project and to Federal and State grants and loans pertaining thereto.

That Mayor Filmore York and Town Manager Scott Kidd, the **Authorized Officials**, and successors so titled, are hereby authorized and directed to furnish such information as the appropriate State agency may request in connection with this project; to make the assurances as contained above; and to execute such other documents as may be required by the Division of Water Infrastructure.

Adopted this the 16th day of October 2023 at **Town of Liberty**, North Carolina.

✓

Filmore York, Mayor

ATTEST:

✓

Jessica Brown, Town Clerk

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Agenda Item Cover Sheet

Meeting Date:	October 16, 2023 and October 23, 2023
Item:	Project Budget Ordinance for Pre-Construction Planning Grant - WWTP

Attachment:	Yes
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Brief Description:

The project authorized is the FY 23 Wastewater Treatment Plant (WWTP) Pre-Construction Planning Project (Grant Project number SRP-W-ARP-0303) to be financed by the Federal American Rescue Plan Act (ARPA) grant funds awarded to the Town of Liberty by the North Carolina Department of Environmental Quality (DEQ) Division of Water Infrastructure (DWI).

Staff Recommendation:

Receive and approve.

Town of Liberty Grant Project Ordinance (FY 2023-2024 #GPO-13) Council Approval Needed

BE IT ORDAINED, by the Town Council of the Town of Liberty, North Carolina, that pursuant to section 13.2 of Chapter 159 of the General Statutes of North Carolina, the following Grant Project Ordinance is hereby adopted.

Section 1: The project authorized is the FY 23 Wastewater Treatment Plant (WWTP) Pre-Construction Planning Project (Grant Project number SRP-W-ARP-0303) to be financed by the Federal American Rescue Plan Act (ARPA) grant funds awarded to the Town of Liberty by the North Carolina Department of Environmental quality (DEQ) Division of Water Infrastructure (DWI)

Section 2: The Officers of the Town of Liberty are hereby directed to proceed with the grant project within the terms of the board resolution, grant documents, the rules and regulations of the Division of Water Infrastructure (DWI), and the budget contained herein.

Section 3: The following revenues are anticipated to be available for this project:

93-3290-030	ARPA - WWTP Pre-Construction Planning Project	\$	400,000.00
	Grant Proceeds	\$	400,000.00

Section 4: The following amounts are appropriated as expenditures for this project:

93-8110-030	Engineering and Construction Services	\$	400,000.00
		\$	400,000.00

Section 5: The finance officer is hereby directed to maintain within the ARPA - WWTP Pre-Construction #SRP-W-ARP-0303 sufficient specific detailed accounting records to satisfy the requirements of the grantor agency, the grant agreements, and federal regulations.

Section 6: Funds may be advanced from the Enterprise Fund Appropriated for the purpose of making payments as due. Reimbursement requests should be made to the State grantor agency in an orderly and timely manner. Compliance with all federal and state procurement regulations is required.


Section 7: The Finance Officer is directed to report, on a quarterly basis, on the financial status of each project element in section 4 and on the total grant revenues received or claimed.

Section 8: The Budget Officer is directed to include a detailed analysis of past and future costs and revenues on this capital project in every budget submission made to this board.

Section 9: Copies of this Grant Project Ordinance shall be furnished to the Town Clerk, the Budget Officer and the Finance Officer for the direction in carrying out this project.

Adopted this 23th day of October 2023 at Town of Liberty, North Carolina.

Prepared By: Kathy Bond, Finance Director

Reviewed by Scott Kidd, Town Manager Initials: 

ATTEST:

Town Clerk

Filmore York, Mayor

Date: _____

Date: _____

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Agenda Item Cover Sheet

Meeting Date:	October 16, 2023 and October 23, 2023
Item:	Public Hearing Building Reuse Grant - October 23, 2023 5:30 PM

Attachment:	Yes
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Brief Description:

This is a called hearing to allow public comment as the Liberty Town Council proposes to appropriate and expend town funds for an economic project with an unnamed Company. The goal for this project is the renovation of a vacant warehouse located at 7280 Liberty Park Ave. in Liberty, resulting in job creation and this project is eligible for a building Reuse Grant from the NC Department of Commerce, Rural Development Division, in the amount of \$325,000.

Staff Recommendation:

Discuss and approve.

NOTICE OF PUBLIC HEARING

Pursuant to Section 158-7.1 of the North Carolina General Statutes, the Liberty Town Council (the "Council") proposes to appropriate and expend town funds for the following economic development project (the "Project") with an unnamed company ("Company"). The goal for this Project is the renovation of a vacant warehouse located at 7280 Liberty Park Ave. in Liberty, resulting in job creation. The Project is eligible for a Building Reuse Grant from the N.C. Department of Commerce, Rural Development Division, in the amount of \$325,000. This type of grant requires the submission of an application by the Town of Liberty (the "Town") for the grant funding. In its role as an applicant, the Town has to commit to a 5% local match (\$16,250 for this Project). The Randolph County Board of Commissioners will be asked to consider providing half of this local match (\$8,125) with the Town providing the remaining \$8,125. However, as part of its evaluation of whether to apply for the grant, the Council will consider the merits of the Project with the assumption that the local match will be the sole responsibility of the Town. In return for the proposed economic development incentives, the Company and the property owner must make a capital investment of not less than \$1,000,000 in real property improvements. The Company must retain 4 full-time jobs and create 41 new full-time jobs in the Town of Liberty with an average annual wage of \$45,000. If the application is approved, the Town will fund the local match payment with available revenues in the Town's General Fund. The Council believes this Project will stimulate and stabilize the local economy and result in the creation of new, permanent jobs in the Town. The Council will hold a public hearing on the proposal for the Town to appropriate and expend funds for this Project. The public hearing will be held during a regular meeting that will begin at 5:30 p.m. on Monday, October 23, 2023, at Liberty Town Hall, 239 South Fayetteville St., Liberty, North Carolina 27298. All interested persons are invited to attend and present their views.

Jessica Brown, Town Clerk

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Agenda Item Cover Sheet

Meeting Date:	October 16, 2023 and October 23, 2023
Item:	Road Closure Request - Christmas Parade

Attachment:	Yes
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Brief Description:

The Liberty Chamber of Commerce is requesting road closures for the annual tree lighting and Christmas Parade Saturday December 2, 2023 .

Staff Recommendation:

Discuss and approve.



The Liberty Chamber of Commerce

112 S Greensboro St Liberty, NC 27298

PO Box 986

336-622-4937

libertychambernc.com

libertychamber@outlook.com

Att: Town Manager Scott Kidd & Chief Semrad

Dear Town of Liberty,

The Liberty Chamber of Commerce will be hosting our Annual Christmas Parade this year on Saturday December 2nd, 2023. The Parade will start at 2:30 with our Annual Tree Lighting Festival immediately following. The Chamber is requesting assistance and support from the Town to help make this tradition successful. We are requesting support from various areas of Town as listed below;

- Road Closure on Depot St and part of W Starmount from 11 am– 7:00 pm (This area will be used for the Tree Lighting Festival)
- Road Closure at 1:45 for Parade Route (Route is Greensboro St; left on Swannanoa Ave, left on Fayetteville St.)
- Road Closures of any side roads along the Parade route, lining up for the parade, or exiting the parade that the Liberty Police Chief deems necessary for safety purposes.
- Liberty Fire Trucks to participate in the Parade and help control the pace of the parade.
 - *All floats who have entered the competition will briefly stop on Swannanoa Ave to allow Judges to score their float.
- Permission from the Liberty Fire Department to allow the Liberty Chamber to use a propane gas grill and burner to cook approximately 500 hot dogs on Depot St.
- Permission from the Liberty Fire Department to allow High Tech Collision to have a contained fire pit for festival participants to roast marshmallows in the Festival area.
- Permission from Liberty Parks and Recs Department for the use of their bleachers on Depot St-(exact location of bleaches TBD).
- Use of the Town's/ Liberty Redevelopment Committee's sound system at our Stage
- Additional trash receptacles to be placed in the Tree Lighting Festival area

The Liberty Chamber would like to Thank You for your continued collaboration and support to make this festival an Annual Tradition for the community of Liberty. If you have any questions or concerns, please contact Executive Director Amanda Price at 336-500-3252

Thank you,
The Liberty Chamber of Commerce

Town of Liberty, NC Parade Permit Application

Name of Organization Liberty Chamber of Commerce
Address 112 S Greensboro St Liberty NC 27288
Phone Number 336-500-3252 (cell)
Person In Charge Amanda Price
Address 187 Gray Rock Rd S Trinity NC 27370
Phone Number 336-500-3252
Date and Time of Event Saturday Dec 2nd 2:30 pm

Please provide a sketch map showing:

1. The area where the event is to take place
2. Any streets to be closed or obstructed
3. Any barriers or traffic control devices that will be erected
4. The location of any concession stand, booth or temporary structures
5. The location of proposed fences, stands platforms, benches, or bleachers

Approximate Number of People Expected to Attend 2000

This application does not guarantee issue of permit. Upon receipt of this completed application, the Administrator (Town Manager) will give to Police Chief, the Fire Chief, the Public Works Director, and other appropriate persons for their comment. The Administrator may arrange to have a conference on the application with applicant and one or more department heads. Based on the outcome of the conference, the Administrator shall prepare a recommendation to Council regarding the permit application. The Council may require the applicant to pay to the town (before permit is issued) a fee sufficient to reimburse the town for the costs of any extraordinary services or equipment provided unless the event has been anticipated in the budget process and sufficient funds have been included in the budget to cover the costs incurred. The Council will make final determination.

The applicant understands and agrees to this process.


Applicant signature and date

Tree Lighting Festival Map

XXX = Barrier

* Roads should be Closed Between 11-7pm
Vendors set up @ 11am

Greensboro St

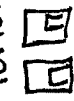
W Starmount

Barrier
XXXXXX

Yash
Wash

Kid
Zone

Porta-
Sons

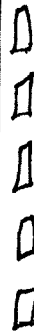


Firepit
Smores

Dr Blakes

Grill - Hot Dogs

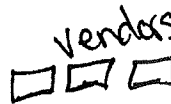
Bleachers



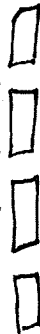
Depot St



vendors



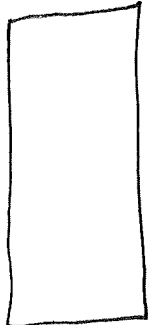
vendors



stage



church



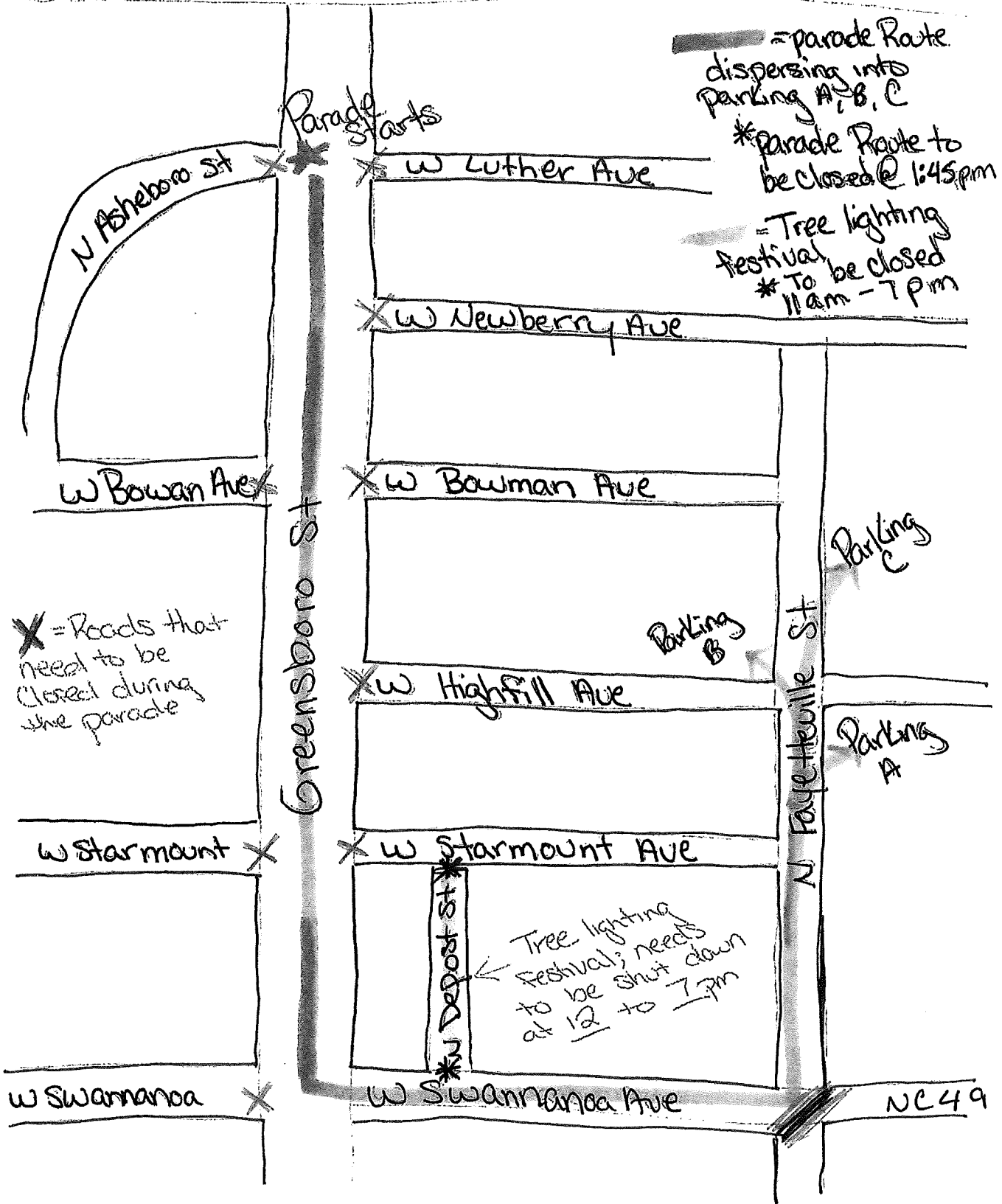
Sacknit

horse +
Carriage

Barrier
XXXXXX

Swannanoa Ave.

Parade Route Closings + map



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

Agenda Item Cover Sheet

Meeting Date:	October 16, 2023 and October 23, 2023
Item:	Veterans Day Town Holiday Closure change from Monday to Friday

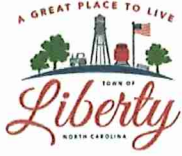
Attachment:	Yes
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Brief Description:

Since Veterans Day falls on Saturday November 11, 2023, according to Town Policy the holiday should be on Friday November 10, 2023 instead of Monday November 13, 2023.

Staff Recommendation:

Discuss and approve.



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www.Liberty-NC.com

2023 Town of Liberty Holiday Schedule

New Year's Day	January 2	Monday
M.L. King Jr's Birthday	January 16	Monday
Easter (Good Friday)	April 7	Friday
Memorial Day	May 29	Monday
Independence Day	July 4	Tuesday
Labor Day	September 4	Monday
Veterans' Day	November 13	Monday
Thanksgiving Day	November 23-24	Thursday & Friday
Christmas	December 25th and 26th	Monday & Tuesday

ARTICLE IX

LEAVES OF ABSENCE

Section 1. Holidays Observed.

The following days and such other days as the town council may designate, are holidays with pay for regular town employees.

New Year's Day	January 1
Martin Luther King, Jr. Day	Third Monday in January
Good Friday	Friday before Easter Sunday
Memorial Day	Last Monday in May
Independence Day	July 4
Labor Day	First Monday in September
Veteran's Day	November 11th
Thanksgiving	Fourth Thursday and Friday in November
Christmas	According to the schedule shown below

When a holiday, other than Christmas Day, falls on a Saturday, Friday shall be observed or a Sunday, Monday shall be observed as the holiday unless otherwise amended by the Town Council.

<u>When Christmas Day falls on:</u>	<u>The town observes:</u>
Sunday	Friday and Monday
Monday	Monday and Tuesday
Tuesday	Monday and Tuesday
Wednesday	Monday, Tuesday and Wednesday
Thursday	Wednesday, Thursday and Friday
Friday	Thursday and Friday
Saturday	Friday and Monday

Section 2. Forfeiture of Right to Holiday.

Employees forfeit their rights to payment for holidays plus the day missed if they have an unexcused absence on the last regular work day preceding the holiday or on the first regular work day following the holiday.

Section 3. Effect of Work on Holidays on Other Types of Paid Leave.

Regular holidays which occur during a vacation, sick or other paid leave period of any employee of the town shall not be charged as vacation, sick, or other paid leave.

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Agenda Item Cover Sheet

Meeting Date:	October 16, 2023
Item:	Manager's Report

Attachment:	No
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Brief Description:

<ul style="list-style-type: none">- Water/Sewer Discussion- Special Order of Consent (SOC) Update- Water/Sewer Allocation- Land Development Plan- LWCF Update

Staff Recommendation:

Receive Report and Discuss
