

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
November 20, 2023 5:30 P. M.**

- 1. Call to Order**
- 2. Adoption of Agenda**
- 3. Information**
 - 3.1 Monthly Reports
- 4. Old Business**
- 5. New Business**
 - 5.1 Randolph County Strategic Planning Grant - Project Goals
 - 5.2 2024 Council Meeting Schedule
 - 5.3 2024 Holiday Schedule
 - 5.4 Budget Amendment #14 (Fire Department)
- 6. Manager's Report**
- 7. Committee Reports**
 - 7.1 Warren Dixon - Patterson Cottage and Heritage Museum
- 8. Citizen Comments**
- 9. Council Comments**
- 10. Mayor Comments**
- 11. Closed Session per NCGS 143-318.11 (a) (7)**
- 12. Adjourn**

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Agenda Item Cover Sheet

Meeting Date:	November 20, 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.

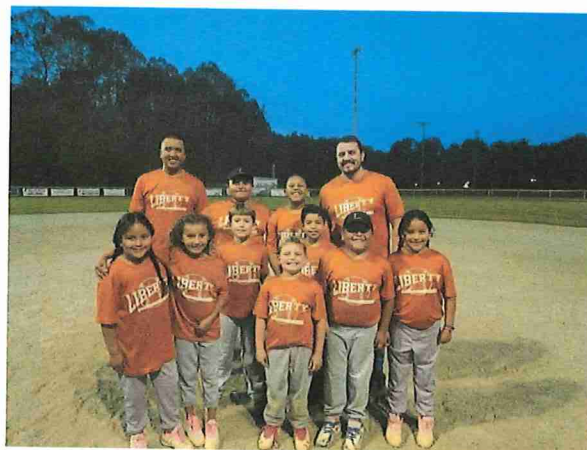


Liberty Parks and Recreation



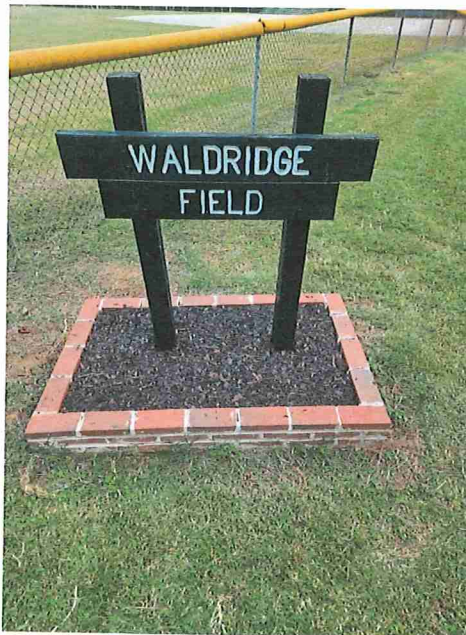
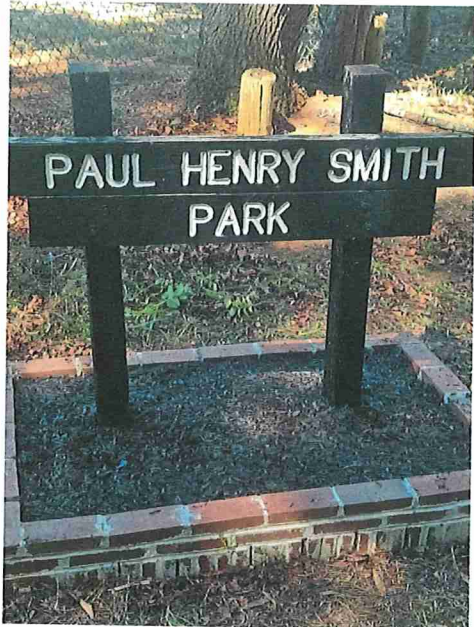
October monthly report 2023

Last month the recreation department finished up our flag football & baseball season.





We worked on the the signs at both parks, pulling out the weeds and adding new mulch



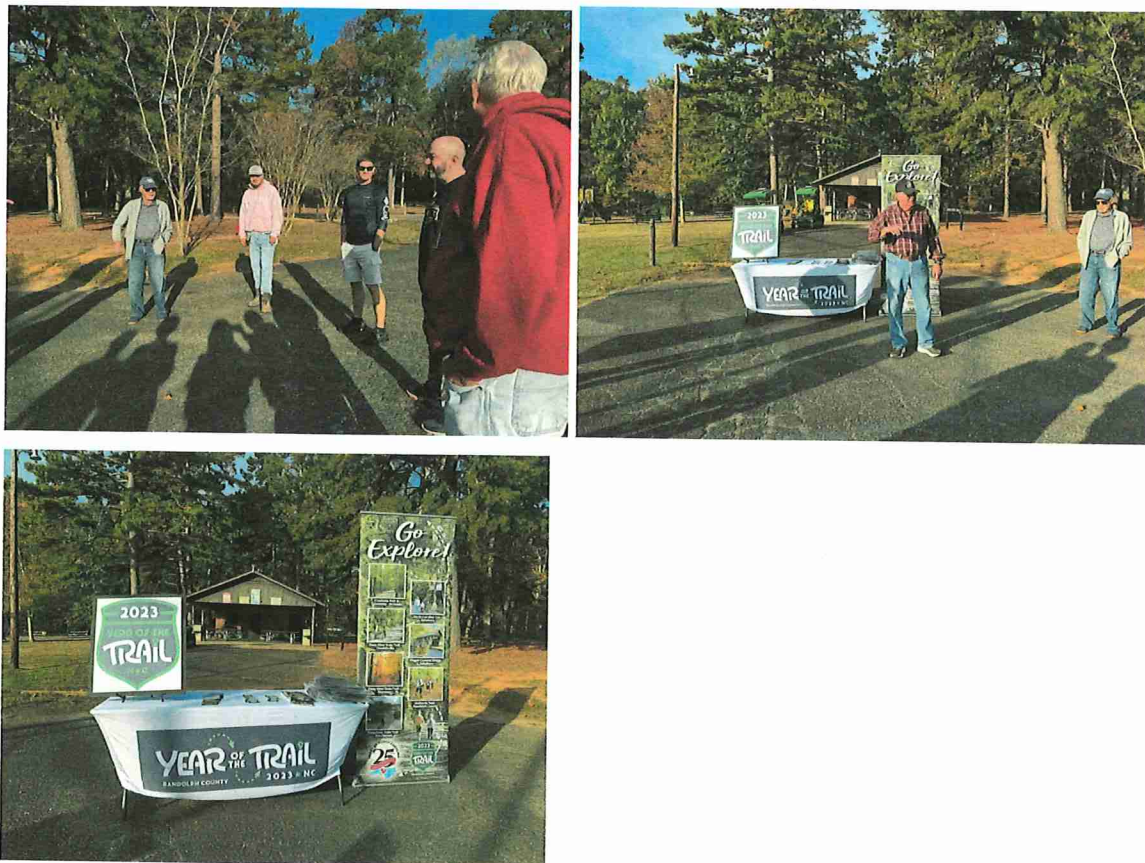
We removed all of the sponsorship banners at Freedom park ball field.

We hosted a community yard sale and are hoping to host another one this coming up spring.

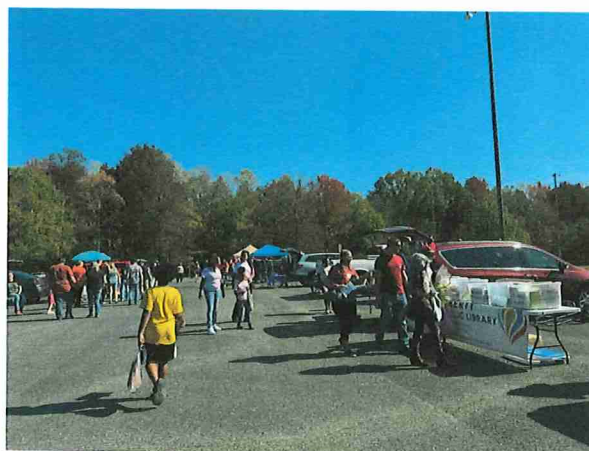
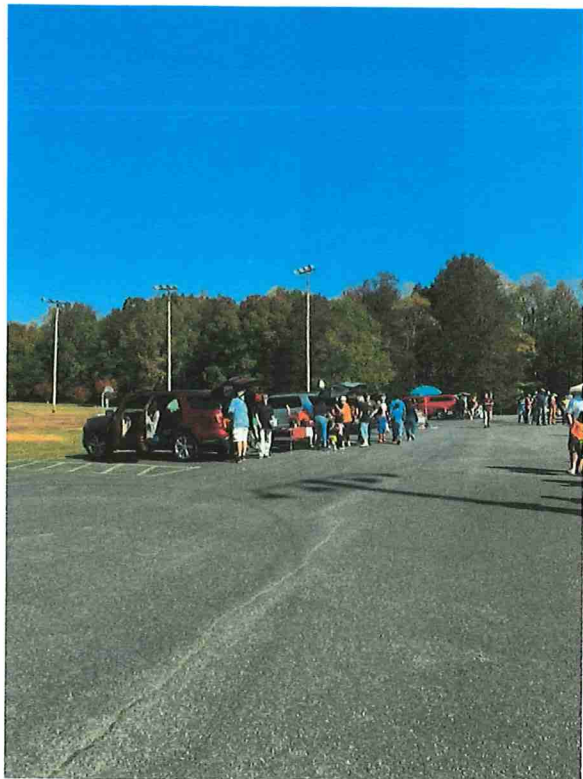
We held our annual pumpkin painting program and had roughly 25-30 participants. Sophia's pumpkin patch donated all of the pumpkins.

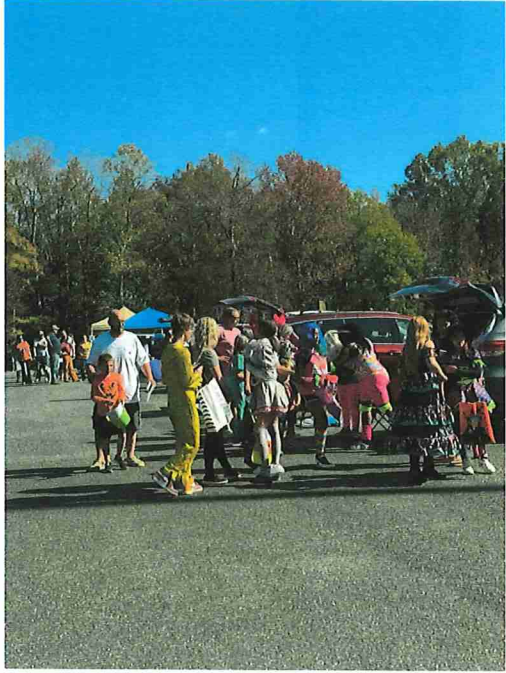


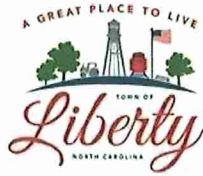
We held the year of the trail event and the mayor walk



We held our annual trunk or treat and had 10-15 cars who participated and numerous businesses in liberty donate candy to our department







Town of Liberty Safety Department Report October 2023

Employee Safety

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

NC League Of Municipalities Safety Conference

The Safety Director attended NCLM's Safety and Risk Management Conference on Oct. 5 in Raleigh. The conference highlighted methods of reducing risk in municipal operations and reducing liability.

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 employee.

PD Monthly

This Police Department monthly covers from Oct. 13, 2023 to Nov. 13, 2023

Stats

Traffic stops 144, resulting in 79 citations, 29 speeding, 6 driving while revoked, 8 no operator license, 1 felony flee to elude arrest (MV)/DWI/Carrying Concealed Weapon. There were 65 warnings, 20 for lighting violations, 8 speeding. 566 daily log entries were made.

There were 16 domestic incidents and multiple warrants and orders for arrest served.

SERT team:

10/16: Range Night

10/24: Monthly Training

10/24: Call Out-Late Afternoon

11/09: Call Out-Liberty

11/10: Sniper Training

Vehicles

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

New PD

We are rapidly approaching move in.

Major items left to complete are:

1. generator
2. walkway
3. sign
4. stainless steel work spaces-near completion.
5. lockers/furniture-in process, many items obtained and on-site.
6. rekeying locks
7. connect to town water

The septic tank has been repaired, water will be connected very soon. Once the water has been connected, and the plumbers finish the plumbing trim-out, water and septic can get a final inspection, followed by a building final. The next step, as long as the septic field is in working condition, is applying for the Certificate of Occupancy.

Of course, a multitude of smaller things remain to be completed and are progressing toward completion.

One large unknown remains the septic field condition.

Detectives

ABC Violations follow up: The July under age purchase investigation has resulted in fines to seven businesses ranging from a 10-20 day suspension of their licenses, to fines ranging from \$1000.00 to \$2000.00. The prosecution of the store clerks has been completed by the DA's Office through a diversion program that requires all defendants to attend training conducted by the ABC Commission.

Detective Summers has been assisting patrol, following up on open investigations, assisting Detective Hargrove with cases listed below and continues the valuable training he is receiving from the Wilson Community College.

Detective Hargrove assisted multiple agencies conducting digital forensics of electronic devices.

Detective Hargrove assisted the NCSBI conducting training related to case specific criminal offenses.

Detective Hargrove assisted the Rockingham County Sheriff's Office with a search warrant related to case specific criminal offenses.

Detective Hargrove conducted a presentation for the Clover Garden High School in reference to internet safety.

Detective Hargrove was able to obtain additional information from digital storage devices and forensic analysis that will assist both LPD and RCSO with additional charges of juveniles involved in stealing Kia/Hyundai vehicles during the summer months.

On 11/09/2023 The Liberty Police Department with the assistance of the Randolph County Sheriff's Office concluded an investigation into attempted sexual conduct between an adult and minor child. The suspect was taken into custody by the Liberty Police Department with assistance from multiple agencies to include the Randolph County Sheriff's Office, the NCSBI, Department of Homeland Security, Winston Salem Police Department, Rockingham County Sheriff's Office and Salisbury Police Department.

A felony narcotics case was opened as a result of a probation search conducted at a local residence; charges pending the completion of laboratory testing.

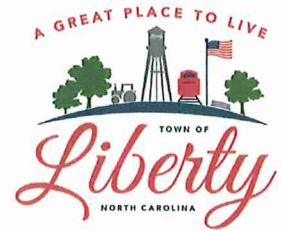
Sgt. Luke Scala

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



**LIBERTY
PUBLIC LIBRARY**
RANDOLPH COUNTY
PUBLIC LIBRARIES

November 2023
Town Council Meeting
Monthly Report for
October 2023



2, 045 Items Were Checked Out in October. Here are some of the Community Savings with those checkouts-

- 276 DVDs - \$1,104
- 665 Adult Books- \$11,305
- 865 Childrens Books- \$14,705

Free 24 Hour Free Wifi Use

WiFi had 137 unique users in October. This means that people connected to our free wifi outside or within our building.

Online Resource Use

Our October EBook use was 159, EMagazines was 29, and EAudio was 106.

Programs

The Library held onsite 14 programs with 238 participants and offsite did two programs - one at Liberty Elementary for the Fall Festival and one with the Parks and Recreation Department Trunk or Treat.

Funds Received

In October of 2023, we have received \$335.60 for printing services.

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

"...the amazing people and diverse selection of materials and the great classes. This is a community center! I have met many friends here and have access to so many books on topics we need for homeschool. We feel cared for here."

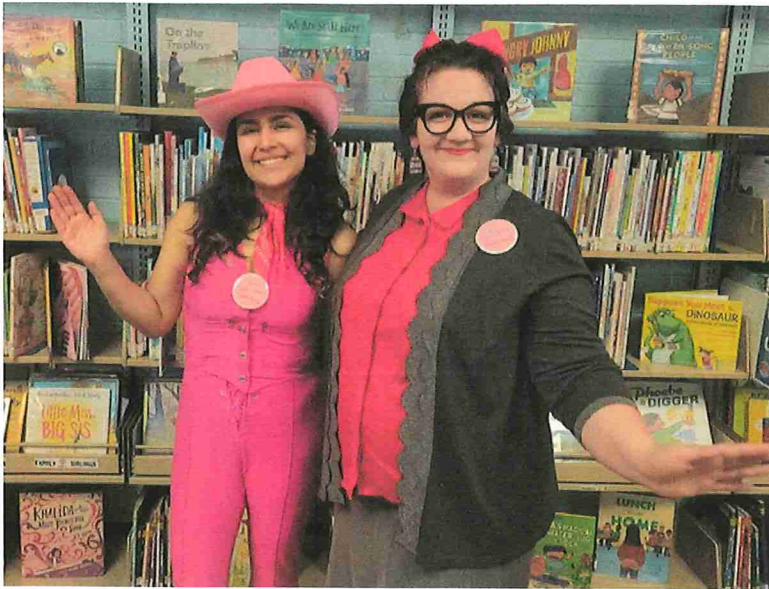
"When children cannot find themselves reflected in the books they read, or when the images they see are distorted, negative, or laughable, they learn a powerful lesson about how they are devalued in the society of which they are a part."

**Quote by
Dr. Rudine
Sims
Bishop**



Windows, Mirrors, and Sliding Glass Doors

We strive to ensure that our collections materials reflect our community. This means that we try our best to find materials that have pictures of individuals with different skin colors, differing abilities, and also incorporate different languages. Likewise, the authors and illustrators are similarly reflected. We also work to include materials with content from different parts of the world and outer space- perhaps places our patrons may never go- but important for broadening their horizons of possibility for imagination and learning.



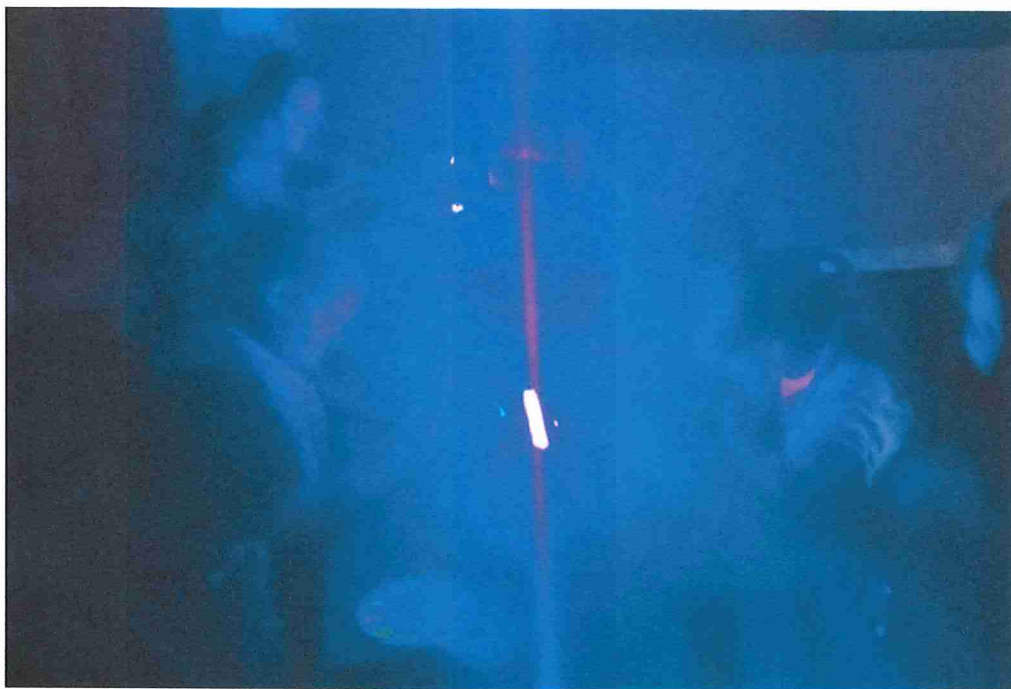
LIBRARY BARBIES TAKE ON TRUNK OR TREAT!

Ms. Gisela and Ms. Brenda dressed up in as much pink as possible and decked themselves out with buttons that said "This Barbie is a Librarian"! They participated in the Trunk or Treat for Halloween hosted by the Liberty Parks and Recreation, and met up with other Barbies from the Town Offices! It was a beautiful day with wonderful weather. Our book bins were ransacked and we ran out of candy at the very end, so it was a successful outreach day!



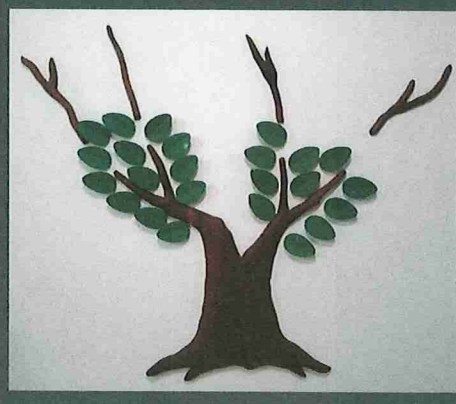
3D IN THE DARK PAINTING!

Our Teen Advisory Board participants requested to paint in the dark with blacklights and glow in the dark paint, so we made it happen for the October Teen Advisory Board meeting! It was a success and really wild to watch! The Teen Advisory Board meets monthly to encourage teens (11+) to share what kind of programming they would like to participate in and ways in which the library can be a resource for them. They're also provided pizza, and that is always a motivating factor for participation!



3D Printing for Our Local Museum

We have been working with the Heritage Museum in downtown Liberty in order to print leaf-shaped plaques on our 3D printer. Each "leaf" has the name or names of individuals or groups/businesses that have supported the museum and are being placed on a tree-shaped design on a wall in the museum.



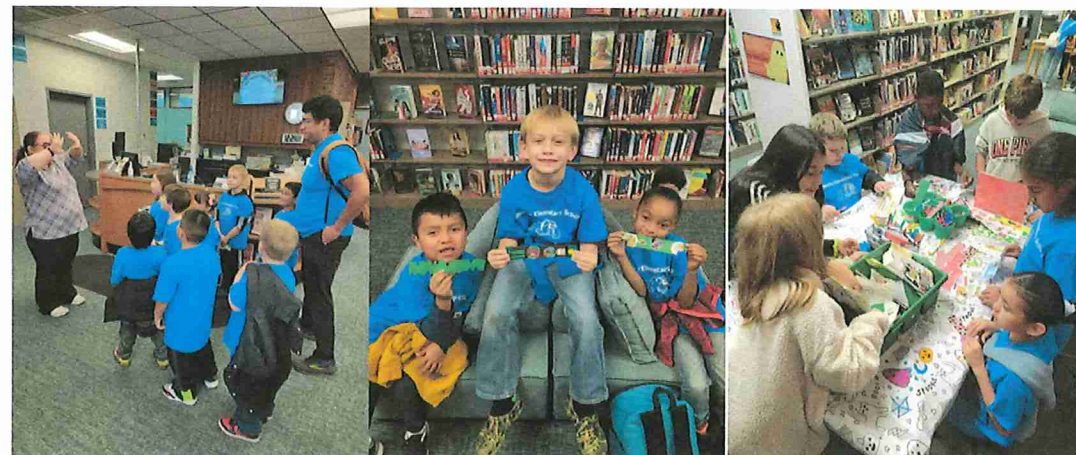
FALL FESTIVAL AT LIBERTY ELEMENTARY

Ms. Gisela and Ms. Brenda attended Liberty Elementary's Fall Festival. They specially created a bulldog shape for the kids to make a bottle cap mural with them since the bulldog is their mascot! Once it was finished it was taken to the art room to stay on display!



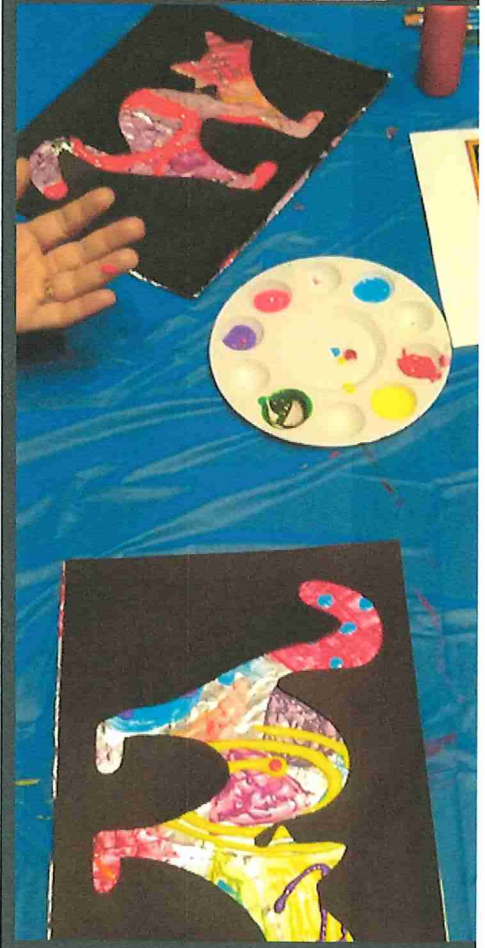
SCHOOL VISITORS!

Within two days one week apart, the library and the Liberty Heritage Museum hosted EVERY class from our local elementary school, Liberty Elementary. Ms. Sheila and Ms. Marie deserve the gold medals for largely holding down the fort at the library, giving tours, distributing crafts, bookmarks, and stickers. It was a delight to have a number of kids return to the library and bring their families after school.



Painting for Hispanic Heritage Month

We painted Oaxacan-inspired folk art paintings in honor of Hispanic Heritage Month.



Liberty Fire Department

October Monthly Report

November 13, 2023

Call Volume: 73, YTD 838

Training Hours: 457 , YTD 4,490

Notable Events

1. Captain Bret Pedigo attended the NC League of Municipalities Safety Conference.
2. LFD along with Kimesville Fire, Julian Fire and Staley Fire conducted a Fire Drill and Fire Safety Training at Liberty Elementary School.
3. LFD personnel conducted a Fire Station Tour and Fire Prevention Education for Tabernacle UMC 4 year old playschool students at Station 3.
4. Chief Talbott, Deputy Chief Phillips and Captain Pedigo participated in a phone call with our grant writer to explore the possibility of applying for a SAFRE grant that would assist the town in hiring more full-time firefighters. This is a federal government grant that covers the cost of hiring full-time firefighters 100% for 3 years before the town would be required to cover the cost.
5. LFD personnel participated in the Halloween parade at the library on 10/25.
6. LFD personnel participated in the Halloween Trunk or Treat at Freedom Park on 10/28.

For the month of October Liberty Fire responded to 1 structure fires, 0 motor vehicle fire, 4 fire alarms, 4 motor vehicle accidents, 47 medical calls, 8 service calls, 5 lock outs, and 3 dispatched and canceled enroute.

Matt Talbott
Fire Chief

Jason Phillips
Deputy Fire Chief

Bret Pedigo
Captain



PUBLIC WORKS MONTHLY REPORT

PREPARED BY PUBLIC SERVICE DIRECTOR – JOSEPH WALSH

11/16/2023

LIMBS- Very active picking up limbs. Grapple truck has been repaired and back in service due to a boom cylinder issue.

LANDFILL- Steady 1.5-2 tons per week removed.

MOWING- The town will conduct a final mow of all properties to wrap up the 2023 mowing season

WATER- Multiple water main breaks on E Swannanoa after paving. Rough patch is in but will have to go back and do a single lane patch 30' in length to be NCDOT compliant.

SEWER- Town has completed multiple sewer back ups.

STREETS- Attended NC811 meeting and expressed concerns about lead time on emergency locates. Piedmont natural gas rep said he would look into the issue.

Fixed and paved Brookwood along with multiple pothole/utility repairs

Michael is busy on leaf pickup and is keeping up with the demand.

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Agenda Item Cover Sheet

Meeting Date:	November 20, 2023 and November 27, 2023
Item:	Randolph County Strategic Planning Grant - Project Goals

Attachment:	No
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Brief Description:

The Town is going to apply for \$200,000 of strategic funds from Randolph County to help fund the LWCF project at Freedom Park. These funds, if received, will be possibly doubled through the NC Parks. The goals for the project are: increase park use by offering more activities and increase health and wellbeing by providing more outdoor activities as well as more family oriented activities. Staff are finalizing the application for submission which asks the Board to approve the Project goals.

Staff Recommendation:

Discuss and approve Project Goals for the grant application.

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Agenda Item Cover Sheet

Meeting Date:	November 20, 2023 and November 27, 2023
Item:	2024 Council Meeting Schedule

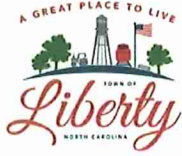
Attachment:	Yes
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Brief Description:

This is the schedule for 2024 Council Meetings.

Staff Recommendation:

Review and approve.



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Calendar Year 2024 Meeting Schedule
 Meetings will begin at 5:30PM.

Month	Work Session	Council Meeting
January	*1/16	1/22
February	2/19	2/26
March	3/18	3/25
April	4/15	4/22
May	5/20	*5/28
June	*6/10	*6/17
July	7/15	7/22
August	8/19	8/26
September	9/16	9/23
October	10/21	10/28
November	11/18	11/25
December	*12/2	*12/2

*Please note change from regular schedule due to holiday

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Agenda Item Cover Sheet

Meeting Date:	November 20, 2023 and November 27, 2023
Item:	Holiday Schedule 2024

Attachment:	Yes
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Brief Description:

This is to adopt the Town's holiday schedule for 2024.

Staff Recommendation:

Discuss and approve.



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2024 Town of Liberty Holiday Schedule

New Year's Day	January 1	Monday
M.L. King Jr's Birthday	January 15	Monday
Easter (Good Friday)	March 29	Friday
Memorial Day	May 27	Monday
Independence Day	July 4	Thursday
Labor Day	September 2	Monday
Veterans' Day	November 11	Monday
Thanksgiving Day	November 28-29	Thursday & Friday
Christmas	December 23 - 25	Monday, Tuesday & Wednesday

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Agenda Item Cover Sheet

Meeting Date:	November 20, 2023 and November 27, 2023
Item:	Budget Amendment # 14 (Fire Department)

Attachment:	No
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Brief Description:

This amendment is to move funds from General Fund Appr to the Fire Dept Uniforms. (These monies were in General Fund at the end of FY 22-23).

Staff Recommendation:

Review and approve

Meeting Date November 27, 2023

Town of Liberty Budget Amendment (FY 2023-2024 #14) Council Approval Needed

BE IT ORDAINED, by the Liberty Town Council that the Town of Liberty Budget Ordinance for fiscal year 2023-2024, which was adopted on June 21, 2023, be amended as follows:

This amendment is to move funds from General Fund Appr to the Fire Dept Uniforms. (These monies were in General Fund at the end of the FY 22-23.)

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

10 Fund				
General Fund	Line Item	Budget	Change	Amended Budget
General Fund Balance Appr	10-3990-000	0.00	10,405	10405
Total Expenditures		0	10,405	10,405

10 Fund				
General Fund	Line Item	Budget	Change	Amended Budget
FD Uniforms	10-5300-360	16,000	10,405	26,405
Total Revenues		16,000	10,405	26,405

Prepared By: Kathy Bond, Finance Director

Reviewed By: Scott Kidd, Town Manager

Town Manager Initials: SK

ATTEST:

Filmore York, Mayor

Date: _____

Town Clerk

Date: _____

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Agenda Item Cover Sheet

Meeting Date:	November 20, 2023
Item:	Manager's Report

Attachment:	No
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Brief Description:

<p>- Only one Council Meeting in December - December 4th</p>

Staff Recommendation:

Receive Report and Discuss

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Agenda Item Cover Sheet

Meeting Date:	November 20 , 2023
Item:	Warren Dixon - Patterson Cottage and Heritage Museum

Attachment:	No
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Brief Description:

Warren Dixon, Town Historian will give an update on the Patterson Cottage and the Heritage Museum

Staff Recommendation:

Discuss

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Agenda Item Cover Sheet

Meeting Date:	November 20, 2023
Item:	Closed Session NCGS 143-318.11 (7)

Attachment:	Yes
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Brief Description:

This is a Closed Session per NCGS 143-318.11 (7).

Staff Recommendation:

Review and discuss.

§ 143-318.11. Closed sessions.

(a) Permitted Purposes. - It is the policy of this State that closed sessions shall be held only when required to permit a public body to act in the public interest as permitted in this section. A public body may hold a closed session and exclude the public only when a closed session is required:

- (1) To prevent the disclosure of information that is privileged or confidential pursuant to the law of this State or of the United States, or not considered a public record within the meaning of Chapter 132 of the General Statutes.
- (2) To prevent the premature disclosure of an honorary degree, scholarship, prize, or similar award.
- (3) To consult with an attorney employed or retained by the public body in order to preserve the attorney-client privilege between the attorney and the public body, which privilege is hereby acknowledged. General policy matters may not be discussed in a closed session and nothing herein shall be construed to permit a public body to close a meeting that otherwise would be open merely because an attorney employed or retained by the public body is a participant. The public body may consider and give instructions to an attorney concerning the handling or settlement of a claim, judicial action, mediation, arbitration, or administrative procedure. If the public body has approved or considered a settlement, other than a malpractice settlement by or on behalf of a hospital, in closed session, the terms of that settlement shall be reported to the public body and entered into its minutes as soon as possible within a reasonable time after the settlement is concluded.
- (4) To discuss matters relating to the location or expansion of industries or other businesses in the area served by the public body, including agreement on a tentative list of economic development incentives that may be offered by the public body in negotiations, or to discuss matters relating to military installation closure or realignment. Any action approving the signing of an economic development contract or commitment, or the action authorizing the payment of economic development expenditures, shall be taken in an open session.
- (5) To establish, or to instruct the public body's staff or negotiating agents concerning the position to be taken by or on behalf of the public body in negotiating (i) the price and other material terms of a contract or proposed contract for the acquisition of real property by purchase, option, exchange, or lease; or (ii) the amount of compensation and other material terms of an employment contract or proposed employment contract.
- (6) To consider the qualifications, competence, performance, character, fitness, conditions of appointment, or conditions of initial employment of an individual public officer or employee or prospective public officer or employee; or to hear or investigate a complaint, charge, or grievance by or against an individual public officer or employee. General personnel policy issues may not be considered in a closed session. A public body may not consider the qualifications, competence, performance, character, fitness, appointment, or removal of a member of the public body or another body and may not consider or fill a vacancy among its own membership except in an open meeting. Final action making an appointment or discharge or removal by a public body having final authority for the appointment or discharge or removal shall be taken in an open meeting.
- (7) To plan, conduct, or hear reports concerning investigations of alleged criminal misconduct.
- (8) To formulate plans by a local board of education relating to emergency response to incidents of school violence or to formulate and adopt the school

safety components of school improvement plans by a local board of education or a school improvement team.

- (9) To discuss and take action regarding plans to protect public safety as it relates to existing or potential terrorist activity and to receive briefings by staff members, legal counsel, or law enforcement or emergency service officials concerning actions taken or to be taken to respond to such activity.

- (10) To view a recording released pursuant to G.S. 132-1.4A.

(b) Repealed by Session Laws 1991, c. 694, s. 4.

(c) Calling a Closed Session. - A public body may hold a closed session only upon a motion duly made and adopted at an open meeting. Every motion to close a meeting shall cite one or more of the permissible purposes listed in subsection (a) of this section. A motion based on subdivision (a)(1) of this section shall also state the name or citation of the law that renders the information to be discussed privileged or confidential. A motion based on subdivision (a)(3) of this section shall identify the parties in each existing lawsuit concerning which the public body expects to receive advice during the closed session.

(d) Repealed by Session Laws 1993 (Reg. Sess., 1994), c. 570, s. 2. (1979, c. 655, s. 1; 1981, c. 831; 1985 (Reg. Sess., 1986), c. 932, s. 5; 1991, c. 694, ss. 3, 4; 1993 (Reg. Sess., 1994), c. 570, s. 2; 1995, c. 509, s. 84; 1997-222, s. 2; 1997-290, s. 2; 2001-500, s. 2; 2003-180, s. 2; 2013-360, s. 8.41(b); 2014-79, s. 9(a); 2016-88, s. 3.)