

Minutes of the Work Session of
The Liberty Town Council
Held on April 15, 2024 5:30 PM

Present

- Mayor: The Honorable Filmore York
- Council: Terry Caviness, Larry Coble, Don Herndon, Tyson Nixon and Greg Carpenter
- Town Manager: Scott Kidd
- Town Clerk: Jessica Brown
- Staff: Public Works Director; Joseph Walsh, Finance Director; Kathy Bond, Finance Specialist; Adrian Abbott, Library Director; Brenda Heindl, Assistant Town Manager; Janie Phelps, Interim Parks & Recreation Director; Kolby McPherson, Safety Director; Bret Pedigo and Police Chief; David Semrad
- Town Attorney; Bill Flowe

To Order

The Mayor called the meeting to order at 5:40 pm and welcomed everyone and those watching on Facebook. He apologized for the delay; we had some technical issues with the auditor’s remote presentation which appear to be fixed now. He conveyed his condolences to Council Member Terry Caviness for the loss of his father and to the family of Bridget Langley Broadwell, former Finance Director and Town Clerk who passed away.

Adoption of Agenda

Council Member Tyson Nixon made a motion to adopt the agenda taking off 7.7 under New Business. Douglas Hardin will be here next week to give the ABC Board update. Council Member Don Herndon seconded the motion which passed unanimously. Council Members Larry Coble, Terry Caviness, Don Herndon, Tyson Nixon, and Greg Carpenter voted yes and adopted the agenda.

Information

Monthly Reports

Each Department’s Monthly Reports are included for review. Public Works Director Joseph Walsh said that the town hopes to apply for a grant regarding the lead and copper with a cap of 2, 000,000.00 of dig and replace inventory. Council Member Don Herndon asked Police Chief Semrad for an update on the loose dog previously discussed. He responded it is now in the Court’s and Randolph County Health director’s hands. The Town will be at the court date.

Audit Presentation FY 2022/2023 - Austin Eubanks with Thompson, Price, Scott Adams & Co., P.A. - Zoom

Town Manager Scott Kidd started out saying we had raised water/sewer rates for this fiscal year and those results should show in our next audit. ARPA funds were used to be ready for the future. We are still using Southern Software and have gotten away from the Central Depository which has been causing some issues with reconciliations. Finance Director Kathy Bond said one part of our system was not speaking to another part of their system which was causing the General Ledger not to come out correctly after keying the paylocity payrolls in. She had to do journal entries but this is slowly getting resolved. Austin Eubanks presented the highlights of the audit over zoom The minimum undesignated fund balance as recommended by the Local Government Commission is 34%. As of 2023 it was 1,718,849. The fund balance available as a percentage of General Fund Expenditures is 13.15%. Spending was elevated in 2023 due to capital outlays and new projects. The top four revenues for the General operating fund were: 1) Intergovernmental Revenues 48% 2) Ad Valorem Taxes 40% 3) Sales and Service 10% 4) Investment Earnings 2% 4) other revenue 1%. The top four expenditure categories were: 1) Public Safety 44% 2) General Government 15% 3) Cultural and Recreation 12%, 4) Other Expenditures 9%. The unassigned fund balance for 2023 is \$657,077. The water/sewer fund operating income is at a loss and the LGC wants to see gain every year so an increase in revenue and a decrease in expenditures is desired. Significant deficiencies cited in the audit were: 2023-001 failure to perform reconciliation of significant accounts and 2023-002 Timeliness of audit report submission .They recommend additional training on software. The town is now caught up on audits and the 2024 audit should be on time. The LGC (Local Government Commission) does require the town to submit a response within sixty days of the Board meeting the audit was presented. The response should be presented to the entire Board and signed by them, the Finance Officer, and Manager. The firm thanks the Town for the opportunity to work with them.

Budget Appropriation Requests

Randolph EDC, Randolph Senior Adults, and the Liberty Chamber of Commerce have submitted Budget Appropriation Requests. Kevin Franklin of the Randolph EDC was unable to attend but the Town Manager went over the letter and the amount of \$6,600.00 is the same as last year. The letter says they provide existing business and industry support, business and industrial recruitment, marketing Randleman and Randolph County as a location for business investment, industrial product development, and partnering in workforce development initiatives to meet the talent and skill needs of employers. Mark Hensley Executive Director for Randolph Senior Adults presented their request for \$26,122.00 which maintains their current amount. They promote personal independence, healthy aging, social connection, and lifelong learning for Randolph County Seniors. Travis Kivett presented the request for the Liberty Chamber of Commerce. They now have 138 members and have increased membership over 40%. They use a Chamber Management system called ChamberMaster which was recommended by the Asheboro/Randolph Chamber of Commerce. This platform allows them to communicate better with the community and the community calendar is available for businesses to post

their events and job openings. They are requesting \$4, 776.00 for service and contract expenses.

New Business

Backflow program

Public Works Director Joseph Walsh came forward to discuss the state mandated backflow program. It would establish backflow and cross connection control for all customers of the Town of Liberty water system. He got a lot of it from Chatham County and we must meet the bare minimum requirements. Any town with five or more sites must have this program. This will need to be approved for him to be willing to remain the ORC. It would put him on the line if not adopted. He is putting a pamphlet together for the customers this will apply to. Once notified they will have sixty days to comply or will have their water turned off.

Public Hearing McNeill Capital Rezoning Request 3477 Hinshaw Country Road From R40 to RMF (Residential Multi Family) Monday April 22, 2024 5:30 PM

There will be an advertised legislative Public Hearing for a rezoning request from McNeill Capital Rezoning 3477 Hinshaw Country Road. from R40 to RMF (residential multi family) on Monday April 22, 2024. Interested parties may speak at this time. Assistant Town Manager Janie Phelps said this has the potential for more density and the Town Manager said this property has been fully annexed into Town limits.

Public Hearing Hall/Cox Legislative Review Request Industrial to R6 E Lowe Avenue Monday April 22, 2024 5:30 PM

There will be an advertised legislative Public Hearing for a rezoning request by applicant Kimberly Hall and Cheryl Cox, trustees of the property, for Industrial (I) to Residential 6,000 square feet (R6) on portions of parcels 8736113237 and 8736104815, approximately 1.96 acres, located at E Lowe Avenue on Monday April 22, 2024 5:30 PM. Interested parties will be heard at this time. Assistant Town Manager Janie Phelps said this is a down zoning and is still two lots. They want their family to be able to build on.

Duke Easement Request

Around April 1, 2024, Duke Energy Progress, LLC, submitted a request for an easement across Town property on parcel 872699638 for underground utilities (power) to support parcel 8726995502, owned by Russell Lineberry. They have a zoning permit for the house but no power lines down N Staley Street and this is a twenty foot wide easement. Janie Phelps said she had spoken with Mr. Lineberry and asked him to come to the meeting. They have a map of water/sewer lines from Joseph Walsh. The house on N Smith Street is very close to the line. Town attorney Bill Flowe questioned why they need this and said we are in the water/sewer business. They could run down N Staley and not impact our property. An easement is a permanent right.

Budget Amendment #22

This amendment is to move funds from the General Fund Appr to the Street Department for Powell Bill. (These monies are transferred from the NCCMT Powell Bill account to the Trust General Fund account.).

Budget Amendment #23

This amendment is to move funds from the General Fund Appr to the Library line items. Monies were received Nov 2023, March 2024, and April 2024.

ABC Board Appointment -Chair

ABC Board Member Chris Compton is willing to serve as Chair. Council Member Tyson Nixon is willing to serve on the Board if allowed.

Mayoral Proclamation - National Day of Prayer - May 2, 2024

The Mayor is proclaiming Thursday May 2, 2024 as a "Day of Prayer." The clergy in Liberty are planning to have breakfast that morning. The theme is "Lift up the world- Light up the world."

Manager's Report

Town Manager Scott Kidd gave the report. He would like to discuss dates for water meetings with the County. There has been a lot of movement and talk about a back up water meter for Toyota. They want to meet on April 29th. They need to schedule a date for another Budget Retreat. They agreed on April 22nd, next Monday at the Reitzel Center at 1 PM. This is open to the Public.

Council Comments

Council Member Tyson Nixon said James Humble would roll over in his grave seeing our fund balance. Council Member Don Herndon suggested the town look for other revenue options and said there will be a chicken pie dinner Saturday the 18th at the Legion to raise money for the Heritage museum. It will be \$15.00 a plate.

Mayor Comments

Mayor York said this is what happens when we pull money out of the fund balance.

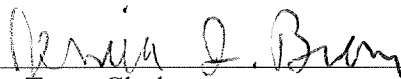
Motion to Adjourn

There being no further business to discuss, Council Member Tyson Nixon motioned to adjourn the meeting and Council Member Greg Carpenter seconded the motion which passed unanimously. Council Member Larry Coble voted yes, Council Member Terry Caviness voted yes, Council Member Don Herndon voted yes, Council Member Tyson Nixon voted yes and Council Member Greg Carpenter voted yes. The meeting was adjourned.



Mayor Filmore York

ATTEST:



Town Clerk