

# TOWN OF BISCOE

## BOARD OF COMMISSIONERS MEETING AGENDA

February 8, 2016 at 7:00 p.m.

1. Call to Order Mayor James Blake
2. Closed Session Re: Economic Development  
In Accordance with North Carolina General Statute 143-318.11
3. Consent Agenda Mayor James Blake
  1. Approval of Minutes 1-11-16\*
  2. January Monthly Financial Report\*
4. Consideration of Retirement of K-9 Officer\* Interim Manager Allen Oliver
5. Project Updates\* Interim Manager Allen Oliver
  1. Industrial Park Lift Station
6. Mayor's Minutes\* Mayor James Blake  
Commissioner Reports  
Staff Reports
7. Public Comment
8. Adjournment

*\*summary included in agenda packet.*

### 3. Consent Agenda

**TOWN OF BISCOE  
BOARD OF COMMISSIONERS MEETING  
January 11, 2016**

The Town of Biscoe Board of Commissioners met in a regular session on January 11, 2016 at 7:00 pm in the Municipal Building. Present were: Mayor Jimmy Blake, Mayor Pro-Tem Jerry Smith, Commissioners, Gene Anderson, Jimmy Cagle, Eddie Reynolds and John Beard. Interim Town Manager Allen Oliver and Town Clerk Laura Morton were also present.

#### **Call to Order**

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Mayor Blake called the meeting to order at 7:00 pm.

#### **Consent Agenda**

A motion was made by Mayor Pro-Tem Smith, seconded by Commissioner Cagle, and so the motion carried unanimously to approve the following consent agenda items:

- Approval of Minutes 12-14-15
- December Monthly Financial Report

#### **2014-2015 Audit Presentation**

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W. Lance Craig Lead Auditor with Dixon Hughes Goodman, LLP presented the 2014-2015 Audit Report. Mr. Craig thanked Laura Morton and other staff member for their assistance through the auditing process. The audit was presented to the State earlier than it had been historically. Mr. Craig said the Town is in good financial standing.

#### **Planning & Zoning Requests**

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##### **Conditional Use Permit Request - Viridiana Gongora - 260 English Drive Extension**

The following Notice of Public Hearing Application for A Conditional Use Permit was advertised in the Montgomery Herald and adjoining property owners were notified as required.

*The public will take notice that a public hearing will be held at the Municipal Building in Biscoe, North Carolina, Monday, January 11, 2016 at 7:00 pm to consider an application for a Conditional Use Permit by Viridiana Gongora. To permit a double-wide mobile home in an R-12 district located at 260 English Drive Ext. All interested citizens are invited to attend.*

A motion was made by Commissioner Beard, seconded by Commissioner Anderson, and so the motion carried to recess the regular session and call to order a public hearing for the Conditional Use Permit request from Viridiana Gongora for 260 English Drive Ext. was approved unanimously.

Ms. Angela Everette said she does not have a problem with the request, but was just curious how close it would be to her residence.

A motion was made by Commissioner Beard, seconded by Commissioner Anderson, and so the motion carried to closed the public hearing and reconvene the regular session for the Conditional Use Permit request from Viridiana Gongora for 260 English Drive Ext. was approved unanimously.

A motion was made by Commissioner Beard, seconded by Commissioner Anderson, and so this request for a Conditional Use Permit from Viridiana Gongora for 260 English Drive Ext. was approved unanimously.

**Rezoning Request - Kenston and Gina Scott 533 Johnson St. Light Industrial to Residential (L-I to R-8)**

The following Notice of Public Hearing Application for A Conditional Use Permit was published in the Montgomery Herald as duly required. The following Notice of Public Hearing Application for Change/Amendment to the Zoning Ordinance was advertised in the Montgomery Herald and adjoining property owners were notified as required. This is a stick built home not a modular.

*The public will take notice that a public hearing will be held at the Municipal Building in Biscoe, North Carolina, Monday, January 11th, 2015 at 7 pm to consider a proposed change in the Zoning Ordinance as follows: That the parcel of land belonging to Kenston and Gina Scott, located at 533 Johnson Street. The total tract of 1.50 acres and .73 acres of Light Industrial is being requested to be re-zoned to (R-8) Residential which is an adjacent use to the south. This parcel is bounded, as follows: on the North by Town of Biscoe; on the South by Betty Scott. The current structure has previously been grandfathered regarding its non-conforming set-backs; any new construction or additions would be expected to comply with current set-back regulations. Re-zoning request made by Kenston and Gina Scott. All interested citizens are invited to attend.*

A motion was made by Commissioner Smith, seconded by Commissioner Beard, and so the motion carried to recess the regular session and call to order a public hearing for the Rezoning Request - Kenston and Gina Scott 533 Johnson St. Light Industrial to Residential (LI to R-8) was approved unanimously.

A motion was made by Commissioner Smith, seconded by Commissioner Beard, and so the motion carried to closed the public hearing and reconvene the regular session for the Rezoning Request - Kenston and Gina Scott 533 Johnson St. Light Industrial to Residential (L-I to R-8) was approved unanimously.

A motion was made by Commissioner Beard, seconded by Commissioner Anderson, and so this request for the Rezoning Request - Kenston and Gina Scott 533 Johnson St. Light Industrial to Residential (L-I to R-8) was approved unanimously.

**Mayor's Minutes**

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Mayor Blake said the County does not have a Chamber of Commerce Director right now; but is searching for one.

**Public Comment**

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Mrs. Lucille McLeod was present concerned about junky neighborhoods and cleaning up the community.

**Staff/Commissioners Comments**

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No staff/commissioner comments.

**Closed Session**

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A motion was made by Mayor Pro-tem Smith, seconded by Commissioner Reynolds, and so the motion carried unanimously to go into closed session in accordance with NCGS 143-318.11 (6). The Board came out of the closed session with nothing to report.

**Adjournment**

There being no further business to bring before the Board, Commissioner Beard made the motion to adjourn, and Commissioner Cagle made the second. All voted in favor. Meeting adjourned at 8:00 p.m.

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Mayor

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Town Clerk

TOWN OF BISCOE 2016 MONTHLY FINANCIAL REPORT FIRST BANK ACCOUNTS			
ACCOUNT	INTEREST RATE	BALANCE	STATUS
FIRST BANK MONEY MARKET	.15%	\$ 1,657,815.36	UNRECONCILED
FIRST BANK FUND 10 – CD XX54	.15%	\$ 435,392.40	RECONCILED THROUGH 1-31-2016
FIRST BANK FUND 21 – CD XX49	.15%	\$ 92,977.04	RECONCILED THROUGH 1-31-2016
FIRST BANK FUND 72 – CD XX30	.15%	\$ 139,144.37	RECONCILED THROUGH 1-31-2016
TOTAL FIRST BANK ACCOUNTS		\$2,325,329.17	

TOWN OF BISCOE 2016 MONTHLY FINANCIAL REPORT FIDELITY BANK ACCOUNTS			
ACCOUNT	INTEREST RATE	BALANCE	STATUS
FIDELITY BANK CENTRAL DEPOSITORY	.10%	\$665,174.13	UNRECONCILED
FIDELITY BANK PAYROLL ACCOUNT	NON-INTEREST BEARING ACCOUNT	\$ 108,772.20	RECONCILED THROUGH 1-31-2016
FIDELITY BANK POWELL BILL ACCOUNT	.02%	\$ 58,840.92	RECONCILED THROUGH 1-31-2016
TOTAL FIDELITY BANK ACCOUNTS		\$832,787.25	

TOWN OF BISCOE 2016 MONTHLY FINANCIAL REPORT NC DEBT SET-OFF ACCOUNT -- NCCMT			
ACCOUNT		BALANCE	STATUS
NC DEBT SET-OFF ACCOUNT	(DELIQUENT WATER BILL COLLECTION)	\$ 10,019.54	RECONCILED THROUGH 11-30- 2015
TOTAL NCCMT ACCOUNTS		\$10,019.54	

#### 4. Consideration of Retirement of K-9 Officer

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To: Mayor Blake and Biscoe Town Commissioners  
From: Allen Oliver, Interim Town Manager  
Date: February 2, 2016  
Subject: Retirement of Police K9

With the recent resignation of Lt. Mike Barrington from the Biscoe Police Department I am making the following recommendation.

Retirement our current K9 Officer Bruno and sell him to Mike Barrington for \$1. The town will then transfer ownership to Mr. Barrington with a written agreement releasing the town of liability. The town will also allow Mr. Barrington to retain the kennel located at his residency installed for the specific use of the canine.

The town will also eliminate the cost of the following with the retirement of the canine.

- Property and Liability Insurance
- Veterinary Expenses
- Food and Boarding Expenses
- Future Training Expenses

This recommendation follows the attached policy of the Biscoe Police Department that relates to the retirement from duty of the canine or resignation of the handler along with a memo of support from Chief Tedder. Your consideration and approval of this item will be appreciated.



#### **Biscoe Police Department**

114 West Main Street  
PO Box 756  
Biscoe, NC 27209

Michael Brent Tedder, Chief

Tel: 910-428-2978

Fax: 910-428-3543

Reference Canine:

Bruno was purchased in September 2008; the average life expectancy is 8 to 10 years for a police K-9. To get another officer K-9 certified I would have to send him to a five week school. Also, I haven't had anyone at the department to show any interest in taking Bruno. So my suggestion to the town is to sell Bruno to Mike Barrington for \$1, basically retiring the dog. I would also just cut the town's loses and labor, and leave the dog kennel that Bruno was using at Mike Barrington's house. Because the removing (k-9 kennel) and the cleanup would just result in more money spent by the town. If anyone has any questions or concerns please let me know.

Thanks,  
Brent Tedder

# Town of Biscoe Police Department Policy

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Police Department canines that are retired, permanently injured, unsuitable for duty, or the handler resigns after 3 years of service or retires and a decision is made not to retrain the dog for another handler, the canine will be placed with their handler if possible. The handler can do this upon request of Chief of Police and approval by the Town of Biscoe Commissioners. The Town Board of Commissioners reserve the right to set a monetary fee to be charged to the handler to retain the canine if the handler resigns, and that a written agreement is executed releasing the Town of Biscoe from liability.

## 5. Project Updates

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*The following updates were submitted by Bill Lester, PE with LKC Engineering:*

**Industrial Park Drive Pump Station (Carolina Dairy):** Project was awarded to Terry's Plumbing & Utilities for their low bid amount of \$266,400.00. A Notice to Proceed was issued on December 1, 2015 to allow the contractor to begin ordering materials. To date the pump and piping equipment has been delivered and is stored safely at the contractor's facilities as I performed an inspection a few weeks ago. The concrete structures were recently received and the contractor is planning to mobilize and begin clearing and excavation this week. The scheduled completion date is March 30, 2016, barring no unforeseen issues with material delivery. I would recommend that we confirm with Duke Energy that the site has adequate service, or make request for upgrade, to stay ahead of the project completion. We will review progress on site as soon as excavations are underway.

**Pretreatment Plan and Significant User Permits:** All information for final plan approval and Significant Industrial User (SIU) permits have been submitted to NCDEQ for approval. The only thing we were uncertain about in the submittal was the lack of response we got from several of the smaller industries around Town that did not respond to the "short form" inquiry that we distributed. We feel your program as designed meets the standards and the SIU permits adequately protect your facility, therefore we anticipate the comments to be minor in nature and easy to respond to once the review is complete. We will keep the Town updated as we receive any correspondence.

## 6. Mayor's Minutes

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- Marched in the Martin Luther King, Jr. Parade from East Montgomery High School to the Biscoe Town Hall
- Met with Stanly Habitat for Humanity
- Attended a meeting with the County Manager, EDC Director, and the Director of Tourism regarding combining agencies
- Met with Bobby Myrick regarding the Mega Site
- Attended an Executive Board Meeting with Piedmont Triad Regional Council of Government
- Met with Jesse Day regarding Rural Transportation Organization visiting Montgomery County
- Helped with property clean up on the corner of Mill and Craven Streets
- Walked through the new Sewer Plant edition with staff