

**TOWN OF BISCOE  
BOARD OF COMMISSIONERS MEETING  
January 13, 2014**

The Town of Biscoe Board of Commissioners met in a regular session on January 14, 2014 at 7:00 pm in the Municipal Building.

Present were: Mayor Jimmy Blake, Mayor Pro-Tem Jerry Smith, Commissioners Gene Anderson, Jimmy Cagle, John Beard, and Eddie Reynolds. Town Manager Brooks Lockhart and Town Clerk Laura Morton were also present.

**Call to Order**

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Mayor Jimmy Blake called the meeting to order at 7:00 p.m.

**Consent Agenda**

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A motion was made by Commissioner Beard, seconded by Commissioner Cagle, and so the motion carried unanimously to approve the following consent agenda items:

1. Approval of Minutes 12.09.13
2. December Monthly Financial Report

**Recognition for Years of Service**

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The Board recognized Mike Criscoe for over 16 years of service as an elected official and April Wall for her 12 years of service to the Town of Biscoe. Mrs. Wall has taken a job at the Assistant District Attorney's office.

**Presentation on the Montgomery County Airport**

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Mr. Bob Dean gave a presentation of recent activities at the Montgomery County Airport.

**Petition to NCDOT for Odessa Drive**

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Town Manager Lockhart said this agenda item is a following up on last month's presentation from O2 energies and their request of an easement. Mr. Lockhart said the Mayor and I met with NCDOT officials and discussed the possibility of them resuming maintenance on the southern portion of Odessa Drive. This evening, the Town will need to pass a Resolution requesting the southern portion of Odessa Drive be added back to the state maintenance schedule. The resolution will be provided for execution at the meeting. A motion was made by Commissioner Smith, seconded by Commissioner Reynolds and so the motion carried unanimously to approve the resolution to request the NC Department of Transportation resume maintenance of Odessa Drive.

**Disposal of Broken Equipment and Surplus Property**

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Mr. Lockhart requested permission to donate two surplus copiers, a printer, and a fax machine to the Montgomery County Council on Aging in accordance with NCGS 160A-280.

*"A city may donate to another governmental unit with the United States, a sister city, or a non-profit incorporated by the (i) the United States... any personal property, including supplies, materials, and equipment, that the governing board deems to be surplus, obsolete, or unused."*

Furthermore, we have disposed of some broken and unused radios in accordance with our disposition schedule.

Attempts have been made on 3 separate occasions to auction all of the above surplus property and none of the equipment in question has received ANY bids in those auctions. We have posted a public notice as required by NCGS 160A-280. To make this donation we require the board to pass a resolution, which will be provided at the meeting.

A motion was made by Commissioner Smith, seconded by Commissioner Reynolds and so the motion carried unanimously to approve the resolution to donate above list of equipment to the Montgomery County Council on Aging and to approve the disposal of the broken and unused radios.

### **Wastewater Treatment Plant Enhancement Proposal**

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Mr. Lockhart said as discussed when modifying the approved CWMTF budget there was a need to eventually proceed with additional aerators for the plant. This need has become more immediate as discussions with Wright Foods plans for their Biscoe Plant have evolved. As such, staff is seeking permission to pursue grant funding to undertake making these enhancements at the WWTP. Attached below in italics is an email from Bob Froneberger and following his email is an estimate for the costs associated with these items.

He said I attached an Opinion of Probable Cost for the additional items included within the Authorization to Construct that are not included in the current contract bid documents. These items include:

- Addition of 4 – new 15 Hp floating aerators in Aeration Basin #1.
- Addition of effluent recycle water pump and piping for Chlorination/ Dechlorination system. Note – the backflow preventer is included in the construction contract with the water piping to the new influent screen.
- FRP Scum baffles for the 4 existing Aeration basin overflows. It is understood that the Town will evaluate using a locally fabricated stainless steel option of this item.

As we discussed, the Town can go out to a local contractor or if desired we can modify the current CWMTF contract bid documents to request the bidders provide these costs as an “Add Alternative” to allow Biscoe to evaluate and have this work performed as part of the WWTP upgrade with these costs separated from the main project. I have not included engineering cost for adding these items into the current construction contract.

Town Manager Lockhart and Public Utilities Director Sam Stewart said several items on the Opinion of Probable Cost could be done by local County vendors and does not need to be included in this list from the engineers. Commissioner John Beard asked what amount the Manager going to use when he searched for funding. Mr. Lockhart said he would subtract the items that could be done locally and that are considered operational costs. Commissioner Reynolds expressed his concern that some estimates from the engineer were too high and some previous estimates were not high enough.

A motion was made by Commissioner Beard, seconded by Commissioner Smith and so the motion carried unanimously to allow Town Manager Brooks Lockhart to proceed with searching for Grant Funding for this project.

### **Project Updates**

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#### *Clean Water Management Trust Fund Grant*

The design has been approved by NCDENR and we have received our Authorization to Construct. Our engineer is preparing our bidding documentation with several alternative items which we may decide to add to this project. We intend to release the project for bid this month.

*Golden Leaf Project Update*

It was requested that we submit a budget revision prior to submitting our final reporting documents. The revision is being reviewed and following its approval we will amend our final grant reports as needed. We have been given an extended deadline of January 31, 2014 to file.

**Public Comment**

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No one spoke during the public comment time.

**Commissioner/Staff Comments**

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Mayor Blake said that he rode around Town with Brooks, Sam, and Laura Jordan and has located dilapidated buildings and mobile homes in some areas that need to be cleaned up. He said there are people in some of these neighborhoods that want their areas looking better. He asked the Board to contact either himself or Brooks if they had some areas where there are dilapidated building or mobile homes, etc. that need to be cleaned up. The Mayor also said he would be marching in the Annual Martin Luther King Walk next week. He said Brooks and Gene went with him to Kernersville to the open house of the new Council of Government Building. The Mayor also said that Jimmy Cagle and Eddie Reynolds would be attending the Commissioner School in Chapel Hill and he would be attending the one in Wilmington.

Commissioner Reynolds had several questions regarding invoices that he received via email. The Department Heads answered his questions respective to their department. Commissioner Smith said he attending the training classes and learned a lot. Commissioner Anderson thanked all of the employees for their hard work and dedication to the Town of Biscoe. Commissioner Cagle asked if Dannon was the only yogurt that Wright Foods would be making. Mr. Lockhart said yes. Town Manager Lockhart clarified a statement from last month that the Town's Christmas Lights costs \$25,000 per month. He said it is actually \$7,500. He said the cost used to be \$10,000-\$12,000 but when D.O.T. widened the road less power poles were put back and there are less now.. He also thanked the Board for the good copier they approved.

**Adjournment**

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There being no further business to bring before the Board, Commissioner Beard made the motion to adjourn, and Commissioner Smith made the second. All voted in favor. Meeting adjourned at 8:15 p.m.

  
Mayor

  
Town Clerk

**TOWN OF BISCOE  
BOARD OF COMMISSIONERS MEETING  
February 10, 2014**

The Town of Biscoe Board of Commissioners met in a regular session on February 10, 2014 at 7:00 pm in the Municipal Building.

Present were: Mayor Jimmy Blake, Mayor Pro-Tem Jerry Smith, Commissioners Gene Anderson, Jimmy Cagle, John Beard, and Eddie Reynolds. Town Manager Brooks Lockhart and Town Clerk Laura Morton were also present.

**Call to Order**

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Mayor Jimmy Blake called the meeting to order at 7:00 p.m.