

TOWN OF BISCOE
BOARD OF COMMISSIONERS MEETING
August 14, 2017

The Town of Biscoe Board of Commissioners met in a regular session on June, 2017 at 7:00 pm in the Municipal Building. Present were: Mayor Jimmy Blake, Mayor Pro-Tem Jerry Smith, Commissioners Gene Anderson, Eddie Reynolds, and Jimmy Cagle. John Beard was absent. Town Manager Brandon Holland and Town Clerk Laura Morton were present.

Call to Order/Pledge of Allegiance/Moment of Silence

Mayor Blake called the meeting to order at 7:00 pm. The Pledge to the American Flag was recited and a moment of silence was observed.

Consent Agenda

A motion was made by Mayor Pro-tem Smith, seconded by Commissioner Reynolds, and so the motion carried unanimously to approve the minutes and monthly financial report from the July 10, 2017 meeting.

Public Hearing Water Sewer Ordinance

This public hearing was postponed and tabled until the September 11, 2017 meeting.

Recognition of Raymond Dong for Volunteer Hours

Manager Holland recognized a Volunteer Raymond Dong who worked 150+ hours helping with the Town's new scanning procedures; converting paper documents to electronic files.

Proclamation Designating the Town of Biscoe a Purple Heart Town

Rev. Buddy Caulder was present to discuss the Proclamation Designating the Town of Biscoe a Purple Heart Town. A motion was made by Commissioner Anderson, seconded by Mayor Pro Tem Smith, and so the motion carried unanimously to approve the following Proclamation:

Proclamation
In Honor of the Military Order of the Purple Heart

Whereas, the Purple Heart is the oldest military decoration still in present use and was initially created by George Washington in 1782, as the "'Badge of Military Merit"; and,

Whereas, the Purple Heart was the first American Service Award made available to the common soldier, and is awarded to any member of the United States Armed Services wounded or killed in combat with a declared enemy of the United States; and,

Whereas, the mission of The Military Order of the Purple Heart, chartered by an act of Congress, is to foster an environment of goodwill among the combat-wounded veteran members and their families, to promote patriotism, to support related legislative initiatives, and most importantly, to make sure we never forget the sacrifices made by those so decorated; and,

Whereas, there have been many former residents who made the ultimate sacrifice in giving their lives in the cause of freedom, and the numerous combat wounded veterans who currently reside in the Town of Biscoe, and as Purple Heart awardees who contribute to their community in countless ways; and,

Whereas, Biscoe, North Carolina, pursuant to a request by Chapter 634 of the Military Order of the Purple Heart, wishes to pledge its strong support for this noble organization and for those who put their lives at risk in service of their Country and their fellow citizens.

NOW, THEREFORE BE IT PROCLAIMED AND RESOLVED, that Biscoe, North Carolina, by the affirmative action and declaration of its Board of Commissioners, does hereby bestow honor and gratitude upon the members of the Military Order of the Purple Heart, and proudly supports the recognition of the Town of Biscoe as a "Purple Heart Town in the State of North Carolina."

Adopted this the 14th day of August 2017.

The Board thanked John and Marie Negus for their assistance with this designation.

Records Retention & Disposition

Manager Holland presented the following Policies:

- Approval of Records Retention & Disposition Schedule Policy & Amendment
- Approval of Electronic Records Policy
- Approval of Permanent Digital File & Approval of Destruction of Paper Permanent Copies

A motion was made by Commissioner Anderson, seconded by Commissioner Beard and so the motion carried unanimously to approve the Records Retention & Disposition Schedule Policy & Amendment, the Electronic Records Policy, and the Permanent Digital File & Approval of Destruction of Paper Permanent Copies.

Approved policies are as follows: (policies will be inserted after minutes are approved to save paper)

Approval of Surplus Property and Destruction of Electronics

A motion was made by Commissioner Reynolds, seconded by Mayor Pro Tem Smith, and so the motion carried unanimously to declare property surplus and approve the destruction of electronics at the upcoming shred day sponsored by the Town of Biscoe. 9 laptops (police department)

- ◆ Old cellphones
- ◆ 6 computers (towers, monitors)
- ◆ Misc. Cables
- ◆ 1 copier (does not work)

Investment of Powell Bill Funds

At the recommendation of Manager Holland and Town Clerk Laura Morton, a motion was made by Commissioner Anderson, seconded by Commissioner Cagle, and so the motion carried unanimously to reinvest Powell Bill Funds currently in Fidelity Bank to NC Capital Management Trust.

Manager Report

Manager Holland presented the following report:

Set CDBG Public Hearing for September 11, 2017/Bruton Street Canvas

A motion was made by Mayor Pro tem Smith, seconded by Commissioner Reynolds, and so the motion carried unanimously to set a CDBG Public Hearing for the September 11, 2017 Board Meeting. The grant application would be a request for \$1.8 million. Manager Holland thanked the police chief for all of his help with the CDBG Community Canvas.

Tree City Member Applications

Manager Holland reported that a Tree City Board needs to be appointed. He asked the Board to contact him with suggestions.

Water Tank Update

The Mayor thanked Mayor Pro Tem Smith and Commissioner Reynolds for attending the meeting. The Ellerbe Telephone distribution tower will be moved to their County Line Equipment.

Code Enforcement Update

Manager Holland reported that 18 letters have been sent out since the Board approved the new Ordinance.

Hugh Martin Property – Hunsucker St (information only)

The buyer of the Martin property backed out of the purchase; property was placed back on the market.

Shred Event – August 26, 2017

The Town of Biscoe Shred Event will be held on August 26, 2017 at Town Hall from 10 am until 2 pm for paper and electronics.

Vision Van – September 8, 2017

The Lion's Club Vision van will be at Town Hall from 10 am until 2 pm on September 8, 2017.

Halloween in the Park – October 31, 2017

Town Clerk Laura Morton announced the 4th Annual Halloween in the Park will be held on October 31, 2017 from 5 pm until 7 pm. The Halloween in the Park Committee Meeting are being held.

Closed Session: NCGS 143-318.11(6) Personnel

A motion was made by Commissioner Reynolds, seconded by Mayor Pro-tem Smith, and so the motion carried unanimously to recess the regular session and call to order a closed session pursuant to NCGS 143-318-11 (6) Personnel.

A motion was made by Commissioner Anderson, Commissioner Beard, and so the motion carried unanimously to adjourn the closed session and reconvene the regular meeting.

The Board came out of Closed Session with nothing to report.

Mayor Commissioner Comments/Reports

Mayor Minutes

- ◆ Attended Senior Ice Cream Social at the Town Hall
- ◆ Met with Robert Jordan IV
- ◆ Met with Bob Morgan
- ◆ Attended Alex Turners' mom's funeral
- ◆ Met with NC House Representative Justin Burr
- ◆ Met with Kelly Kellam
- ◆ Attend a Piedmont Triad Regional Council Executive Officers meeting in Kernersville
- ◆ Completed Inmate Training

Public Forum

No one spoke during the public forum.

Adjournment

There being no further business to bring before the Board, Commissioner Reynolds made the motion to adjourn, and Commissioner Beard made the second. All voted in favor. Meeting adjourned at 7:30 p.m.