

TOWN OF BISCOE
BOARD OF COMMISSIONERS MEETING
February 14, 2022

The Biscoe Town Board of Commissioners met in a regular session on Monday, February 14, 2022, at 7:00 pm in the Municipal Building.

Board Members Present:

Mayor Eddie Reynolds, Commissioner Kay Cagle-Kinch, Commissioner Barry Jackson, Commissioner Jay Patel, Commissioner Kenneth Lynthacum, Commissioner David Asbill.

Members of Management Present:

Town Manager Brandon Holland, Town Clerk Laura Morton, Town Intern Mya Ellis, Public Works Director Sam Stewart, and Police Chief Shane Armstrong

Reconvene/Moment of Silence/Pledge of Allegiance

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

Conflict of Interest Statement

Mayor Reynolds read the Conflict-of-Interest Statement. Town of Biscoe Code of Ethics provides those public officials and all employees be independent, impartial, and responsible to the public; those governmental decisions and policy be made in proper channels of the governmental structure; that public office is not used for personal gain; and that the public have confidence in the integrity of its government. In recognition of these goals and in keeping with the ethical standards of conduct for town public officials and its employees, disclosure of interest in legislative action must be stated for the public record. The mayor or any member of the town council who has an interest in any official act or action before the council shall publicly disclose on the record of the council the nature and extent of such interest and shall withdraw from any consideration of the matter if excused by the council pursuant to G.S. 160A-75.

Adoption of the Agenda

A motion was made by Mayor Pro-tem Kinch, seconded by Commissioner Asbill, and so the motion carried unanimously to approve the agenda including the deletion of Item #9 – Discussion of Upcoming Retreat for Strategic Planning.

Ayes: 5; No: 0.

Consent Agenda

A motion was made by Commissioner Jackson, seconded by Commissioner Lynthacum, and so the motion carried unanimously to approve the following agenda items:

1. Approval of Minutes – January 10, 2022
2. Approval of February 2022 Monthly Financial Report

Ayes: 5; No: 0.

Public Forum

The following spoke during the public forum:

Benjy Dunn of 231 Lake Drive announced to the Board that the Old Biscoe School has a new board. There are plans to make the facility usable.

Zondra Harris came before the Board and said she was disappointed in the Town for the lack of assistance they have received for the community center. They found out through an email, and she was upset that they wasted their time.

Kelly Kellam of Biscoe came before the Board to discuss the Old School. He said he would like to get a die cast of the bell so the belfry could be restored. He said he was going to try to raise the funds through donations to repair the building. He also had a complaint about the transfer truck that is parking on the street and at the old tennis courts.

Presentation of CMC Plaque To Deputy Clerk Laura Jordan

Town Clerk Laura Morton presented a plaque to Deputy Clerk Laura Jordan. Ms. Jordan received her Certified Municipal Clerk Designation.

OLD BUSINESS: Proposed Noise Ordinance Amendment: Proposed Civil Penalty & Wording

Manager Holland went through the proposed changes for the Noise Ordinance. He said this is considered the first reading. A motion was made by Commissioner Lynthacum, seconded by Mayor Pro-tem Kinch, and so the motion carried unanimously to schedule a public hearing for the March 14, 2022 meeting.

Approval of Proclamations

A motion was made by Commissioner Jackson, seconded by Commissioner Patel and so the motion carried unanimously to Approve a Proclamation Honoring Mrs. Dorothy Stevens on her 100th Birthday and for Black History Month.

Town Clerk Laura Morton said staff was working on a Proclamation in memory of Ms. Chadwick who just passed away at 100 year of age.

Approval of Rescheduling the May Board Meeting to May 16 re: Early Voting

A motion was made by Mayor Pro-tem Kinch, seconded by Commissioner Lynthacum, and so the motion carried unanimously to change the May 9 Board meeting to May 16 at 5 pm because of early voting. (Biscoe is a voting precinct and early voting site)

Board & Staff Reports & Upcoming Events

The following reports were given.

Town Manager Brandon Holland announced upcoming Strategic Planning Workshops and Budget Meetings. He also stated the Board will need to schedule meetings to discuss ARPA funding.

Town Clerk Laura Morton provided the following report:

- Sent Valentine Cards to Autumn Care.
- Held Senior Valentine's Drive Thru. It was a success. I would like to thank everyone who helped with this event.
- Mailed invoices for three properties that were cleaned up. Sent them regular mail and certified. Received 2 of them back. Letter to Russ today to request a lien be placed on the property. Property owners have 30 days to pay and then the Board will decide how long they wait before the Town has Russ to foreclose on the lien. Once the Town gets the property in their name, we can then sell the property to re-coupe your money.
- Continuing to index minutes. We have 4 books left to index. Have 3 complete minute books ready to send to NC Department of Cultural Resources to be archived.
- Newsletter - I am working on the newsletter. If you have ideas for the next issue, please contact me before Thursday of this week.
- CERRI meeting this Thursday, February 17th at 5:30 pm in the meeting room.
- Veterans' Committee Meeting will be held March 8th at 5:30 pm in the meeting room.
- My department has been focused on cross-training. This month we have been switching jobs to help with this process.
- There will not be a Planning Board meeting this month.

Public Works Director/Fire Chief Sam Stewart announced a control burn on March 8th on Mill Street. Mayor Reynolds thanked Public Works Staff for their hard work on the recent water leak.

Mayor Pro-tem Kinch asked that the Police Department keep an eye out on Bruton Street because of a recent increase in crime.

Closed Session – Personnel NC General Statute 143-318.11 (a) (5) - Property

A motion was made by Commissioner Jackson, seconded by Commissioner Lynthacum, and so the motion carried unanimously to close the regular session and call to order a Closed Session – Personnel NC General Statute 143-318.11 (a) (5) for Property.

A motion was made by Commissioner Asbill, seconded by Mayor Pro-tem Kinch, and so the motion carried unanimously to adjourn the closed session and reconvene the regular session.

Adjournment

A motion was made by Commissioner Jackson, seconded by, Commissioner Patel, and so the motion carried to adjourn the meeting.

Mayor



Town Clerk