

**TOWN OF BISCOE
BOARD OF COMMISSIONERS MEETING
April 13, 2015**

The Town of Biscoe Board of Commissioners met in a regular session on April 13, 2015 at 7:00 p.m. in the Municipal Building.

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

Consent Agenda

A motion was made by Commissioner Anderson, seconded by Commissioner Cagle, and so the consent agenda including minutes and March Monthly Financial Report were approved unanimously.

- Approval of Minutes 3-9-15
- March 2015 Monthly Financial Report

Budget Season

Town Manager Brooks Lockhart said budget season is upon us. Our tentative planning schedule is outlined below:

- April 20-May 7:** Developing Departmental Budget Requests
- May 11:** Town Board Meeting; set dates for Budget Workshops
- May 11-June 7:** Budget Workshops
- June 1:** Budget Message Posted/Presented to Board
- June 8:** Town Board Meeting; Public Hearing, set date for Budget Approval/Year end Amendments
- June 29 or 30:** Special Meeting for Approval of Budget/Year End Amendments

National Floodplain Insurance Program

Following up from last month, we will need to do the following:

From additional conversations with the state agency in charge of this program for us to participate in the NFIP will create additional design specifications in the building inspection process. Being that the County carries out all of the building inspections for Biscoe, this would require the County to enforce the inspections, as per the model ordinance we will approve tonight. Without this inspections component, we will not be able to participate. As such, we will approve the required documentation and it will go into effect upon approval from the County.

- ⤴ Pass a Resolution of Intent
- ⤴ Adopt the Flood Damage Prevention Ordinance
- ⤴ Adopt Documentation to Coordinate Inspections Activities with the County

A motion was made by Mayor Pro-tem Smith, seconded by Commissioner Beard, and so the motion carried unanimously to approve the Resolution of Intent (on file in the Town Clerk's Office).

A motion was made by Commissioner Cagle, seconded by Commissioner Reynolds, and so the motion carried unanimously to approve the Flood Damage Prevention Ordinance (on file in the Town Clerk's Office).

A motion was made by Commissioner Anderson, seconded by Commissioner Smith, and so the motion carried unanimously to Adopt the Documentation to Coordinate Inspections Activities with the County (on file in the Town Clerk's Office).

Donation of Surplus Property

Town Manager Lockhart said upon our recent upgrade of our phone system we have been looking for a way to dispose of our gently used phone receivers and digital phone bank. We have been unsuccessful in our efforts to find a buyer. As such, we have become aware that the Town of Candor would be interested in this equipment. In accordance with GS 160A-274, I would like the board to authorize giving this equipment to Candor at no cost.

A motion was made by Commissioner Anderson, seconded by Commissioner Reynolds, and so the motion carried unanimously to donate the Town's old phone system to the Town of Candor.

Project Updates

Update from Bob Froneberger:

WWTP Construction Update to April 10, 2015:

- ⤴ State Utility Contractors (SUC) has completed the following construction activities:
- ⤴ Continued review and submittal of shop drawings associated with the construction.
- ⤴ Excavation for the new clarifier and installation of stone bedding has been completed.
- ⤴ Clarifier precast concrete pump station wet well has been installed.
- ⤴ The new clarifier foundation is formed and reinforcing steel installed for an anticipated concrete pour scheduled for Tuesday, April 14, 2015.
- ⤴ Work associated with the site piping in progress.

Construction is estimated to be approximately 8% complete.

Industrial Park Road Pump Station – This project has been designed and received permitting approval from NCDENR to construct. To date efforts to obtain Industrial Development Funds (NC Commerce), Golden Leaf funding and other sources have been unsuccessful, partly due to those agencies having a great deal of support already provided to Wright Foods in the County. After discussing the project with USDA also, I feel that process will be time prohibitive and USDA funds will best address a larger scale project. Due to the readiness of this project to proceed, I recommend the Town seek funding from local funding from local lending institutions and construct the improvements. The current pump station cannot meet the peak demands of Carolina Dairy, and there may be greater demands related to future expansions. The Town is meeting the current demand with an emergency pump, and completion of this project will gain compliance with NCDENR regulations and meet the future demand from the industry. Attached to this letter is the latest estimate and project layout map.

WWTP Sludge Handling – The Town is currently making improvements to the Wastewater Treatment Plant to address several deficiencies, however, one remaining concern for the facility at this time is the sludge handling facilities. This will be another project that should be reviewed with regards to all

available options and recommendations made for implementation. The report should be in a format to be suitable to various funding agencies.

Inflow & Infiltration Improvements – The town has previously studied and prioritized areas within the wastewater collections system that are known to allow excess Inflow and Infiltration (I&I) of groundwater and storm water runoff into the system. This creates problems at the WWTP due to flow spikes and robs the systems of capacity. The Town has several options that can address funding for these line repairs, primarily USDA Rural Development and NCDENR SRF Loan. These sources are fairly easy to obtain, but will require primarily loan financing. USDA may provide a portion in grant funds, determinable upon reviewing several factors during the application process. One other option that may present opportunity for grant funding is the NCDENR Community Development Block Grant Infrastructure Program. This program is 100% grant and the Town may score well if the area to be served is a predominantly low-moderate income neighborhood. This can be assessed by door-to-door surveys (required by the program for verification). The town is working with the US Army representatives to complete this task and we can assess the feasibility further.

Summary – I would recommend the Town proceed with securing funding for the Industrial Park Road Pump Station as soon as possible to meet the industry demands and regain compliance with all NCDENR standards. Local bank funding appears to be the most cost feasible and timely means to accomplish this task. I would also recommend preparing an area of carefully selected I&I concerns that are located in a low-moderate income area for submission to NCDENR CDBG Infrastructure Program for the September 0215 funding cycle. During this process, I would continue preparing a larger I&I project for funding in conjunction with the WWTP Sludge Handling solution. This project will be best suited for USDA and/or NCDENR SRF Loan Funding. By completely a preliminary position to take advantage of all potential funding sources. The Preliminary Engineering report an Environmental Review for a project like this generally costs in the range of \$25,000-\$30,000 depending of the final specific work tasks.

Park Facilities Updates

This fiscal year we had budgeted \$45,000 towards facility upgrades at the park. We planned to replace the light poles and to resurface the pool. Through the hard work of the Public Works staff, we have been able to patch, paint and repair the pool interior and save money. With these savings we will be able to afford the requested pool chairs within the current budgeted amount; additionally we will be able to replace 5 doors at the park that are in disrepair.

Solar Farm

The Solar farm has closed on the Town owned acreage and the Tobacco Stick Property.

General Updates

- Due to weather issues we had an abnormal reading cycle for the April (Feb-March Consumption) bills that only reflected 3 weeks of consumption. This means our customers will notice a higher bill in May when the bill reflects 5 weeks. 5 week billing months naturally occur 3-4 times a year; this year we should have 5.
- Administrative Professionals Day is April 22; we are sending Laura, Laura, Brandi, Virginia, and Toni out to lunch. If you would like to help answer the phones let Brooks know.

- There will be two different leagues of youth baseball being played at the Biscoe ball Field (Brooks St). The Leagues have been given permission to move the bases and mound between the different leagues to accommodate the different requirements on base depths.
- There will be a photo opportunity that I would like to invite the Board to attend at midday on April 17th. A traveler passing through town had a very positive traffic stop with one of our officers (Shane Armstrong) and called to compliment the professional manner of our officer during the stop. Further, this gentleman has been working to promote police and community relations across the state and would like to hold a press conference to share about his experience. It would be great if we could have a board presence at this event.
- The County will be hosting a “Meeting in a Box-Montgomery County” (Meeting with Legislators) on **Monday, April 27, 2015 at 9:00 am** at the James H. Garner Center in the Chapel Room. Senator Stan Bingham, Representatives Ken Goodman and Justin Burr, and the Board of County Commissioners will be in attendance. **Please note that the Legislative Brunch will also be held at the James H. Garner Center at 10:00 am on April 27th.**

Mayor's Minutes

- Met with Montgomery County Schools Health Advisory Committee.
- Met with Montgomery County EDC and leading property owners in the County.
- Went to Chamber of Commerce Annual Meeting with Town Manager Brooks Lockhart and Commissioner Gene Anderson.
- Took 2 ½ hour tour of Grede Foundry with new EDC Director and Commissioner Gene Anderson.
- Walked the Town Property Logging Road with Alex Turner.
- Attended a COG meeting in Kernersville with County Commissioner Jackie Morris.
- Spoke about Economic Growth to a political group at Tillery Tradition.

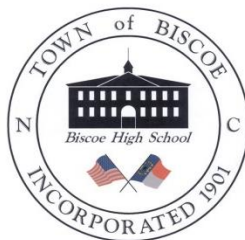
Public Forum

No one spoke during the public forum.

Adjournment

There being no further business to bring before the Board, Commissioner Beard made the motion to adjourn, and Commissioner Reynolds made the second. All voted in favor. Meeting adjourned at 7:35 p.m.

Mayor



Town Clerk