

**TOWN OF BISCOE**  
**BOARD OF COMMISSIONERS MEETING**  
**May 11, 2020**

The Biscoe Town Board of Commissioners met in a regular session on Monday, May 11, 2020 at 7:00 pm in the Municipal Building.

*Board Members Present:*

*Mayor Eddie Reynolds, Commissioner Gene Anderson, Commissioner Kay Kinch, Commissioner Dutch Anliker, Commissioner Lashaunda Ryan, and Commissioner Barry Jackson.*

*Members of Management Present:*

*Town Manager Brandon Holland, Town Clerk Laura Morton, Public Works Director Sam Stewart and Police Chief Shane Armstrong.*

**Call to Order/Moment of Silence/Pledge of Allegiance**

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Mayor 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**

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Town of Biscoe Code of Ethics provides that public officials and employees be independent, impartial and responsible to the public; that governmental decisions and policy be made in proper channels of the governmental structure; that public office not be 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.

**Public Comment**

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The following spoke during public comment forum:

Mr. Charles Johnson of Hampshire Drive in Biscoe spoke during the public forum regarding a request received by the Town for a Sweepstakes business. Mr. Johnson said if he thought the sweepstakes business was legal he would open one himself. He said there is an influx of people from Texas, Georgia, and Ohio opening these type businesses. He said there is a small group of businesses called "Gift Surplus" businesses that have gone to court and are running their businesses the right way. He said if you allow one, others will follow. He said Sweepstakes businesses in Burlington and Lexington have been shut down. Mr. Johnson said Law Enforcements calls them casinos, we call them gambling establishments.

Mayor Reynolds asked what makes it illegal. Mr. Johnson said I am not saying it is illegal, but gambling is illegal in North Carolina. He said they typically start out with about 40 machines and increase from there. He said if they are allowed, this is a real possibility. Mr. Johnson said if they are found to be management wrong it is a Class G Felony. He encouraged the Board to talk to other Towns to educate themselves before a decision is made.

Commissioner Jackson asked what type of clientele these establishments attract. Mr. Johnson said they keep a lot of money on hand and there are a lot of robberies and killings. They have a bad image.

Commissioner Kinch asked what the difference in these types of businesses is (the ones Mr. Johnson has and these sweepstakes businesses). Mr. Johnson said ours have gone through the superior court system and have been approved. Commissioner Kinch asked which businesses have these type machines. Mr. Johnson named a few (Quik Chek, EZ Gas, and Quality Mart).

Commissioner Jackson asked how many machines could be placed in the Vanderveer building. Charles says up to 100. Commissioner Jackson asked if he was limited. Mr. Johnson said they are limited to 4.

Mayor Reynolds asked where the closest one to us is. Mr. Johnson said Moore County. Commissioner Ryan said there is one in Robbins. Mr. Johnson said if we are limited to 4 they should be limited to 4.

Mrs. Wendy Clegg of Johnson Street in Biscoe asked if there was any way to put something in the manhole to keep it from smelling. Public Works Director Sam Stewart said there is no way to stop it this time of year.

### **Adoption of the Agenda**

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*A motion was made by Mayor Pro-tem Anderson, seconded by Commissioner Kinch, and so the motion carried unanimously to approve the agenda.*

*AYES: 5; NAYS: 0*

### **Approval of the Consent Agenda**

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*A motion was made by Commissioner Ryan, seconded by Commissioner Anliker, and so the motion carried unanimously to approve consent agenda items:*

- a) Approval of March 9, 2020 Old Biscoe School Tour Minutes & Regular Meeting Minutes
- b) Approval of March 20 & 21 2020 Board Retreat Minutes
- c) Approval of April/May 2020 Monthly Financial Report
- d) Schedule Proposed Interim Fiscal Year 2020-2021 Budget Public Hearing for June 8, 2020\*
- e) Reschedule Public Hearing for Game Room Application for June 8, 2020\*
- f) Approval of Proclamation recognizing National Day of Prayer\*
- g) Approval of Proclamation recognizing the 51<sup>st</sup> Annual National Professional Municipal Clerks Week (May 3 – 9)\*
- h) Approval of Proclamation recognizing National Teachers Week 2020 (May 4-8)\*
- i) Approval of Proclamation recognizing National Nurses Proclamation Week 2020 (May 6-12)\*
- j) Approval of Proclamation recognizing National Police Officers Day (May 15)\*
- k) Approval of Proclamation recognizing National Public Works Week (May 17-23)\*
- l) Approval FEMA Resolution (COVID-19) – Designation of Applicant's Agent
- m) Approval of FEMA Application (COVID-19) for Disaster Assistance (SAA) Form for NC Div. of Emergency Management

*\*Signed Documents are attached.*

*AYES: 5; NAYS: 0*

**Interim Budget Presentation**

Manager Holland presented the Interim Budget to the Board. He said a public hearing was approved in the consent agenda to be held at the June 8, 2020 Board meeting. He explained that due to the County’s Tax Revaluation and the Manager Holland presented the following interim budget:

Interim Budget FYE 2020			
	2019-2020	90 Day Interim	
	Approved	Requested	
<b>General Fund</b>			
<b>Governing Board</b>	\$11,594.00	\$2,898.50	
<b>Administration</b>	\$428,267.00	\$141,557.00	
<b>Buildings and Grounds</b>	\$76,942.00	\$19,235.50	
<b>Police</b>	\$556,907.00	\$139,600.00	
<b>Fire</b>	\$152,010.00	\$22,928.00	
<b>Streets</b>	\$226,750.00	\$56,687.50	
<b>Parks and Rec.</b>	\$132,443.00	\$33,110.75	
<b>Total</b>	<b>\$1,584,913.00</b>	<b>\$416,017.25</b>	
<b>Enterprise Fund</b>			
<b>Water &amp; Sewer</b>	\$1,202,850.00	<b>\$297,711.00</b>	

**§ 159-16. Interim budget.**

In case the adoption of the budget ordinance is delayed until after July 1, the governing board shall make interim appropriations for the purpose of paying salaries, debt service payments, and the usual ordinary expenses of the local government or public authority for the interval between the beginning of the budget year and the adoption of the budget ordinance. Interim appropriations so made shall be charged to the proper appropriations in the budget ordinance.

**Appointment of NC League of Municipalities Voting Delegate**

A motion was made by Commissioner Ryan, seconded by Kinch, and so the motion carried unanimously to appoint Town Manager Brandon Holland as the NC League of Municipalities Delegate.

*AYES: 5; NAYS: 0*

**Selection of Fiscal Year 2020-2021 Auditing Firm**

A motion was made by Mayor Pro-tem Anderson, seconded by Commissioner Jackson, and so the motion carried unanimously to appoint S. Preston Douglas & Associates (SPD&A) as the new Fiscal Year 2020-2021 and approve the Audit Contract in amount of \$27,200.

*AYES: 5; NAYS: 0*

**Board & Staff Reports & Upcoming Events**

Town Clerk Laura Morton reminded the Board of the Senior Hawaiian Luau on Wednesday, May 14, 2020. She explained that it would be a “drive-thru” lunch with the meal consisting of a cheeseburger, chips, cookie, and fruit. She invited the Board to join staff.

Mayor Reynolds asked if the Town was still going to have the drive in Bingo in June. Clerk Morton said we are planning on it but the time may need to be changed because 2 pm is the hottest part of the day.

Commissioner Anliker asked about schedule and opening back up. Manager Holland explained the Phases that NC Governor Roy Cooper had provided.

Phase 1	Phase 2	Phase 3
<p>Stay At Home order remains in place, people can leave home for commercial activity</p> <p>Those retailers and services will need to implement social distancing, cleaning and other protocols</p> <p>Gatherings limited to no more than 10 people</p> <p>Parks can open subject to gathering limits</p> <p>Face coverings recommended in public</p> <p>Restrictions remain in place for nursing homes and other congregate living settings</p> <p>Encourage continued teleworking</p>	<p>At least 2-3 weeks after Phase 1</p> <p>Lift Stay At Home order with strong encouragement for vulnerable populations to continue staying at home</p> <p>Allow limited opening of restaurants, bars and other businesses that can follow strict safety protocols (reduced capacity)</p> <p>Allow gathering at houses of worship and entertainment venues at reduced capacity</p> <p>Increase in number of people allowed at gatherings</p> <p>Open public playgrounds</p> <p>Continue rigorous restrictions on nursing homes and congregant care settings</p>	<p>At least 4-6 weeks after Phase 2</p> <p>Lessen restrictions for vulnerable populations with encouragement to continue practicing physical distancing</p> <p>Allow increased capacity at restaurants, bars, other businesses, houses of worship and entertainment venues</p> <p>Further increase the number of people allowed at gatherings</p> <p>Continue rigorous restrictions on nursing homes and congregant care settings</p>

Commissioner Kinch said she had received a call regarding the use of Golf Carts in town. Mayor Reynolds said Chief Armstrong is looking into this and will be bringing information to us at the next meeting. Mayor Pro-tem Anderson said the request had come before the Board in the past but was not approved.

Mayor Reynolds asked Manager Holland if he had a Burger King update. Manager Holland said that Commissioner Anliker has information. Commissioner Anliker said he spoke with the realtor because of the high grass on the property. He learned that Burger King lost its funding because of the COVID-19 pandemic. He said it wasn't completely off the table. Commissioner Anliker said Wendy's is also interested.

Mayor Reynolds asked if the Town's code enforcement project was still on schedule. Manager Holland said yes. He continued by saying that the Town will soon need to hire contractors to clean up/tear down. He said the property owners will be billed. If not paid, there will be tax liens placed on the property as well as collecting the money through NC Debt Set-off.

Public Works Director/Fire Department Chief said the Fire Department would be glad to burn them when the Town gets to the point of removal. He said that will help with the cost.

**Adjournment**

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

\_\_\_\_\_  
Mayor



\_\_\_\_\_  
Town Clerk

**Consent Agenda Attachments**

**PUBLIC HEARING NOTIFICATION**  
**Fiscal Year 2020-2021 Interim Budget**

Notice is hereby given that the Biscoe Town Council will hold a public hearing for the purpose of receiving comments on the proposed interim budget for Fiscal Year 2020-2021 on June 8, 2020 at 7:00 p.m. in the Council Room located at 110 West Main Street, Biscoe, N.C. Please email written budget comments to [laura.morton@townofbiscoe.com](mailto:laura.morton@townofbiscoe.com) or mail comments to 110 West Main Street, Biscoe NC 27209.

Town of Biscoe Board Room is located in Town Hall at 110 West Main Street, Biscoe, N.C. For more information or request additional information, please contact Town Manager Brandon Holland or Town Clerk Laura Morton at 910-428-4112.

Laura B. Morton, NCCMC, CMC  
Town Clerk

**PUBLIC HEARING NOTIFICATION**  
**Game Room Application – Sweepstakes Business**

In accordance with NC General Statutes notice is hereby given that the Biscoe Town Board of Commissioners will hold a public hearing on June 8, 2020 at 7 pm during their regular monthly meeting (*this was previously schedule for the April 13 which was cancelled due to the coronavirus*). The purpose of the public hearing is to hear a request for a Conditional Use Permit/ Game Room Application from Mike Park for 2927 Hwy 24/27 E, Biscoe.

Town of Biscoe Board Room is located in Town Hall at 110 West Main Street, Biscoe, N.C. For more information or request additional information, please contact Town Manager Brandon Holland or Town Clerk Laura Morton at 910-428-4112.

Laura B. Morton, NCCMC, CMC  
Town Clerk

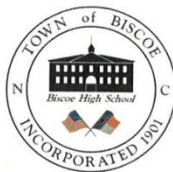
*Instructions for the Montgomery Herald*  
*Please run the week of May 27 & June 3*

**PROCLAMATION**  
**BY THE MAYOR OF BISCOE**  
**A Proclamation for National Day of Prayer**

- WHEREAS:** The 69th observance of the National Day of Prayer was held on Thursday, May 7, 2020 with the theme "Pray God's Glory Across the Earth" based on Habakkuk 2:14
- WHEREAS:** A National Day of Prayer has been part of our national heritage since it was declared by the First Continental Congress in 1775 and the United States Congress in 1952 approved as a Joint Resolution, "That the President shall set aside and proclaim a suitable day each year, other than a Sunday, as a National Day of Prayer, on which the people of the United States may turn to God in prayer and meditation at churches, in groups and as individuals" and
- WHEREAS:** The United States Congress, in 1988 by Public Law 100-307, as amended, establishes, "An act to provide for setting aside the first Thursday in May as the date on which the National Day of Prayer is celebrated," and
- WHEREAS:** Leaders and citizens of our communities, cities, states and nation are afforded the privilege of prayer with the joy of seeking divine guidance, strength, protection and comfort from Almighty God; and
- WHEREAS:** Recognizing the love of God, we, citizens of the Town of Biscoe treasure the freedom to gather in prayer, exercising reliance on God's power in the face of present challenges and threats, asking for His blessing on every individual of our city; and

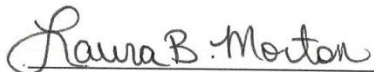
**NOW, THEREFORE,** I, W. Eddie Reynolds, Honorable Mayor of Biscoe, do hereby proclaim, **May 7th, 2020,** as a **DAY OF PRAYER** throughout the Town of Biscoe and I commend this observance to all of our citizens.

**IN WITNESS WHEREOF,** I have hereunto set my hand and caused the Great Seal of the Town of Biscoe be affixed by our Town Clerk this 4<sup>th</sup> Day of May, 2020.



**Attest:**

  
W. Eddie Reynolds, Honorable Mayor of Biscoe

  
Laura B. Morton, CMC, NCCMC  
Town Clerk – Town of Biscoe

# PROCLAMATION

BY THE MAYOR OF BISCOE

for the 51st ANNUAL PROFESSIONAL MUNICIPAL CLERKS WEEK

May 3 - May 9, 2020

**Whereas,** The Office of the Professional Municipal Clerk, a time honored and vital part of local government exists throughout the world, and

**Whereas,** The Office of the Professional Municipal Clerk is the oldest among public servants, and

**Whereas,** The Office of the Professional Municipal Clerk provides the professional link between the citizens, the local governing bodies and agencies of government at other levels, and

**Whereas,** Professional Municipal Clerks have pledged to be ever mindful of their neutrality and impartiality, rendering equal service to all.

**Whereas,** The Professional Municipal Clerk serves as the information center on functions of local government and community.

**Whereas,** Professional Municipal Clerks continually strive to improve the administration of the affairs of the Office of the Professional Municipal Clerk through participation in education programs, seminars, workshops and the annual meetings of their state, provincial, county and international professional organizations.

**Whereas,** It is most appropriate that we recognize the accomplishments of the Office of the Professional Municipal Clerk.

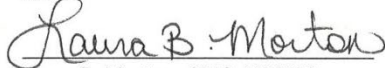
**Now, Therefore, I,** W. Eddie Reynolds, Honorable Mayor of Biscoe, do recognize the week of May 3 through May 9, 2020, as Professional Municipal Clerks Week, and further extend appreciation to our Professional Municipal Clerk Laura B. Morton, NCCMC, CMC; to her Deputy Clerk Laura A. Jordan; and to all Professional Municipal Clerks for the vital services they perform and their exemplary dedication to the communities they represent.

**IN WITNESS WHEREOF,** I have hereunto set my hand and caused the Great Seal of the Town of Biscoe be affixed by our Town Clerk this 4<sup>th</sup> Day of May, 2020.



  
W. Eddie Reynolds, Honorable Mayor of Biscoe

**Attest:**

  
Laura B. Morton, CMC, NCCMC  
Town Clerk – Town of Biscoe

# PROCLAMATION

BY THE MAYOR OF BISCOE  
Teachers Proclamation Week 2020  
May 4 - May 8, 2020

*WHEREAS*, teachers make public schools great; and

*WHEREAS*, teachers work to open students' minds to ideas, knowledge and dreams; and

*WHEREAS*, teachers keep American democracy alive by laying the foundation for good citizenship; and

*WHEREAS*, teachers fill many roles, as listeners, explorers, role models, motivators and mentors; and

*WHEREAS*, teachers continue to influence us long after our school days are only memories;

**Now, therefore, I, W. Eddie Reynolds**, serving as the Mayor of the Town of Biscoe, NC do hereby proclaim Tuesday, May 5th, 2020, as

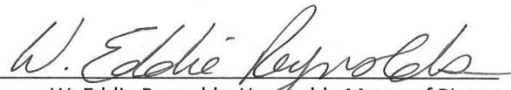
## National Teacher Day

I urge that we observe this day by taking time to recognize and acknowledge the impact of teachers on our lives.

Signed this 4th day of May, 2020.

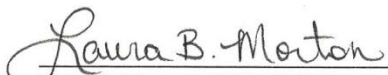
**NOW THEREFORE**, the Biscoe Town Board of Commissioners does hereby proclaim May 4 to May 8, 2020 as **Teachers' Week in the Town of Biscoe** and commends this observance to our citizens.

Adopted this 11<sup>th</sup> day of May 2020.

  
W. Eddie Reynolds, Honorable Mayor of Biscoe



Attest:

  
Laura B. Morton, CMC, NCCMC  
Town Clerk – Town of Biscoe



# PROCLAMATION

BY THE MAYOR OF BISCOE

National Nurses Proclamation Week 2020

May 6 - May 12, 2020

**WHEREAS:** Florence Nightingale, born in 1820, is known as the founder of modern nursing; and

**WHEREAS:** Clara Barton, a nurse who earned the nickname "angel in the battlefield" during the Civil War, went on to create the American Red Cross in 1881; and

**WHEREAS:** today, there are more than 3.9 million professionally active RNs and licensed practical nurses in the United States; and

**WHEREAS:** nursing is the nation's largest health care profession and one of the largest workforces in the United States; and

**WHEREAS:** nearly 20% of all registered nurses in the United States holds a master's degree; and

**WHEREAS:** there are over 160,000 registered and licensed practical nurses in North Carolina and over 1,600 in Wayne County; and

**WHEREAS:** the first National Nurses Week in the U.S. was held Oct. 11-16, 1954, in observance of the 100th anniversary of Florence Nightingale's mission to Crimea; and

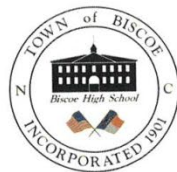
**WHEREAS:** National Nurses Week was designated by the White House and President Nixon in 1974, and has been recognized each year from May 6 to May 12; and

**WHEREAS:** nurses are on the frontlines of a world pandemic and face unprecedented times; and

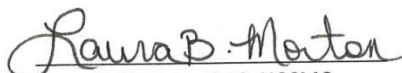
**WHEREAS:** nurses are considered the most trustworthy of all professions in the United States.

**NOW THEREFORE,** the Wayne County Board of Commissioners does hereby proclaim May 6 to May 12, 2020 as **Nurses Week in the Town of Biscoe** and commends this observance to our citizens.

Adopted this 11<sup>th</sup> day of May 2020.



**Attest:**

  
Laura B. Morton, CMC, NCCMC  
Town Clerk – Town of Biscoe

  
W. Eddie Reynolds, Honorable Mayor of Biscoe

# PROCLAMATION

## BY THE MAYOR OF BISCOE National Police Officer Day 2020 May 15, 2020

Whereas, In 1962, President John F. Kennedy proclaimed May 15th as National Peace Officers Memorial Day and the calendar week in which May 15th falls as National Police Week. Established by a joint resolution of Congress in 1962, National Police Week pays special recognition to those law enforcement officers who have lost their lives in the line of duty for the safety and protection of others, and;

Whereas, there are more than 800,000 law enforcement officers serving in communities across the United States, including the approximately 17,000 full-time uniformed police officers in Michigan, and;

Whereas, Members of law enforcement deserve the appreciation and respect of the people of (municipality), Michigan for the merit, dignity, bravery, and reliability they exhibit each and every day. We must also honor the sacrifices made by families of police officers, as each day they must face constant fear as their loved one works to protect us, and;

Whereas, In 2018 alone, law enforcement officers were killed and many, many more assaulted in the line of duty across the country. The names of these dedicated public servants who made the ultimate sacrifice are engraved on the walls of the National Law Enforcement Officers Memorial in Washington, D.C., and;

Whereas, North Carolina's (and specifically this community if appropriate) fallen officers will never be forgotten, nor will their service to their respective communities. By choosing to commit themselves to law enforcement, these brave individuals answered the call for service and willingly put their lives in jeopardy. We commend them for recognizing service as a noble career, and protecting the public safety; and also all of those who are serving without incident to date, and;

Whereas, Biscoe, North Carolina and all North Carolina citizens have turned to members of law enforcement for assistance and support in times of distress, whether they are coping with a personal crisis, or struggling through civil disorder or a natural disaster. Our communities rely on these courageous individuals when it is difficult to stand on our own, and we are indebted to the unwavering public service of our local and state police. We are indeed fortunate and grateful for the contributions of law enforcement officers to the people of this state;

The Town of Biscoe publicly salute the service of law enforcement officers in our community as well as those of our state and nation and honor police who place their lives on the line for the safety and security of their communities.

**NOW, THEREFORE**, I, W. Eddie Reynolds, Honorable Mayor of Biscoe, do hereby proclaim, **May 15, 2020**, as Police Officer Day throughout the Town of Biscoe and I commend this observance to all of our citizens.

**IN WITNESS WHEREOF**, I have hereunto set my hand and caused the Great Seal of the Town of Biscoe be affixed by our Town Clerk this 4<sup>th</sup> Day of May, 2020.



**Attest:**

Laura B. Morton, CMC, NCCMC  
Town Clerk – Town of Biscoe

W. Eddie Reynolds, Honorable Mayor of Biscoe

# PROCLAMATION

BY THE MAYOR OF BISCOE

National Public Works Week Proclamation Week 2020

May 17 - May 23, 2020

**WHEREAS**, public works professionals focus on infrastructure, facilities and services that are of vital importance to sustainable and resilient communities and to the public health, high quality of life and well-being of the people of the **Town of Biscoe**; and,

**WHEREAS**, these infrastructure, facilities and services could not be provided without the dedicated efforts of public works professionals, who are engineers, managers and employees at all levels of government and the private sector, who are responsible for rebuilding, improving and protecting our nation's transportation, water supply, water treatment and solid waste systems, public buildings, and other structures and facilities essential for our citizens; and,

**WHEREAS**, it is in the public interest for the citizens, civic leaders and children in **Biscoe NC** to gain knowledge of and to maintain a progressive interest and understanding of the importance of public works and public works programs in their respective communities; and,

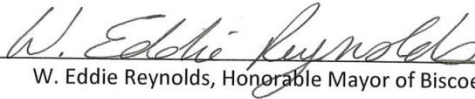
**WHEREAS**, the year 2020 marks the 60<sup>th</sup> annual National Public Works Week sponsored by the American Public Works Association/Canadian Public Works Association be it now,

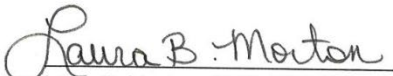
**RESOLVED**, I Mayor W. Eddie Reynolds, do hereby designate the week May 17 – 23, 2020 as National Public Works Week;

**NOW THEREFORE**, the Biscoe Town Board of Commissioners does hereby proclaim May 17 to May 23, 2020 as **Public Works Week in the Town of Biscoe** and commends this observance to our citizens.



Attest:

  
W. Eddie Reynolds, Honorable Mayor of Biscoe

  
Laura B. Morton, CMC, NCCMC  
Town Clerk – Town of Biscoe

