

**TOWN OF BISCOE**  
**BOARD OF COMMISSIONERS MEETING**  
**June 24, 2020**

The Biscoe Town Board of Commissioners met in a regular session on Monday, June 24, 2020 at noon 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 noon. 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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No one spoke during the public forum.

**Adoption of the Agenda**

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

- a) Approval to Open New Bank Account – First Bank - Biscoe Police Drug Seizure Funds
- b) Approval to Open New Bank Account – First Bank - Biscoe Police Project
- c) Approval of Budget Schedule FY 2020-2021
- d) Approval of Planning Board Meeting Schedule
- e) Schedule Public Hearing for August 27, 2020 at noon for Fiscal Year 2020-2021

*AYES: 5; NAYS: 0*

**Endorsement of the Montgomery County State of Emergency**

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*A motion was made by Commissioner Anliker, seconded by Commissioner Kinch, and so the motion carried unanimously to endorse the Montgomery County State of Emergency that was issued on June 23, 2020. – Attachment #1*

AYES: 5; NAYS: 0

**Approve Fiscal Year 2020-2021 Interim Budget Ordinance**

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*A motion was made by Commissioner Ryan, seconded by Commissioner Jackson, and so the motion carried unanimously to approve the Fiscal Year 2020-2021 Interim Budget Ordinance. Attachment #2*

AYES: 5; NAYS: 0

**Approval of Year End Budget Amendments & Transfers**

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*A motion was made by Commissioner Ryan, seconded by Commissioner Jackson, and so the motion carried unanimously to approve the Year-end Budget Amendment & Transferred as presented. Attachment #3*

AYES: 5; NAYS: 0

**Adjournment**

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A motion was made by Commissioner Anliker, seconded by Commissioner Ryan, and so the motion carried unanimously to adjourn the meeting at 12:45 pm.

\_\_\_\_\_  
Mayor



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

**Attachment #1**

**COUNTY OF MONTGOMERY  
TOWN OF BISCOE  
DECLARATION of a STATE OF EMERGENCY  
Issued June 23, 2020  
Biscoe Town Board Endorsement Issued June 24, 2020**

**STATE OF EMERGENCY ENACTED TO RESIST THE SPREAD OF COVID-19 IN MONTGOMERY COUNTY  
BY REQUIRING ALL RESIDENTS TO WEAR FACE COVERINGS WHILE IN PUBLIC AND WHEN & WHERE SOCIAL  
DISTANCING STANDARDS CANNOT BE PROPERLY MAINTAINED.**

By the powers authorized to me under Article 1A of the North Carolina Emergency Management Act, I, William Eddie Reynolds, Mayor of Biscoe NC, do hereby declare a State of Emergency and immediately require the wearing of face coverings in an effort to retard the rampant spread and transmission of COVID-19 in Montgomery County. This declaration of emergency and order requiring the wearing of face coverings is applicable to all areas, incorporated and unincorporated, of the County and will remain in effect until the Montgomery County Health Department reports the percentage of lab confirmed positive tests results falls below the targeted rate of less than five percent (5%), or until conditions require amendment or alteration of this order.

On June 22, 2020 the North Carolina Department of Health and Human Services notified Montgomery County that it had become the latest hot-spot for the spread of COVID-19 and had one of the highest infection rates per capita in the State. Over the last two weeks, the number of positive, infected tests results in the County for COVID-19 has surpassed twelve percent (12%). In addition, the number of hospitalizations has increased, as well as the number of deaths attributed to the virus.

Over the next eight (8) weeks, the Montgomery County Departments of Health and Emergency Services will undertake the ambitious goal of having tested 15% of the overall population of the County. In addition to the tests completed to date, the County will attempt to administer no less than four hundred and twenty-five (425) tests per week. While increased testing is prescribed by the State Department of Health and Human Services to monitor the rates of infection, testing alone will NOT reduce the number of persons being infected. The solution to reducing the spread and to keeping your families, neighbors, and communities safe is to practice the 3 W's: wash your hands often and correctly, wait six (6) feet apart to social distance, and to wear a proper face covering.

Over the next eight weeks, the Montgomery County Board of Commissioners, along with the Office of the Sheriff and the County Departments of Health and Emergency Services will lead a campaign to educate the public to the continued risks associated with COVID-19 and to help spread an infectious sense of community support, love, and compassion which will allow us to beat this virus and to heal our County. As your friend, as your Commissioner, and one who loves this County and the people in it, I ask you to please join this effort and be a part of the solution. Helping to protect each other by wearing a face covering is an act of humanity and marks you as a person of faith and strength. We have helped each other through times of loss, times of uncertainty, and even through times of disagreements. This is a public health crisis, and if we will all get behind this effort then in a relatively short period of time we will have significantly reduced the level of risk. Let's make Montgomery County an example for the State, the Nation, and the World. I know many of you personally, and there is not a single one of you whom I do not believe can put aside differences long enough to help push down the infection rate of COVID-19.

Under this declaration of emergency, a clean face covering is required at all public and private places within Montgomery County at any time when people are indoors. Face coverings are also required outdoors where and when social distancing practices are not being followed. A face covering should be made from cotton, linen,

silk, or non-woven medical grade material and can be manufactured or home-made. The covering can be improvised from household items such as scarfs, T-shirts, sweatshirts, or even towels. The covering should fit snugly and cover the wearer's nose and mouth.

This emergency declaration order does not pertain to the following groups of persons:

- Those whose religious beliefs forbid the covering of the face;
- Persons with medical and/or behavioral conditions to whom the wearing of a face covering is debilitating;
- Infants and toddlers who cannot manage the wearing of a face covering.

It will be assumed that any persons not complying with this order and not wearing a face covering while indoors or not social distanced outdoors can be categorized into one of these groups.

This emergency declaration does not apply to the following situations:

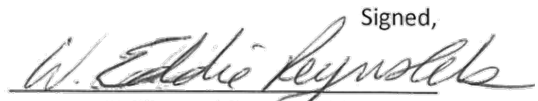
- While dining or eating/drinking in a restaurant or food service establishment;
- While receiving medical treatment;
- Where the wearing of a face covering puts the wearer at the risk of physical harm;
- Alone and/or only with members of the same household.

It will be assumed that any persons not complying with this order and not wearing a face covering while indoors or not social distanced outdoors can be categorized into one of these groups.

**NOW, THEREFORE LET IT BE RESOLVED, A STATE OF EMERGENCY IS HEREBY DECLARED IN MONTGOMERY COUNTY, NC DUE TO THE HIGH INFECTION RATE OF COVID-19 AND UNDER THIS DECLARATION OF EMERGENCY ALL PERSONS WITHIN THE JURISDICTION OF THE COUNTY ARE REQUIRED TO WEAR A FACE COVERING IN CONFORMITY WITH THE PROVISIONS DEFINED HEREIN. THIS ORDER WILL REMAIN IN EFFECT UNTIL THE INFECTION RATE, PUBLISHED EVERY WEEKDAY ON THE MONTGOMERY COUNTY WEBSITE, FALLS BELOW FIVE PERCENT (5%) OF THE TOTAL NUMBER OF PERSONS TESTED OR UNTIL CONDITIONS REQUIRE AMENDMENT OR ALTERATION OF THIS ORDER.**

Declared this 23<sup>rd</sup> day of June 2020.



Signed,  
  
William Eddie Reynolds, Mayor  
Town of Biscoe

Attest:



Laura B. Morton, CMC, NCCMC  
Town Clerk/Finance Officer  
Town of Biscoe

**Attachment #2**

**TOWN OF BISCOE  
BUDGET ORDINANCE**

Ordinance No. 192001-Int

BE IT ORDAINED by the Board of Commissioners of the Town of Biscoe, North Carolina that the following anticipated fund and departmental expenditures as an interim budget to extend the **2020 2021** fiscal year, per NC General Statute § 159-16, with certain authorizations, are hereby appropriated and approved for the operation of the Town Government and its activities for the 90-day interim period beginning on July 1, 2020 in accordance with the chart of accounts heretofore established for this Town:

**Summary**

General Fund	\$ 416,017.25
Water / Sewer Fund	\$ 297,711.00
<b>Total Budget</b>	<b>\$ 713,728.25</b>

**Section 1. General Fund**

**Expenditures**

<b>ACCOUNT</b>	<b>DEPARTMENT</b>	<b>APPROPRIATION</b>
4110	Governing Board	\$ 2,898.50
4120	Administration	\$ 141,557
4260	Buildings and Grounds	\$ 19,235.50
4310	Police	\$ 139,600.00
4340	Fire	\$ 22,928.00
4500	Streets	\$ 56,687.50
6120	Parks and Recreation	\$ 33,110.75
	<b>Total Appropriations</b>	<b>\$416,017.25</b>

**Expenditures**

<b>DESCRIPTION</b>	<b>APPROPRIATIONS</b>
Water / Sewer Operations	\$ 269,111.00
Debt Service	\$ 18,600.00
<b>Total Appropriations</b>	<b>\$ 297,711.00</b>

## Section 2. Fee Schedule

There is hereby established, for the 90-day interim period beginning on July 1, 2020, various fees and charges scheduled herewith:

Administration		
COPIES PER PAGE	\$ 0.10	PER PAGE
PUBLIC RECORDS REQUEST	\$ 0.25	PER PAGE
NOTARY FEES	\$ 5.00	PER SIGNATURE
RETURN CHECK/DRAFT FEE	\$ 25.00	WATER/PARK FEES, ETC.
SEND A FAX	\$ 0.25	PER PAGE
Parks & Recreation		
PARK RESTROOM KEY	\$ 5.00	DEPOSIT
PICNIC SHELTER RESERVEATION FEE OVER 100 PEOPLE	\$ 1.00	PER PERSON
PICNIC SHELTER RESERVEATION FEE 100 PEOPLE OR LESS	\$ 25.00	CIVIC CLUBS, ORGANIZATIONS & GOVERNMENT AGENCIES ARE EXEMPT FROM FEES
SWIMMING LESSONS	\$ 30.00	FREE TO EMPLOYEES/CHILDREN
SWIMMING POOL ADMISSION	\$ 2.00	FREE TO EMPLOYEES/CHILDREN
Police		
FINGERPRINTS	\$ 10.00	
WRECK REPORT FEES	\$ 5.00	
ALL OTHER POLICE REPORTS	\$ 5.00	

Water & Sewer			
Water & Sewer (Residential Rates)			
Inside City Limits	First 2000 Gallons (Minimum Charge)	\$ 12.00	Per 1000 gallons
	Each additional 1000 Gallons	\$ 5.50	Per 1000 gallons
	Sewer	100%	of water used
Outside City Limits	First 2000 Gallons (Minimum Charge)	\$ 22.00	Per 1000 gallons
	Each additional 1000 Gallons	\$ 11.00	Per 1000 gallons
	Sewer NCGS 160A-314.(a)	100%	of water used
Water & Sewer (Commercial Rates)			
Inside City Limits	First 3000 Gallons (Minimum Charge)	\$ 34.00	
	Each additional 1000 Gallons	\$ 5.50	Per 1000 gallons
	Over 1 Million Gallons, contact Office		
Sewer	100%	of water used	
Outside City Limits	First 2000 Gallons (Minimum Charge)	\$ 55.00	
	Each additional 1000 Gallons	\$ 11.00	Per 1000 gallons
	Over 1 Million Gallons, contact Office		
Sewer	100%	of water used	
Water & Sewer Fees			
Water Connection - Residential Owner	\$ 50.00		
Water Connection - Resident - Renter	\$ 75.00		
Water Connection - Business	\$ 75.00		
TIER 1 Late Fee	\$ 10.00		APPLIED BEFORE 8:30 ON 21ST
TIER 2 Late Fee	\$ 35.00		APPLIED BEFORE 8:30 ON 1ST DAY OF MONTH
Special Meter Reading	\$ 25.00		WILL BE REFUNDED IF NO FAULT OF CUSTOMER
Tampering Fee	\$ 350.00		First offense, progressive thereafter
Water Tap (3/4")	\$ 500.00		
Water Tap (1")	\$ 600.00		
Water Tap (Bore or Push)	Actual cost + 5%		
Sewer Tap (Inside City Limits)	\$ 500.00		
Sewer Tap (Outside City Limits)	\$ 600.00		
Sewer Tap (Bore or Push)	Actual cost + 5%		
Planning & Zoning Fees			
CONDITIONAL USE PERMIT	\$ 200.00		
MAPS	\$ 1.00		
REZONING APPLICATION	\$ 300.00		
ZONING BOOKS	\$ 10.00		
ZONING PERMIT	\$ 25.00		

Cemetery Prices			
Section B	Inside City Limits Resident	\$ 230.00	Per Grave
	Outside City Limits Resident	\$ 430.00	Per Grave
Section D	Inside City Limits Resident	\$ 330.00	Per Grave
	Outside City Limits Resident	\$ 730.00	Per Grave

**Section 3. Special Authorizations – Budget Officer**

- A. The Budget Officer shall be authorized to reallocate appropriations within departments, and among the various line accounts not organized by departments, as deemed necessary.
- B. The Budget Officer shall be authorized to execute interdepartmental transfers, within the same fund, not to exceed ten percent (10%) of the appropriated monies for the department whose allocation is reduced. Notification of all such transfers shall be made to the Town Board at its next meeting following the date of the transfer.
- C. Inter-fund transfers, established in the Budget Ordinance, may be accomplished without additional approval from the Town Board.
- D. The Town Manager shall serve as the Budget Officer

**Section 4. Restrictions – Budget Officer**

- A. Inter-fund transfer of monies, except as noted in Section 3, shall be accomplished by Town Board authorizations only.
- B. Utilizations of appropriations contained in contingencies may be accomplished only with specific approval of the Town Board.
- C. Per state General Statutes the Town shall maintain an eight percent (8%) fund balance at all times.

**Section 5. Budget Amendments**

- A. The North Carolina Local Government Budget and Fiscal Control Act allows the Town Commissioners to amend the Budget Ordinance any time during the fiscal year, so long as it complies with the North Carolina General Statutes. The Town Commissioners must approve all budget amendments.

**Section 6. Utilization of Budget Ordinance**

This ordinance shall be the basis of the financial plan for the Town of Biscoe municipal government during the 90-day interim period beginning on July 1, 2020. The budget officer

shall administer the budget and shall ensure that operating officials are provided guidance and sufficient details to implement their appropriate portion of the budget.

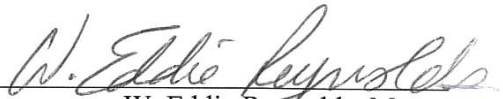
The finance and purchasing personnel shall establish and maintain all records, which are in accordance with the Budget Ordinance, and the appropriate statutes for the State of North Carolina.

**Adoption**

Adopted this 24<sup>th</sup> day of June 2020 at a regular scheduled meeting of the Town of Biscoe Board of Commissioners, in Biscoe, North Carolina.

Adopted this 24th day of June, 2020.



  
W. Eddie Reynolds, Mayor  
Town of Biscoe

  
Laura B. Morton, CMC, NCCMC  
Town Clerk/Finance Officer  
Town of Biscoe



### Attachment #3

## Amendment to the Budget Ordinance

**BE IT ORDAINED** by the Governing Board of the Town of Biscoe, North Carolina, that the following amendment is made to the annual budget ordinance for the fiscal year ending June 30, 2020 to recognize additional revenues and necessary expense:

**Section 1:** To amend the General Fund, the appropriations are to be changed as follows:

<u>Acct No.</u>	<u>Account</u>	<u>Decrease</u>	<u>Increase</u>
10-4120-311	TRAVEL/TRAINING/MEETINGS		\$24,300.00
10-4120-402	VEHICLE TAX COLLECTION FEE		\$10,749.00
10-4120-410	COVID-19 COST (FOR FEMA)		\$16,690.00
10-4120-491	DUES/SUBSCRIPTIONS		\$12,135.00
10-4120-498	ELECTIONS		\$1,494.00
10-4120-510	CAPITAL OUTLAY		\$249.00
10-4260-290	DEPARTMENTAL SUPPLIES		\$12,000.00
10-4260-331	UTILITIES		\$400.00
10-4260-350	MAINT/REPAIR GROUNDS	\$8,580.00	
10-4260-351	MAINT/REPAIR BUILDINGS		\$4,046.00
10-4260-354	BEAUTIFICATION PROJECTS		\$2,260.00
10-4260-359	MAINT/REPAIR EQUIP	\$7,400.00	
10-4260-487	NC SALES TAX		\$946.00
10-4260-488	COUNTY SALES TAX		\$411.00
10-4260-550	CAPITAL OUTLAY		\$4,127.00
10-4340-002	2019 OSFM GRANT EXPENDITURES	\$8,851.00	
10-4340-003	2020 OSFM GRANT EXPENDITURES		\$29,897.00
10-4340-182	RETIREMENT		\$760.00
10-4340-212	UNIFORMS		\$5,325.00
10-4340-238	HEALTH/SAFETY EQUIPMENT	\$4,300.00	
10-4340-250	VEHICLE SUPPLIES		\$676.00
10-4340-290	DEPARTMENTAL SUPPLIES		\$5,100.00
10-4340-320	RADIO COMMUNICATIONS	\$2,873.00	
10-4340-321	TELEPHONE	\$200.00	
10-4340-352	MAINT/REPAIR EQUIP		\$7,225.00
10-4340-353	MAINT/REPAIR VEH	\$2,000.00	
10-4340-354	COUNTY FUNDS 311 & 314		\$5,570.00
10-4340-395	TRAVEL/TRAINING/MEETINGS	\$1,640.00	
10-4340-470	FIREMEN'S PENSION FUND	\$4,280.00	
10-4340-487	NC SALES TAX		\$5,000.00
10-4340-488	COUNTY SALES TAX		\$2,035.00
10-4340-491	DUES/SUBSCRIPTIONS		\$482.00
10-4340-499	MISCELLANEOUS	\$500.00	
10-4340-550	CAPITAL OUTLAY		\$4,937.00
10-4340-560	FORESTRY GRANT		\$4,879.00

<u>Acct No.</u>	<u>Account</u>	<u>Decrease</u>	<u>Increase</u>
10-4340-997	SUPPLEMENTAL RETIREMENT		\$8,500.00
10-4340-999	FIRE DEPT CHECKING EXPENSE		\$21,578.00
10-4500-399	GARBAGE COLLECTION		\$2,000.00
10-4500-419	CHRISTMAS LIGHTS	\$14,328.00	
10-6120-121	SALARIES		\$16,784.00
	Total		\$155,603.00

This will result in an increase of \$155,603.00 in the appropriations of the General Fund.

**Section 2:** To amend the General Fund, the estimated revenues are to be change as follows:

<u>Acct No.</u>	<u>Account</u>	<u>Decrease</u>	<u>Increase</u>
10-3100-016	2016 PROP TAX		\$861.00
10-3100-017	2017 PROP TAX		\$2,942.00
10-3100-018	2018 PROP TAX		\$5,034.00
10-3100-019	2019 PROP TAX		\$160,658.00
10-3100-111	PRIOR YEARS	\$6,470.00	
10-3100-120	MOTOR VEH TAX		\$20,369.00
10-3100-180	TAX INTEREST	\$1,000.00	
10-3224-350	TELECOMM SALES TAX	\$3,457.00	
10-3230-000	SALES TAX DISTRIBUTION		\$93,100.00
10-3250-000	ABC REVENUES		\$7,793.00
10-3324-000	UTILITY FRANCHISE TAX		\$16,512.00
10-3325-351	SALES TAX REFUND	\$3,878.00	
10-3325-352	GAS TAX REFUND	\$3,000.00	
10-3431-490	COURT FEES		\$2,240.00
10-3431-890	DSM REVENUES		\$1,300.00
10-3433-362	HWY SAFETY GRANT PD		\$11,000.00
10-3474-000	CEMETERY REVENUES		\$4,200.00
10-3612-370	FIRE GRANT FUNDS	\$92,861.00	
10-3613-410	PARK FEES	\$3,948.00	
10-3613-420	SOFTBALL LEAGUES	\$3,200.00	
10-3613-430	RECREATION OUTREACH	\$10,000.00	
10-3613-480	CONCESSIONS	\$2,000.00	
10-3830-000	MISCELLANEOUS		\$79,600.00
10-3830-399	EXTRA GARBAGE CANS		\$2,785.00
10-3831-497	INTEREST INCOME		\$8,000.00
10-3832-200	FIREMEN RELIEF MISC REVENUE		\$21,578.00
10-3991-000	APPR FROM FUND BALANCE	\$137,555.00	
10-3998-000	CNTY FIREFIGHTING SUPPORT-		\$35,000.00
10-3988-980	TRANSFER FROM CAPITAL RESERVE	\$50,000.00	
			\$155,603.00

We are therefore recommending that the current year's budget revenue of the General Fund be amended as indicated, increasing the budget revenues by \$155,603.00.

**Section 3:** Copies of this budget amendment shall be furnished to the Clerk of the Governing Board, and to the Budget Officer and the Finance Officer for their direction.

Adopted this 24th day of June, 2020.



*W. Eddie Reynolds*  
W. Eddie Reynolds, Mayor  
Town of Biscoe

*Laura B. Morton*  
Laura B. Morton, CMC, NCCMC  
Town Clerk/Finance Officer  
Town of Biscoe

## Amendment to the Budget Ordinance

**BE IT ORDAINED** by the Governing Board of the Town of Biscoe, North Carolina, that the following amendment is made to the annual budget ordinance for the fiscal year ending June 30, 2020 to recognize additional revenues and necessary expense:

**Section 1:** To amend the Water/Sewer Fund, the appropriations are to be changed as follows:

<u>Acct No.</u>	<u>Account</u>	<u>Decrease</u>	<u>Increase</u>
60-7100-121	SALARIES		\$67,990.00
60-7100-122	ESC CONTRIBUTION	\$2,546.00	
60-7100-180	SS TAX		\$3,922.00
60-7100-181	MEDICARE TAX		\$919.00
60-7100-182	RETIREMENT		\$5,204.00
60-7100-183	GROUP INSURANCE		\$136.00
60-7100-184	DENTAL INSURANCE	\$1,404.00	
60-7100-185	VISION INSURANCE		\$497.00
60-7100-189	SUPPLEMENTAL RETIREMENT	\$418.00	
60-7100-199	PROFESSIONAL SERVICES	\$5,662.00	
60-7100-212	UNIFORMS		\$1,180.00
60-7100-238	HEALTH/SAFETY SERVICES	\$500.00	
60-7100-250	VEHICLE SUPPLIES	\$7,994.00	
60-7100-290	DEPARTMENTAL SUPPLIES		\$28,520.00
60-7100-299	CHEMICALS		\$7,756.00
60-7100-321	TELEPHONE SERVICE		\$4,153.00
60-7100-325	POSTAGE		\$4,032.00
60-7100-331	UTILITIES		\$11,231.00
60-7100-333	CHARGE CARD FEES		\$1,609.00
60-7100-334	WATER PURCHASES		\$65,528.00
60-7100-352	MAINT/REPAIR		\$7,548.00
60-7100-353	MAINT/REPAIR VEH	\$4,000.00	
60-7100-359	RIGHT-OF-WAY MAINTENANCE	\$1,100.00	
60-7100-360	INMATE EXPENSE	\$110.00	
60-7100-391	LEGAL ADVERTISING		\$150.00
60-7100-395	TRAVEL/TRAINING/MEETINGS	\$2,800.00	
60-7100-440	WATER/SEWER ANALYSIS	\$11,388.00	
60-7100-442	INDUSTRIAL MONITORING	\$2,800.00	
60-7100-487	NC SALES TAX		\$5,384.00
60-7100-488	COUNTY SALES TAX		\$2,551.00
60-7100-491	PERMIT FEES	\$800.00	
60-7100-520	FIRST BANK LOAN PAYMENT	\$6,212.00	
60-7100-525	WATER TANK CONTRACT		\$57,782.00
60-7100-530	SAFETY EQUIPMENT	\$2,800.00	
60-7100-550	CAPITAL OUTLAY EQUIP.	\$2,589.00	
<u>Acct No.</u>	<u>Account</u>	<u>Decrease</u>	<u>Increase</u>
60-7100-582	CAPITAL IMPROVEMENTS		\$93,674.00
60-7100-583	CAPITAL OUTLAY	\$567.00	
60-7100-900	BAD DEBT EXPENSE		\$29.00
	Total		\$316,105.00

This will result in an increase of \$316,105.00 in the appropriations of the Water/Sewer Fund.

**Section 2:** To amend the Water/Sewer Fund, the estimated revenues are to be change as follows:

<u>Acct No.</u>	<u>Account</u>	<u>Decrease</u>	<u>Increase</u>
60-3325-351	SALES TAX REFUND	\$12,775.00	
60-3325-352	GAS TAX REFUND	\$1,000.00	
60-3431-000	NCCMT – NC DEPT SET-OFF	\$1,000.00	
60-3712-505	CONNECT FEE	\$4,000.00	
60-3712-510	WATER CHARGES		\$10,346.00
60-3712-511	SEWER CHARGES		\$1,100.00
60-3712-521	SEWER TAP	\$500.00	
60-3712-530	LATE CHARGE		\$5,800.00
60-3712-580	RECOCNNECT FEE	\$1,500.00	
30-3712-581	RECOVERY/CHARGE OFFS	\$350.00	
60-3712-582	RECOVERY/RETURNED CHECKS		\$5,600.00
60-3830-000	MISCELLANEOUS REVENUES		\$41,157.00
60-3835-820	SALE OF FIXED ASSETS	\$500.00	
60-3991-000	FUND BALANCE APPROPRIATED		\$273,727.00
	Total		\$316,105.00

We are therefore recommending that the current year’s budget revenue of the Water/Sewer Fund be amended as indicated, increasing the budget revenues by \$316,105.00.

**Section 3:** Copies of this budget amendment shall be furnished to the Clerk of the Governing Board, and to the Budget Officer and the Finance Officer for their direction.

Adopted this 24th day of June, 2020.



*W. Eddie Reynolds*  
 W. Eddie Reynolds, Mayor  
 Town of Biscoe

*Laura B. Morton*  
 Laura B. Morton, CMC, NCCMC  
 Town Clerk/Finance Officer  
 Town of Biscoe

## Amendment to the Budget Ordinance

**BE IT ORDAINED** by the Governing Board of the Town of Biscoe, North Carolina, that the following amendment is made to the annual budget ordinance for the fiscal year ending June 30, 2020 to recognize additional revenues and necessary expense:

**Section 1:** To amend the Powell Bill Fund, the appropriations are to be changed as follows:

<u>Acct No.</u>	<u>Account</u>	<u>Decrease</u>	<u>Increase</u>
11-4510-121	SALARIES	\$3,162.00	
11-4510-199	ENGINEERING SERVICES		\$3,250.00
11-4510-250	VEHICLE SUPPLIES		\$113.00
11-4510-299	CHEMICALS	\$3,000.00	
11-4510-350	MAINT/REPAIR EQUIP	\$4,300.00	
11-4510-360	INMATE EXPENSE	\$500.00	
11-4510-487	SALES TAX		\$215.00
11-4510-488	SALES TAX		\$102.00
11-4510-591	RESURFACING & PAVING		\$17,409.00
11-4510-592	GRADING/PATCHING	\$4,596.00	
Total			\$5,531.00

This will result in an increase of \$5,531.00 in the appropriations of the Powell Bill Fund.

**Section 2:** To amend the Powell Bill Fund, the estimated revenues are to be change as follows:

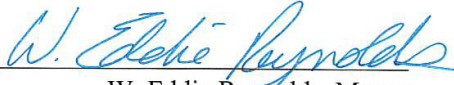
<u>Acct No.</u>	<u>Account</u>	<u>Decrease</u>	<u>Increase</u>
11-3325-351	SALES TAX REFUND		\$443.00
11-3451-000	POWELL BILL ALLOCATION		\$4,128.00
11-3831-492	INVESTMENT EARNINGS	\$500.00	
11-3831-497	INTEREST INCOME		\$1,460.00
Total			\$5,531.00

We are therefore recommending that the current year's budget revenue of the Powell Bill Fund be amended as indicated, increasing the budget revenues by \$5,531.00.

**Section 3:** Copies of this budget amendment shall be furnished to the Clerk of the Governing Board, and to the Budget Officer and the Finance Officer for their direction.

Adopted this 24th day of June, 2020.



  
 W. Eddie Reynolds, Mayor  
 Town of Biscoe

  
 Laura B. Morton, CMC, NCCMC  
 Town Clerk/Finance Officer  
 Town of Biscoe

## Amendment to the Budget Ordinance

**BE IT ORDAINED** by the Governing Board of the Town of Biscoe, North Carolina, that the following amendment is made to the annual budget ordinance for the fiscal year ending June 30, 2020 to recognize adjust revenues and expense to more reflect the current needs:

**Section 1:** To amend the LEO Separation Trust Fund, the appropriations are to be changed as follows:

<u>Acct No.</u>	<u>Account</u>	<u>Decrease</u>	<u>Increase</u>
72-4300-121	LEO SALARY BENEFIT	\$9,325.00	
72-4300-180	SS TAX	\$578.00	
72-4300-181	MEDICARE TAX	\$135.00	
72-4300-290	SUPPLIES	\$16.00	
	Total	\$10,022.00	

This will result in a decrease of \$10,022.00 in the appropriations of the LEO Separation Trust Fund.

**Section 2:** To amend the LEO Separation Trust Fund, the estimated revenues are to be change as follows:


<u>Acct No.</u>	<u>Account</u>	<u>Decrease</u>	<u>Increase</u>
72-3431-000	TRANS FROM GF (10-4310-188)	\$10,476.00	
72-3431-491	INVESTMENT EARNINGS		\$454.00
	Total	\$10,022.00	

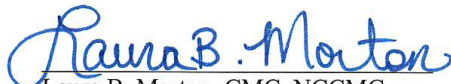
We are therefore recommending that the current year's budget revenue of the LEO Separation Trust Fund be amended as indicated, decreasing the budget revenues by \$10,022.00.

**Section 3:** Copies of this budget amendment shall be furnished to the Clerk of the Governing Board, and to the Budget Officer and the Finance Officer for their direction.

Adopted this 24th day of June, 2020.



  
 W. Eddie Reynolds, Mayor  
 Town of Biscoe

  
 Laura B. Morton, CMC, NCCMC  
 Town Clerk/Finance Officer  
 Town of Biscoe