

**TOWN OF BISCOE**  
**BOARD OF COMMISSIONERS MEETING**  
**March 8, 2021**

The Biscoe Town Board of Commissioners met in a regular session on Monday, March 8, 2021 at 7:00 pm in the Municipal Building.

*Board Members Present:*

*Mayor Eddie Reynolds, Mayor Pro-tem 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.

Mayor Reynolds announced that all Town Board meetings are recorded.

**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 Forum**

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No one spoke during the public forum.

**Public Comment**

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Mr. Jimmy Patterson of East Main Street spoke during the public comment period. He is purchasing the property and is having issues with water standing and not draining and asked the Board what he could do or if the Town could help him. The Board and Public Works Director Sam Stewart said the Town couldn't go on his property to correct the issue. He would need to contact Myrick Construction or Chip Maness.

**Adopt the Agenda**

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A motion was made by Commissioner Kinch, seconded by Commissioner Ryan, and so the motion carried unanimously to adopt the agenda for the March 8, 2021 meeting.

AYES: 5; NAYS: 0

## **Consent Agenda**

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*A motion was made by Mayor Pro-tem, seconded by Commissioner Jackson, and so the motion carried unanimously to approve the following items on the Consent Agenda:*

- a) Approval of Recreation Director Job Description
- b) Approval of Surplus Property to be Sold through Gov Deals

Police Department

2010 Dodge Charger 2B3AA4CT8AH161578  
2008 Ford Crown Victoria 2FAFP71V48X133596

Public Works

2000 GMC Truck 1GTGK29UXYE164154  
John Deere X740 54 inch cut diesel lawnmower – Model # 3TNV76-XJLT - SN  
CH30110D217060

*These items will be sold online through gov deals. We can set a minimum bid for each vehicle. We recommend the following minimum bids:*

2010 Dodge Charger - Minimum Bid \$800  
2008 Ford Crown Victoria - Minimum Bid \$500  
2000 GMC Truck – Minimum Bid \$500  
John Deere Lawnmower – Minimum Bid \$500

- c) Schedule Public Hearing for Fee Schedule Update for April 12, 2021 meeting
- d) Schedule Public Hearing for Code Enforcement Ordinance Updates for April 12, 2021 meeting

*AYES: 5; NAYS: 0*

## **Decision on Opening Biscoe Pool for Summer 2021**

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Manager Holland said he had met with Pool Director Gene Stevens and Town Clerk Laura Morton. We have talked with the Health Department with regards to opening. They provided guidelines to us from the CDC.

Commissioner Ryan asked if the town could create a hold harmless waiver that would be good for 3 months for people to sign saying the Town isn't liable if someone has COVID after being at the pool. Manager Holland said we could look into this.

A motion as made by Commissioner Anliker, seconded by Commissioner Kinch, and so the motion carried unanimously to approve the opening of Biscoe Pool for the Summer of 2021 with the following guidelines:

### **Biscoe Pool Safety Guidelines**

- Reservation must be made prior to pool use (Call-in Only). Reservations need to be 24 hours in advance. Reservations for Saturday, Sunday, & Monday must be made on Friday.
- Staff will take temperatures of all patrons before entering facility.

- Anyone exhibiting symptoms will NOT be allowed into swimming facility. Symptoms may include fever, cough, shortness of breath, fatigue, muscles & body aches, new loss of taste or smell, sore throat, congestion or runny nose, nausea or vomiting, or diarrhea.
- Patrons who are 12 & under must be accompanied by an adult 18 & older. Children ages 13-17 will be required to complete a swimming test prior to staying alone.
- Open swim times will be in 3-hour segments: 11am-2pm & 3pm-6pm
- Pool will be closed between sessions for cleaning/disinfecting purposes.
- The entrance, deck, and bathrooms will be marked with 6' social distancing spots.
- You must enter in the front doors and exit through the side gate.
- "Family unit" sections will be marked on pool deck.
- Social distancing will be enforced on pool deck and in the water. Patrons are encouraged to wear face coverings when they are not in the water.
- Patrons can bring their own chairs. No equipment will be given out.

AYES: 5; NAYS: 0

### Cemetery Discussion

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A motion was made by Mayor Pro-tem Anderson, seconded by Commissioner Kinch, and so the motion carried unanimously to change the wording on cemetery deeds to the following:

- First.** That the said plot of land shall not be used for any other purpose than as a place of burial for the dead; and no trees within the lot or border shall be cut down or destroyed without the consent of the Town.
- Second.** That the Purchaser shall have the right to erect **ONLY** head stones, foot markers, monuments and sepulchral structures. Flowers and vases must be attached to headstones. Foot markers must be flush to the ground. Flat markers at ground level are allowed. Burial vaults are required. No obstructions will be allowed that will prevent access of maintenance or upkeep of grounds. **BENCHES ARE ONLY ALLOWED IF IT IS A HEAD STONE ON ITS OWN LOT.**
- Third.** No fence shall be placed or erected in or around said lots.
- Fourth.** It shall be the duty of the Purchaser **AT** his own cost and expense to keep the said lot in good condition and to cause grass to be planted and maintained thereon and to keep the premises generally in a neat and orderly condition. **THIS IS NOT REQUIRED UNLESS ORDERED OR REQUESTED BY THE TOWN. THE BISCOE PUBLIC WORKS DEPARTMENT WILL PERIODICALLY MONITOR ITEMS THAT ARE NOT ALLOWED BY THIS DEED.**
- Fifth.** The land herein conveyed shall be subject, in addition to the foregoing regulations, to all the provisions of the charter of the Town of Biscoe, and any amendments thereto, now in existence or hereafter to be made.

This information will also be sent out by letters, advertised in the newspaper, on the website, and on social media. A sign will also be placed at the cemetery with these rules printed on it.

### **Hudson Sewer Service Request**

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A motion was made by Commissioner Anliker, seconded by Mayor Pro-tem Anderson, and so the motion carried unanimously to table the Hudson Sewer Service Request until the April 2021 meeting.

### **Board & Staff Reports & Upcoming Events**

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*The following reports were given:*

Town Clerk Laura Morton announced an upcoming Shred Day in August of 2021. She also updated the Board of the following upcoming Board calendar (includes budget):

Monday, March 10, 2021	Special Session – 5 pm – Re: Planning and Zoning
Monday, April 12, 2021	Regular Monthly Meeting At 7 pm
Monday, April 26, 2021	Rescheduled Budget Meeting At 6 pm
Monday, May 10, 2021	*Regular Monthly Meeting At 7 pm PRESENT BUDGET/SCHEDULE PUBLIC HEARING FOR JUNE 14, 2020
Monday, May 17, 2021	Rescheduled Budget Meeting (Only If Needed) At 6 pm
Monday, June 14, 2021	*PUBLIC HEARING ON BUDGET AND ADOPT THE BUDGET
Wednesday, June 30, 2021	Special Meeting at noon to Approve Year-end Budget Amendments
July 2021	NO MEETING REGULAR MONTHLY MEETING

Commissioner Anliker thanked staff for all they are doing.

Commissioner Kinch said she was glad everyone is okay after the COVID scare. She also mentioned a school bus had gone in the ditch on Baldwin St.

Mayor Pro-tem thanked all staff for their hard work.

Commissioner Ryan said an email had been received regarding the Town livestreaming its meeting. She said she is okay with the way we are doing it now. There is no need for Biscoe to do this. She also asked for continued prayers for the children and asked that everyone stay safe and practice the 3 Ws and social distancing.

Commissioner Jackson said he agreed with Commissioner Ryan about the livestreaming the Town Meetings.

Manager Holland said there will be a Code Enforcement Public Hearing on March 30<sup>th</sup> regarding 326 Wingate and 509 Mill Streets.

**He also announced the Town of Biscoe is one of 12 municipalities who has received a grant that would pay for an intern ---GET FROM BRANDON.**

Mayor Reynolds thanked Public Work staff for their work on a recent cold and rainy day. He said the leak was on Church Street and it was freezing cold.

Mayor Reynolds said Chief Armstrong took him for a ride in the new Tahoe. He said it is very nice and he came under budget.

He said we have a good staff here and he is glad everyone is ok after the COVID scare.

**Closed Session – Pursuant to NCGS 143-318.11 (a) (6) – Personnel**

**Board & Staff Reports & Upcoming Events**

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The Board did not hold this closed session.

**Recess**

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A motion was made by Commissioner Anliker seconded by Commissioner Kinch, and so the motion carried unanimously to recess the meeting until March 10, 2021. The meeting was recessed at 8:30 pm.

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Mayor



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Town Clerk