

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

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

Board Members Present:

Mayor Eddie Reynolds, Commissioner Kay Kinch, Commissioner Lashaunda Ryan, Commissioner Barry Jackson, and Commissioner Jay Patel.

Board Members Absent:

Commissioner Gene Anderson - passed away

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/Pledge of Allegiance

Mayor Reynolds reconvened 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

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 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.

Agenda Adjustments & Approval

A motion was made by Mayor Pro-tem Kinch, seconded by Commissioner Jackson, and so the motion carried unanimously to approve the agenda with the following deletion:

Request for Approval CERRI – Grace Lawrence Resolution

Jay Patel's Oath of Office & Presentation and Recognition of Commissioner Lashaunda Ryan

Town Clerk Laura Morton administered the Oath of Office to newly appointed Commissioner Jay Patel. Mr. Patel was appointed to the Board to fill former Commissioner Anliker's seat who had to resign because of a change in residence outside of town limits.

Mayor Reynolds presented a plaque and gift to outgoing Commissioner Lashaunda Ryan.

Public Forum

Ms. Barbara Lynthacum of Stewart Street appeared before the Board. She had concerns about loud music on Hurley Street and Weavertown. She said she has good neighbors and means no ill will. She said the music is so loud they can't hear the tv. She also said her husband is sick. She said she loves music, but not that loud.

Ms. Lythacum said she didn't think 911 should be called for Noise Ordinance. She said she would like to see more police patrolling in the area. She is requesting the Town look into a Noise Ordinance.

Manager Holland said the Town does have a Noise Ordinance; however, there are no penalties for violating the ordinance. The Board asked if a special meeting could be called prior to the next meeting. Manager Holland said that is possible. The Board asked about complaints outside the city limits and calling the police department. Manager Holland said it all has to do with how the ordinance is written. Police Chief Armstrong said they do not have someone answering the phones 24 hours a day (like a desk sergeant).

Mr. Kyle Shepherd also from Stewart Street also was present to discuss the issues on Stewart Street. He said I would like to back up what Barbara is saying. He said I work 3rd Shift and can't sleep because of the noise. He said I can feel the base in the music, and it is worse on the weekends. He said it is like a drag strip. He said it has gotten worse over the past 2 years.

Consent Agenda

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

- a) Approval of Minutes – October 12, 2021, work session and regular meeting
- b) Approval of Monthly Financial Report – October 2021/November 2021
- c) Approval of Biscoe Fire Department Recommendation to Reappoint Sam Stewart as Fire Chief
- d) Reschedule Public Hearing for Maness Annexation the January 10, 2021
- e) Approval of Update Records Retention & Disposition Schedule
- f) Approval of 2022 Board Meeting Calendar and Approval of 2022 Town Holidays
- g) Schedule Public Hearing for December 13, 2021, meeting re: Proposed Zoning Map Amendment (rezoning) for property located at Sedberry Road, Biscoe NC 27209 7568 00 11 9113
- h) Schedule Public Hearing for December 13, 2021, meeting re Proposed Zoning Map Amendment (rezoning for property located at NC Hwy 24-27 E, Biscoe NC 27209 (PIN(s) 7568 10 47 8311 & 7568 10 46 8982)
- i) Approval of Resolution to authorize the Town of Biscoe Planning, Zoning & Subdivision Administrator or their designee to coordinate the placement of Legislative Public Hearings required by G.S. 160D on the Board of Commissioner's agenda without having first had the Board call for the hearing

Discussion and Update on Fireproof File Cabinets

Town Clerk Laura Morton said at the last meeting, the Board approved a budget amendment to purchase a Fire King file cabinet for the Clerk's office. Tammy Dunn from the Montgomery Herald informed Manager Holland the County had several left from when they purchased the First Bank building. We were able to get 4 of the Fire King cabinets at no cost. The file cabinets were picked up by Public Works employees and delivered to the Clerk's office. The cabinets weighed at least 1000 lbs. each.

We would like to extend a thank you to our Public Works staff and to Tammy Dunn. It is necessary for the board to vote to rescind the approved budget amendment.

A motion was made by Commissioner Jackson, seconded by Commissioner Kinch, and so the motion carried unanimously to rescind the budget amendment that was approved at the last meeting to purchase a fireproof cabinet for the clerk office.

Update on Biscoe Community Center

Intern Mya Ellis provide an update on the Biscoe Community Center. Community Center Synopsis:

Prior to today's meeting on November 8th, 2021, the town has met with the leach street community center committee for a few times within the last 3 months. The attendees from the community center committee for both meetings included Ms. Wendy Clegg, Mr. Johnny Harris, and Ms. Zondra Harris. In conclusion to the meeting on September 9th, 2021; the town requested:

- A three-year strategic plan
- A diverse board of directors
- An opening budget
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The town has made a request for these materials, in efforts to help the committee make the steps necessary to provide the board with enough information to decide whether or not Town funds should be used to help open the facility.

On September 30th, 2021 Community center chairman, Mrs. Zondra Harris and Town Intern, Ms. Mya Ellis, met regarding the 501 (C) (3) application. Within the town's findings, the community center was notified that the 501 (C)(3) application needed legal attention and decided it would be much more beneficial to seek an attorney to help on their behalf. Since then, The town has received information regarding the money that they have raised for the community center. Since September 3rd, 2021, there have been several email correspondences, but we have not received any updates on the progression of the 501(C) (3) application, and we are still waiting on the three required items to present to the board for decision making:

- A three-year strategic plan
- A diverse board of directors
- An opening budget

Veterans' Committee Appointments

A motion was made by Commissioner Ryan, seconded by Mayor Pro-tem Kinch, and so the motion carried unanimously to appoint the following to serve on the Biscoe Veterans' Committee:

Danny Pilot – *application complete and returned*

Jerry Cornelison - *application complete and returned*

Russell Fuller – Veterans Parade Coordinator

Gracia Pack – Montgomery County Veterans Service Director

Eddie Reynolds – Mayor

Lashaunda Ryan - Citizen

Staff:

Town Manager Brandon Holland

Town Clerk Laura Morton

Town Intern Mya Ellis

Police Department Designee

Public Works Designee

Board & Staff Reports & Upcoming Events

Each Board Member, Town Manager, and all Department Heads provided updates.

Manager Holland announced the Town had been approved for a Grant through FEMA for Water Sewer for Inflow and Outflow.

Mayor Pro-tem Kinch thanked the Town for the food that was brought during the recent death of her Aunt. She also thank everyone for participating in the Veterans' Parade. Kinch also congratulated newly seated Commissioner Patel and thanked Commissioner Ryan for her service to the Town.

Commissioner Jackson echoed Mayor Pro-tem Kinch's comments. He welcomed Commissioner Patel and thanked Commissioner Ryan for her service and said he enjoyed working with her the past 2 years.

Commissioner Ryan said it has been a good 2 years. She said it has been an honor to be here with everyone. She thanked everyone and said she would still be around.

Mayor Reynolds said Commissioner Ryan has been an asset. He continued to say that he was happy to have Commissioner Patel on Board. He said I am honored to be re-elected as Mayor. He said Kelly Kellam called and congratulated him on his winning the election and wished Biscoe the best.

Adjournment

A motion was made by Commissioner Jackson, seconded by Commissioner Ryan, and so the motion carried to adjourn the meeting at 7:32 pm.

Mayor



Town Clerk