

TOWN OF BISCOE

BOARD OF COMMISSIONERS MEETING

10.14.13

AGENDA

1. Call to order
2. Consent Agenda
  1. September Monthly Financial Report
3. Project Updates:
  1. Clean Water Management Trust Fund Grant
  2. Golden Leaf Project Update
4. Presentation of Advanced Law Enforcement Certificates
5. Public Hearing on Zoning Ordinance Revisions
  1. Maximum Building Height Provisions
  2. Outdoor Advertising Signs
6. General Updates
  1. Proposal for Cameras in the Park
  2. Cemetery Update
  3. Debt Set-off Program
  4. Buzzard Update
  5. Highway 24/27 Scenic Byway
  6. Recreation Board Appointment
7. Public Comment
8. Adjournment

## 2. Consent Agenda

**NOTE : Minutes will be provided at the next meeting due to time taken by the Annual Audit and staff illness.**

### TOWN OF BISCOE Monthly Financial Report

*Unreconciled Balances as of September 2013*

<b>FIRST BANK ACCOUNTS</b>	<b>Interest Rate</b>	<b>Balance</b>	<b>Status</b>
Town of Biscoe - Public Funds Money Market 03	0.20%	\$611,620.92	<i>unreconciled</i>
<b>Fund 10 - General Fund</b>			
Town of Biscoe - CD 54	0.15%	\$434,083.80	<i>reconciled</i>
<b>Fund 21 - Capital Reserve</b>			
Town of Biscoe - CD 59	0.15%	\$662,253.47	<i>reconciled</i>
Town of Biscoe - CD 49	0.25%	\$207,810.42	<i>reconciled</i>
<b>Fund 72 - Leo Separation</b>			
Town of Biscoe - Leo Separation CD 30	0.15%	\$80,804.74	<i>reconciled</i>
<b>FIRST BANK TOTAL</b>		<b>\$1,996,573.35</b>	
<b>FIDELITY BANK ACCOUNTS</b>			
Town of Biscoe - Central Depository	0.10%	131,952.54	<i>unreconciled</i>
Town of Biscoe - Payroll Account Regular Checking	not an interest bearing account	\$89,980.88	<i>unreconciled</i>
Town of Biscoe - Powell Bill Fund	0.12	178,960.32	<i>reconciled</i>
<b>FIDELITY BANK TOTAL</b>		<b>\$400,893.74</b>	
<b>GRAND TOTAL OF ALL ACCOUNTS</b>		<b>\$2,397,467.09</b>	

*Respectfully Submitted by Town Clerk Laura B. Morton  
For the October 14,2013 Town Meeting*

*\*\*Note: All accounts are balanced through August 31, 2013 and balance with the General Ledger & New Software*

### 3. Project Updates

#### *Clean Water Management Trust Fund Grant*

Bob Froneberger from WK Dickson will **NOT** be with us to discuss both the CWMTF and Golden Leaf Projects of the projects. Following the presentation to the Board last month, Bob has worked with staff and NC DENR officials to follow up on the suggestion of the Board.

Below is an email from Bob which outlines the results of this work. If the Board approves this adjustment to the scope of work with the CWMTF grant, we will next need to receive approval from the granting agency, bid the work (Oct/Nov), put in a request to the Local Government Commission to allow a longer financing period (Nov/Dec) and then submit another round of Request for Proposals (RFP) to the banks (Dec/Jan).

*Brooks –*

*Per our discussion on Wednesday, I have attached a letter defining the current WWTP Upgrade scope of work. This scope revision addresses several items identified in our recent telephone conference call with Mr. Ron Berry of DENR as briefly noted below:*

- Emergency generator is to be bid as “Add Alternative” permitting Biscoe to make a decision on inclusion in project based upon budget.*
- Delete proposed variable level aeration basin for equalization.*
- Provide provisions in electrical design for the adding four (4)- new 15 Hp aerators in Aeration Basin No. 1 to be purchased and installed by the Town outside of the subject project.*
- Provide provisions in design for a new 2” PVC effluent recirculation line from chlorine contact drain pump station to chlorination/dechlorination system with a backflow preventer and filter for emergency water supply. This is to be supplied and installed by the Town outside of the contract.*

*The aeration and emergency water supply to the chlorinator are to be reflected on the design drawings to meet DENR requirements but are to be supplied and installed by the Town outside of the construction contract.*

A summary of probable project costs including the above scope changes are summarized as follow:

<b>Estimate Description</b>	<b>Probable Cost</b>	<b>CWMTF Share</b>	<b>Biscoe Share</b>
1. Original CWMTF application project cost (2/1/12)	\$1,168,500	\$584,000	\$584,000
2. Updated probable cost – CWMTF Application (1/31/13)	\$1,214,000	\$584,000	\$630,000
3. Probable cost for project scope presented at 9/9/13 Council Meeting with generator, 2 additional 25 Hp aerators and contract sludge removal (9/5/13)	\$1,580,000	\$585,000	\$995,000
4. Updated probable cost per revised scope including emergency generator (10/11/13)	\$1,344,500	\$584,000	\$760,500
5. Updated probable cost per revised scope without emergency generator (10/11/13)	\$1,212,500	\$585,000	\$627,500

Note: Above project costs include probable construction cost with a 10% contingency and all engineering costs. Costs for work to be performed by the Town for aeration and emergency water supply to the chlorination system are not reflected in the above costs.

These subject scope of work changes will need to be coordinated with the CWMTF. If you have any questions, please do not hesitate to call.

**NOTE: The pdf and its details are not included in this packet, if you would like a copy, I will be happy to email it to you.**

### Golden Leaf Project Update

Bob Froneberger will **NOT** update the board on this project as it nears

completion.

As discussed last month, there has been some concern with the timetable of project completion in regards to the high volume of rain and the higher than anticipated rock volumes. At this point several items have passed inspection and a final work punch list has been generated.

Good News to report. The NC Dept of Commerce has certified 118 acres of our the Megapark. This was the top objective of our Golden Leaf grant and as such, we are filing to pull down the grant funds.

A copy of the punchlist will be provided at the meeting.

### *Wright Foods*

Our meeting for this afternoon was canceled. There are no items for action at this time.

## 4. Presentation of Advanced Law Enforcement Certificates

Police Chief Brent Tedder and Sergeant Mike Barrington have obtained Advanced Law Enforcement Certificates. We will be taking time to present these Certificates to the officers and recognize their achievement.

Below are the details of how an officer would qualify for an Advanced Certificate:

- meets the requirements for the Intermediate Certificate, and
- has accumulated at least forty-eight (48) education and/or training points and at least twelve (12) years experience, or
- has accumulated at least sixty (60) education and/or training points and at least nine (9) years experience, or
- has an Associate Degree issued by an academic institution recognized by the United States Department of Education and the Council for Higher Education Accreditation; has accumulated at least thirty-six (36) training points and at least nine (9) years experience, or
- has a Baccalaureate Degree issued by an academic institution recognized by the United States Department of Education and the Council for Higher Education Accreditation; has accumulated at least twenty-four (24) training points and at least six (6) years experience, or
- has a Graduate or Professional Degree issued by an academic institution recognized by the United States Department of Education and the Council for Higher Education Accreditation; has accumulated at least sixteen (16) training points and at least four (4) years experience.

### Point Computation Formula

Awards are based upon a formula which combines formal education, law enforcement training, and actual experience as a law enforcement officer. Points are computed in the following manner:

**Education** – Each semester hour of college credit shall equal one point; each quarter hour shall equal two-thirds of a point.

**Training** – Twenty classroom hours of Commission-approved law enforcement training shall equal one (1) point, exclusive of BLET and Commission-mandated in-service training.

**Experience** – Only experience as a full-time, sworn, paid member of a law enforcement agency or the equivalent experience as determined by the Commission shall be acceptable for consideration.

## **5. Public Hearing on Zoning Ordinance Revisions**

- Maximum Building Height Provisions**
- Outdoor Advertising Signs**

Both the ordinance revisions have been duly advertised in the October 2nd and 9th editions of the Montgomery Herald. Following a public hearing both revision may adopted at the pleasure of the Board.

### **In regards to the maximum building height provision:**

All of our current zones in our Zoning Ordinance, since 1993, state that the maximum building height is not to exceed 35 feet. Anyone taking a brief drive around Town can easily spot numerous non-conforming structures (Cell Towers, Cooling Towers, Water Towers, and some industrial buildings). After research it became clear that the 35 foot building restriction is prevalent in many communities for habitable buildings. It is my assumption that such provision were put in place for two reasons: due to communities not having ladder fire trucks and due to communities wanting to maintain a historical height in regards to residential districts.

Staff is proposing the Town Board amend the Zoning Ordinance in either of the ways suggested below:

- 1) To remove height restrictions for all non-habitable structures in all districts.
- 2) Exempt all public utilities from height restriction in all districts and to exempt all non-habitable support structures for the industrial (IL, IH, IL-CU, IH-CU) and commercial districts (CC, HB, RB, and their various CU).

All three of the telecommunications towers in our zoning jurisdiction are in residential districts. Exempting public utilities would make these uses conforming.

### **Outdoor Advertising Signs :**

As discussed last month, a request has been made to allow a sign advertising land for sale within the mega park. At the meeting we discussed adopting provisions similar to those passed by the County. The ordinance adopted by Montgomery County is attached to your agenda email.

*Staff is proposing adopting an identical ordinance to the one passed by Montgomery County with these minor changes:*

The text would be adopted as a stand-alone subsection of the Signs section in the Zoning Ordinance titled Billboards.

The proposed provision for the Town would be a better fit to allow billboards to only be located on highways and interstate roads outside of our city limits but inside our extra territorial jurisdiction. This would allow billboards in various districts but would keep them outside of the city limits. The Town ordinance currently has provisions in place for signage in all districts. The new billboard district would only apply where applicable.

### **The below is the information included in last month's agenda packet:**

The proposed sign will be shaped as a "V" with both faces being visible from Highway 24/27. The proposed sign is 32ft by 10ft or 320 square feet on both sides.

The relevant section from the Zoning Ordinance is **Section 15.9 Temporary Signs, Subsection B** is found on page 120. This section allows for one construction sign to be erected at a size of 50 square feet or one square foot per lineal foot of roadway frontage not to exceed 100 square feet.

The County has recently updated their Zoning Ordinance to include a billboard ordinance. Under their newly approved Ordinance they allow 400 square feet billboards on 2 lane highways and 672 square foot billboards on 4 lane highways. If you have ever driven on 211 East outside of Candor, you have probably noticed the billboards that have been there for years; they are finally zoning compliant.



The development of the Mega Park is critical to the Town. As such, this sign is of critical importance. I would like to know if there is support from the board to consider passing a Billboard Ordinance for use only in our Extra Territorial Jurisdiction, similar to the County's Ordinance at our October meeting. The sign construction will likely take 4 weeks, and preliminary support will hopefully indicate to the property owner if it is worth their time to being constructing the sign now. Attached is a picture of the proposed signage.



## 6. General Updates

### Proposal for Cameras in the Park

We do not have any new proposals for cameras in the Park. We have had some verbalization this past month and understand getting additional quotes are important.

### Cemetery Update

Following discussions over the past month, town staff has gotten quotes on a mower for the Cemetery that will fit between the rows and bag the grass. The mower would also serve to eventually replace the old and large (it won't fit in the cemetery) bagging mower that is used on the ballfields. Before purchasing, staff would like approval for the purchase with the understanding that this will later require a budget amendment.

### Debt Set-off Program

The board had approved the Town to enter in the NC Debt Set-off Program a few years ago. There were complications at the time that prevented staff from following through. After switching auditing firms the Town underwent refunding all deposits on all water accounts and we have upgrading our billing software. We are ready once again to join the debt set-off program; we will need to approval a resolution, which will be provided at the meeting.

For an overview of this program please visit: <http://www.ncsetoff.org/>

### Buzzard Update

This update is following up on concerns brought up last month by a local resident.

The Town of Biscoe's depredation permit has lapsed but renewing it is a fairly simple process. Michelle Outlaw at US Fish and Wildlife Service has instructed the town that our permit would not apply to a private telecommunication tower but only to our structures like our water towers.

As such, I have contacted CenturyLink, shared the concerns brought to the town and have offered to assist their staff on the paperwork for a depredation permit. The Town has been contacted by two news

organization this month and I have given them the contact number for the appropriate Public Relations staff member of CenturyLink.

Highway 24/27 Scenic Byway

Officials from Grede have requested the Town to again consider requested the repeal of the Scenic Byway restrictions on off premise signage within the Town limits. They had people from their corporate offices get lost trying to find their location on Wright Road. This now makes two industries in Town requesting assistance in this manner.

Parks and Recreation Board Appointment

One of our Parks and Recreation Board members has too many time constraints and respectfully asked to have a replacement. We need to appoint someone to the Board for this vacated position. It is custom to appoint volunteer board members following the swearing of new elected officials in December. The Board can decide to appoint someone now and re-affirm them in December or to wait until December.

**7. Public Forum**

**8. Adjournment**