



“A Dream Worth Dreaming”

MAYOR
JAMES E. BLAKE

COMMISSIONERS
JERRY SMITH, MAYOR PRO-TEM
GENE ANDERSON
JOHN BEARD
KAY CAGLE KINCH

TOWN MANAGER
BRANDON W. HOLLAND

TOWN CLERK
LAURA B. MORTON

TOWN OF BISCOE BOARD OF COMMISSIONERS Meeting Agenda June 11, 2018 at 7:00 p.m.

1. Call to Order Mayor Blake
Pledge of Allegiance & Moment of Silence
2. Conflict of Interest Statement
“In keeping with the Conflict of Interest Laws outlined in Chapter 138A of the North Carolina Board of Ethics, any conflicts of interest or appearance of conflict with matters coming before the Board of Commissioners should be declared.” “Having received our agenda for this evening’s meeting, are there any conflicts of interest to be announced? If so please, state them at this time.”
3. Approval of the Agenda Mayor Blake
4. Consent Agenda Mayor Blake
 - a) Approval of May 2018 Regular Meeting Minutes
 - b) June 2018 Monthly Financial Report will be provided at the July 2018 meeting
5. *Public Hearing #1* - for the Fiscal Year 2018-2019 Budget Manager Holland
6. *Public Hearing #2* - Zoning - Conditional Use Permit – Taco Bell Manager Holland
7. *Public Hearing #3* - Water/Sewer Collection Ordinance Amendment Manager Holland
8. Annexation – 521 Mill Street – Michael B. Tedder
 - a) Certificate of Sufficiency
 - b) Set a Public Hearing for Annexation Request
9. Approval of Year End Budget Amendments including Fire Truck
10. Manager Report Manager Holland
11. Mayor’s Minutes - Commissioner Reports - Staff Reports
12. Public Comment
13. Adjournment



TOWN OF BISCOE
BOARD OF COMMISSIONERS MEETING
May 14, 2018

The Biscoe Town Board of Commissioners met in a regular session on Monday, May 14, 2018 at 7:00 pm in the Municipal Building. Present were: Mayor Jimmy Blake, Mayor Pro-Tem Jerry Smith, Commissioners Gene Anderson, Kay Cagle Kinch, and John Beard. Town Manager Brandon Holland and Deputy Town Clerk Laura Jordan were present.

Town Clerk Laura Morton was absent due to a death in her family. *(James Cagle, Jr. "Jimmy" Cagle's seat is vacant due to his death on December 30, 2017).

Call to Order/Pledge of Allegiance

Mayor Blake 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.

It was announced at this time that the Town Clerk, Laura Morton's Father passed away this afternoon.

Conflict of Interest Statement

"In keeping with the Conflict of Interest Laws outlined in Chapter 138A of the North Carolina Board of Ethics, any conflicts of interest or appearance of conflict with matters coming before the Board of Commissioners should be declared," "Having received our agenda for this evening's meeting, are there any conflicts of interest to be announced? If so, please, state them at this time."

Approval of the Agenda; Approval of the Consent Agenda; Approval of April 2018 regular meeting and Budget meeting Minutes; Confirmation of New Fire Chief Michael Barrington

A motion was made by Mayor Pro-Tem Smith, seconded by Commissioner Anderson, and so the motion carried unanimously to approve the Confirmation of New Fire Chief Michael Barrington.

AYES: 4; NAYS: 0

Approval of RFP – Financing for New Fire Truck

A motion was made by Commissioner Anderson, seconded by Commissioner Kinch and so the motion carried unanimously to approve the proposal from Fidelity Bank at the rate of 3.75% for the RFP – Financing for New Fire Truck.

AYES: 4; NAYS: 0

Wayfinding Signs

After meeting with DOT and laying out a plan a step of the board is to approve the design of new wayfinding signs. The colors will be the dark blue that is on the current Town Logo and will be on a 4 or 6 inch square post. They signs will follow all DOT standards. An Economic Grant received from the State will cover all costs so the Town is not spending dollars. There will be funds left over to purchase one to two extra signs. The signs will acknowledge the Town Hall, Library, Park, Industrial Park, and Shopping Center. A sign company will manufacture the new signs.

The Mayor mentioned the Welcome to Biscoe sign located on the Bypass which he would like to match the Wayfinding Signs. The sign is in need of some repairs.

Zoning – Conditional Use Permit Request. Set Public Hearing

Mike Thompson from Hamilton Designs requested zoning in the Highway Business District for the “Old Sonic Building”. Mr. Thompson presented his site plans as follows: Mr. Thompson is a Civil Engineer with the Bell American Group which is located across 5 – 6 states. He is requesting to put a Taco bell in the former Sonic Building. The idea is to take out the existing building, cut the asphalt, and do extensive work with landscaping. They had looked at reusing a portion of the building but found the building would be too much to salvage and for ease of construction they would recommend removal of the building. The new building would seat 40 inside and 12 outside under a patio attached to the building.

The Mayor expressed his appreciation for the interest in Biscoe. Mr. Thompson replied that a survey was conducted to make sure sales wouldn’t conflict with other states. The Mayor stated that this would make 12 restaurants for Biscoe. The commissioners each expressed they are happy to have them in Biscoe. Mr. Thompson stated that construction would begin in July with 75-80 days of construction with an opening date of late 2018.

A motion was made by Mayor Pro-tem Smith, seconded by Commissioner Beard, and so the motion carried unanimously to set the Public Hearing for the Conditional Use Permit for the Old Sonic Building for June 11, 2018.

AYES: 4; NAYS: 0

Set a Public Hearing for June 11, 2018 for the Fiscal Year 2018-2019 Budget

The budget workshops have been held and the budget approved for the fiscal year. The only change is Fire Department payments for the purchase of the New Fire Truck. In order for this to be official a Public Hearing must be set. It will be on display for public inspection until approval.

A motion was made by Commissioner Anderson, seconded by Commissioner Beard, and so the motion carried unanimously to set the Public Hearing for the approval of the 2018-2019 Budget for June 11, 2018.

AYES: 4; NAYS: 0

Water/Sewer Collection Ordinance Amendment Request and Set a Public Hearing

Deputy Clerk, Laura Jordan attended a Utility Billing Collections class at the UNC School of Government. There she learned the laws of Utility Billing collections and found that the Town was missing some items from the current Ordinance. Most all are in practice at the moment, just not in the ordinance. Deputy Clerk Laura Jordan read the Amended Ordinance for the Board.

(Copies of the recommended amendments are on file in the Clerk’s Office)

A motion was made by Commissioner Beard, seconded by Mayor Pro-tem Smith, and so the motion carried unanimously to set the Public Hearing for the approval of the Amended Water/Sewer Collection Ordinance for June 11, 2018.

AYES: 4; NAYS: 0

Approval of the Gazebo Resolution

The Mayor expressed there were 6 steps the Arts Committee wanted to go through to approve the Gazebo. Bill Lester, town Engineer has already given his approval. When the Mayor spoke with Mat Kitchen he stated we needed everything in place and approval of the Board. He then opened it up to discussion questions. Commissioner Beard questioned the cost to the town. The Mayor replied that the only cost to the Town would be for general upkeep and maintenance. The Jordan family has committed to the building and roofing of the structure. The Mayor has spoken with Kelly Kellam and stated that he is also committed. The mayor has secured other people for the landscaping of the structure since a tree has to be removed. The following vote is to agree the Town will be responsible for general maintenance and upkeep. The Town Manager expressed the main thing on the resolution is that DOT has stated that there be no public access to the structure. No one will be allowed to go inside to sit. The Mayor stated that it is just a work of art. There will be no access since there will be a fence around it and no benches for seating.

A motion was made by Commissioner Beard, seconded by Mayor Pro Tem Smith with Commissioner Anderson opposing and so the motion carried 3 to 1 to approve the Resolution of the Gazebo and the Town being responsible for the maintenance and upkeep.

AYES: 3; NAYS: 1 (Commissioner Anderson)

Manager's Report

Manager Holland stated that he had said everything he needed to say.

Mayor's Minutes

Mayor Blake provided the following minutes:

- Attended the Town of Biscoe's Budget Meeting
- Attended Board meeting of the COG in Kernersville
- Chaired a RPO Meeting with DOT; Spoke with Brandon Jones, engineer with Division 8 DOT regarding the progress of the Gazebo
- Spoke at The Municipal Clerk's Conference hosted by the Town of Biscoe
- Attended the Legislative Brunch at Montgomery Community College with Commissioner Gene Anderson and Commissioner Kay Cagle-Kinch
- Attended Candor Fire Department's Annual Auction and Spaghetti Supper
- Attended a General Meeting of the COG in Kernersville
- Welcomed Voters to the Town Hall on Election Day
- Spent four hours at the Southbound Visitor's Center to welcome visitors to Montgomery County and Blake's Restaurant
- Planted flowers and picked up trash with the Inmates

Commissioner Report

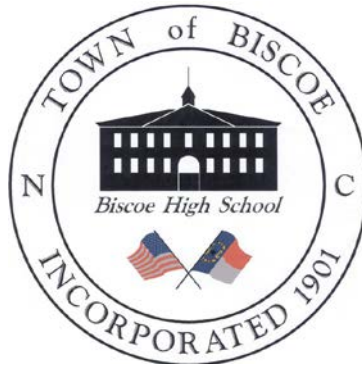
- Commissioner Kinch stated that someone had called her regarding the condition of the Jaimes properties. Mayor Blake state that three letters have gone out.
- Commissioner Anderson thanked everyone for the jobs they are doing. All the Town staff is appreciated.
- Fire Chief Barrington stated that the first round of supplemental retirement checks had gone out last week. He and the Fireman are very appreciative of the support from the Town.
- Wendy Clegg spoke out and asked why the Water and Sewer rate were the same. She understood it was the vote of the Board and that there are separate meters per request but it didn't seem fair that the sewer was the same as the water. Town Manager Holland stated that the sewer rate should be higher because we operate our own sewer plants where the water we just purchase from another source. The Mayor stated we spend a lot on the water rate and we are in great shape compared to other small towns.
- Utilities Superintendent Stewart would like the line on Wright Road replaced. He also stated that letters would need to be sent to Mr. Jaimes for the properties on the end of Bruton Street.
- The Mayor stated that the house on Martin Street that burned, the inmates picked up bottles outside and if any other places needed to be cleaned up to just report it to the Town.

Public Comment

No one spoke during the public forum:

Recess

There being no further business to bring before the Board, Commissioner Beard made the motion to recess the regular session until the Regular Session on Monday, June 11 at 7 pm. Mayor Pro Tem Smith made the second. All voted in favor. Meeting adjourned at 7:44 p.m.



Budget Message May 14, 2018

Honorable Mayor, Town Commissioners and Citizens of Biscoe
Town of Biscoe, North Carolina

Introduction

The proposed Fiscal Year 2018-2019 Budget for the Town of Biscoe, North Carolina has been prepared in accordance with the NC Local Government Budget and Fiscal Control Act and NC General Statute 159-11 and is now submitted for your consideration. The Budget identifies revenue and expenditure *estimates* for Fiscal Year 2018-2019 and attempts to maintain a continuum of quality services to the citizens of Biscoe. This budget is inclusive of all financial obligations while all municipal services remain funded. Revenues are projected conservatively, and expenditures are projected realistically. The highlights of the proposed budget are as follows:

General Fund Revenues

The first draft of the fiscal year 2018-2019 Budget proposes a remaining property tax rate of \$0.56 per \$100 valuation. In fiscal year ending 2017 the real property and vehicle valuation for the Town of Biscoe was \$136,698,685 a 5.7% increase from the prior year of \$129,277,971 with a combined collection rate of 96.4% compared to the previous year of 98.23%. Fiscal year 2018-2019 we can estimate to collect \$690,460 in property tax revenues. State forecasts show that Biscoe can expect a 4% increase on sales tax revenue, no change in beer and wine taxes and a 1% increase in solid waste disposal tax. While Powell Bill revenue

is expected to remain the same at \$48,375, \$86,523 of Fund Balance is appropriated to balance the general fund. This amount is smaller than the previous year due to the improvements that were made at the park.

General Fund Expenditures

In an effort to minimize fund balance spending there are minor changes and the General Fund expenditure changes are highlighted as follows:

The Police Department will replace a 2008 vehicle with one 2018 SUV. The Police Department Budget will not include the Transfer to the LEO Separation Fund of \$25,000. The funds will be transferred from the CD just as we did last year. The current CD has a balance of \$96,481. This transfer is normally around \$20,000, next year's budget will include beginning to fund the CD again.

The board recently approved the trade in and purchase of a ladder truck for the Fire Department. The Town sent out RFP's to view financing options. Fidelity Bank was selected to finance the purchase of the ladder truck having the lowest interest rate of the proposals received of 3.75%. The loan will be \$175,000 over ten years. The Fire Department's budget will reflect the annual payment of \$21,400. This change is an increase of \$11,400 to their budget total operating budget.

Last year the Streets Department and Water Department shared the expense of a new truck for Public Works and purchased a new mower. No capital items for the streets department are proposed this year.

Recently the park has had several upgrades; resurfacing of the tennis courts, re-plastering of the pool, renovated pool house, new playground equipment, new roof on the shelter new light poles at the ball field. No capital items are proposed for the 2018-2019 fiscal year.

Enterprise Fund

Rates are proposed to remain the same in the Water & Sewer Fund. Last year the minimum rate increased \$2 to prepare for the loss of revenue for when Montgomery Central High School opens, water tank maintenance and repairs to our water/sewer system. In an effort of minimize loss, there are only a few changes. The budget reflects the second year of the Water Tank Maintenance contract in addition to reimbursement to the General Fund to reimburse for insurance expenses, and debt expenses stated below.

\$13,111 of Fund Balance is appropriated to offset the expenditures. The department will continue to experience debt payments totaling \$140,560, for the SRF Loan payments and the First Bank loan for the Industrial Park Lift Station, therefore capital spending has been limited to a sewer camera and improvements to the shop door.

The Town was awarded \$1,865,000 of State CDBG-Infrastructure funds for the Bruton Street infrastructure improvements. A separate fund will be set up at the appropriate time to start the project.

Employees

The budget is prepared and balanced with a 2% COLA for employees, and longevity as addressed in the personnel. The state average of COLA this year will be around 3% from a survey from the League of Municipalities and the PTRC, 2018 Consumer Price Index increase is 2.1%. Health insurance increased 3.4%.

PUBLIC HEARING

In accordance with N.C.G.S. § 159-12(b) there will be a public hearing on June 11, 2017 at 7:00 pm, at the Biscoe Town Hall, any person wishing to make comments may do so at that time. The proposed budget is now available for public inspection.

Respectfully Submitted,

Brandon Holland
Town Manager

NOTICE OF PUBLIC HEARINGS

TOWN OF BISCOE

In accordance with NC General Statutes notice is hereby given that the Biscoe Town Board of Commissioners will hold separate public hearings on June 11, 2018 at 7 pm during their regular monthly meeting. Public Hearings will be held for the following:

- Zoning - Conditional Use Permit Request(s) for Taco Bell (§ 160A-388 (a2)). *The Proposed Conditional Use Permit has been presented to the Biscoe Board of Commissioners and a copy of the proposed Conditional Use Permit is on file in the Town Clerk's Office and is available for public inspection.*
- Water/Sewer Collection Ordinance Amendment (§ 160A-102). *The Proposed Amendment has been presented to the Biscoe Board of Commissioners and a copy of the proposed amendment is on file in the Town Clerk's Office and is available for public inspection.*
- Fiscal Year 2018-2019 Proposed Budget (§ 159-12). *The Proposed Budget has been presented to the Biscoe Board of Commissioners and a copy of the proposed budget is on file in the Town Clerk's Office and is available for public inspection.*

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
Town Clerk

TOWN OF BISCOE, NC
INCORPORATED 1901



OFFICE OF THE TOWN MANAGER

Conditional Use Application Notice

Dear Property Owner:

In accordance with N.C. General Statute 160A-382 the Town of Biscoe is hereby notifying you that there will be a public hearing on June 11th, 2018 at 7pm at the Biscoe Town Hall located at 110 West Main Street Biscoe NC 27209, to hear the following request:

Hamilton Designs LLC, has applied for a Conditional Use Permit for the following reasons:

To build a Taco Bell restaurant with a drive-thru;

Located at 101 Montgomery Crossing, Biscoe NC 27209

Due do the drive-thru being located at an intersection the Town of Biscoe's Zoning Ordinance section 8.12.C. requires a conditional use permit.

If you have any questions, please contact me at 910-428-4112.

Thank you,

Brandon Holland, Town Manager

APPLICATION FOR A CONDITIONAL USE PERMIT

Date 04/18/2018

Applicant Hamilton Designs, LLC Owner BBE, INC
11988 Fishers Crossing Dr., Ste 154

Address Fishers, IN 46038 Address 727 Poyntz Ave. 6th Floor
MANHATTAN KS 66502

Telephone 317-570-8800 Telephone 785-537-0190
785-565-3822

Property Location 101 Montgomery Crossing
(Street Address)

Description of Property Outlot in front of shopping center which includes Wal-mart. The site was formerly a Sonic Restaurant.

*Attach any maps, site plans, or other information that describes proposed use

Tax Map _____ Block _____ Lot _____

Lot Size ±36,200 (Square Feet) Zoning District HB

Number of Building /Units 1

Estimated cost of project _____

*This application must be filed with a zoning official at least ten (10) days prior to the meeting at which time the application is to be considered.

Do not write below this line -- For Zoning Official use only.

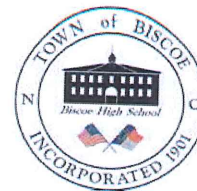
Fee Collected \$ _____ Date _____

Date for Public Hearing **June 11, 2018**

Zoning Official Signature

- (3) Copies
- Original - File
- Copy # 1 - Applicant
- Copy # 2 - Clerk
- Copy # 3 - Auditor

**TOWN OF BISCOE
ZONING PERMIT APPLICATION**



Parcel ID # 7568 09 26 4470 Zoning District: HB Date: 04/18/18
 Property Address: 101 Montgomery Crossing If corner lot check here
 Name of Subdivision: _____ Section or Phase: _____ Lot(s) #: _____

APPLICANT INFORMATION:

Name: Hamilton Designs, LLC
 Address: 11988 Fishers Crossing Dr., Ste 154, Fishers, IN
 Phone: 317-570-8800

PROPERTY OWNER INFORMATION (IF APPLICABLE):

Name: BBE, INC
 Address: 727 Poyntz Ave, 6th Floor Manhattan KS 66502
 Phone: 785-537-0190 785-565-3822

PURPOSE FOR APPLICATION (Check all that apply):

- | | | |
|---|---|---|
| <input type="checkbox"/> Single Family Residential Construction | <input type="checkbox"/> Fence ___ft height | <input checked="" type="checkbox"/> Business / Commercial * |
| <input type="checkbox"/> Multi-Family Residential Construction
___ No. of Units | <input type="checkbox"/> Pool (In-Ground) | <input checked="" type="checkbox"/> Occupy New Building |
| <input type="checkbox"/> Enclosed Addition to Structure ___ft x ___ft | <input type="checkbox"/> Sign (Check Type) | <input type="checkbox"/> Occupy Existing Building |
| <input type="checkbox"/> Detached Accessory Building ___ft x ___ft | <input type="checkbox"/> Free Standing | <input type="checkbox"/> Change in Use |
| <input type="checkbox"/> Deck ___ft x ___ft | <input type="checkbox"/> Wall/Roof | <input checked="" type="checkbox"/> No Change in Use |
| <input type="checkbox"/> Manufactured Housing Setup: Model Year: _____ Size: ___ft x ___ft (Attach copy of title) | <input type="checkbox"/> Off Site | <input checked="" type="checkbox"/> Construct New Commercial Building |
| <input type="checkbox"/> Other _____ | | |
- PROPOSED NAME OF BUSINESS: Taco Bell
 - PROPOSED USE OF BUILDING: Restaurant

CONTRACTOR / BUILDER INFORMATION

Name: TBD Phone: _____ License # _____
 Address: _____

PLOT PLAN OR SITE PLAN (Required before approval**):**

Attach map or hand drawn sketch of lot and or sign(s) from survey if possible; showing all dimensions of existing buildings and proposed construction including parking layout, Drawing must include all dimensions between existing & proposed structures and property lines. *Front yard measurements must be made from right of way line.

APPLICANT'S AFFIDAVIT:

To the best of my (our) knowledge, the above statements and attached plot plan are in all respects true and accurate descriptions of the existing status and proposed plans for the property identified in this application:

Todd C. Hall
 Applicant's Signature

04/18/2018
 Date

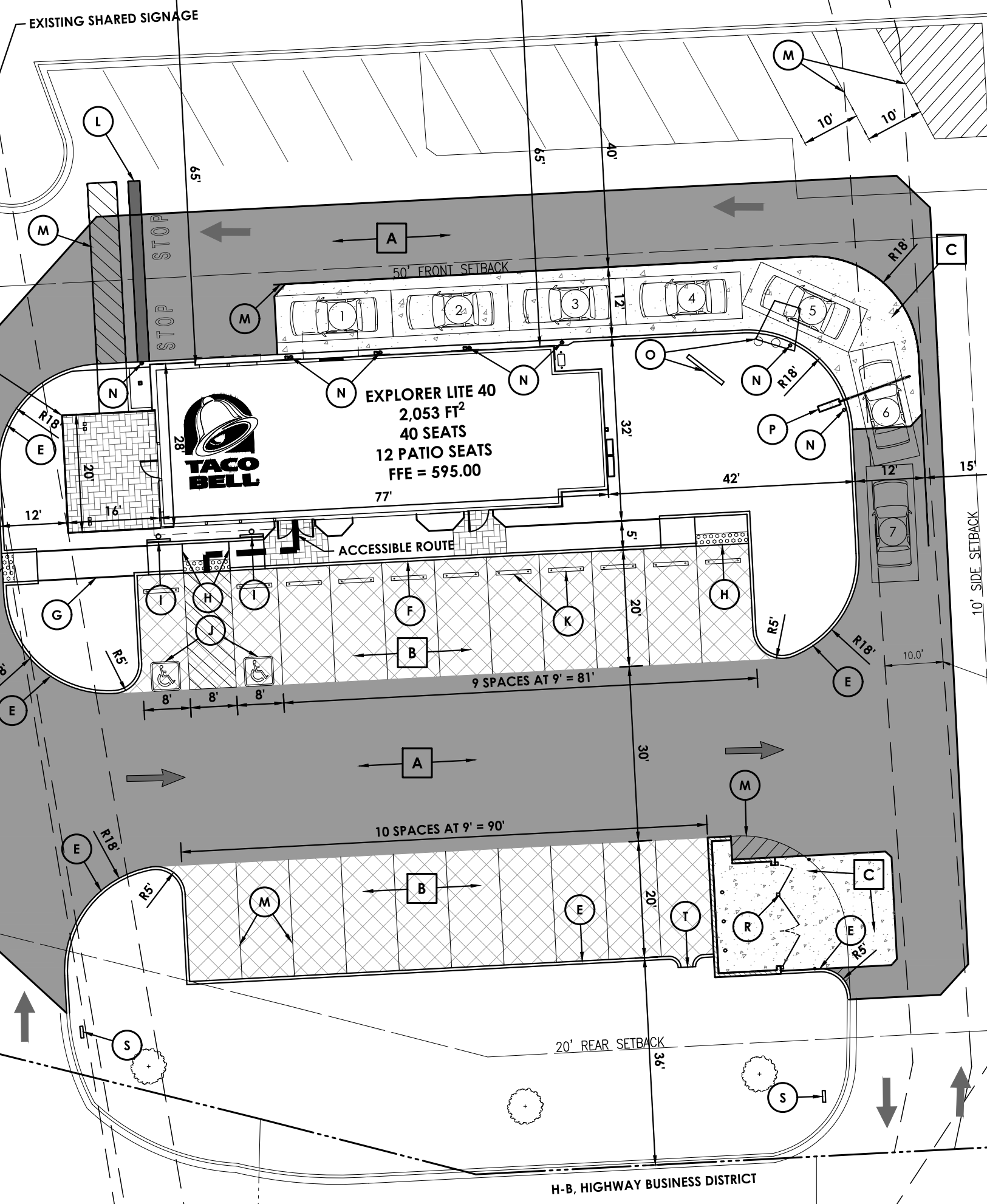
James H Gordon, Sec./C.F.O.
 Property Owner's Signature

4/19/18
 Date

EXISTING SANITARY SEWER P.M. EASEMENT (SCALED FROM SITE AND UTILITY PLAN) (NO EVIDENCE OF EXISTING LINE FOUND IN FIELD AT TIME OF SURVEY)

H-B, HIGHWAY BUSINESS DISTRICT
NC HIGHWAY 24-27 EAST

MONTGOMERY CROSSING



LEGEND OF EXISTING FEATURES

---	PROPERTY LINE	⬮	BENCHMARK
---	RIGHT-OF-WAY LINE	○	MONUMENT
---	SETBACK LINE	△	SECTION CORNER
---	EASEMENT	⊠	TRANSFORMER
---	SECTION LINE	⊠	HVAC
---	CENTERLINE	⊠	ELECTRIC METER
---	799	⊠	ELECTRIC MANHOLE
---	800	⊠	POWER POLE GUY WIRE
---	[I]	⊠	LIGHT POLE
---	[OH-1]	⊠	PARKING LOT LIGHTS
---	[FO]	⊠	TELEPHONE PEDESTAL
---	[G]	⊠	TELEPHONE MANHOLE
---	[E]	⊠	FIBER OPTIC PEDESTAL
---	[OH-E]	⊠	TRAFFIC POLE MANHOLE STOP LIGHT
---	[W]	⊠	GAS METER
---	[S]	⊠	GAS VALVE
---	[ST]	⊠	STORM MANHOLE
---	[NP]	⊠	SANITARY MANHOLE
---	[P]	⊠	STORM INLETS
---	[X]	⊠	STORM ENDSECTION
---	[W]	⊠	CLEAN-OUT DOWNSPOUT
---	[S]	⊠	FIRE HYDRANTS
---	[ST]	⊠	FIRE VALVE
---	[NP]	⊠	WATER METER
---	[P]	⊠	WATER VALVES
---	[X]	⊠	POST INDICATOR VALVE
---	[W]	⊠	FIRE DEPARTMENT CONN.
---	[S]	⊠	SIGNS
---	[X]	⊠	MAILBOX
---	[W]	⊠	ADA PARKING
---	[S]	⊠	PARKING COUNT
---	[X]	⊠	TREES
---	[W]	⊠	SHRUB
---	[S]	⊠	SPOT GRADE
---	[X]	⊠	

SITE PLAN LEGEND - PROPOSED

A	HEAVY DUTY ASPHALT PAVEMENT	CS-50
B	LIGHT DUTY ASPHALT PAVEMENT	CS-50
C	BLACK CONCRETE PAVEMENT	CS-50
D	NOT USED	
E	6" CONCRETE CURB	CS-50
F	CONCRETE CURB AND WALK	CS-50
G	CONCRETE SIDEWALK	CS-50
H	ACCESSIBLE CURB RAMP	CS-50
I	ACCESSIBLE PARKING SIGNAGE	CS-50
J	ACCESSIBLE PARKING PAVEMENT MARKINGS	CS-50
K	PRECAST CONCRETE WHEELSTOP	CS-50
L	PAVEMENT STRIPING, 24" STOP BAR	
M	PAVEMENT STRIPING, 4" SOLID	
N	BOLLARD	CS-502
O	MENU BOARD, ORDER CONFIRMATION, AND CANOPY	CS-504 CS-505
P	CLEARANCE BAR	CS-504 CS-505
Q	LIGHT POLE	CS-504
R	DUMPSTER ENCLOSURE	CS-503
S	DIRECTIONAL SIGNAGE	CS-502
T	CURB TURNOUT	CS-502
---	ACCESSIBLE ROUTE	

SITE INFORMATION

PARCEL NUMBER:	7568-09-26-4470
ZONING DISTRICT:	H-B, HIGHWAY BUSINESS DISTRICT
LOT AREA:	0.51 ACRES
DISTURBED AREA:	2,053 FT ²
ADJOINER ZONING:	H-B, HIGHWAY BUSINESS DISTRICT
NORTH	H-B, HIGHWAY BUSINESS DISTRICT
SOUTH	H-B, HIGHWAY BUSINESS DISTRICT
EAST	H-B, HIGHWAY BUSINESS DISTRICT
WEST	H-B, HIGHWAY BUSINESS DISTRICT
PROPOSED USE:	NEW QUICK-SERVE RESTAURANT (TACO BELL)
BUILDING SETBACKS:	
FRONT	50' REQUIRED 10' PAVEMENT
SIDE	10' REQUIRED 5' PAVEMENT
REAR	20' REQUIRED 5' PAVEMENT
PARKING DATA:	
REQUIRED SPACES:	
(1) SPACE FOR EVERY (4) SEATS +	20 SPACES
(1) SPACES FOR EVERY (1) EMPLOYEES	43 SPACES
PROVIDED SPACES:	

REVISION BLOCK



Michael Thompson

DATE: 04/23/2018

DRAWN BY: KRE CHECKED BY: MAT

HAMILTON DESIGNS
 A LIMITED LIABILITY COMPANY

11988 Fishers Crossing Drive, Suite 154
 Fishers, Indiana 46038
 P. (317) 570-8800
 www.hamilton-designs.com

CONSTRUCTION PLANS FOR:
TACO BELL | BISCOE, NC
 101 Montgomery Crossing (Highway 24)
 Biscoe, North Carolina, 27209

BELL AMERICAN GROUP, LLC
 8930 Bath Street, Suite L
 Indianapolis, Indiana 46256

PROJECT NO.
2016-235

DATE
04/23/2018

SCALE
1" = 20'

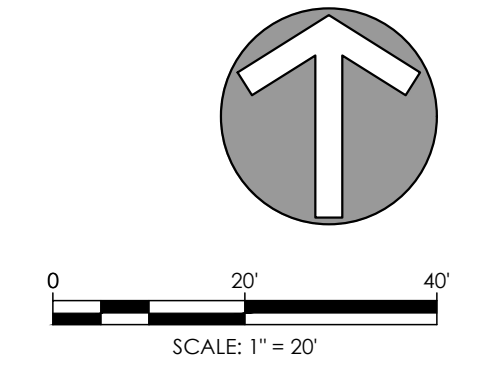
SHEET NAME
SITE PLAN

SHEET NO.

CS-101



Know what's below.
 Call before you dig.



p:\2016\235 - bell american group - biscoe, nc\drawings\cs-101.dwg

TMS# 7568 09 15 9804
 N/F/
 WALL-MART REAL ESTATES BUS TRUST
 D.B. 401-557

TMS# 7568 09 26 4274
 N/F/
 JENNIFER LOONEY
 D.B. 626-905

TRACT 2
 TMS# 7568 10 26 615
 N/F/
 2413 SCHUSTER DR LLC C/O COLLET
 D.B. 666-599

10' POWER LINE EASEMENT
 P.B. 1-12A
 P.B. 5-1770
 D.B. 158-917

EXISTING SANITARY SEWER FM. EASEMENT (SCALED FROM SITE AND UTILITY PLAN)
(NO EVIDENCE OF EXISTING LINE FOUND IN FIELD AT TIME OF SURVEY)

NC HIGHWAY 24-27 EAST

MONTGOMERY CROSSING

EXPLORER LITE 40
2,053 FT²
40 SEATS
12 PATIO SEATS
FFE = 595.00



LEGEND OF EXISTING FEATURES

- PROPERTY LINE
- RIGHT-OF-WAY LINE
- SETBACK LINE
- - - EASEMENT
- - - SECTION LINE
- - - CENTERLINE
- 799 --- INTERMEDIATE CONTOUR
- 800 --- INDEX CONTOUR
- [T] TELEPHONE UNDER GR.
- [OH-T] TELEPHONE OVERHEAD
- [FO] FIBER OPTIC SERVICE
- [G] GAS SERVICE
- [E] POWER UNDERGROUND
- [OH-E] POWER OVERHEAD
- [W] WATER SERVICE
- [S] SANITARY SEWER
- [ST] STORM SEWER
- [NP] POND NORMAL POOL
- EX. FLOWLINE
- CHAIN LINK FENCE
- FARM FENCE
- WOOD FENCE
- IRON FENCE | RAILING
- BUILDING | STRUCTURE
- EX. BUILDING OVERHEAD
- RIM RIM ELEVATION
- INV. INVERT ELEVATION
- FFE FINISHED FLOOR ELEVATION
- BENCHMARK
- MONUMENT
- SECTION CORNER
- TRANSFORMER
- HVAC
- ELECTRIC METER
- ELECTRIC MANHOLE
- POWER POLE | GUY WIRE
- LIGHT POLE
- PARKING LOT LIGHTS
- TELEPHONE PEDESTAL
- TELEPHONE MANHOLE
- FIBER OPTIC PEDESTAL
- TRAFFIC POLE MANHOLE | STOP LIGHT
- GAS METER
- GAS VALVE
- STORM MANHOLE
- SANITARY MANHOLE
- STORM INLETS
- STORM ENSECTION
- CLEAN-OUT
- DOWNSPOUT
- FIRE HYDRANTS
- FIRE VALVE
- WATER METER
- WATER VALVES
- POST INDICATOR VALVE
- FIRE DEPARTMENT CONN.
- SIGNS
- MAILBOX
- ADA PARKING
- PARKING COUNT
- TREES
- SHRUB
- SPOT GRADE

LANDSCAPE LEGEND - PROPOSED

- [Pattern] HARDWOOD MULCH
- [Pattern] PERMANENT SEEDING
- [Pattern] SOD
- [Pattern] PERENNIAL PLANTINGS
- [Pattern] LANDSCAPE EDGING
- [Symbol] DECIDUOUS SHRUB
- [Symbol] DECIDUOUS SHRUB
- [Symbol] EVERGREEN SHRUB
- [Symbol] ORNAMENTAL GRASS
- [Symbol] PLANT TAG
- [Symbol] EVERGREEN TREE
- [Symbol] DECIDUOUS TREE
- [Symbol] DECIDUOUS TREE
- [Symbol] ORNAMENTAL TREE
- [Symbol] ORNAMENTAL TREE
- [Symbol] ORNAMENTAL TREE
- [Symbol] MULTI-STEM TREE

REVISION BLOCK



Michael Thompson

DATE: 04/23/2018

DRAWN BY: MSO CHECKED BY: MAT

HAMILTON DESIGNS
A LIMITED LIABILITY COMPANY

11988 Fishers Crossing Drive, Suite 154
Fishers, Indiana 46038
P. (317) 570-8800
www.hamilton-designs.com

CONSTRUCTION PLANS FOR:
TACO BELL | BISCOE, NC
101 Montgomery Crossing (Highway 24)
Biscoe, North Carolina, 27209

BELL AMERICAN GROUP, LLC
8930 Bath Street, Suite 1
Indianapolis, Indiana 46256

PROJECT NO.
2016-235

DATE
04/23/2018

SCALE
1" = 20'

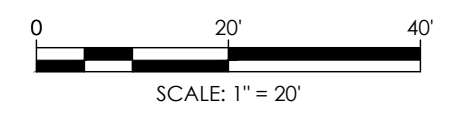
SHEET NAME
LANDSCAPE PLAN

SHEET NO.

LP-101

PLANT SCHEDULE

KEY	BOTANICAL NAME	COMMON NAME	QUANTITY	SIZE	CONDITION	REMARKS
DECIDUOUS TREES						
AF	ACER RUBRUM 'OCTOBER GLORY'	OCTOBER GLORY RED MAPLE	3	3 IN	B&B	-
CF	CORNUS FLORIDA	WHITE DOGWOOD	2	2 IN	B&B	SINGLE STEM
EVERGREEN SHRUBS						
BT	BERBERIS THUNBERGII	CRIMSON BARBERRY	14	24 IN	#7 CONT.	-
BS	BUXUS SEMPERVIRENS	AMERICAN BOXWOOD	15	24 IN	#7 CONT.	-
IC	ILEX CRENATA 'HELLER'	HELLER'S JAPANESE HOLLY	5	36 IN	#7 CONT.	-
TM	TAXUS X MEDIA 'DENSIFORMIS'	DENSE SPREADING YEW	35	36 IN	#7 CONT.	-
DECIDUOUS SHRUBS						
EA	EUONYMUS ALTAUS 'COMPACTA'	COMPACT BURNING BUSH	20	36 IN	#7 CONT.	-
SP	SYRINGA PUBESCENS SUBSP. PATULA	MISS KIM LILAC	2	36 IN	#7 CONT.	-
RR	ROSA 'RADRAZZ'	RADRAZZI KNOCKOUT ROSE	28	36 IN	#7 CONT.	-
ANNUAL FLOWERS						
VI	VIOLA X WITTRICKINA	PANSY	32	3.5" POT	8" O.C.	-



TMS# 7568 09 15 9804
N/F
WAL-MART REAL ESTATES BUS TRUST
D.B. 401-557

TMS# 7568 09 26 4274
N/F
JENNIFER LOONEY
D.B. 626-905

TRACT 2
TMS# 7568 10 26 6150
N/F
2413 SCHUSTER DR LLC C/O COLLETT
D.B. 666-599



Know what's below.
Call before you dig.

p:\2016\235-bell-american-group-biscoe-nc\drawings\lp-101.dwg

NOTICE OF PUBLIC HEARINGS

TOWN OF BISCOE

In accordance with NC General Statutes notice is hereby given that the Biscoe Town Board of Commissioners will hold separate public hearings on June 11, 2018 at 7 pm during their regular monthly meeting. Public Hearings will be held for the following:

- Zoning - Conditional Use Permit Request(s) for Taco Bell (§ 160A-388 (a2)). *The Proposed Conditional Use Permit has been presented to the Biscoe Board of Commissioners and a copy of the proposed Conditional Use Permit is on file in the Town Clerk's Office and is available for public inspection.*
- Water/Sewer Collection Ordinance Amendment (§ 160A-102). *The Proposed Amendment has been presented to the Biscoe Board of Commissioners and a copy of the proposed amendment is on file in the Town Clerk's Office and is available for public inspection.*
- Fiscal Year 2018-2019 Proposed Budget (§ 159-12). *The Proposed Budget has been presented to the Biscoe Board of Commissioners and a copy of the proposed budget is on file in the Town Clerk's Office and is available for public inspection.*

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
Town Clerk

TITLE V: PUBLIC WORKS

Chapter

50. GARBAGE AND REFUSE

51. WATER

52. SEWERS

APPENDIX A: SUMMARY FOR INDUSTRIAL USERS

APPENDIX B: INDUSTRIAL SEWER CONNECTION
APPLICATION

DRAFT

CHAPTER 50: GARBAGE AND REFUSE

Section

- 50.01 Definitions
- 50.02 Refuse required to be deposited in approved containers
- 50.03 Burning or burying garbage and refuse; permit required
- 50.04 Accumulation of garbage and refuse prohibited
- 50.05 Containers required; specifications
- 50.06 Pre-collection practices; requirements
- 50.07 Collection schedule
- 50.08 Interference with containers prohibited
- 50.09 Special or bulk collections regulated
- 50.10 Removal of dead animals
- 50.11 Collection fees

§ 50.01 DEFINITIONS.

For the purpose of this chapter, the following definitions shall apply unless the context clearly indicates or requires a different meaning.

BUILDING MATERIAL SCRAPS. Scrap building material from the construction, reconstruction, remodeling or repair of a building, walkway, driveway, sign and other structure, including but not limited to, excavated earth, tree stumps, rocks, gravel, bricks, plaster, concrete, lumber or any other similar material used in construction or the containers or wrappings therefor.

GARBAGE. All putrescible wastes, including animal and vegetable matter, animal offal and carcasses, and recognizable industrial by-products but excluding sewage and human wastes.

REFUSE. All non-putrescible wastes.

SOLID WASTE. Garbage, refuse, rubbish, trash, and other discarded solid materials, including ***SOLID WASTE*** materials resulting from homes, businesses, industrial, commercial and agricultural operations, and from community activities, but does not include solids or dissolved materials in domestic sewage or other significant pollutants in water resources, such as silt, dissolved or suspended solids in industrial waste water effluents, dissolved materials in irrigation return flows or other common water pollutants.

TREE TRIMMINGS. Tree limbs, leaves, shrubbery, weeds, plants or grass.
(79 Code, § 4-2-1)

§ 50.02 REFUSE REQUIRED TO BE DEPOSITED IN APPROVED CONTAINERS.

It shall be unlawful for any person to throw, place or deposit any garbage or refuse of any kind on any public or private property except in approved containers or as otherwise provided in this chapter.

('79 Code, § 4-2-2) Penalty, see § 10.99

§ 50.03 BURNING OR BURYING GARBAGE AND REFUSE; PERMIT REQUIRED.

It shall be unlawful to burn or set fire to or bury any garbage for the purpose of disposal. In addition, it shall be unlawful to bury any refuse for the purpose of disposal unless a permit therefor has been granted by the Fire Chief.

('79 Code, § 4-2-3) Penalty, see § 10.99

§ 50.04 ACCUMULATION OF GARBAGE AND REFUSE PROHIBITED.

All garbage and refuse shall be collected and placed in containers as required by this chapter, and it shall be unlawful for any person to permit garbage or refuse to accumulate or remain on any premises longer than is reasonably necessary to remove and deposit same in approved containers as required herein.

('79 Code, § 4-2-4) Penalty, see § 10.99

§ 50.05 CONTAINERS REQUIRED; SPECIFICATIONS.

The occupant of every building or premises where garbage and refuse does or may exist shall provide containers made of substantial galvanized, iron, plastic, rubber or other non-rusting material in which shall be deposited all garbage and refuse existing at such building or premises. Each container shall be provided with handles or bails and with a tight fitting cover made of the same material as the container. All containers shall be watertight and they shall be of a size that can be conveniently handled by the collectors, and no container shall be more than 30 gallons in capacity and measure not over 22 inches in diameter nor 30 inches in height. All containers shall be kept in a reasonably clean condition.

('79 Code, § 4-2-5) Penalty, see § 10.99

§ 50.06 PRE-COLLECTION PRACTICES; REQUIREMENTS.

All garbage and refuse shall have the liquid drained therefrom and shall be wrapped in paper or other like material before it is placed in the container for collection. Ashes and cinders shall be placed in a separate container provided for that purpose and no ashes shall be deposited in any container until they are cold. Containers which fail to have a cover as required in § 50.05 or which become rusted or broken and therefore are unable to contain garbage and refuse in a satisfactory manner shall not be used. ('79 Code, § 4-2-6) Penalty, see § 10.99

§ 50.07 COLLECTION SCHEDULE.

Garbage and refuse will be collected by the town according to a collection schedule maintained in the Clerk's office. The schedule may be periodically revised and amended by action of the Board. ('79 Code, § 4-2-7)

§ 50.08 INTERFERENCE WITH CONTAINERS PROHIBITED.

It shall be unlawful for any person to damage, displace, or to otherwise interfere with garbage containers or their contents except the owner or upon permission or at the request of the owner. ('79 Code, § 4-2-8) Penalty, see § 10.99

§ 50.09 SPECIAL OR BULK COLLECTIONS REGULATED.

(A) No bulk trash, tree limbs, shrubbery cuttings, leaves and other refuse will be collected without special charge unless the refuse can be placed in regulation type garbage cans.

(B) Any property owner desiring special bulk collections of loose matter, not in closed containers or tied in bundles, may request a special collection for which a special charge will be made. If sufficient manpower and equipment are available, town personnel are authorized to make the special collections; provided the person making the request agrees to pay for the labor and equipment used at the rate specified by the Board.

(C) No collection shall be made from vacant lots nor shall any large rocks, tree trunks, tree stumps, tree limbs of more than six feet in length or other heavy objects be collected by the city. No waste building materials or lot clearings shall be collected from houses or other structures under construction or recently completed.

(D) Material to be collected by special collections shall be placed in neat piles and so located that the refuse can be easily loaded on trucks for disposal. ('79 Code, § 4-2-9)

§ 50.10 REMOVAL OF DEAD ANIMALS.

Dead animals will be removed from any premises upon notice to the Clerk of the existence of such dead animals. ('79 Code, § 4-2-10)

§ 50.11 COLLECTION FEES.

(A) Monthly garbage and refuse collection fees are hereby established in amounts set forth on the most current fee schedule located in the office of the Town Clerk:

(B) For premises having town water service the charges shall be billed along with the charges for water service to each separate metered premises. For premises not having town water service, the charges shall be billed separately to each residence, and to each business firm, under a separate roof. ('79 Code, § 4-2-11)

Biscoe - Public Works**CHAPTER 51: WATER**

Section

- 51.01 Service contracts to conform with chapter
- 51.02 Supervision of Mayor and Board; duties of Superintendent
- 51.03 Installation of service pipes
- 51.04 Connection requirements
- 51.05 Application for connections
- 51.06 Connection charges
- 51.07 Service pipe extensions
- 51.08 Access to premises
- 51.09 Water meters
- 51.10 Connections outside of town
- 51.11 Unauthorized use of water
- 51.12 Leaks to be responsibility of consumer
- 51.13 Water for use of consumers only
- 51.14 Injury to property and fixtures
- 51.15 Tampering with meters prohibited
- 51.16 Town liability
- 51.17 **Establishing Utility Services**
- 51.18 Rates and charges; non-refundable connection fee
- 51.19 Meter reading; billing; collecting
- 51.20 Disconnection for late payment
- 51.21 **Unpaid Balances**
- 51.22 Suspension of service
- 51.23 **Reconnection of Service**
- 51.24 **Adjustments due to Overbill and Under bill**
- 51.25 **Leak Adjustments**
- 51.26 **Returned Payments**
- 51.27 Water supply plan

§ 51.01 SERVICE CONTRACTS TO CONFORM WITH CHAPTER.

All pertinent provisions of this chapter shall govern the terms and conditions of the contracts under which the town furnishes water service to any person, or whereby the town makes any water connections or performs any work of any kind in connection with the furnishing of water service.

('79 Code, § 5-1-1)

§ 51.02 SUPERVISION OF MAYOR AND BOARD; DUTIES OF SUPERINTENDENT.

(A) The water system shall be under the supervision of the Mayor and Board. The duty of enforcing full compliance with all rules and regulations governing all connections with the mains shall be vested in the Superintendent of the water and sewage system. ('79 Code, § 5-1-2)

(B) The Superintendent shall perform the following duties:

(1) He shall have general supervision over all the operations of the water system.

(2) He shall see that all rules and regulations of the town are enforced.

(3) He shall see that water rates and assessments are correctly made.

(4) He shall have authority to appoint and discharge, subject to supervision by the Board, all employees of the Water and Sewer Department.

('79 Code, § 5-1-3)

§ 51.03 INSTALLATION OF SERVICE PIPES.

The town, or a licensed plumber under permit of the town, shall tap the water main for connections and extend all service pipes to the curbing where a stop box will be placed over a stop cock, all of which shall be under the exclusive control of the town. No person shall be allowed to turn the water on or off at this stop cock, except the Superintendent of the water and sewer system.

('79 Code, § 5-1-4)

§ 51.04 CONNECTION REQUIREMENTS.

(A) Within 30 days after the water main in any street is completed and ready for use, the owner of every abutting lot whereon water is needed for human use shall cause such lot to be connected with the water main. ('79 Code, § 5-1-5(a))

(B) Every house or building abutting any water main shall be separately and independently connected, except in those cases where laterals from the main have already been laid in macadam or improved streets, without provisions having been made for such house or building, when the connection may be made to an existing lateral. If such house or building is on a macadam or improved street where laterals have not been laid, the connection may be made to any convenient lateral. When two or more houses or units are connected with the same water lateral, a separate water meter shall be provided for each house or unit. ('79 Code, §5-1-5(b))

(C) The construction of laterals for water connections, and the necessary excavation therefor, shall be done by the town, or, if done by a licensed plumber, it shall be done under the supervision of the town. ('79 Code, § 5-1-6)

§ 51.05 APPLICATION FOR CONNECTIONS.

Every application for a water connection shall be made on a form provided by the town, shall be signed by the applicant, shall be accompanied by the proper fee for making the connections, and shall be filed with the Superintendent Deputy Clerk. ('79 Code, §5-1-7)

§ 51.06 CONNECTION CHARGES.

The Board shall establish fees for extension of water service pipe and the tapping of main. A copy of current charges shall be kept on file in the office of the Clerk. ('79 Code, § 5-1-8)

§ 51.07 SERVICE PIPE EXTENSIONS.

No service pipe shall be allowed to run across lots, that is, from one lot to another, but it must be taken from the main in front of the premises or from some point adjacent thereto, unless specific permission is obtained from the Superintendent. The Superintendent shall have the power to extend service pipe to a building abutting a main. All additional expenses for such extensions shall be paid by the owner of the property. ('79 Code, § 5-1-9)

§ 51.08 ACCESS TO PREMISES.

Whenever it becomes necessary to enter any premises, stores or dwelling, for the purpose of inspecting water pipes, fixtures or meters, the Superintendent or Building Inspector may do so within reasonable hours; should the Superintendent or Inspector be refused admittance, the supply of water shall be cut off until the examination is made and the required information is obtained, or until repairs and alterations are made. ('79 Code, § 5-1-10)

§ 51.09 WATER METERS.

(A) The water meters furnished by the town shall remain the property of the town and will be serviced by the town.

~~(B) At the request of any consumer, the town will test the accuracy of a water meter alleged to be recording improperly. If the meter is found to be inaccurate, the consumer's water bill may be adjusted accordingly. If the meter is found to be accurate, the consumer will be charged a fee in amount to be determined from time to time.~~ **The Town of Biscoe will make special meter readings at the request of the consumer for a fee of \$25.00 provided, however, that if such special reading discloses that the meter was over read, or in error in any way, the fee will be refunded.**

('79 Code, § 5-1-11)

§ 51.10 CONNECTIONS OUTSIDE OF TOWN.

No connection of any water line or system outside of the town shall be made to any part of the town water system without special permission from the Board on such terms as the Board shall prescribe.

('79 Code, § 5-1-12)

§ 51.11 UNAUTHORIZED USE OF WATER.

Only the Superintendent or other town employees are authorized to turn on water. If water is found to be in use without the knowledge of the Superintendent, or without being turned on by him or his agent, or if water is used for any other purpose than that paid for, the consumer of the water shall be guilty of a violation of this chapter and assessed a \$350.00 tampering fee. The fact that water is cut on to any premises by a person without the prior knowledge of either The Town of Biscoe or the consumer shall not relieve the consumer of liability for such unauthorized use of water.

{'79 Code, § 5-1-13) Penalty, see § 10.99

§ 51.12 LEAKS TO BE RESPONSIBILITY OF CONSUMER.

If a break occurs, or a defect is found in any pipe or fixture, causing or permitting a leakage or waste of water, it shall be the duty of the owner of the premises or the consumer to have the break or defect repaired.

('79 Code, § 5-1-14)

§ 51.13 WATER FOR USE OF CONSUMERS ONLY.

It shall be unlawful for any consumer to permit any person, except the members of his or her family or employees living on the premises as a part of the household or visitors in the home to remove water from the premises for any purpose except in case of fire or other emergency. Any person unlawfully receiving or using water shall be guilty of a misdemeanor, and if it is shown that the unlawful use has been made with the knowledge and consent of the consumer, the consumer shall be deemed equally guilty.

{'79 Code, § 5-1-15) Penalty, see § 10.99

§ 51.14 INJURY TO PROPERTY AND FIXTURES.

It shall be unlawful for any person to injure, deface or destroy the building, machinery, fences, trees or other property of the town water system, or the pipes, stand pipes, valves, boxes, fire hydrants, fountains, service boxes, service valves or service connections or any other fixtures, or in any way to contaminate the town water supply.

('79 Code, § 5-1-16) Penalty, see § 10.99

§ 51.15 TAMPERING WITH METERS PROHIBITED.

It shall be unlawful for any person, after the water has been turned off for failure to pay the water bill, to turn the water on at the meter or to bypass the meter or in any manner to obtain water at no cost. A fee of \$350.00 will be charged (to the account holder) if evidence of tampering is found.

('79 Code, § 5-1-17) Penalty, see § 10.99

§ 51.16 TOWN LIABILITY.

The town will not be liable for any damages that may result to consumers from the shutting off of water service for any cause whatever, even in cases where no motive is given, and no deduction from bills will be made in consequence thereof.

('79 Code, § 5-1-18)

§ 51.17 Establishing Utility Services

Customers who wish to establish water and/or sewer account must complete a written application in person, submit to the Town of Biscoe and provide valid Government issued identification as well as a Lease Agreement or Rent Receipt, or Deposit Receipt containing the Address where service is to be connected and the Account Holder's full name. The Property Owner information must be on the completed application.

If the Account Holder is the Property Owner then buyer documentation must be presented at the time of application as well as the Government issued photo identification. If the property becomes rental property it is the Account Holder's responsibility to disconnect service so the new tenant can establish service. If the property owner establishes another account at the same address the non-refundable connection fee will be waived but a new application for service must be completed.

§ 51.18 RATES AND CHARGES; DEPOSIT. Non-refundable Connection Fee

(A) The rates and charges for water service shall be as established by the Board, shall be due and payable monthly, and shall be collected in accordance with the provisions of this chapter. A copy of the current rates and charges shall be kept on file at all times in the office of the Clerk. ('79 Code, § 5-1-19) (Am. Ord. passed 7-14-99) *Insert fee schedule here. Insert Payment Options here.*

(B) Each customer applying for water service shall pay a **Non-Refundable** connection service charge in an amount fixed by the Board. A copy of the current service connection charge shall be kept on file at all times in the office of the Clerk. ('79 Code, § 5-1-20) (Ord. passed 7-11-94)

(C) The town shall give a one-time \$10 rebate to customers who install water-saving faucets and showerheads. (Ord. passed 9-24-01)

§ 51.19 METER READING; BILLING; COLLECTING.

(A) Meters will be read and bills rendered monthly, but the town may vary dates or length of period covered, temporarily or permanently, if necessary or desirable.

(B) Bills for water will be figured in accordance with the rate schedule then in effect and will be based on the amount consumed for the period covered by the meter readings, but the amount payable for each month's service shall not be less than the minimum charge prescribed in the schedule of rates.

(C) Charges for service commence when the meter is installed and connection is made, whether used or not.

Biscoe - Public Works

(D) Bills for water service are due when rendered and are delinquent **at midnight on day after ~~15~~ 20 days**. In the event the bill for water service is not paid in **~~15~~ 20** days after it was rendered, a penalty **shall** will be added **before 8:30 am on day 21** and **shall** will be paid by the customer. **Unless day 21 falls on a Saturday, Sunday, or Holiday in which the Town Hall is closed. The penalty will then be assessed on the following business day. In the event the bill for water service is not paid on the last day of the month a second tier penalty will be added and will be paid by the customer in an amount set forth on the most current fee schedule located in the office of the Town Clerk. Unless the last day of the month falls on a Saturday, Sunday, or Holiday in which the Town Hall is closed. The Penalty will then be assessed on the following business day.**

(E) Reading from different meters will not be combined for billing, irrespective of the fact that such meters may be for the same or different premises, or for the same or different customers, or for the same or different services.

(F) **No second notice will be sent.**

(G) Failure to receive bills mailed or notices shall not prevent the bills from becoming delinquent nor relieve the customer from payment.
(79 Code, § 5-1-21) (Ord. passed 3-11-96)

§ 51.20 DISCONNECTION FOR LATE PAYMENT.

(A) It is the policy of the town to discontinue utility service to customers by reason of nonpayment of bills **on the first day of month for the amount of the previous month and any fees incurred** only after notice and a meaningful opportunity to be heard on disputed bills. The town's form for application for utility service and all bills shall contain, in addition to the title, address, room number, and telephone number of the official in charge of billing, clearly visible and easily readable provisions to the effect:

(1) That all bills are due and payable on or before the date set forth on the bill; and

(2) That if any bill is not paid by or before that date, service will be discontinued for nonpayment; and

(3) That any customer disputing the correctness of his bill shall have a right to a hearing at which time he may be represented in person and by counsel or any other person of his choosing and may present orally or in writing his complaint and contentions to the town official in charge of utility billing. This official shall be authorized to order that the customer's service not be discontinued and shall have the authority to make a final determination of the customer's complaint.

(B) Requests for delays or waiver of payment will not be entertained; only questions of proper and correct billing will be considered. In the absence of payment of the bill rendered or resort to the hearing procedure provided herein, service will be discontinued at the time specified, but in no event until the charges have been due and unpaid for at least 30 days.

(C) When it becomes necessary for the town to discontinue utility service to a customer for nonpayment of bills, service will be reinstated only after all bills for service then due have been

paid, ~~along with a turn-on charge in an amount set forth on the most current fee schedule located in the office of the Town Clerk.~~

§ 51.21 Unpaid Balances

Any balance owed to the Town of Biscoe must be paid prior to beginning service at a new address or the same address, otherwise, The Town of Biscoe reserves the right to reject service to the applicant. Customers with multiple accounts are subjected to any unpaid Town of Biscoe balance (s) being transferred to another Town of Biscoe account. The balance transfer may cause the new account to be disconnected if payment is not received.

§ 51.22 SUSPENSION OF SERVICE VOLUNTARY OR OTHERWISE.

(A) ~~When water service is discontinued and all bills are paid, including penalties, the deposit will be refunded.~~ It is the account holder's responsibility to discontinue service by coming to the Town Hall and requesting service disconnected. The account holder will complete a Disconnect of Service agreement. If an account holder fails to properly disconnect service any and all bills accumulated in the account holder's name will be the sole responsibility of the account holder for three billing cycles to end on the 1st day of the third month after payment has not been made. At this point service will be discontinued by the Town of Biscoe and a letter will be sent to the account holder at the last address available. Insert Disconnection Agreement here. Insert letter to the Account Holder regarding disconnection of service here.

(B) Upon discontinuance of service for nonpayment of bills, ~~the deposit will be applied by the town toward settlement of the account. Any balance will be refunded to the customer but if the deposit is not sufficient to cover the amount due and payable,~~ The town ~~may~~ will proceed to collect the balance in any way provided by law for the collection of debts.

(C) Service discontinued for nonpayment of bills will be restored only after ~~all bills currently due are paid in full, plus a service charge in amount fixed by the Board of Commissioners of the town. A copy of the current service reconnection charge shall be kept on file at all times in the office of the Town Clerk.~~

(D) ~~Once a tenant provides notice that he or she will be terminating service, the property owner or new tenant must come in person to begin service; otherwise, the connection will remain off.~~

(E) The town reserves the right to discontinue water service without notice for any one or more of the following additional reasons:

- (1) To prevent fraud or abuse;
- (2) Customer's willful disregard of the town's rules and regulations;
- (3) Emergency repairs;
- (4) Insufficiency of supply due to circumstances beyond the town's control;

Biscoe - Public Works

- (5) Legal process;
- (6) Direction of public authorities;
- (7) Strike, riot, fire, flood, accident or any unavoidable cause.

(F) The town may, in addition to prosecution by law, permanently refuse service to any consumer who tampers with a meter or other measuring device.
(79 Code, § 5-1-22) (Am. Ord. passed 7-11-94)

§ 51.23 RECONNECTION OF SERVICE

Once disconnected for non-payment, the customer must pay the total balance owed on the account to include the current month's bill.

If a different customer requests service at an address that has been disconnected for non-payment, at least one of the following requirements must be met in addition to those detailed in other sections of this Ordinance.

1. Customer must prove copy of valid Lease Agreement or Deed to the Property with the customer's name listed on the document provided; or
2. If no Lease Agreement exists, the customer must provide a notarized letter containing the Property Owner's signature signifying that the tenant is authorized to begin service at the specific address requested.

No reconnections will be made after normal business hours.

§ 51.24 Adjustments due to Over Billing or Under Billing

The Town of Biscoe will collect any deficiencies in utility payments due to under billing for a maximum period of twelve months.

The Town of Biscoe will refund or apply a credit to an account any excess money collected in utility payments due to overbilling in accordance with the current North Carolina General Statute.

§ 51.25 Leak Adjustments

The purpose of this section is to provide for a credit adjustment to sewer account ONLY of a customer who has experienced a loss of metered water as a result of conditions beyond normal and reasonable control of the customer or other parties responsible for the use, care, and maintenance of the metered water system.

All metered water lost due to negligence on the part of the user will be charged at the normal rate and no adjustment of the bill will be made.

If the customer believes his bill to be in error, he shall present his claim, in person, at The Town of Biscoe before the bill becomes delinquent. Such claim, if made after the bill has become delinquent, shall not be effective in preventing discontinuance of service as heretofore provided. The consumer may pay such bill under protest, and said payment shall not prejudice his claim.

The Town of Biscoe will make special meter readings at the request of the consumer for a fee of \$25.00 provided, however, that if such special reading discloses that the meter was over read, or in error in any way, the fee will be refunded.

Conditions

It is the customer's responsibility to promptly discover and immediately repair the cause of any unusual situation or condition that may result in loss of metered water. There must be no evidence of undue delay by the customer in stopping the water loss and in making repairs.

Customer Responsibility

1. The customer must be able to provide reasonable evidence of the type of loss and the period of time the loss occurred;
2. The customer must show that the loss was of a nature that was not foreseeable and controllable in the course of customary and prudent use and care of the metered water system;
3. The customer must show that diligent effort was made to stop the flow of water to minimize the loss in a timely manner;
4. The customer must show that permanent repairs have been made to prevent a recurrence.

Adjustment Procedure

1. Customer must submit a written request for an adjustment and a copy of the repair bill, if applicable, within two months of the occurrence. Once received, the Town of Biscoe will evaluate the information provided as to the applicability of an adjustment under this ordinance.
2. The customer shall provide a completed Leak Adjustment Application Form and documentation, in the form of receipts or a completed No Receipt Available Form, showing that the leak has been repaired. No adjustment will be granted if the customer fails to provide the required forms or documentation.
3. The customer's adjustment will be an average of the previous six (6) months of water service, which will be divided by two (2) and then become the sewer part of the water bill for the month of adjustment.
4. If the customer has had water service for less than six (6) months, the average will be taken on the months available.
5. Only one (1) leak adjustment will be allowed within a one-year period.
6. The Utility customer must have water and sewer service, adjustments to the water portion of the bill are not allowed under this policy.
7. Adjustments can be applied to two (2) consecutive billing periods if the water loss occurred over two consecutive billing periods. Insert Utility Leak Adjustment Here.

§ 51.26 RETURNED PAYMENTS

A Returned check Fee as approved by the Board of commissioners in the current fiscal year fee schedule will be applied to all returned payments, including but not limited to automatic bank drafts, electronic check payments and written checks. If the returned payment makes the accounts more than ten (10) days delinquent, the account will be disconnected without further notice. Once disconnected for returned check payment, the reconnection procedure is the same as those accounts disconnected for non-payment.

If the returned payment is the non-refundable connection fee payment for beginning service, the account will be disconnected without further notice. Once disconnected for returned check payment, the reconnection procedure is the same as those accounts disconnected for non-payment.

If an account holder has three (3) returned checks or bank drafts the account will be set to CASH ONLY and no other form of payment will be accepted. ANY Checks attempted to be paid on the account will not be posted. They will be returned to the address on file.

§ 51.27 WATER SUPPLY PLAN.

(A) The water supply plan entitled *Biscoe Water Supply Plan* dated August 11, 2000, is hereby approved and shall be submitted to the Department of Environment and Natural Resources, Division of Water Resources.

(B) The Board of Commissioners intends that this plan shall be revised to reflect changes in relevant data and projections at least once every five years or as otherwise requested by the Department, in accordance with the statute and sound planning practice.

(Ord. passed 10-9-00)

CHAPTER 52: SEWERS

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GENERAL PROVISIONS

§ 52.01 DEFINITIONS.

For the purpose of this chapter, the following definitions shall apply unless the context clearly indicates or requires a different meaning.

B.O.D. (BIOCHEMICAL OXYGEN DEMAND). The quantity of oxygen utilized in the biochemical oxidation of organic matter under standard laboratory procedure in five days at 20°C, expressed in parts per million by weight.

BUILDING DRAIN. That part of the lowest horizontal piping of a drainage system which receives the discharge from soil, waste, and other drainage pipes inside the walls of the building and conveys it to the building sewer, beginning five feet outside the inner face of the building wall.

BU/WING SEWER. The extension from the building drain to the public sewer or other place of disposal.

GARBAGE. Solid wastes from the preparation, cooking, and dispensing of food, and from the handling, storage, and sale of produce.

INDUSTRIAL WASTES. The liquid wastes from industrial processes as distinct from sanitary sewage.

NATURAL OUTLET. Any outlet into a watercourse, pond, ditch, lake or other body of surface or ground water.

OFFENDING PARTY. The owner, person or tenant to whom the Superintendent has duly delivered a notice of violation of any provision of this chapter.

PERSON. Any individual, firm, company, association, society, corporation, or group.

pH. The logarithm of the reciprocal of the weight of hydrogen ions in grams per liter of solution. A stabilized *pH* will be considered as a *pH* which does not change beyond the specified limits when the waste is subjected to aeration under test. A *pH* value indicates the degree of acidity or alkalinity.

PROPERLY SHREDDED GARBAGE. The wastes from the preparation, cooking, and dispensing of food that have been shredded to such degree that all particles will be carried freely under the flow conditions normally prevailing in public sewers, with no particle greater than one-half inch in any dimension.

SEWAGE. A combination of the water-carried wastes from residences, business buildings, institutions, and industrial establishments, together with such ground, surface, and storm waters as may be present.

SEWAGE TREATMENT PLANT. Any arrangement of devices and structures used for treating sewage.

SEWAGE WORKS. All facilities for collecting, pumping, treating, and disposing of sewage.

SEWER. A pipe or conduit for carrying sewage.

- (1) **COMBINED SEWER.** A sewer receiving both surface run-off and sewage.
- (2) **PUBLIC SEWER.** A sewer in which all owners of abutting properties have equal rights, and is controlled by public authority.
- (3) **SANITARY SEWER.** A sewer which carries sewage and to which storm, surface, and ground waters are not intentionally admitted.

STORM SEWER or **STORM DRAIN.** A sewer which carries storm and surface waters and drainage, but excludes sewage and polluted industrial wastes.

SURCHARGE WASTEWATER RATE. The additional user charge billed in addition to the normal user rate for discharge of wastewater with concentrations expressed in parts per million by weight, greater than those limits established in §§ 52.47 through 52.51.

SUPERINTENDENT. The Superintendent of Public Works, or sewage works or his authorized representative or such person or persons as may be designated by the Town Board.

SUSPENDED SOLIDS. Solids that either float on the surface of, or are in suspension in water, sewage, or other liquids, and which are removable by laboratory filtering.

TOTAL KJEWAHL NITROGEN. The total of organic and ammonia nitrogen expressed in parts per million by weight.

WATERCOURSE. A channel in which a flow of water occurs, either continuously or intermittently.

(Ord. passed 10-9-89)

§ 52.02 USE OF PUBLIC SEWERS REQUIRED.

(A) It shall be unlawful for any person to place, deposit, or permit to be deposited in an unsanitary manner upon public or private property within the town or in any area under the jurisdiction of the town, any human or animal excrement, garbage, or other objectionable waste.

(B) It shall be unlawful to discharge to any natural outlet within the town, or in any area under the jurisdiction of the town any sanitary sewage, industrial wastes, or other polluted waters, except where suitable treatment has been provided in accordance with subsequent provisions of this chapter.

(C) Except as hereinafter provided, it shall be unlawful to construct or maintain any privy, privy vault, septic tank cesspool, or other facility intended or used for the disposal of sewage.

(D) The owner of all houses, buildings, or properties used for human occupancy, employment, recreation, or other purpose, situated within the town and abutting on any street, alley or right-of-way in which there is now located or may in the future be located a public sanitary or combined sewer of the town, is hereby required at his expense to install suitable toilet facilities therein, and to connect such facilities directly with the proper public sewer in accordance with the provisions of this chapter, within 90 days after date of official notice to do so, provided that the public sewer is within 100 feet of the property line.

(Ord. passed 10-9-89) Penalty, see § 10.99

§ 52.03 TAMPERING WITH WASTEWATER FACILITY PROHIBITED.

No unauthorized person shall maliciously, willfully, or negligently break, damage, destroy, uncover, deface or tamper with any structure, appurtenance, or equipment which is a part of the municipal sewage works. Any person violating this provision shall be subject to immediate arrest under charge of disorderly conduct.

(Ord. passed 10-9-89) Penalty, see § 10.99

§ 52.04 REQUEST FOR SEWER SERVICE OUTSIDE OF CITY LIMITS.

Whenever a request is received for sewer service from someone whose residence or business is located outside city limits, the Superintendent of Public Utilities will take the request in writing to the Board of Commissioners at their next regular meeting for a decision on whether to authorize a sewer hookup to the town's sewer system.

(Ord. passed 7-10-00)

PRIVATE WASTEWATER DISPOSAL**§ 52.15 PRIVATE WASTEWATER DISPOSAL FOR BUILDINGS.**

Where a public sanitary or combined sewer is not available under the provisions of § 52.02(0), the building sewer shall be connected to a private sewage disposal system complying with the provisions of this subchapter.

(Ord. passed 10-9-89) Penalty, see § 10.99

§ 52.16 PERMIT REQUIRED.

(A) Before commencement of construction of a private sewage disposal system, the owner shall first obtain a written permit signed by the Superintendent. The application for such permit shall be made on a form furnished by the town, which the applicant shall supplement by any plans, specifications and other information as are deemed necessary by the Superintendent. A permit and inspection fee shall be paid to the Town Clerk at the time the application is filed. The amount of the fee shall be posted in the office of the Superintendent.

(B) A permit for a private sewage disposal system shall not become effective until the installation is completed to the satisfaction of the Superintendent. He shall be allowed to inspect the work at any stage of construction and, in any event, the applicant for the permit shall notify the Superintendent when the work is ready for final inspection, and before any underground portions are covered. The inspection shall be made within 48 hours of the receipt of notice by the Superintendent.

(Ord. passed 10-9-89) Penalty, see § 10.99

§ 52.17 COMPLIANCE WITH DEPARTMENT OF PUBLIC HEALTH.

The type, capacities, location, and layout of a private sewage disposal system shall comply with all recommendations of the Department of Public Health of the state. No permit shall be issued for any

private sewage disposal system employing subsurface soil absorption facilities where the area of the lot is less than 15,000 square feet. No septic tank or cesspool shall be permitted to discharge to any public sewer or natural outlet.

(Ord. passed 10-9-89) Penalty, see § 10.99

§ 52.18 CONNECTION TO PUBLIC SEWER.

At such time as a public sewer becomes available to a property served by a private sewage disposal system, as provided in § 52.17, a direct connection shall be made to the public sewer in compliance with this chapter, and any septic tanks, cesspools, and similar private sewage disposal facilities shall be abandoned and filled with suitable material.

(Ord. passed 10-9-89) Penalty, see § 10.99

§ 52.19 OPERATION AND MAINTENANCE.

The owner shall operate and maintain the private sewage disposal facilities in a sanitary manner at all times, at no expense to the town.

(Ord. passed 10-9-89)

§ 52.20 ADDITIONAL REQUIREMENTS.

No statement contained in this subchapter shall be construed to interfere with any additional requirements that may be imposed by the Health Officer.

(Ord. passed 10-9-89)

BUILDING SEWERS AND CONNECTIONS

§ 52.30 INTERFERENCE WITH PUBLIC SEWER SYSTEM; PERMIT REQUIRED.

No unauthorized person shall uncover, make any connections with or opening into, use, alter, or disturb any public sewer or appurtenance thereof without first obtaining a written permit from the Superintendent.

(Ord. passed 10-9-89) Penalty, see § 10.99

§ 52.31 BUILDING SEWER PERMITS.

There shall be two classes of building sewer permits; for residential and commercial service, and for service to establishments producing industrial wastes. In either case, the owner or his agent shall make application on a special form furnished by the town. The permit application shall be supplemented by any plans, specifications, or other information considered pertinent in the judgment of the Superintendent. A permit and inspection fee for a residential, commercial, or industrial building sewer permit shall be paid to the Town Clerk at the time the application is filed. The amount of the fee shall be posted in the office of the Superintendent.

(Ord. passed 10-9-89)

§ 52.32 COST OF INSTALLATION.

All costs and expense incident to the installation and connection of the building sewer shall be borne by the owner. The owner shall indemnify the town from any loss or damage that may directly or indirectly be occasioned by the installation of the building sewer.

(Ord. passed 10-9-89)

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§ 52.33 SEPARATE SEWERS FOR SINGLE BUILDINGS.

A separate and independent building sewer shall be provided for every building; except where one building stands at the rear of another on an interior lot and no private sewer is available or can be constructed to the rear building through an adjoining alley, court, yard, or driveway, the building sewer from the front building may be extended to the rear building and the whole considered as one building sewer.

(Ord. passed 10-9-89)

§ 52.34 EXISTING BUILDING SEWERS.

Old building sewers may be used in connection with new buildings only when they are found, on examination and test by the Superintendent, to meet all requirements of this chapter.

(Ord. passed 10-9-89)

§ 52.35 SPECIFIC REQUIREMENTS.

(A) The building sewer shall be cast iron soil pipe ("No-Hub"); PVC plastic sewer pipe, ASTM specification D3034, SDR 35, or other suitable material approved by the Superintendent. Joints shall be tight and waterproof. Any part of the building sewer that is located within ten feet of a water service pipe shall be constructed of cast iron soil pipe. Cast iron pipe may be required by the Superintendent where the building sewer is exposed to damage by tree roots. If installed in filled or unstable ground, the building sewer shall be of cast iron soil pipe, except that non-metallic material may be accepted if laid on a suitable concrete bed or cradle as approved by the Superintendent.

(B) The size and slope of the building sewer shall be subject to the approval of the Superintendent, but in no event shall the diameter be less than six inches. The slope of such six-inch pipe shall not be less than one-eighth inch per foot. --

(C) Whenever possible the building sewer shall be brought to the building at an elevation below the basement floor. No building sewer shall be laid parallel to or within three feet of any bearing wall, which might thereby be weakened. The depth shall be sufficient to afford protection from frost. The building sewer shall be laid at uniform grade and in straight alignment insofar as possible. Changes in direction shall be made only with properly curved pipe and fittings.

(D) In all buildings in which any building drain is too low to permit gravity flow to the public sewer, sanitary sewage carried by such drain shall be lifted by approved artificial means and discharged to the building sewer.

(E) All excavations required for the installation of a building sewer shall be open trench work unless otherwise approved by the Superintendent. Pipe laying and backfill shall be performed in accordance with ASTM specification C12-19 except that no backfill shall be placed until the work has been inspected.

(F) All joints and connections shall be made gastight and watertight.

(1) "No-Hub" cast iron soil pipe joints shall consist of a neoprene gasket and stainless steel clamp and shield. PVC plastic sewer pipe joints shall be either solvent cement or elastomeric gasket joints.

(2) Other jointing materials and methods may be used only by approval of the Superintendent

(G) The connection of the building sewer into the public sewer shall be made at the "Y" branch, if such branch is available at a suitable location. If the public sewer is 12 inches in diameter or less, and no properly located "Y" branch is available, the owner shall at his expense install a "Y" branch in the public sewer at the location specified by the Superintendent. Where the public sewer is greater than 12 inches in diameter, and no properly located "Y" branch is available, a neat hole may be cut into the public sewer to receive the building sewer, with entry in the downstream direction at an angle of about 45°. A 45° elbow may be used to make such connection, with the spigot end cut so as not to extend past the inner surface of the public sewer. The invert of the building sewer at the point of connection shall be at the same or at a higher elevation than the invert of the public sewer. A smooth, neat joint shall be made, and the connection made secure and watertight by encasement in concrete. Special fittings may be used for the connection only when approved by the Superintendent
(Ord. passed 10-9-89)

§ 52.36 SUPERINTENDENT TO INSPECT SEWERS.

The applicant for the building sewer permit shall notify the Superintendent when the building sewer is ready for inspection and connection to the public sewer. The connection shall be made under the supervision of the Superintendent or his representative. (Ord. passed 10-9-89)

§ 52.37 EXCAVATIONS.

All excavations for building sewer installation shall be adequately guarded with barricades and lights so as to protect the public from hazard. Streets, sidewalks, parkways and other public property disturbed in the course of the work shall be restored in a manner satisfactory to the town.
(Ord. passed 10-9-89)

USE OF PUBUC SEWERS

§ 52.45 DISCHARGE OF UNPOLLUTED WATER.

No person shall discharge or cause to be discharged any storm water, surface water, ground water, roof runoff, subsurface drainage, cooling water or unpolluted industrial process waters to any sanitary sewer. (Ord. passed 10-9-89) Penalty, see § 10.99

§ 52.46 STORM SEWERS.

Storm water and all other unpolluted drainage shall be discharged to such sewers as are specifically designated as combined sewers or storm sewers, or to a natural outlet approved by the Superintendent. Industrial cooling water or unpolluted process waters may be discharged, upon approval of the Superintendent, to a storm sewer, combined sewer or natural outlet.

(Ord. passed 10-9-89)

§ 52.47 PROHIBITED DISCHARGES WASTES.

Except as hereinafter provided, no person shall discharge or cause to be discharged any of the following described waters or wastes to any public sewer:

- (A) Any liquid or vapor having a temperature higher than 135°F.
- (B) Any water or waste which may contain more than 100 parts per million, by weight, of fat, oil or grease.
- (C) Any gasoline, benzene, naphtha, fuel oil, or other flammable or explosive liquid, solid or gas.
- (D) Any garbage that has not been properly shredded.
- (E) Any ashes, cinders, sand, mud, straw, shavings, metal, glass, rags, feathers, tar, plastic, wood, paunch manure, or any other solid or viscous substance in sufficient quantity to cause or substantially contribute to obstruction of the blow in sewers or cause other interference with the proper operation of the sewage works.
- (F) Any waters or wastes having a stabilized pH, as defined in § 52.01, lower than 6.0 or higher than 9.0, or having any other corrosive property capable of causing damage or hazard to structures, equipment, and personnel of the sewage works.
- (G) Any waters or wastes containing a toxic or poisonous substance in sufficient quantity to injure or interfere with any sewage treatment process, constitute a hazard to humans or animals, or create any hazard to humans or animals, or create any hazard in the receiving waters of the sewage treatment plant.
- (H) Any waters or wastes containing suspended solids of such character and quantity that unusual attention or expense is required to handle such materials at the sewage treatment plant.
- (I) Any noxious or malodorous gas or substance capable of creating a public nuisance.
- (J) Since the intent of this section is to protect the sewerage system of the town while treating as such of the industrial waste of the town as practicable, the Superintendent shall have the authority to waive the provisions of divisions (A), (B), (C), (D), (E), (F), (G), and (I) when he determines that the quantity of the waste discharged by any person is so small in relation to the overall flow into the

town system as to make the offending characteristics of the waste negligible. The waiving of the provisions at one time shall not prohibit the enforcement of these same provisions at a later date when the cumulative effect of the discharge from several industrial establishments and businesses may become detrimental to the sewerage system. Waivers contained in this section shall be subject to the approval of the Board of Commissioners.

(K) Any change of regulations or treatment standards imposed on the town by the state will in turn be passed along to the industrial waste discharger.

(Ord. passed 10-9-89) Penalty, see § 10.99

§ 52.48 GREASE, OIL AND SAND INTERCEPTORS.

(A) Grease, oil and sand interceptors shall be provided, except that such interceptors shall not be required for private living quarters or dwelling units. All interceptors shall be of a type and capacity approved by the Superintendent, and shall be located as to be readily and easily accessible for cleaning and inspection.

(B) Grease and oil interceptors shall be constructed of impervious materials capable of withstanding abrupt and extreme changes in temperature. They shall be of substantial construction, watertight, and equipped with easily removable covers which when bolted in place shall be gastight and watertight.

(C) Where installed, all grease, oil and sand interceptors shall be maintained by the owner, at his expense, in continuously efficient operation at all times.

(Ord. passed 10-9-89) Penalty, see § 10.99

§ 52.49 CERTAIN WATERS TO BE APPROVED BY SUPERINTENDENT.

The admission into the public sewers of any waters or wastes having (1) a five-day biochemical oxygen demand greater than 300 parts per million by weight, or (2) containing more than 350 parts per million by weight of total suspended solids, or (3) containing any quantity of substances having the characteristics described in § 52.47, or (4) a chemical oxygen demand greater than 1,000 parts per million by weight, or (5) a Total Kjeldahl Nitrogen greater than 40 parts per million by weight shall be subject to the review of the Superintendent. When the Superintendent makes a determination that it is necessary, the owner shall provide, at his expense, such preliminary treatment as may be necessary to, (1) reduce the biochemical oxygen demand to 300 parts, per million, the total suspended solids to 350 parts per million by weight, reduce the chemical oxygen demand to 1,000 parts per million, and reduce the Total Kjeldahl Nitrogen greater than 40 parts per million by weight, or (2) reduce objectionable characteristic or constituents to within the maximum limits provided for in § 52.47, or (3) control the quantities and rates of discharge of such waters or wastes. Plans, specifications and any other pertinent information relative to proposed preliminary treatment facilities shall be submitted for the approval of the Superintendent and of the State Department of Water and Air Resources, and no construction of such facilities shall be commenced until the approvals are obtained in writing. (Ord. passed 10-9-89)

§ 52.50 PRELIMINARY TREATMENT FACILITIES.

Where preliminary treatment facilities are provided for any waters or wastes, they shall be maintained continuously in safe and effective operation. In the event such treatment facilities malfunction or cease to operate for any reason, the owner shall give immediate notice of such condition to the Superintendent.

(Ord. passed 10-9-89)

§ 52.51 STORAGE TANKS; CONTROL MANHOLE.

(A) *Storage tanks.* In order to promote equalization of flows, it shall be the responsibility of each person discharging a waste into the town's sanitary sewers having the following average daily volumes over a period of his normal work week shall construct and maintain at his own expense a suitable storage tank, reservoir or pond of the corresponding minimum volumes:

<i>Volume of Waste Discharged Average Gallons Per Day</i>	<i>Minimum Volume of Storage Tank In Percentage of Daily Volume of Waste Discharged</i>
0 to 2,000	0%
2,001 to 50,000	50%
50,001 to 200,000	100%
200,001 to 750,000	150%
750,001 and above	200%

(1) Such storage tank shall have its outlet to the sewer controlled by an approved device, the setting of flow rates being as directed by the Superintendent.

(2) Storage tank requirements may be waived by the Superintendent in cases where a constant rate of flow is discharged provided:

(a) That the normal operating day extends over a 24 hour period and the rate of waste flow and character of load discharged is such that in the determination of the Superintendent the installation of a storage tank would not improve sewer treatment plant loading conditions.

(b) That all other requirements of this chapter are fulfilled or where the character of waste when held for the period of time indicated would not be detrimental to operation of the town's sewerage system.

(B) *Control manhole.* Any person discharging industrial wastes into the town's sanitary sewers shall construct a suitable control manhole, downstream from any treatment, storage tank or other approved works, to facilitate observations, and provide means for measurements and sampling of all such wastes from the industry.

(1) The control manhole shall be constructed at a suitable and satisfactory location and built in a manner approved by the Superintendent. The manhole shall be installed by the person discharging the wastes at his expense and shall be maintained by him so as to be safe accessible and in proper operating condition at all times.

(2) A control valve shall be located downstream from any treatment, storage tank or other approved works, to facilitate control of discharge to the town's sewer system. The control valve shall be locked and controlled by the town.

(3) Plans for the construction of such preliminary treatment facilities, storage tanks, control manholes, interceptors, and controlling device's shall be approved by the Superintendent prior to the commencement of construction.

(4) Control manhole requirements may be waived by the Superintendent. A person discharging may be relieved of this requirement providing:

(a) That such wastes meet all other requirements of this chapter, as determined by the Superintendent.

(b) That all such wastes are discharged through a single standard sewer manhole before entrance into the sanitary sewers.

(C) *Plans for construction.* Plans for the construction of the storage tank, control manhole, interceptors and controlling devices shall be approved by the Superintendent prior to the beginning of construction.

(Ord. passed 10-9-89)

§ 52.52 INTERRUPTION OF DISCHARGE.

Notices shall be given the approving authority when normal operations of the industry will be interrupted for 24 hours or longer and wastes will not be available for discharge or when a change of process is contemplated.

(Ord. passed 10-9-89)

§ 52.53 METHOD FOR EXAMINATION OF WATER AND WASTEWATER.

(A) All measurements, tests, and analyses of the characteristics of waters and wastes to which reference is made in §§ 52.47 through 52.51 shall be determined in accordance with "Standard Methods for the Examination of Water and Sewage," and shall be determined at the control provided for in §§ 52.48 through 52.51, or upon suitable samples taken at the control manhole, in the event that no special manhole has been required, the control manhole shall be considered to be the nearest downstream manhole in the public sewer to the point at which the building sewer is connected.

(B) Testing shall be at a rate of five tests and analyses per month unless a violation has occurred, then the Superintendent may require testing as frequently as needed until compliance has been accomplished. The town may require daily testing to assure compliance. All testing and analyses costs shall be borne by the owner.

(Ord. passed 10-9-89)

§ 52.54 SPECIAL CONDITIONS; WAIVERS.

In the event that any sewer user is unable to comply with any provision contained in this subchapter, whether because of the physical location of the premises, the nature of his operations, conditions beyond his control, or circumstances which would render compliance unreasonable, burdensome, or impractical, or would result in an arbitrary and unreasonable taking of property, or in the closing and elimination of lawful business occupation or activity without sufficient corresponding benefit or advantage to the public, he may apply to the Superintendent for a certificate of waiver, specifying the requirement sought to be waived and setting forth in detail the reasons underlying the request. Upon receipt of such request, the Superintendent shall examine the premises and operations in question to determine whether adequate justification exists. If good cause is shown, the Superintendent may thereafter issue a certificate of waiver which sets forth the findings of fact as determined by the Superintendent with respect to the request, the grounds upon which the certificate is based, and the specific conditions and restrictions to which the continued validity of the certificate are subject including without limitations, the payment by the requesting party of such additional charges as are necessary, in the determination of the Superintendent, to compensate for the excess burden on the sewer system occasioned by the waiver. The certificate of waiver may be conditioned upon periodic review of the grounds upon which it is based, and any such certificate shall be revocable by the Superintendent for good cause at any time upon reasonable notice to party who has been granted the waiver. Nothing in this section shall be construed to modify or affect the application of § 52.66 as to the requesting party. The Superintendent shall maintain publicly at his office a file containing copies of all current certificates of waiver issued.

(Ord. passed 10-9-89)

INDUSTRIAL WASTE

§ 52.65 INDUSTRIAL PERMIT APPLICATION; FEE.

Any industry desiring to discharge waste into the town's collection system shall submit an industrial sewer connection application to the Superintendent for approval. A permit and inspection fee shall be paid to the Town Clerk at the time the application is filed. The amount of the fee shall be posted in the office of the Superintendent.

(Ord. passed 10-9-89) Penalty, see § 10.99

§ 52.66 INDUSTRIAL WASTE SURCHARGE.

In the event the wastewater being discharged by an industry into the town's collection system exceeds those requirements in §§ 52.47 through 52.51, the town has the option of imposing an industrial waste surcharge against the industry until the problem is corrected in lieu of not accepting the waste. If after 30 days the problem is not corrected, the town has the right to refuse further treatment of the industry's waste.

(Ord. passed 10-9-89)

§ 52.67 ASSESSMENT POLICY FOR INDUSTRIAL SEWER EXTENSIONS.

The following assessment policy for future users of this industrial sewer extension will be in effect upon completion of construction:

(A) All future connections shall be charged an assessment of \$200 for residential users and \$500 for commercial users. These charges are in addition to tap fees in effect at the time of the connection and shall be paid in full prior to connection to the sewer line.

(B) That all revenues received from this assessment policy be used to finance future capital improvements to the town water and sewer systems in predominantly low- and moderate-income neighborhoods.

(Ord. passed 9-10-90)

ADMINISTRATION AND ENFORCEMENT**§ 52.80 POWER AND AUTHORITY OF INSPECTORS.**

The Superintendent and other duly authorized employees of the town bearing proper credentials and identification shall be permitted to enter upon all properties for the purposes of inspection, observation, measurement, sampling, and testing, in accordance with the provisions of this chapter. In case any inspector or inspectors are refused admittance to any premises for any such purpose or are hindered or prevented from making such examination, the water or sewer privilege shall be terminated and shall not be reinstated until free access is given and the current charge for the activation of water or sewer services is paid.

(Ord. passed 10-9-89)

§ 52.81 NOTICE OF VIOLATION.

In the event that the Superintendent determines that any person is violating or has violated any provision of this chapter except § 52.65, the Superintendent shall serve such person with a written notice of violation setting forth the facts found by the Superintendent with respect to the violation, citing the applicable provision or provisions of this chapter, and providing a time limit of 30 days, which may be further extended by the Superintendent for good cause, for the satisfactory correction of the noted violation.

(Ord. passed 10-9-89)

§ 52.82 APPEALS; HEARING.

Any person so notified or any person aggrieved by any action of the Superintendent under these regulations may, within ten days from such notification or at any time after such grievance may arise, appeal in writing from the notice or action to the Sewer Committee appointed by the Board of Commissioners or such professional agency as may be agreed upon by the Sewer Committee and the alleged violator. Upon receipt of such appeal, the Sewer Committee or its designated agency shall grant a hearing within 14 days. Within a reasonable time after such hearing, the Sewer Committee, or its designated agency shall issue a memorandum outlining its findings and may modify, continue or revoke the notice of violation or action of the Superintendent, provided, however, that the Sewer Committee or its designated agency shall not take any inconsistent action with this chapter or any standards established by the State Board of Water and Air Resources.

(Ord. passed 10-9-89)

§ 52.83 DISCONTINUANCE OF SERVICE.

Failure of any person to comply with the notice provided for in § 52.80 in accordance with the provisions of this chapter shall be cause for the discontinuance of sewer or water services to the offending person and the offending person shall be guilty of misdemeanor and upon conviction thereof shall be fined an amount equal to damages incurred by the town.

(Ord. passed 10-9-89)

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APPENDIX A: SUMMARY FOR INDUSTRIAL USERS

The following is a summary of the town's sewer use chapter identifying items applicable to industrial users. This does not relieve an industry from complying with the town's sewer chapter in entirety.

(A) No person shall discharge or cause to be discharged any storm water, surface water, ground water, roof runoff, subsurface drainage, cooling water or unpolluted industrial process waters to any sanitary sewer without approval of the Superintendent.

(B) Except as hereinafter provided, no person shall discharge or cause to be discharged any of the following described waters or wastes to any public sewer:

- (1) Any liquid or vapor having a temperature higher than 135°F.
- (2) Any water or waste which may contain more than 100 parts per million, by weight, of fat, oil or grease.
- (3) Any gasoline, benzene, naphtha, fuel oil, or other flammable or explosive liquid, solid or gas.
- (4) Any garbage that has not been properly shredded.
- (5) Any ashes, cinders, sand, mud, straw, shavings, metal, glass, rags, feathers, tar, plastic, wood, paunch manure, or any other solid or viscous substance in sufficient quantity to cause or substantially contribute to obstruction of the flow in sewers or cause other interference with the proper operation of the sewage works.
- (6) Any waters or wastes having a stabilized pH lower than 6.0 or higher than 9.0, or having any other corrosive property capable of causing damage or hazard to structures, equipment, and personnel of the sewage works.
- (7) Any waters or wastes containing a toxic or poisonous substance in sufficient quantity to injure or interfere with any sewage treatment process, constitute a hazard to humans or animals, or create any hazard to humans or animals, or create any hazard in the receiving waters of the sewage treatment plant.
- (8) Any noxious or malodorous gas or substance capable of creating a public nuisance.
- (9) Any waters or waste having a five-day biochemical oxygen demand greater than 300 parts per million by weight.

(10) Any waters or waste having a total suspended solid greater than 350 parts per million by weight.

(11) Any waters or waste having a chemical oxygen demand greater than 1,000 parts per million by weight.

(12) Any waters or waste having a Total Kjeldahl Nitrogen greater than 40 parts per million by weight.

(13) No person shall discharge wastewater containing in excess of:

0.01 mg/I arsenic

0.01 mg/1 cadmium

<1.00 mg/1 copper

0.05 mg/I cyanide

< 1.00 mg/I lead

<1.00 mg/1 mercury

<1.00 mg/1 nickel

0.05 mg/1 silver

0.05 mg/I total chromium

< 5.00 mg/I zinc

< 1.00 mg/1 total identifiable chlorinated hydrocarbons

0.001 mg/I phenolic compounds which cannot be removed by the city's wastewater treatment process.

2,000 mg/I sodium

10,000 mg/1 sodium chloride

1,000 mg/I sulfate

800 mg/I chloride

250 mg/I formaldehyde

(14) Since the intent of this section is to protect the sewerage system of the town while treating as much of the industrial waste of the town as practicable, the Superintendent shall have the authority to waive the provisions above or allow pretreatment to meet the same.

(C) Structures required:

(1) Grease, oil and sand interceptors shall be provided and maintained by the owner at his expense.

(2) Where preliminary treatment facilities are provided for any waters or wastes, they shall be maintained continuously in safe and effective operation. In the event such treatment facilities malfunction or cease to operate for any reason, the owner shall give immediate notice of such condition to the Superintendent.

(3) Equalization Basins:

<i>Volume of Waste Discharged Average Gallons Per</i>	<i>Minimum Volume of Storage Tank In Percentage of Daily Volume of Day Waste Discharged</i>
0 to 2,000	0%
2,001 to 50,000	50%
50,001 to 200,000	100%
200,001 to 750,000	150%
750,001 and above	200%

(4) Any person discharging industrial wastes into the town's sanitary sewers shall construct a suitable control manhole, downstream from any treatment, storage tank or other approved works, to facilitate observations, and provide means for measurements and sampling of all such wastes from the industry.

(5) A control valve shall be located downstream from any treatment, storage tank or other approved works to facilitate control of discharge to the town's sewer system. The control valve shall be locked and controlled by the town.

(D) Testing by the town shall be at a rate of five tests and analyses per month unless a violation has occurred, then the Superintendent may require testing as frequently as needed until compliance has been accomplished. The town may require daily testing to assure compliance. All testing and analyses costs shall be borne by the owner.

(E) In the event the wastewater being discharged by an industry into the town's collection system exceeds those requirements herein, the town has the option of imposing an industrial waste surcharge against the industry until the problem is corrected in lieu of not accepting the waste. If after 30 days the problem is not corrected, the town has the right to refuse further treatment of the industry's waste.

(F) Any industry desiring to discharge waste into the town's collection system shall submit an industrial sewer connection application to the Superintendent for approval. A permit and inspection fee shall be paid to the Town Clerk at the time the application is filed. The amount of the fee shall be posted in the office of the Superintendent.

(G) Notes:

(1) Biochemical oxygen demand (BOD₅): \$0.01 per 1,000 gallons water usage for every part per million by weight (p.p.m.) greater than 500 p.p.m.

(2) Total suspended solids (TSS): \$0.01 per 1,000 gallons water usage for every p.p.m. greater than 550 p.p.m.

(3) Chemical oxygen demand (COD): \$0.005 per 1,000 gallons water usage for every p.p.m. greater than 1,400 p.p.m.

Biscoe - Public Works

(4) Total Kjeldahl Nitrogen (TKN): \$0.05 per 1,000 gallons water usage for every p.p.m. greater than 40 p.p.m.

(5) Surcharges for other materials such as heavy metals, oil and grease, sulfates, cyanide, phenols, and the like should be developed as the situation merits and should be based on actual costs incurred by the town to treat substances present in excessive concentrations.

(6) The town may adopt additional charges and fees which may include:

(a) Fees for reimbursement of costs of setting up and operating the town's pretreatment program;

(b) Fees for monitoring, inspections and surveillance procedures;

(c) Fees for reviewing accidental discharge procedures and construction;

(d) Fees for permit applications;

(e) Fees for filing appeals;

(f) Fees for consistent removal (by the town) of pollutants otherwise subject to federal pretreatment standards;

(g) Other fees as the town may deem necessary to carry out the requirements contained herein.

(7) Any change of regulations or treatment standards imposed on the town by the state will in turn be passed along to the industrial waste discharger.

(H) Surcharge wastewater rates.

BOD₅		TSS	
Concentration in PPM	Surcharge per 1,000 gallon	Concentration in PPM	Surcharge per 1,000 gallon
300 and less	\$0	350 and less	\$0
301 - 325	0.25	351 - 375	0.25
326 - 350	0.50	376 - 400	0.50
351 - 375	0.75	401 - 425	0.75
376 - 400	1.00	426 - 450	1.00
401 - 425	1.25	451 - 475	1.25

BOD ₅		TSS	
Concentration in PPM	Surcharge per 1,000 gallon	Concentration in PPM	Surcharge per 1,000 gallon
426 - 450	\$1.50	476 - 500	\$1.50
451 - 475	1.75	501 - 525	1.75
476 - 500	2.00	526 - 550	2.00
501 and greater	See (1) below	551 and greater	See (2) below

COD		TKN	
Concentration in PPM	Surcharge per 1,000 gallons	Concentration in PPM	Surcharge per 1,000 gallons
1,000 and less	\$0	40 and less	\$0
1,001 - 1,050	0.25	41 - 50	0.50
1,051 - 1,100	0.50	51 - 60	1.00
1,101 - 1,150	0.75	61 - 70	1.50
1,151 - 1,200	1.00	71 - 80	2.00
1,201 - 1,250	1.25	81 - 90	2.50
1,251 - 1,300	1.50	91 - 100	3.00
1,301 - 1,350	1.75	101 - 110	3.50
1,351 - 1,400	2.00	111 - 120	4.00
1,401 and greater	See (3) below	121 and greater	See (4) below

Penalty, see § 10.99

APPENDIX B: INDUSTRIAL SEWER CONNECTION APPLICATION

Industrial Sewer Connection Application

To the town

The undersigned being the _____ of the property located at _____ does hereby request a permit to _____ an industrial sewer connection serving _____, which company is engaged in at the location.

1. A plan to the property showing accurately all sewers and drains now existing is attached hereunto as Exhibit "A."
2. Plans and specifications covering any work proposed to be performed under this permit is attached hereunto as Exhibit "B."
3. A complete schedule of all process waters and industrial wastes produced or expected to be produced at the property, including a description of the character of each waste, the daily volume and maximum rates of discharge, representative analyses, and compliance with any applicable pretreatment standard or requirements, is attached hereunto as Exhibit "C."
4. The name and address of the person or firm who will perform the work covered by this permit is _____

In consideration of the granting of this permit, the undersigned agrees:

1. To furnish any additional information relating to the installation or use of the industrial sewer for which this permit is sought as may be requested by the local government.
2. To accept and abide by all provisions of the Sewer Use Ordinance of the local government and of all other pertinent Ordinances or regulations that may be adopted in the future.
3. To operate and maintain any pretreatment facilities as may be required as a condition of the acceptance into the wastewater disposal system of the industrial wastes involved, in an efficient manner at all times, and at no expense to the local government.
4. To cooperate at all times with the local government in their inspecting, sampling, and study of the industrial wastes, and any facilities provided for pretreatment.

Biscoe - Public Works

5. To notify the local government immediately in the event of any accident, or other occurrence that causes discharge to the wastewater disposal system of any wastewater or substances prohibited by this permit.

Date: _____ Signed _____

Application approved and permit granted:

Date: _____ Signed _____

Application not approved and permit not granted:

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	100%	of water used
	NCGS 160A-314.(a)		
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	<i>Per Grave</i>
	Outside City Limits Resident	\$ 430.00	<i>Per Grave</i>
Section D			
	Inside City Limits Resident	\$ 330.00	<i>Per Grave</i>
	Outside City Limits Resident	\$ 730.00	<i>Per Grave</i>





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JAMES E. BLAKE

COMMISSIONERS
JERRY SMITH, MAYOR PRO-TEM
GENE ANDERSON
JOHN BEARD
KAY CAGLE KINCH

TOWN MANAGER
BRANDON W. HOLLAND

TOWN CLERK
LAURA B. MORTON

Town of Biscoe Payment Options for Water/Sewer Bills

- **Online:** Payments can be made during and after business hours online through our website at <http://www.townofbiscoe.com/> You will need to scroll toward the bottom of the page and click on the icon, pay my town water bill to be directed to EGOV to access your account information and payment options using Visa, Master Card, Discover, American Express, and E-Checks. Your visit will require you to provide specific information including your 12 digit account number and the amount due.
- **Bank Draft:** Bank drafting form your checking account is available. We need a completed Bank Draft Authorization form. You can obtain the authorization from on our website under *Forms/Documents* then *Water/Sewer*.
- **Mail:** Payments can be mailed along with the payment stub which is the bottom portion of the water bill. Payments should be mailed to 110 West Main Street Biscoe, NC 27209. Please include the account number on the Check or Money Order. Please pay close attention that you are sending this payment in a timely manner to avoid any late charges.
- **Drop Box:** Payments of Check or Money order ONLY can be left in our drop box after business hours at our office located at 110 West Main Street Biscoe, NC 27209. No CASH payments will be accepted in the Drop Box. If a CASH payment is left in the Drop Box the payment will NOT be applied, the account holder will be contacted and the payment will be returned. The Drop Box will be checked before 9:00 am and any payments left after 9:00 am will be applied the following business day. Please pay close attention that you are making this payment in a timely manner to avoid any late charges.
- **In Person:** Payments made in person to the Biscoe Town Hall will be accepted Monday through Friday from 8:30 am to 5:00 pm. They can be made in the following ways: Cash, Check, Money Order, Credit/Debit Card using the following: Visa, Master Card, Discover, and American Express.

These payment options should not be used to establish new water services. Please refer to instructions to open a water/sewer account under *Forms/Documents* then *Water/Sewer*.



910-428-4112 Phone

110 W Main Street – P.O. Box 1228 – Biscoe, N.C. 27209

www.townofbiscoe.com



910-428-3975 FAX



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**Town of Biscoe Billing & Collecting Department
Application for Utility Service
Business Use Property**

When applying for utility service, the following information is requested:

1. A Government issued PHOTO ID for ACCOUNT HOLDER (s)
 - a. Accepted forms are the following: valid state driver's license, valid state issue photo identification card, passport, US Military ID cards, permanent resident card
2. If you are renting: Copy of Valid Lease Agreement, Rent Receipt signed by Landlord, Deposit Receipt signed by Landlord. We will require your Landlord's information below. If you own: Any ownership documentation which shows you as the owner and has the address where utility service is being requested.
3. Non-refundable Connection Fee of \$75.00 is required.
 - a. Accepted forms of payment are: Cash, Check, Money Order, Debit/Credit card with a \$1.50 fee.
4. Payment of prior outstanding debts due to the Town of Biscoe in accordance with the Town of Biscoe Code of Ordinances.
5. For same day service, completed application needs to be processed BEFORE 2:30 PM. If service is needed after 2:30 PM a Service Fee of \$25.00 will be required for service to be connected.

Billing Cycle:

Invoices for service are printed on or before the 1st day of the Month. Service periods do not match billing dates. For example, an invoice dated the 1st of March is typically for service period of the middle of January to the middle of February.

Payments:

Payments are due by 5:00 pm on the 20th of the month. Tier 1 late fee of \$10.00 is assessed to all accounts not paid by 5:00 pm on the 20th of the month unless the 20th falls on a Holiday where the Town Hall is closed. It will then be processed on the following business day. Tier 2 late fee of \$35.00 is assessed on the last day of each month at 5:00 pm unless the last day of the month falls on a Holiday where the Town Hall is closed. It will then be processed on the following business day. Service is disconnected on the 1st day of the month for accounts that are delinquent for the month prior unless the 1st falls on a Friday or any Holiday where the Town Hall is closed. It will then be disconnected on the following business day.

Initial (1): _____

Initial (2): _____

Disclosure:

Access to person information such as identification, social security numbers and bank account numbers are password protected. Paper copies of the applications are scanned at the time of application and returned to customer. Applications are maintained in a secure digital format.



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LAURA B. MORTON

**Town of Biscoe Billing and Collecting Department
Application for Utility Service
Business Use Property**

Business Information: - complete all boxes

Business Name:	Type of Business:
Tax ID:	Business Phone #
Service Address:	Mailing Address:

Applicant Information:

Property Owner:

Name Account Holder (1) <small>Renter { } Owner { }</small>	Name Account Holder (2)	Name:
Driver's License #	Driver's License #	Address:
Social Security #	Social Security #	Phone #
Phone #	Phone #	
Employer Name & Phone #	Employer Name & Phone #	
Signature:	Signature:	

Notice of the Use of Social Security Numbers:

Disclosure of your social security number is voluntary. The request of your social security number is authorized by Section 105A-3(c) of the North Carolina General Statutes. Social Security Numbers collected by the town's billing and collections office will be used when collection efforts are undertaken to recover debts that are not paid voluntarily and in a timely manner by a customer. These collection efforts will include set-offs against customers' North Carolina income tax refunds and lottery winnings by means of the states' set-off debt collection program. This program is used by the Town of Biscoe to collect debts that arise in connection with the provision of water and/or sewer service. An existing or potential customer will not be denied utility services because of a refusal to disclose his or her social security number.

Payment by Draft:

If you accept and complete the Bank Draft Application your account will be drafted on the 15th of each month unless the 15th falls on a Holiday where the Town Hall or Banks are closed. It will then be processed on the following business day. Once the Draft set-up is complete, there will be a notation referencing Draft Notice, Do Not Pay and the Draft date in the body of the invoice. The Draft will only be for the amount due on the account at the time of the draft.

I want to sign up for Payment by Draft

YES

NO

Signature: _____

STAFF USE ONLY:

Customer (A)	Customer (B)
Property Address:	Lease/Ownership Date:
Documentation Type:	Work Order Date:
Account Number:	Received by: _____ Date: _____



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**Town of Biscoe Billing & Collecting Department
Application for Utility Service
Residential Property**

When applying for utility service, the following information is requested:

1. A Government issued PHOTO ID for ACCOUNT HOLDER (s)
 - a. Accepted forms are the following: valid state driver's license, valid state issue photo identification card, passport, US Military ID cards, permanent resident card
2. If you are renting: Copy of Valid Lease Agreement, Rent Receipt signed by Landlord, Deposit Receipt signed by Landlord. We will require your Landlord's information below. If you own: Any ownership documentation which shows you as the owner and has the address where utility service is being requested.
3. Non-refundable Connection Fee of \$75.00 if you are a renter and \$50.00 if you are an owner.
 - a. Accepted forms of payment are: Cash, Check, Money Order, Debit/Credit card with a \$1.50 fee.
4. Payment of prior outstanding debts due to the Town of Biscoe in accordance with the Town of Biscoe Code of Ordinances.
5. For same day service, completed application needs to be processed BEFORE 2:30 PM. If service is needed after 2:30 PM a Service Fee of \$25.00 will be required for service to be connected.

Billing Cycle:

Invoices for service are printed on or before the 1st day of the Month. Service periods do not match billing dates. For example, an invoice dated the 1st of March is typically for service period of the middle of January to the middle of February.

Payments:

Payments are due by 5:00 pm on the 20th of the month. Tier 1 late fee of \$10.00 is assessed to all accounts not paid by 5:00 pm on the 20th of the month unless the 20th falls on a Holiday where the Town Hall is closed. It will then be processed on the following business day. Tier 2 late fee of \$35.00 is assessed on the last day of each month at 5:00 pm unless the last day of the month falls on a Holiday where the Town Hall is closed. It will then be processed on the following business day. Service is disconnected on the 1st day of the month for accounts that are delinquent for the month prior unless the 1st falls on a Friday or any Holiday where the Town Hall is closed. It will then be disconnected on the following business day.

Initial (1): _____

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**Town of Biscoe Billing and Collecting Department
Application for Utility Service
Residential Property**

All applicants: Please fill out both Property AND Mailing address:

Property Address:	Mailing Address
-------------------	-----------------

Applicant Information:

Property Owner:

Name Account Holder (1) <small>Renter { } Owner { }</small>	Name Account Holder (2)	Name:
Driver's License #	Driver's License #	Address:
Social Security #	Social Security #	Phone #
Phone #	Phone #	
Employer Name & Phone #	Employer Name & Phone #	
Signature:	Signature:	

Notice of the Use of Social Security Numbers:

Disclosure of your social security number is voluntary. The request of your social security number is authorized by Section 105A-3(c) of the North Carolina General Statutes. Social Security Numbers collected by the town's billing and collections office will be used when collection efforts are undertaken to recover debts that are not paid voluntarily and in a timely manner by a customer. These collection efforts will include set-offs against customers' North Carolina income tax refunds and lottery winnings by means of the states' set-off debt collection program. This program is used by the Town of Biscoe to collect debts that arise in connection with the provision of water and/or sewer service. An existing or potential customer will not be denied utility services because of a refusal to disclose his or her social security number.

Payment by Draft:

If you accept and complete the Bank Draft Application your account will be drafted on the 15th of each month unless the 15th falls on a Holiday where the Town Hall or Banks are closed. It will then be processed on the following business day. Once the Draft set-up is complete, there will be a notation referencing Draft Notice, Do Not Pay and the Draft date in the body of the invoice. The Draft will only be for the amount due on the account at the time of the draft.

I want to sign up for Payment by Draft YES NO

Signature: _____

STAFF USE ONLY:

Customer (A)	Customer (B)
Property Address:	Lease/Ownership Date:
Documentation Type:	Work Order Date:
Account Number:	Received by: _____ Date: _____



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Bank Draft

Bank Draft is a service in which your monthly bill is withdrawn electronically from the financial institution of your choice. The funds will be debited from your account on the 15th of the Month unless the 15th falls on a Saturday, Sunday, or Holiday in which the Town Hall or Banks are closed. It will then be debited on the following business day. **The Date will be stated in the body of your water bill.** We will still send your water bill to your informational purposes only. In addition, you will see the debit amount and the date reflected on your next bank statement.

To receive the many benefits of this service, you will need to sign an authorization for us to automatically debit your personal checking account for monthly bill. We will transmit your debit information to the Town's bank for processing. The information will then be transmitted to your bank for withdrawal from your account. Because virtually all financial institutions participate in the bank draft program, there should be no need to alter your current banking arrangement.

- You will be assured of continued water service with no late charge.
- There is no need to waste time and money mailing a check.
- Your billing funds are secure, so you don't have to worry about lost or stolen checks.
- Payment information is strictly confidential.
- There is no cost for you to participate in the program.

Disclosure:

If you have 3 returned Bank Draft Payments you will no longer be able to participate in the Bank Draft service.

Authorization Agreement for Prearranged Payment (ACH DEBITS)

I hereby authorize the Town of Biscoe to initiate charges to the checking account specified below, and the depository named below is authorized to debit that account. A water bill will be mailed indicating amount charged to the account.

Bank Name _____ Branch _____

City _____ State _____ Zip _____

Routing Number _____ Account Number _____

This authorization is to remain in full force and effect until the Town of Biscoe has received written notification from me of its termination.

Name _____ Account Number _____

Date _____ Signed _____

[Typ text]

[Type text]

DISCONNECTION OF SERVICE REQUEST

Please complete the form below in its entirety in order to disconnect your Utility Service with the Town of Biscoe. If this form is not filled out completely, it will be considered null and void and the services will not be disconnected until a complete form is received. Once complete, you may mail, fax, email, or bring the form in.

Be advised that a final bill will be mailed to the forwarding address you provide. The person listed as the primary account holder will be held responsible for all water used until we receive written notice of cancellation of service. Also be advised that depending on when you final the account, you may receive two bills after you leave, your normal bill and your final bill.

Also, the connection fee you paid to connect the water service is non-refundable; it will NOT be applied to your final bill.

If you have any questions, please give the Utility Billing Department a call at 910-428-4112.

Account Number: _____ Name on Account: _____

Address: _____ Social Security #: _____

Date of Disconnection: _____

Forwarding Address: _____

Contact Phone Number: _____

Signature: _____

Laura A Jordan
Deputy Clerk
Town of Biscoe
laura.jordan@townofbiscoe.com



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REQUEST FOR EXTENSION TO PAY A PAST DUE UTILITY BILL *From the Town of Biscoe Utility Billing Rules and Regulations:*

Customers are permitted up to three (3) extensions to pay per year. To be eligible for an extension to pay, a payment must have been received during the previous 30 days or a payment must be made with the extension request. The minimum payment required will be 25% of the balance due on the delinquent bill plus the \$10.00 late fee accrued.

IMPORTANT NOTICES:

- Completion of this form does **not** guarantee that an extension to pay will be granted.
- This form must be received by the Town of Biscoe Deputy Clerk at least 72 working hours before the account is scheduled to appear on the disconnection list. (Disconnections are done on the 1st day of the month or the following business day if the 1st falls on a Friday thru Sunday or a Holiday.) Extension requests within 72 business hours of disconnection should be made in person at the Town of Biscoe.
- The extension to pay is for the **total** balance on the account (including any bills that are not yet due) to be paid by the 20th of following month (unless the 20th falls on a Saturday or Sunday, then it will be due on the Friday **before**.) For example, if you are requesting an extension for September, the total balance due on the account (including the bill due October 1st) will be due **on or before** October 20th.

Complete the information below and submit your request form at least 72 working hours before your account is scheduled to appear on the disconnection list. You will be notified at the time of submittal by the Deputy Clerk if your extension to pay has been approved or not.

Name: _____ Date: _____
(Please Print)

Service Address: _____ Phone: _____

Billing Address: _____ City: _____ State: _____ Zip: _____

Account Number: _____ Bill Date: _____ Amount: _____

By signing this document, I am stating that I understand the following:

- If the balance is not **PAID IN FULL** as agreed, my service will be disconnected without any additional notices and a \$35.00 fee will be added to my account.
- If service is disconnected due to non-payment of an extension, service will not be reconnected until paid in full. A responsible party must be present when water is reconnected since the Town of Biscoe can assume **NO** liability for damages caused by open faucets, leaks, etc. Reconnection on the same day as payment is not guaranteed.
- I will still receive a bill for current charges that will be due on the 1st of next month.
- **THIS AGREEMENT OVERRIDES THE DUE DATE ON ANY BILL RECEIVED AFTER SIGNING THIS AGREEMENT.**
- No additional time will be given on an extension to pay. This form is only a request for an extension – your request may or may not be approved.

Customer's Signature

Deputy Clerk's Approval Signature



“A Dream Worth Dreaming”

MAYOR
JAMES E. BLAKE

COMMISSIONERS
JERRY SMITH, MAYOR PRO-TEM
GENE ANDERSON
JOHN BEARD
KAY CAGLE KINCH

TOWN MANAGER
BRANDON W. HOLLAND

TOWN CLERK
NORA B. MORTON

TOWN OF BISCOE UTILITY LEAK ADJUSTMENT POLICY

In the event that a Town of Biscoe Utility customer has a water leak and the customer requests an adjustment to their water bill, an adjustment to the sewer part of the bill will be made as follows:

- The customer shall provide a completed Leak Adjustment Application Form and documentation, in the form of receipts or a completed No Receipt Available Form, showing that the leak has been repaired. No adjustment will be granted if the customer fails to provide the required forms or documentation.
- The customer's adjustment will be an average of the previous six (6) months of water service, which will be divided by two (2) and then become the sewer part of the water bill for the month of adjustment.
- If the customer has had water service for less than six (6) months, the average will be taken on the months available.
- Only one (1) leak adjustment will be allowed within a one-year period.
- The Utility customer must have water and sewer service, adjustments to the water portion of the bill are not allowed under this policy.



“A Dream Worth Dreaming”

MAYOR
JAMES E. BLAKE

COMMISSIONERS
JERRY SMITH, MAYOR PRO-TEM
GENE ANDERSON
JOHN BEARD
KAY CAGLE KINCH

TOWN MANAGER
BRANDON W. HOLLAND

TOWN CLERK
LARA B. MORTON

APPLICATION FOR UTILITY LEAK ADJUSTMENT

Per the Town of Biscoe Utility Leak Adjustment Policy, one (1) leak adjustment is allowed within a one-year period.

To be eligible for a leak adjustment you must:

1. NOT have received an adjustment during the one year period from your last adjustment until now. For example: if you received an adjustment on 1/1/2013, you are not eligible for another adjustment until after 1/1/2014.
2. Complete and sign this form and attach receipts/invoices documenting that the leak has been repaired. The receipts may be from a plumber or from the store where you purchased the repair parts, if you completed the repair yourself. If no receipts are available, you must also complete a No Receipt Available Form and attach it to this form.
3. Have Water and Sewer service through the Town of Biscoe. Adjustments are made ONLY to the Sewer portion of your bill. Adjustments to the Water portion of your bill are NOT allowed at any time.

Name: _____ Date: _____
(Please Print)

Service Address: _____

Billing Address: _____ City: _____ State: _____ Zip: _____

Account Number: _____ Bill Date: _____ Amount: _____

Date you found the leak: _____ Date the leak was repaired: _____

Where was the leak located? (Please indicate below)

Inside the house Between the water meter and the house In the irrigation system

Have you attached receipt(s) indicating that the leak has been repaired? Yes No*

* If you checked “no”, have you attached a completed NO Receipt Available Form? Yes No

By signing this application, I certify that the above described leak has been repaired and that I understand the terms and conditions of the Town of Biscoe Utility Leak Adjustment Policy.

Signature

Date



“A Dream Worth Dreaming”

MAYOR
JAMES E. BLAKE

COMMISSIONERS
JERRY SMITH, MAYOR PRO-TEM
GENE ANDERSON
JOHN BEARD
KAY CAGLE KINCH

TOWN MANAGER
BRANDON W. HOLLAND

TOWN CLERK
NORA B. MORTON

NO RECEIPT AVAILABLE FORM

Name: _____ Date: _____
(Please Print)

Service Address: _____

Billing Address: _____ City: _____ State: _____ Zip: _____

Account Number: _____ Bill Date: _____ Amount: _____

Please describe where your water line or related appurtenance broke: _____

Please describe how the water line or related appurtenance was repaired: _____

Please indicate why no receipts are available for the repair:

Receipt(s) were lost No repair parts or commercial establishment used Other*

* If you checked "other", please explain: _____

By signing this form, I certify that I understand the terms and conditions of the Town of Biscoe Utility Leak Adjustment Policy and that the leak described above has been repaired, even though no receipts were provided.

Signature

Date

NOTICE OF PUBLIC HEARINGS

TOWN OF BISCOE

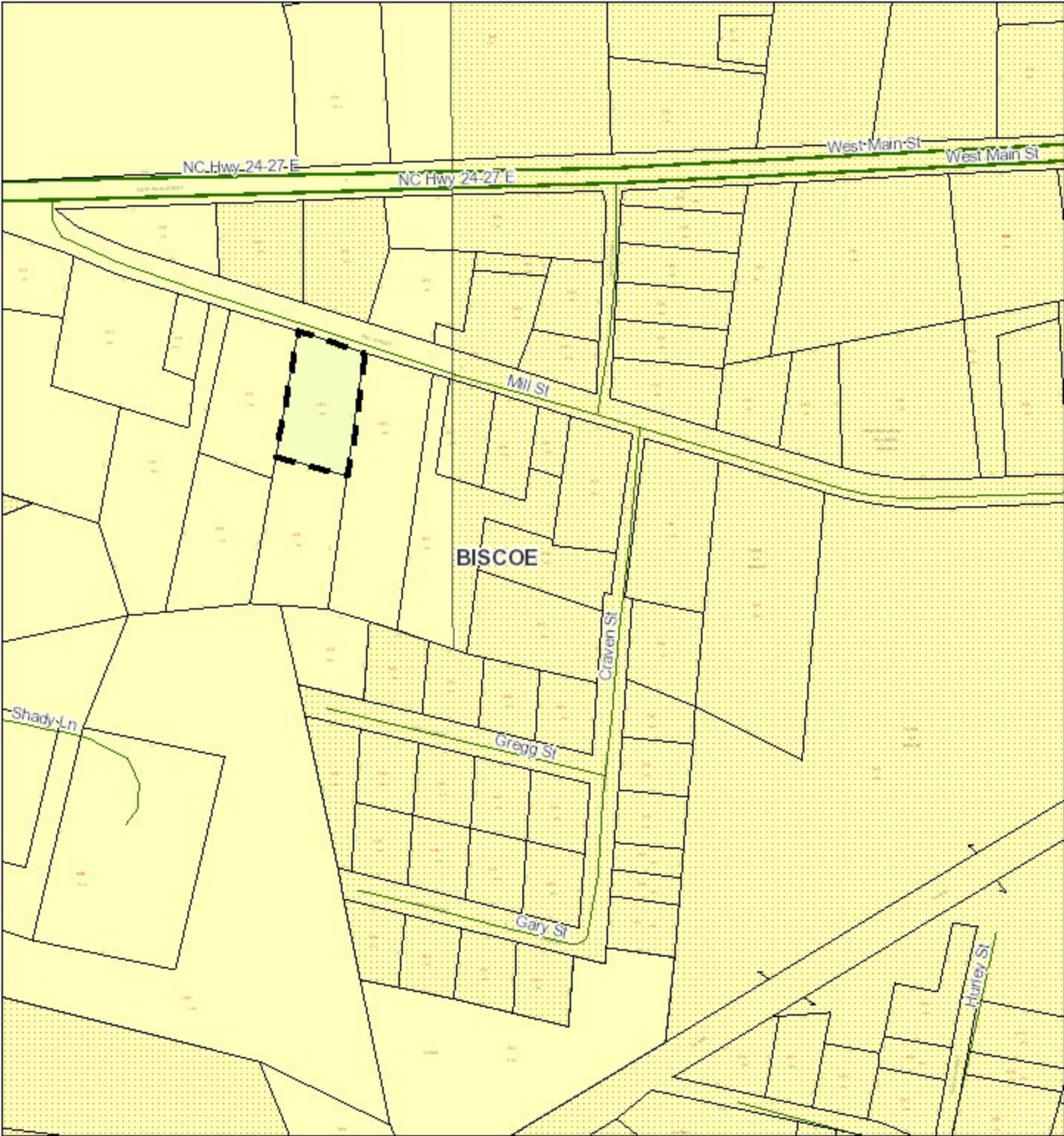
In accordance with NC General Statutes notice is hereby given that the Biscoe Town Board of Commissioners will hold separate public hearings on June 11, 2018 at 7 pm during their regular monthly meeting. Public Hearings will be held for the following:

- Zoning - Conditional Use Permit Request(s) for Taco Bell (§ 160A-388 (a2)). *The Proposed Conditional Use Permit has been presented to the Biscoe Board of Commissioners and a copy of the proposed Conditional Use Permit is on file in the Town Clerk's Office and is available for public inspection.*
- Water/Sewer Collection Ordinance Amendment (§ 160A-102). *The Proposed Amendment has been presented to the Biscoe Board of Commissioners and a copy of the proposed amendment is on file in the Town Clerk's Office and is available for public inspection.*
- Fiscal Year 2018-2019 Proposed Budget (§ 159-12). *The Proposed Budget has been presented to the Biscoe Board of Commissioners and a copy of the proposed budget is on file in the Town Clerk's Office and is available for public inspection.*

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
Town Clerk

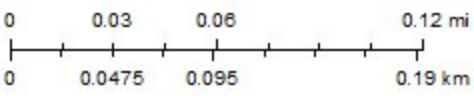
Montgomery County, NC WebGIS Parcels - Name_1: TEDDER MICHAEL B



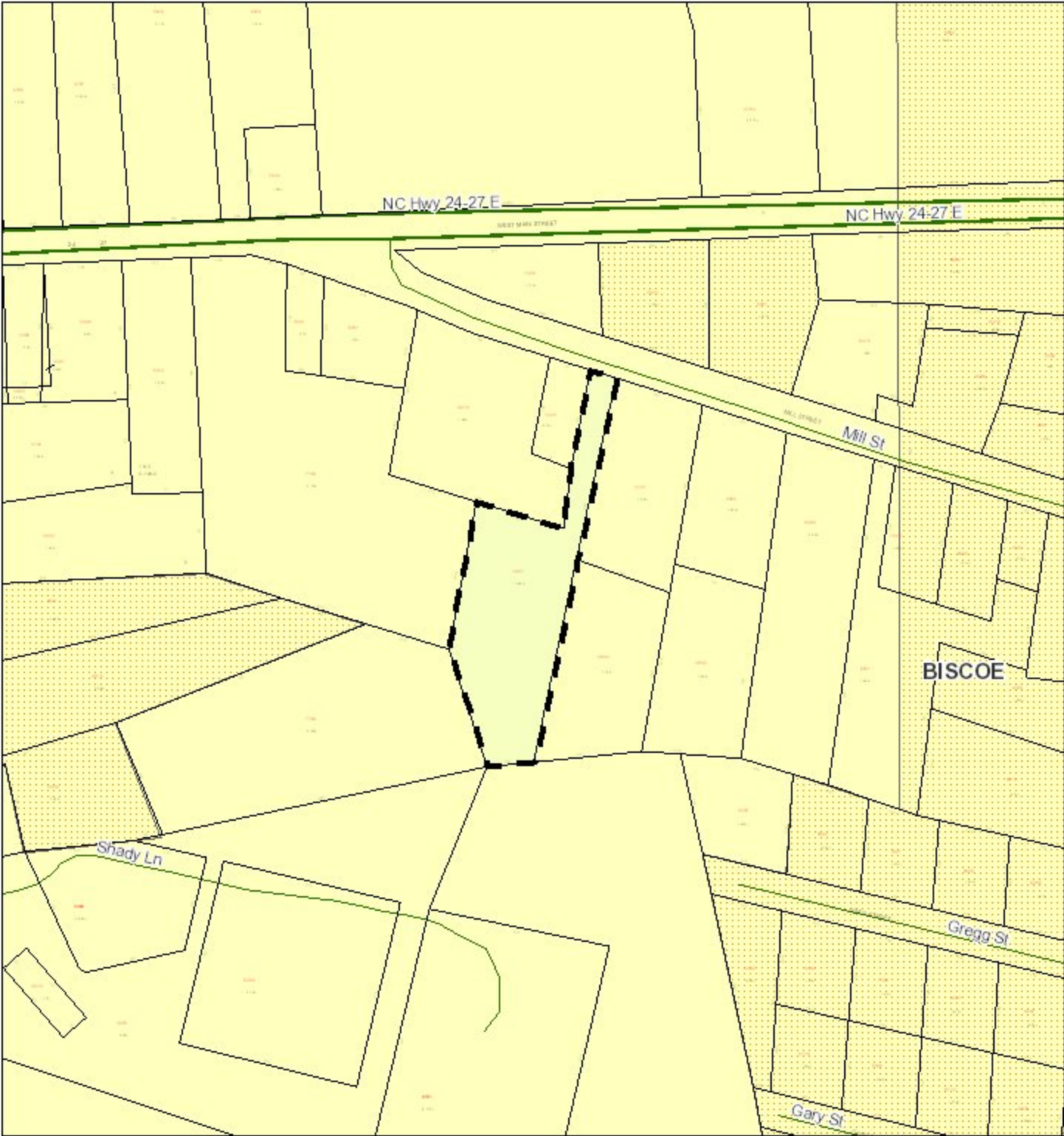
April 6, 2018

1:3,547

-  Parcels
-  Parcel Annotation Lines
- Roads**
 -  Secondary
 -  Primary
 -  Interstate
-  Towns
-  Adjacent Counties
-  County Boundary
- Roads_All_labels
- Towns_labels
- Adjacent Counties_labels



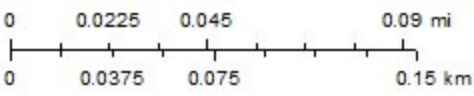
Montgomery County, NC WebGIS Parcels - Name_1: TEDDER MICHAEL B



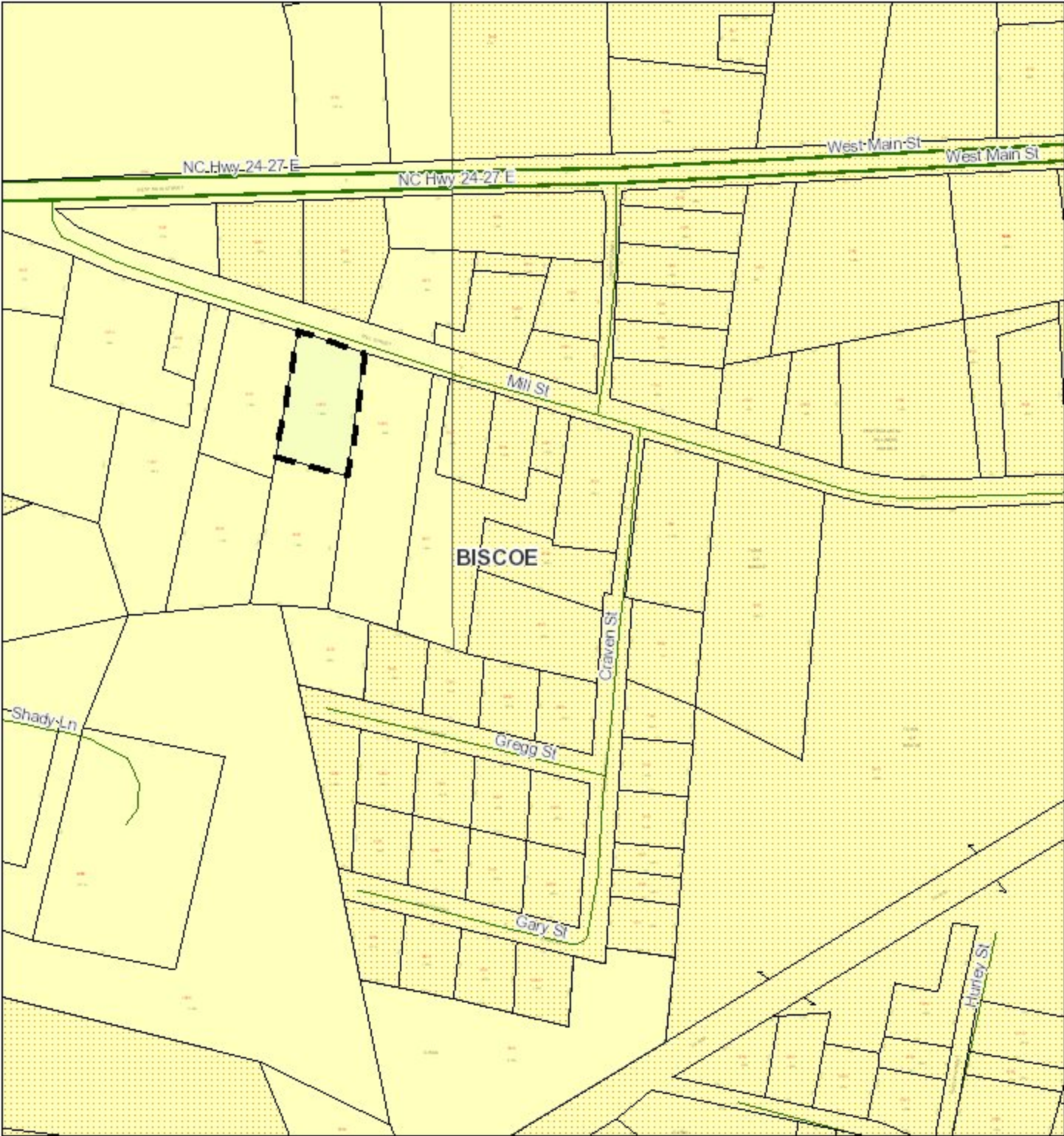
April 6, 2018

1:2,791

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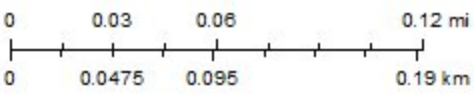
Montgomery County, NC WebGIS Parcels - Name_1: TEDDER MICHAEL B



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**RESOLUTION DIRECTING THE CLERK
TO INVESTIGATE AN ANNEXATION PETITION
RECEIVED UNDER G.S. 160A-31
521 Mill Street – Michael B. Tedder Property
Tax Parcel Number: 7568 10 46 4059**

Whereas, a petition requesting annexation of an area described in said petition was received on April 9, 2018 by the Biscoe Town Board of Commissioners; and

Whereas, G.S. 160A-31 provides that the sufficiency of the petition shall be investigated by the Town Clerk before further annexation proceedings may take place; and

Whereas, the Town Board of Commissioners of the Town of Biscoe deems it advisable to proceed in response to this request for annexation;

Now, therefore, be it resolved by the Board of Commissioners of the Town of Biscoe that:

The Town Clerk is hereby directed to investigate the sufficiency of the above described petition and to certify as soon as possible the Board of Commissioners the result of her investigation.



James E. Blake, Mayor

ATTEST:

Laura B. Morton, Town Clerk

First Bank – 104 National Drive, Biscoe, N.C. 27209

TOWN OF BISCOE VOLUNTARY ANNEXATION PETITION

To the Council of the Town of Biscoe, Montgomery County, NC:

We, the Undersigned Owners of Real Property respectfully request that the area described below be annexed to the Town of Biscoe, Montgomery County, North Carolina. The Area to be annexed is **CONTIGUOUS** **NON-CONTIGUOUS** (CIRCLE ONE)

to the Town of Biscoe of Montgomery County, North Carolina and the boundaries of such territory are as follows:

TAX PARCEL NUMBER: 7568 10 46 4059

Check the box to the left to indicate that a copy of the parcel deed is included with this petition.

Check the box to the left to indicate that you have submitted a \$30 filing fee (payable to the Town of Biscoe) with this petition.

Respectfully Submitted, This the _____ Day of _____

FULL NAME (print): Michael Brent Tedder

SIGNATURE: *MB Tedder* Telephone Number 910-220-1045

RESIDENCE ADDRESS: 621 Mill St Are you a property owner? _____

Number of persons in household _____ (If not the property owner, have them fill out the below)

The following information is required by the Voting Rights Act, 42 U.S.C. 1973c:

ARE YOU REGISTERED TO VOTE IN MONTGOMERY COUNTY, NC? YES NO

RACE: Caucasian Afro-American Hispanic
 Native American Asian American

FULL NAME (print): _____

SIGNATURE: _____ Telephone Number _____

RESIDENCE ADDRESS: _____ Are you a property owner? _____

Number of persons in household _____

The following information is required by the Voting Rights Act, 42 U.S.C. 1973c:

ARE YOU REGISTERED TO VOTE IN MONTGOMERY, NC? YES NO

RACE: Caucasian Afro-American Hispanic
 Native American Asian American

There may be additional costs to cover the cost of the annexation.

OFFICE USE ONLY:

Payment Method and Amount: _____ Version 2 - 6/19/

TOWN OF BISCOE VOLUNTARY ANNEXATION PETITION

To the Council of the Town of Biscoe, Montgomery County, NC:

We, the Undersigned Owners of Real Property respectfully request that the area described below be annexed to the Town of Biscoe, Montgomery County, North Carolina. The Area to be annexed is **CONTIGUOUS** **NON-CONTIGUOUS** (CIRCLE ONE)

to the Town of Biscoe of Montgomery County, North Carolina and the boundaries of such territory are as follows:

TAX PARCEL NUMBER: 7568 10 45 1907

Check the box to the left to indicate that a copy of the parcel deed is included with this petition.

Check the box to the left to indicate that you have submitted a \$30 filing fee (payable to the Town of Biscoe) with this petition.

Respectfully Submitted, This the _____ Day of _____,

FULL NAME (print): Michael Brent Tedder

SIGNATURE: *MB Tedder* Telephone Number 910-220-1045

RESIDENCE ADDRESS: 541 Mill st Are you a property owner? YES NO

Number of persons in household _____ (If not the property owner, have them fill out the below)

The following information is required by the Voting Rights Act, 42 U.S.C. 1973c:

ARE YOU REGISTERED TO VOTE IN MONTGOMERY COUNTY, NC? YES NO

RACE: Caucasian Afro-American Hispanic
 Native American Asian American

FULL NAME (print): _____

SIGNATURE: _____ Telephone Number _____

RESIDENCE ADDRESS: _____ Are you a property owner? _____

Number of persons in household _____

The following information is required by the Voting Rights Act, 42 U.S.C. 1973c:

ARE YOU REGISTERED TO VOTE IN MONTGOMERY, NC? YES NO

RACE: Caucasian Afro-American Hispanic
 Native American Asian American

There may be additional costs to cover the cost of the annexation.

OFFICE USE ONLY:

Payment Method and Amount: _____ Version 2 - 6/19/

MICHAEL B TEDDER
KELLIE A TEDDER
3015 PEKIN RD
CANDOR NC 27229-8242

66-456
531

103

DATE 3/26/2018

Pay to the Order of Town of Biscoe

\$ 60⁰⁰

Sixty & 00/100

DOLLARS

SECURITY FEATURES INCLUDED. DETAILS ON BACK.

FIRST BANK

www.LocalFirstBank.com

MEMO: Annexation

Michael Brent Tedder

⑈00103⑈ ⑆053104568⑆ ⑈0003140342⑈

28375SC

THANK YOU!

Town of Biscoe
110 West Main Street
Biscoe, NC 27209-
(910)428-4112

PAYMENT

Date: 4/3/2018
Time: 11:27 AM

BRENT TEDDER

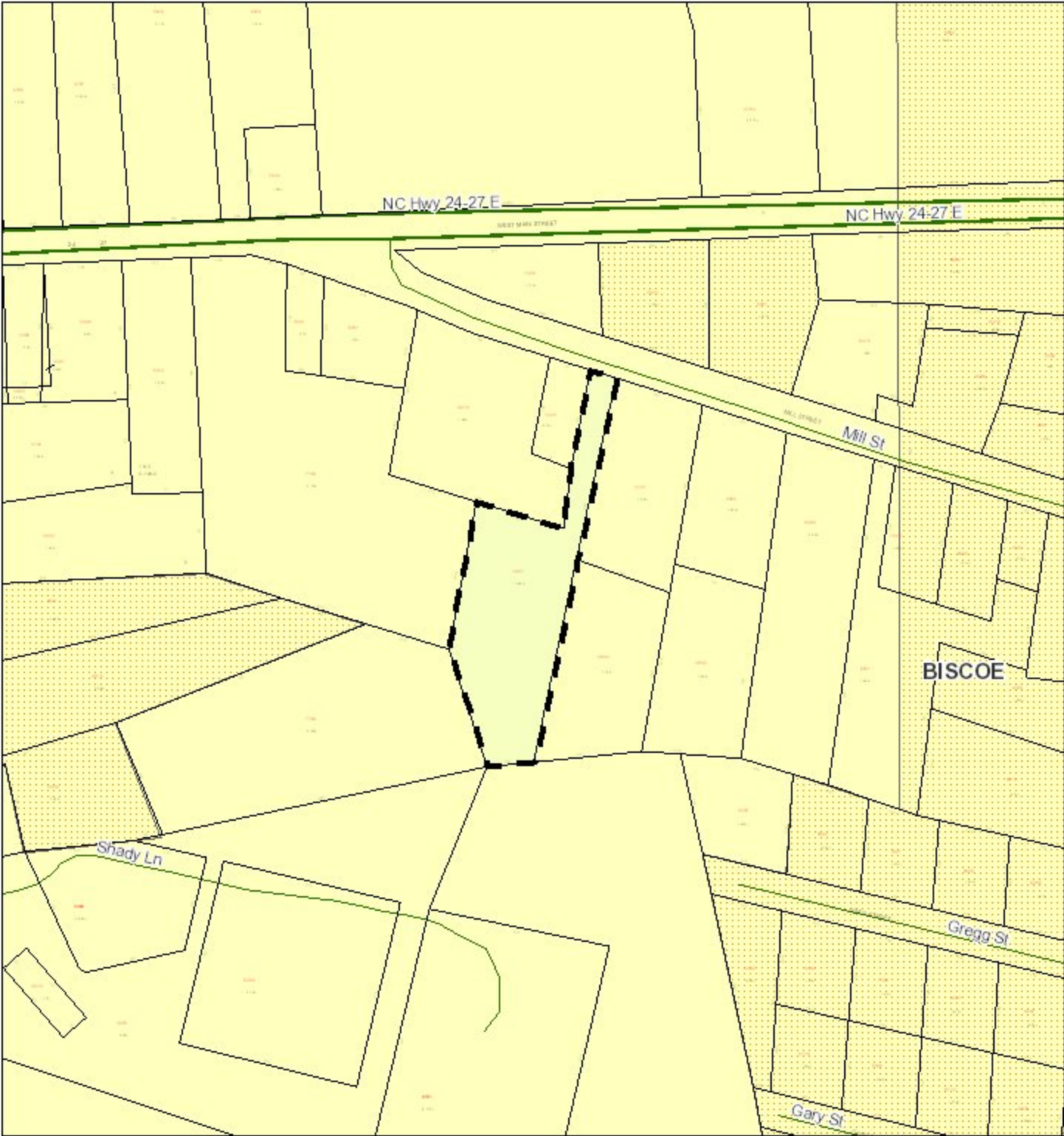
ANNEXATION

Cash:	\$0.00
Check:	\$60.00
Charge:	\$0.00
MoneyOrder:	\$0.00
Total Fees:	\$60.00
TOTAL PAID:	\$60.00
Change Due:	\$0.00

1	174 ANNEXATION FEES	\$60.00
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Operator: 5
Receipt#: 48952

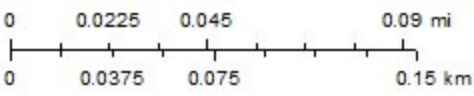
Montgomery County, NC WebGIS Parcels - Name_1: TEDDER MICHAEL B



April 6, 2018

1:2,791

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- Roads**
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-  Primary
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-  Adjacent Counties
-  County Boundary
- Roads_All_labels
- Towns_labels
- Adjacent Counties_labels



CERTIFICATE OF SUFFICIENCY

Michael & Kellie Tedder
521 & 541 Mill Street, Biscoe, N.C.

To the Board of Commissioners of the Town of Biscoe, North Carolina:

I, Laura B. Morton, Town Clerk, do hereby certify that I have investigated the request by the Town of Biscoe and have found as a fact that said petition is signed by all owners of real property lying in the area described therein, in accordance with General Statute 160A-31, as amended, and that the same is in all other respects sufficient, adequate, and correct.

A tract or parcel of land lying and being in Biscoe Township, Montgomery County, North Carolina, being the Town of Biscoe property located at

Michael & Kellie Tedder - Tax Parcel Number #7568-10-46-4059
521 Mill Street, Biscoe, N.C. (Bk. 624 Pg. 839)

More particularly described as follows: Tract One: Beginning on a stake in the line of a twenty foot, the southwest corner of Euna J. Dunlap's Lot, and runs as the line of said street south 8 West 280 Feet to a stake in the line of the JE Kanoy Land thence as his line South 73 East 150 Feet to a stake; thence north 8 east, as a line of John Stuart, 280 feet to his and Euna J. Dunlap's corner stake; thence as Eunice J. Dunlap's line of Lot No. 11 North 73 West to the beginning, being Lot No. 12. See deed from J.M. Wright to J.A. Dunlap and wife, Euna J. Dunlap, dated March 31, 1913, and recorded in Montgomery County Registry in Book 61 at Page 128 see deed from JA Dunlap, Widower, to C. Everette Freeman and Wife, Merline D. Freeman, dated February 20, 1961, recorded in Book 122, Page 556, Montgomery County Registry. For further reference see Deed Book 134, Page 534 in the Montgomery County Registry.

Tract Two: Beginning at a stake, Claude Asbill's Corner of Lot No. 10, on south side of a forty foot street on south side of railroad and runs north 73 west 150 feet to a stake; thence south 8 west 260 feet to a stake; thence south 73 east 150 feet to a stake; thence north 8 east 260 feet to the beginning an known as lot no. 11 west Biscoe. For Title Reference see Deed from J.M. Wright and wife, C.A. Wright, to Euna J. Dunlap dated November 8, 1906, recorded in Book 61, Page 127, Montgomery County Registry. For further reference see Deed Book 134, Page 523 in the Montgomery County Registry.

Michael & Kellie Tedder- Tax Parcel Number #7568-10-45-1907
541 Mill Street, Biscoe, N.C. (Bk. 677 Pg. 441)

More particularly described as follows: A tract or parcel of land lying and being in the Town of Biscoe, Biscoe Township, Montgomery County, North Carolina, being a portion of the Harry E. McIver property along Mill Street and shown as Parcel "A" on a plat for Harry E. McIver and E. Warren Shiver, more particularly described as follows:

BEGINNING at a point on the north side of the curb of Mill Street and in the original line of the property of E. Warren Shiver and wife, Rebecca G. Shiver (Deed Book 212, Page 147), and being approximately 115 feet from the west edge of Craven Street, thence a line along the north side of said curb N 65°33'53" W 49.19. feet to a 3/4 inch iron pipe set at edge of said curb, thence two (2) new lines through the Mclver property N 24°57'00" E 91.28 feet to a 3/4 inch iron pipe set on the east side of a large oak tree, thence S 71°46'39" E 20.90 feet to a point in the original line between Mclver and Shiver, being S 18°14'13" W 30.54 feet from a point in the original south line of the Mclver property, thence three (3) lines along the original boundary of the Shiver property S 18°14'13" W 28.46 feet to a point, thence S 65°15'47" E 15.00 feet to a point, thence S 16°07'13" W 65.86 feet to the BEGINNING, containing 0.08 acre, more or less, as shown as Parcel "A" on a plat for Harry E. Mclver and E. Warren Shiver, dated June 11, 1990 by Thomas J. Fields, RLS. This being a portion of the same land in the deed from Jimmy E. Medlin and wife, Mary H. Medlin to Harry E. Mclver and wife, Georgia B. Mclver, dated July 26, 1989 and recorded in Deed Book 239, Page 68.

IN WITNESS WHEREOF, I have hereunto set my hand and affixed the seal of the Town of Biscoe, this the 11th day of June 2018.



Laura B. Morton, Town Clerk

DRAFT PUBLIC HEARING NOTICE
NOTICE OF PUBLIC HEARINGS
TOWN OF BISCOE

In accordance with NC General Statutes notice is hereby given that the Biscoe Town Board of Commissioners will hold A public hearing during July 9, 2018 at 7 pm during their regular monthly meeting. Public Hearing will be held for the following:

Annexation requests:

A tract or parcel of land lying and being in Biscoe Township, Montgomery County, North Carolina, being the Town of Biscoe property located at

Michael & Kellie Tedder - Tax Parcel Number #7568-10-46-4059

521 Mill Street, Biscoe, N.C. *(Bk. 624 Pg. 839)*

Michael & Kellie Tedder- Tax Parcel Number #7568-10-45-1907

541 Mill Street, Biscoe, N.C. *(Bk. 677 Pg. 441)*

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
Town Clerk

Instructions for the Montgomery Herald

Please run the week of June 20th and June 27th

Amendment to the Budget Ordinance
Ordinance 06112018

BE IT ORDAINED by the Governing Board of the Town of Biscoe, North Carolina that the following amendments are made to the annual budget ordinance for the fiscal year ending June 30, 2018

TO PURCHASE A 2003 E-ONE CYCLONE 75' QUINT LADDER TRUCK

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>
10-4340-550	Capital Outlay		<u>\$175,000.00</u>
	Total		\$175,000.00

This will result in an increase of \$175,000.00 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>
10-3996-000	Fire Truck Loan Proceeds		<u>\$175,000.00</u>
			\$175,000.00

We are therefore recommending that the current year's budget revenue of the General Fund be amended as indicated, increasing the budget revenues by \$175,000.00.

OVERALL BUDGET AMENDMENT – GENERAL FUND 10

Section 3: To amend the General Fund, Estimated appropriations. General Fund of Ordinance 06112018; is hereby amended by increasing estimated revenue and appropriations in the amounts indicated.

GENERAL FUND EXPENDITURES

<u>BUDGET ACCOUNT NUMBER</u>		<u>DEBIT</u>	<u>CREDIT</u>
10-4110-121 SALARIES	Increase	\$195.00	
10-4110-180 SS TAX	Increase	\$11.00	
10-4110-181 MEDICARE TAX	Increase	\$3.00	
10-4120-121 SALARIES	Increase	\$22,087.00	
10-4120-180 SS TAX	Increase	\$1,690.00	
10-4120-182 RETIREMENT	Increase	\$1,330.00	
10-4120-352 Maintenance & Repair	Increase	\$600.00	
10-4120-391 Legal Advertising	Increase	\$1,500.00	
10-4260-290 Department Supplies	Increase	\$2,000.00	
10-4260-354 Beautification	Increase	\$1,000.00	
10-4260-550 Capital Outlay	Increase	\$10,500.00	
10-4340-000 2017 OSFM GRANT EXPENDITURES	Increase	\$18,399.00	
10-4340-550 CAPITAL OUTLAY	Increase	\$7,500.00	
10-4500-399 Garbage Collection	Increase	\$9,500.00	
10-4500-401 County Landfill Charges	Increase	\$8,116.00	

10-4500-499 Misc.	Increase	\$2,500.00
10-6120-270 Supplies for Resale	Increase	\$2,000.00
10-6120-358 Maintenance Repair Facility	Increase	\$4,500.00
10-6120-499 Miscellaneous	Increase	\$180.00
		\$93,611.00

This will result in an increase of \$93,611.00 in the appropriations of the General Fund.

Section 4:

GENERAL FUND REVENUES

<u>BUDGET ACCOUNT NUMBER</u>		<u>DEBIT</u>	<u>CREDIT</u>
10-3100-016 2016 TAXES (FALL OF 2016)	Increase		\$910.00
10-3100-017 2017 TAXES (FALL OF 2017)	Increase		\$54,549.00
10-3100-111 PRIOR YEAR TAXES	Increase		\$13,595.00
10-3100-120 Motor Vehicle Tax	Increase		\$5,585.00
10-3230-000 SALES TAX DISTRIBUTION	Increase		\$51,736.00
10-3250-000 ABC REVENUES	Increase		\$6,479.00
10-3325-351 SALES TAX REFUND	Increase		\$14,873.00
10-3431-910 NCCMT - CEMETERY INTEREST EARNED	Increase		\$680.00
10-3431-920 NCCMT - GENERAL FUND INTEREST EARNED	Decrease	\$41,090.00	
10-3431-930 NCCMT - PAYROLL INTEREST EARNED	Increase		\$900.00
10-3431-940 NCCMT - HALLOWEEN IN THE PARK INTEREST EARNED	Increase		\$284.00
10-3474-000 CEMETERY REVENUES	Increase		\$1,860.00
10-3613-410 PARK FEES	Increase		\$800.00
10-3613-823 ANNEXATION FEES	Increase		\$60.00
10-3830-000 MISCELLANEOUS REVENUES	Increase		\$7,990.00
10-3830-399 EXTRA GARBAGE CANS	Increase		\$2,020.00
10-3831-493 FIRE DEPT INVESTMENT EARNINGS	Increase		\$185.00
10-3831-497 INTEREST INCOME	Increase		\$920.00
10-3833-860 HALLOWEEN IN THE PARK DONATIONS	Increase		\$245.00
10-3833-870 POLICE DEPARTMENT FEES	Increase		\$343.00
10-3835-810 SALE SURPLUS SUPPLIES	Increase		\$628.00
10-3988-980 TRANSFER/CAPITAL RESERVE (21-8100-980)	Decrease	\$50,000.00	
10-3991-000 FUND BALANCE APPROPRIATED	Increase		\$20,059.00
		\$91,090.00	\$184,701.00
		<i>(184,701 - 91,090 = 93,611)</i>	

We are therefore recommending that the current year's budget revenue of the General Fund be amended as indicated, increasing the budget revenues by \$93,611.

Section 5: To amend the General Fund, Estimated appropriations. General Fund of Ordinance 06112018; is hereby amended by increasing estimated revenue and appropriations in the amounts indicated:



GENERAL FUND CONTINUED

GENERAL FUND 10 – Expenditures & Revenues

10-3992-000 FIDELITY BANK - STATE FIRE RELIEF INTEREST AND DEP	Increase		<u>\$50,000.00</u>
10-4340-997 SUPPLEMENTAL RETIREMENT ANNUAL PAYMENTS	Increase	<u>\$50,000.00</u>	
<i>Recognize Fire Relief Retirement</i>			
10-3832-300 County Reimbursement/Fire Vehicle Maintenance	Increase		<u>\$6,000.00</u>
10-4340-354 COUNTY MAINT/REPAIR VEH	Increase	<u>\$6,000.00</u>	
<i>Recognize Maintenance/Repair on County Vehicles</i>			

This will result in an increase of \$56,000 in the appropriations of the General Fund. We are therefore recommending that the current year’s budget revenue of the General Fund be amended as indicated, increasing the budget revenues by \$56,000.

Section 6: To amend the Fund 11, estimated appropriations. Fund 11 of Ordinance 06112018; is hereby amended by increasing estimated revenue and appropriations in the amounts indicated.

BUDGET AMENDMENT – FUND 11

FUND 11

11-3325-351 Sales Tax Refund	Increase		<u>\$85.00</u>
11-4510-290 Departmental Supplies	Increase	<u>\$85.00</u>	

Section 7: *This will result in an increase of \$85 in the appropriations of the General Fund. We are therefore recommending that the current year’s budget revenue of the General Fund be amended as indicated, increasing the budget revenues by \$85.*

Section 8: To amend the Fund 60, estimated appropriations. Fund 60 of Ordinance 06112018; is hereby amended by increasing estimated revenue and appropriations in the amounts indicated.

BUDGET AMENDMENT – GENERAL FUND 60

FUND 60

60-7100-299 Chemicals	Increase	\$14,972.00
60-7100-321 Telephone	Increase	\$3,722.00
60-7100-331 Utilities	Increase	\$36,191.00
60-7100-334 Water Purchases	Increase	\$141,902.00
60-7100-352 Maintenance Repair	Increase	\$6,030.00
60-7100-353 Maintenance Repair Vehicle	Increase	\$3,200.00
60-7100-359 Right of Way Maintenance	Increase	\$1,000.00

60-7100-360 Inmate Expense	Increase	\$300.00
60-7100-391 Legal Advertising	Increase	\$2,000.00
60-7100-440 Water/Sewer Analysis	Increase	\$13,500.00
60-7100-499 Misc.	Increase	\$575.00
60-7100-550 Capital Outlay Equipment	Increase	\$25,000.00
60-7100-587 Credit Card Processing Fees	Increase	\$250.00
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		\$248,642.00
60-3325-351 Sales Tax Refund	Increase	\$31,100.00
60-3431-000 NCCMT-NC Debt Set Off	Increase	\$958.00
60-3431-010 NCCMT-Water/Sewer Interest	Increase	\$1,420.00
60-3712-510 Water Charges	Increase	\$100,000.00
60-3712-511 Sewer Charges	Increase	\$126,162.00
60-3712-520 Water Taps	Increase	\$3,800.00
60-3712-530 Late Charges	Increase	\$2,260.00
60-3712-580 Reconnection Fee	Increase	\$2,800.00
60-3712-582 Recovery Return Checks	Increase	\$4,400.00
60-3712-810 Sale of Surplus	Increase	\$2,000.00
60-3830-000 Misc. Revenue	Increase	\$1,700.00
60-3991-000 Fund Balance Appropriated	Decrease	\$27,958.00
		<hr/>
		\$248,642.00

This will result in an increase of \$248,642 in the appropriations of the General Fund. We are therefore recommending that the current year's budget revenue of the General Fund be amended as indicated, increasing the budget revenues by \$248,642.

Section 9: 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 _____ day of June, 2018

MAYOR'S MINUTES

- ✓ Mayor's meeting in Troy
- ✓ Represented the County Mayors and presented the Mayors' Proposal to County Commissioners regarding Recreation Spending (not approved yet) (Met with Chairman Jackie Morris, Commissioner Matheny, County Manager Matthew Woodard, and Tammy Dunn)
- ✓ Inspected the Pool on its opening
- ✓ Attended the NC Department of Transportation accident mock train with Police Department and Fire Department
- ✓ Met with Michael Fox, Chairman of Transportation Board for NC
- ✓ Went to East Middle and talked with three separate groups regarding Summer Tennis Program
- ✓ Pulled weeds and daylilies with the inmates
- ✓ Attended a COG meeting in Kernersville
- ✓ Weekly meal with the prisoners