

TOWN OF BISCOE
BOARD OF COMMISSIONERS MEETING
June 26, 2019

The Biscoe Town Board of Commissioners met in a regular session on Monday, June 26, 2019 at noon in the Municipal Building. Present were: Mayor Pro-Tem Jerry Smith, Commissioners Gene Anderson, Kay Cagle Kinch and John Beard. Absent: Mayor Jimmy Blake (James Cagle, Jr. "Jimmy" Cagle's seat is vacant due to his death on December 30, 2017).

Members of Management Present: Town Manager Brandon Holland, Town Clerk Laura Morton, and Public Works Director Sam Stewart.

Call to Order/Pledge of Allegiance

Mayor Pro-tem Jerry Smith called the meeting to order at noon. The Pledge of Allegiance to the American Flag was recited and a moment of silence was observed.

**Request for Approval of Water Tap Outside Town Limits – Baltazar Ponce Barrueta
298 Sedberry Road**

A motion was made by Commissioner Beard, seconded by Commissioner Kinch, and so the motion carried unanimously to approve the Request for Approval of Water Tap Outside Town Limits by Baltazar Ponce Barrueta for 498 Sedberry Road.

Schedule Public Hearing for July 8, 2019 – Proposed Amendments to the Water/Sewer Ordinance

A motion was made by Commissioner Beard, seconded by Commissioner Kinch, and so the motion carried unanimously to schedule a Public Hearing for July 8, 2019 for amendments to the Water/Sewer Ordinance.

Approval of Year-End Budget Amendments

A motion was made by Commissioner Beard, seconded by Commissioner Kinch, and so the motion carried unanimously to approve the following year-end budget amendments:

Budget Amendments to the Budget Ordinance

BE IT ORDAINED by the Governing Board of the Town of Biscoe, North Carolina that the following amendment is made to the annual budget ordinance for the fiscal year ending June 30, 2019:

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

<u>Acct No.</u>	<u>Account</u>	<u>Decrease</u>	<u>Increase</u>
10-4120-121	SALARIES		\$67,000.00
10-4120-180	SS TAX		\$4,100.00
10-4120-181	MEDICARE TAX		\$1,000.00
10-4120-182	RETIREMENT		\$3,000.00
10-4120-184	DENTAL INSURANCE		\$500.00
10-4120-185	VISION INSURANCE		\$200.00
10-4120-189	SUPPLEMENTAL RETIREMENT		\$200.00
10-4120-250	VEHICLE SUPPLIES		\$200.00
10-4120-290	OFFICE SUPPLIES		\$15,000.00

10-4120-311	TRAVEL/TRAINING/MEETINGS		\$13,600.00
10-4120-321	TELEPHONE		\$2,275.00
10-4120-382	COMPUTER PROG SERVICES		\$4,170.00
10-4120-391	LEGAL ADVERTISING		\$1,337.00
10-4120-487	NC SALES TAX		\$296.00
10-4120-488	COUNTY SALES TAX		\$500.00
10-4150-191	ACCOUNTING SERVICES		\$2,000.00
10-4260-290	DEPARTMENTAL SUPPLIES		\$18,000.00
10-4260-331	UTILITIES		\$6,000.00
10-4260-351	MAINT/REPAIR BUILDINGS		\$9,000.00
10-4260-487	NC SALES TAX		\$500.00
10-4260-488	COUNTY SALES TAX		\$300.00
10-4260-550	CAPITAL OUTLAY		\$1,417.00
10-4310-121	SALARIES		\$24,461.00
10-4310-122	ESC CONTRIBUTION	\$ (2,084.00)	
10-4310-181	MEDICARE TAX		\$112.00
10-4310-183	GROUP INSURANCE		\$2,409.00
10-4310-185	VISION INSURANCE		\$417.00
10-4310-189	SUPPLEMENTAL RETIREMENT		\$744.00
10-4310-212	UNIFORMS		\$2,000.00
10-4310-311	TRAVEL/TRAINING/MEETINGS		\$500.00
10-4310-321	TELEPHONE		\$2,000.00
10-4310-322	AIR CARDS		\$400.00
10-4310-487	NC SALES TAX		\$1,437.00
10-4310-488	COUNTY SALES TAX		\$696.00

Acct No.	Account	Decrease	Increase
10-4310-491	DUES/SUBSCRIPTIONS		\$50.00
10-4310-550	CAPITAL OUTLAY		\$27,414.00
10-4340-001	2018 OSFM GRANT EXP		\$63,814.00
10-4340-181	MEDICARE TAX		\$2.00
10-4340-182	RETIREMENT		\$750.00
10-4340-212	UNIFORMS		\$1,000.00
10-4340-250	VEHICLE SUPPLIES		\$2,000.00
10-4340-290	DEPARTMENTAL SUPPLIES		\$4,000.00
10-4340-352	MAINT/REPAIR EQUIP		\$7,000.00
10-4340-353	MAINT/REPAIR VEH		\$800.00
10-4340-480	FIDELITY- LADDER TRK PMT		\$822.00
10-4340-487	NC SALES TAX		\$2,919.00
10-4340-488	COUNTY SALES TAX		\$1,171.00
10-4340-550	CAPITAL OUTLAY	\$(53,417.00)	
10-4340-560	FORESTRY GRANT		\$7,512.00
10-4340-997	SUPPLEMENTAL RETIREMENT ACCOUNT		\$10,000.00
10-4340-999	FIRE DEPT CHKING EXPENSE		\$6,159.00
10-4500-212	UNIFORMS		\$7,000.00
10-4500-399	GARBAGE COLLECTION		\$12,000.00
10-4500-487	NC SALES TAX		\$1,205.00
10-4500-488	COUNTY SALES TAX		\$577.00

10-4500-499	MISCELLANEOUS		\$1,830.00
10-4500-591	RESURFACING/PAVING		\$4,042.00
10-6120-290	DEPARTMENTAL SUPPLIES		\$8,000.00
10-6120-299	CHEMICALS		\$4,000.00
10-6120-321	TELEPHONE		\$500.00
10-6120-331	UTILITIES		\$7,000.00
10-6120-400	HALLOWEEN IN THE PARK		\$241.00
10-6120-410	NATIONAL NIGHT OUT		\$760.00
10-6120-461	PARK/POOL PARTY REFUND		\$200.00
10-6120-487	NC SALES TAX		\$712.00
10-6120-488	COUNTY SALES TAX		\$400.00
	Total	\$(55,501.00)	\$369,651.00

This will result in an increase of \$314,150.00 in the appropriations of the General Fund.

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

Acct No.	Account	Decrease	Increase
10-3100-016	2016 PROP TAXES (FY 16-17)		\$1,000.00
10-3100-017	2017 PROP TAXES (FY 17-18)		\$1,500.00
10-3100-018	2018 PROP TAXES (FY 18-19)		\$103,000.00
Acct No.	Account	Decrease	Increase
10-3100-111	PRIOR YEAR TAXES	\$(7,409.00)	
10-3100-120	MOTOR VEHICLE TAXES		\$20,763.00
10-3224-350	TELECOMM SALES TAX	\$(2,509.00)	
10-3230-000	SALES TAX DISTRIBUTION		\$111,663.00
10-3250-000	ABC REVENUES		\$7,200.00
10-3324-000	UTILITY FRANCHISE TAX		\$15,857.00
10-3324-350	VIDEO PROGRAMMING		\$394.00
10-3325-351	SALES TAX REFUND		\$598.00
10-3431-910	NCCMT - CEM INT EARNED		\$789.00
10-3431-920	NCCMT – GEN FUND INT EARNED		\$1,891.00
10-3431-930	NCCMT - PAYROLL INT EARNED		\$1,619.00
10-3431-940	NCCMT – HALLOW. IN THE PK INT EARNED		\$751.00
10-3474-000	CEMETERY REVENUES		\$1,060.00
10-3612-370	FIRE GRANT FUNDS	\$(2,271.00)	
10-3613-410	PARK FEES		\$13,738.00
10-3613-420	SOFTBALL LEAGUES	\$(4,500.00)	
10-3830-000	MISCELLANEOUS REVENUES		\$16,686.00
10-3830-399	EXTRA GARBAGE CANS		\$2,920.00
10-3831-494	INVESTMENT EARNINGS		\$10,000.00
10-3831-497	INTEREST INCOME		\$2,750.00
10-3832-100	FIRE DEPT DONATIONS		\$16,660.00
	Total	\$(16,689.00)	\$330,839.00

This will result in an increase of \$314,150.00 in the projected Revenues of the General Fund.

Section 3: To amend the Powell Bill Fund, the appropriations are to be changed as follows:

Acct No.	Account	Decrease	Increase
11-4510-121	SALARIES	\$(6,704.00)	
11-4510-487	SALES TAX		\$500.00
11-4510-488	SALES TAX		\$300.00
11-4510-592	GRADING/PATCHING		\$13,000.00
	Total	\$(6,704.00)	\$13,800.00

This will result in an increase of \$7,096.00 in the appropriations of the Powell Bill Fund.

Section 4: To amend the Powell Bill Fund, the estimated revenues are to be change as follows:

Acct No.	Account	Decrease	Increase
11-3325-351	SALES TAX REFUND		\$496.00
11-3451-000	POWELL BILL ALLOCATION		\$5,000.00
11-3831-492	INVESTMENT EARNINGS	\$(500.00)	
11-3831-493	NCCMT - P BILL INT EARNED		\$2,100.00
	Total	\$(500.00)	\$7,596.00

This will result in an increase of \$7,096.00 in the projected Revenues of the General Fund.

Section 5: To amend the Water/Sewer Fund, the appropriations are to be changed as follows:

Acct No.	Account	Decrease	Increase
60-7100-121	SALARIES		\$42,000.00
60-7100-122	ESC CONTRIBUTION	\$(2,445.00)	
60-7100-180	SS TAX		\$2,500.00
60-7100-181	MEDICARE TAX		\$425.00
60-7100-182	RETIREMENT		\$2,200.00
60-7100-185	VISION INSURANCE		\$400.00
60-7100-212	UNIFORMS		\$6,100.00
60-7100-250	VEHICLE SUPPLIES		\$100.00
60-7100-290	DEPARTMENTAL SUPPLIES		\$20,000.00
60-7100-299	CHEMICALS		\$12,000.00
60-7100-321	TELEPHONE SERVICE		\$3,500.00
60-7100-331	UTILITIES		\$40,000.00
60-7100-333	CHARGE CARD FEES		\$2,000.00
60-7100-334	WATER PURCHASES		\$188,600.00
60-7100-360	INMATE EXPENSE		\$200.00
60-7100-391	LEGAL ADVERTISING		\$1,200.00
60-7100-440	WATER/SEWER ANALYSIS		\$16,000.00
60-7100-487	NC SALES TAX		\$6,000.00
60-7100-488	COUNTY SALES TAX		\$3,000.00
60-7100-499	MISCELLANEOUS		\$500.00
60-7100-550	CAPITAL OUTLAY EQUIP.		\$10,000.00
60-7100-587	CREDIT CARD PROCESSING		\$500.00
	Total	\$(2,445.00)	\$357,225.00

This will result in an increase of \$354,780.00 in the appropriations of the Water/Sewer Fund.

Section 6: To amend the Water/Sewer Fund, the estimated revenues are to be change as follows:

Acct No.	Account	Decrease	Increase
60-3325-351	SALES TAX REFUND	\$(9,977.00)	
60-3712-510	WATER CHARGES		\$189,757.00
60-3712-511	SEWER CHARGES		<u>\$175,000.00</u>
	Total	\$(9,977.00)	\$364,757.00

This will result in an increase of \$354,780.00 in the projected Revenues of the Water/Sewer Fund.

Section 7: To amend the LEO Separation Trust Fund, the estimated revenues are to be change as follows:

Acct No.	Account	Decrease	Increase
72-3990-000	LEO SEPARATION RESERVE	(\$22,627.00)	
72-3991-000	FUND BALANCE APPROPRIATED		<u>\$22,627.00</u>
	Total	\$(22,627.00)	\$22,627.00

This will result in no change in the projected Revenues of the LEO Separation Trust Fund.

Section 8: FUNDS TRANSFER

Transfer from NCCMT Powell Bill Account \$42,329.72 to reimburse the Town for money that was spent during Fiscal Year 2018-2019.

From 11-1103-011 NCCMT Powell Bill Account
 To 11-1100-012 NCCMT General Needs

Transfer from NCCMT LEO Separation Allowance Account \$22,654.00 to reimburse the Town for money that was spent during Fiscal Year 2018-2019.

From 72-1130-072 NCCMT LEO Separation Account
 To 72-1100-012 NCCMT General Needs

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 26th day of June, 2019.

Adjournment

A motion was made by Commissioner Beard, seconded by Commissioner Kinch, and so the motion carried unanimously to adjourn the meeting. The meeting was adjourned at 12:20 pm.