

**TOWN OF BISCOE**  
**BOARD OF COMMISSIONERS MEETING**  
**November 14, 2016**

The Town of Biscoe Board of Commissioners met in a regular session on November 14, 2016 at 7:00 pm in the Municipal Building. Present were: Mayor Jimmy Blake, Mayor Pro-Tem Jerry Smith, Commissioners, Gene Anderson, Eddie Reynolds, Jimmy Cagle and John Beard. Town Manager Brandon Holland and Town Clerk Laura Morton were present.

**Call to Order/Pledge of Allegiance/Moment of Silence**

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Mayor Blake called the meeting to order at 7:00 pm. The Pledge to the American Flag was recited and a moment of silence was observed. A moment of silence was also observed for the Passing of Former Mayor Billy Woodard.

**Consent Agenda**

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A motion was made by Mayor Pro-tem Smith, seconded by Commissioner Anderson, and so the motion carried unanimously to approve the following consent agenda items: Town Clerk Laura Morton said this month's Financial Statement will be included in next month's agenda.

1. Approval of Minutes 10-10-16

**Heroism Pinning**

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Police Chief Brent Tedder pinned Officer Tina Medlin with a Life Saving Pin for her part in saving Mr. James Spencer from his burning vehicle. Fire Chief Tripp Myrick pinned Firemen Wade Auman at the Fire Department Ladies' Night event.

**Senior Program Update**

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Our B.E.S.T (Biscoe Engaging Seniors Today) Senior Program has been a big success. We have had a monthly activity for our seniors since July of this year. The following is a list of activities and the number of seniors that participated.

<b>Month</b>	<b>Activity</b>	<b># of Participants</b>
July 2016	Movie: Daddy Daycare	2 participants
August 2016	Bingo	32 participants
September 2016	Adult Coloring	19 participants
October 2016	Movie: Miracles from Heaven	23 participants
November 2016	Bingo	23 participants

We had a Senior Coloring Contest for the seniors. Their art was posted in the lobby for citizens to vote on which they liked. Participants were allowed to have two entries and citizens could vote up to two times.

*The following are the participants:*

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|--|----------------------|
| 1. Sally McManigle – 1 <sup>st</sup> Place | 5. Arnetta Maness    |
| 2. Geneva Freeman - 2 <sup>nd</sup> Place  | 6. Jessie Cagle      |
| 3. Hazel Fales – 3 <sup>rd</sup> Place     | 7. Linda Gobrish     |
| 4. Sarah Johnson                           | 8. Mildred Hunsucker |

Trophies and participation ribbons were awarded at the meeting.

December's Event will be a Christmas Prayer Breakfast at Town Hall to be sponsored by First Baptist of Biscoe and the Town of Biscoe. Uwharrie Charter Academy Middle School Chorus is scheduled to sing. We hope the Board will be able to attend.

### **Fire Department Presentation**

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Fire Chief Myrick presented a proposed plan for supplemental retirement for Biscoe Firefighters.

### **BISCOE FIRE DEPARTMENT**

To: Town of Biscoe Commissioners and Town Manager

From: Tripp Myrick-Fire Chief

November 14, 2016

Gentlemen,

Today I write to you regarding the Biscoe Fire Department Firefighters Relief Fund. The original purpose of this fund was to financially assist firefighters that may have been injured while volunteering their service to their community. This fund is funded by a percentage of the tax paid on property coverage pursuant to G.S. 105-228.5.

Biscoe Fire Department collects approximately \$1,600 annually from this tax. This money is directly placed into a checking account that is separate from any other accounts the fire department holds. This fund has a board that consists of county and town appointed officials that governs the fund. The current board is made up of Bobby Kellam, Roger Miller, Jesse Haywood, myself, and Laura Morton as secretary. This board submits accountability reports annually to the state regarding this fund.

This account has approximately \$90,000 in it. The general statutes are very particular in what expenditures are allowed to be taken from this account. Approximately two years ago, we started a scholarship fund which is allowed by general statute and was approved by the state. We started this scholarship as a way to use some of the funding. We limited the scholarship annual expenditure to \$1,500 to essentially match what we collect each year. This has worked out good and has provided a small financial assistance to firefighters and their children.

In 2014, the NC General Assembly amended G.S. 58-84-35 to allow for additional expenditures to local funds. In addition to allowing for additional expenditures, they placed a cap on the amount of money that can be held in the local relief fund. The cap is \$2,500 per firefighter on the roster and a minimum of \$500 per firefighter or \$20,000 whichever is greater. For example, 25 firefighters x \$2,500=\$62,500. If the fund balance is greater than \$2,500 per rostered firefighter then that fire district is withheld the annual percentage on tax paid for property coverage and their check is then divided among the other fire districts in the county. Not being aware of this change, we did not do anything before now to decrease the value of the fund. Therefore, we were not credited with that payment this year. Since learning of this change, we have been hard at work to find a solution.

What we have learned is that one of the allowable expenditures is to set up a Supplemental Retirement Account (SRA) for retired volunteer firefighters. This SRA would provide a small additional benefit to all of these members that gave so much of their time towards keeping this

community safe. Setting up the SRA through the state is no easy task. However, we have worked hard to learn what needs to be done. For the SRA to work long term, it will take a financial commitment from the town to place this money into the account annually for an annual payout to retired members. In addition, the local relief fund board will commit \$50,000 of its balance to secure the SRA. This will ensure that the funding is in place to make the annual contribution to the eligible firefighters. Also, by “moving” this \$50,000 into the SRA, it will decrease the relief fund balance to approximately \$40,000 and be in line with the state mandates so that we can begin to receive our annual \$1,600 allotment once again. We plan to continue to service the scholarship with either all or a portion of the annual allotment from the state.

In addition, we have created an incentive in our planning of this SRA. As you all know, it becomes harder and harder to recruit and retain firefighters. When a firefighter retires after 20 years of service, the department loses a great deal. All retired firefighters can start to draw a state retirement of approximately \$170 per month currently. To be eligible, the firefighter must have served 20 years and reach 55 years of age. Our intentions with the SRA are to provide an additional \$100 per month to these firefighters. As an incentive to retain knowledge and quality for a greater time, we plan to kick in the SRA payment early to firefighters who will give 25 years of service with a minimum of 15 years of that service must be with Biscoe at the time of their retirement no matter their age.

We have created a spreadsheet to show the expenditures as we would see them for a ten year outlook. Please take a moment to review this and how the town commitment would play a part. Currently, I believe that we can build the SRA funding into the current fire department annual budget, if the town will continue to support the Volunteer Fire Department Grant with a maximum match of \$30,000 per year for equipment expenditures.

Thank you for your consideration,  
Sincerely,  
Tripp Myrick, Fire Chief

The Board agreed to visit this again closer to budget time because of its effect on the budget.

### **Discussion of Biscoe Personnel Policy**

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A motion was made by Commissioner Cagle, seconded by Commissioner Anderson, and so the motion carried unanimously to adopt the new Biscoe Personnel Policy as presented. The Pay Plan, Classification Plan, and other monetary benefits that affect the budget will be discussed in upcoming budget meetings.

### **Manager’s Report (Non Action Items)**

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Manager Holland presented the following:

- Coffee with a Cop will be the 1<sup>st</sup> Wednesday of each month from 8 a.m. until 9 a.m. at Bojangle’s in Biscoe.
- Employee Appreciation Christmas Luncheon will be November 29, 2016 from noon until 1:30.

### **Mayor’s Minutes**

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- Spoke to the Candor Round Dozen Book Club regarding Biscoe History
- Attended a Flood Victim Fund Raiser at First Baptist Church of Biscoe
- Attended a Piedmont Triad Regional Council General Meeting and Annual Awards Meeting with Brandon Holland, Town Manager
- Chaired a Rural Planning Organization Meeting in Kernersville

- Attended with Brandon Holland, Town Manager the Kick-off for Montgomery First which is the newly combined Economic Development Corporation, Chamber of Commerce, and Tourism Development
- Voted in the Election
- Spoke to a group from Washington and Raleigh regarding the Solar Farm and 02 Energy
- Spoke with land owners regarding land the Town is interested in purchasing
- Welcomed citizens to the Town Hall on Election Day
- County is discussing Unified Animal Control Ordinance
- County is discussing first steps and debt regarding the new Central High School

### **Commissioner Reports/Staff Reports**

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Commissioner Anderson attended the open house at Carolina Ag on Shady Oak Drive.

### **Closed Session (NCGS 143-318.11(a)(6)) Personnel Issues**

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A motion was made by Commissioner Anderson, seconded by Commissioner Reynolds, and so the motion carried unanimously to go into closed session to discuss Personnel Issues and Land Acquisition in accordance with NCGS 143-138-11 (a) (5) & (6).

A motion was made by Commissioner Anderson, seconded by Commissioner Reynolds, and so the motion carried unanimously to adjourn the closed session and reconvene the regular session with nothing to report.

### **Public Comment**

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No one spoke during the public forum.

### **Adjournment**

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There being no further business to bring before the Board, Commissioner Beard made the motion to adjourn, and Mayor Pro-tem Smith made the second. All voted in favor. Meeting adjourned at 9:00 p.m.