

**TOWN OF BISCOE
BOARD OF COMMISSIONERS MEETING
August 10, 2015**

The Town of Biscoe Board of Commissioners met in a regular session on August 10, 2015 at 7:00 pm in the Municipal Building.

Present were: Mayor Jimmy Blake, Mayor Pro-Tem Jerry Smith, Commissioners, Gene Anderson, Eddie Reynolds, John Beard and Jimmy Cagle. Town Manager Brooks Lockhart and Town Clerk Laura Morton were also present.

Call to Order

Mayor Jimmy Blake called the meeting to order at 7:00 pm.

Consent Agenda

A motion was made by Mayor Pro-tem Smith, seconded by Commissioner Cagle, and so the motion carried unanimously to approve the following consent agenda items:

- a) Approval of Minutes 7.13.15
- b) July Monthly Financial Report

Awards and Recognition

Mayor Blake and the Board of Commissioners presented awards to Matthew Luck and Larry Wilson.

To Matthew Luck: This award is presented to Mr. Matthew Wayne Luck for his decisive actions that saved two lives on Saturday, June 27, 2015, while on duty as a Lifeguard at the Biscoe Swimming Pool. Thank you for going above and beyond serving our citizens.

To Larry & Mary Wilson: For your investment in enhancing the aesthetics of our community and making Biscoe a more beautiful place.

NCDOT Resolution

NC Rail Division-Advanced Warning Signs and Pavement Markings

Town Manager Lockhart said an email was received from Jason Field, working on behalf of the NC Rail Division. The email reads "The NCDOT is providing a unique opportunity with a short term initiative to update the railroad crossing related pavement markings and warning signs at passive locations on Municipal streets with 100% State funding in select locations. Typically this will include the black on yellow advance warning signs, the advance warning pavement markings as well as the stop lines and the passive signage (Stop or Yield) for the crossing. The NCDOT will contract the work out from the NCDOT. Following the installation of new crossing related pavement markings and warning signage, maintenance will remain the responsibility of the Municipality, as they are now, under NC General Statutes.

If your Municipality is agreeable to this project, the State requests the attached MOU be signed as the authorization to allow the NCDOT to have this work performed on your Municipal streets. We will coordinate with you throughout the project so your street department is aware of the upcoming work and the time line." Mr. Lockhart said after speaking with Mr. Fields, it was suggested that we allow them to change the traffic flow at Aileen and the following crossings: Capel, Leach, Stewart. The suggestion is to place stop signs on Aileen to allow the crossing to maintain right-of-way and keep cars from needing to stop to cross the railroad tracks. Our projects qualify for 100% state funding.

A motion was made by Commissioner Anderson, seconded by Commissioner Beard, and so the motion carried unanimously to allow for the above changes as stated.

Intersection of McCaskill Street Extension

Manager Lockhart said NCDOT has requested a resolution from the Town to redesign the McCaskill Street Extension intersection to a complete stop (where the curve meets the apartments). He said upon approving a resolution this evening and NCDOT doing the intersection enhancements, the Town will then be able to add the short road to our maintenance system.

A motion was made by Commissioner Beard, seconded by Mayor Pro-tem Smith, and so the motion carried unanimously to approve the Resolution for DOT to design a stop on McCaskill Street Ext.

Police Department Body Cameras

Manager Lockhart said Recent review of footage from our in car cameras has assisted the town in the review of traffic incidents while helping to protect the safety of our citizens and officers. Further the value of video has proven itself to be a cheap and effective extra pair of eyes. Recently there were some questions surrounding an incident that did not occur directly in front of our police vehicle. Fortunately, there were other sources of video that were able to capture the incident. It has become apparent that an in car camera, while great, needs a supplement for times when our officers have moved beyond their vehicles. As such, we are proposing the purchase of body cameras. Manager Lockhart recommended purchase of the body cameras. The cost of each camera would be \$895. Police Chief Tedder has proposed being able to purchase these within the amount of the approved budget by tightening other anticipated expenditures. We are seeking Board blessing for this purchase and more importantly implementation of their use in our Standard Operating Procedures. Creating video records ultimately means we will need to maintain them in accordance with the NC Mechanics of Disposition.

After some discussion a motion was made by Commissioner Beard, seconded by Commissioner Anderson, and so the motion carried unanimously to agree to have Chief Tedder review the Standard Operating Procedure, email it to the Board and if the Board is okay, at that time 8 cameras will be purchased.

Ice Machine

Manager Lockhart said the ice machine in the fire department needs \$300 in repairs. It was last repaired in 2012 for approximately \$250. Two valves need replacing; one of which is dumping water into the internal unit and leaking onto the floor. The style of commercial machines we have been purchasing comes in two parts; the bin (which holds the ice) and the freezing unit (sits above the bin). Our current bin is likely 20 plus years old and is fully functional but could use some cosmetic repairs. The freezing unit was installed in 2001. The average life span of these commercial machines is approximately 15 years. The cost of a new replacement would be approximately \$4,500 for the freezing unit and \$1,500 for the bin. If we replace the unit the public works department would like to repair and keep the existing unit for use at their shop.

After some discussion, the Board made a motion was made by Mayor Pro-tem Smith, seconded by Commissioner Beard, and so the motion carried unanimously to repair the ice machine instead of purchasing a new one at this time.

Project Updates

CWMTF/CWSRF WWTP Upgrades - Update from Bob Froneberger:

Biscoe WWTP Upgrade Project Status – August 7, 2015

Work continues to progress with the WWTP upgrade with the overall work project approximately 63.4% complete within 58.9% of the schedule. During the last month, the following work was completed:

- Site grading.
- New clarifier equipment installation, torque testing and painting of the clarifier launders and related RAS and effluent piping.
- Installation of influent mechanical screen.
- Site piping from clarifier to chlorine contact tank.

Work is expected to continue with completion of the installation of most equipment and electrical modifications scheduled for August and early September. Equipment checkout and startup is anticipated to begin in September and early October with project completion still scheduled for late October. With regard to funding, Biscoe has received 91.4% of the CWMTF grant of \$584,000 with the remaining \$50,000 held until project completion. With the Payment Request No. 5 for June, Biscoe has now received \$672,712 of the \$1,402,500 CRSRF loan amount.

Additional Information:

We have discovered the need for some additional valving to be installed at the treatment plant. We need to proceed with these and will have change orders for the board to review soon.

A motion was made by Commissioner Beard, seconded by Mayor Pro-tem Smith and so the motion carried unanimously to authorize Town Manager Lockhart to approve the valve change order as presented.

Engineering Report

Updates from Bill Lester from LKC Engineering:

Industrial Park Drive Pump Station Upgrade:

The advertisement for bids to construct the project will publish next week with a scheduled bid date of September 1, 2015 at 2:00 pm. Bids will be opened and read aloud at Town Hall, and a recommendation will be prepared for the Board's consideration at the September Board meeting. LKC also does direct solicitations and we have already had three inquiries requesting plans.

Pretreatment Program: LKC and the Public Works staff had a productive meeting this week and reviewed the program and various protocols that will be implemented. The key elements discussed included the gathering of information for all current industrial/commercial businesses, developing a schedule to implement, reviewed the Carolina Dairy permit, and a discussion of the final items required for NCDENR to consider the plan full implemented. We have also gathered information from Flakeboard and made request for information from Grede. LKC will continue to partner with Town staff throughout the implementation process and during the review of all future businesses.

Town of Biscoe Ordinance Updates

The ordinances are being digitized and the process is taking longer than anticipated. We hope to have a section ready for amendments and reviews next month.

Emerald Forest Taxation

Below is the content of an email received from tax officials at the county last week:

The Emerald Forest LLC, property qualifies under a fairly new legislation (the first new property in Montgomery County) for reduced valuation. They are not exempt but also are not taxed at market value. This being said we have had to reduce their value by \$3,437,211 to follow the NC Statutes which will impact your budget by approximately \$ 19,250. They informed our office last week as to the income/expense information that we must use to assess the property by statute.

As you may recall we had discussed this during our budget preparations and had been assured by two county departments that there would be no reduction in valuation.

Mayor's Minutes

- Attended the dedication of the Montgomery Solar Farm (former Tobacco Stick) with various dignitaries, which included: Town Commissioners Gene Anderson and John Beard, US Senator Richard Burr, 4 NC House Members (including) Stan Bingham and Jerry Tillman, 2 County Commissioners, former Lt Governor Bob Jordan, and Bobby Myrick
- Toured Town of Biscoe with Sam Stewart

- Completed Summer Tennis program with East Montgomery High School coach Blake Frasier
- Attended a meeting with Sam Stewart, Alex Turner, Brooks Lockhart, and the Town of Biscoe Engineer at Grede regarding Grede's expansion
- Spoke with Communities in Schools
- Toured the Town of Biscoe with Brooks Lockhart and Laura Jordan regarding weeds and refuse
- Attended a meeting regarding pretreatment plan with engineers and Sam Stewart's staff.
- Attended an Executive Council of Government meeting in Kernersville

Public Comment

No one spoke during the public comment forum.

Commissioner/Staff Comments

Parks and Recreation Director Mark Miller said pool totals are up this summer from the past several years. The pool is only open on the weekends now.

Public Works Director Sam Stewart said he had hired David Steele who used to work with Chip Maness. He said he brings a lot of knowledge with him.

Commissioners thanked staff for all their hard work.

Adjournment

There being no further business to bring before the Board, Commissioner Beard made the motion to adjourn, and Mayor Pro-Tem, Jerry Smith made the second. All voted in favor. Meeting adjourned at 8:05 p.m.

Mayor

Town Clerk