

that Brooks had checked with our insurance company regarding Safe-Way to schools so the project can continue. Mr. Blake said he had spoken with Bobby Kellam regarding the street lights on Sedberry Road. Mr. Lockhart said LED lights will be installed, which is the better option.

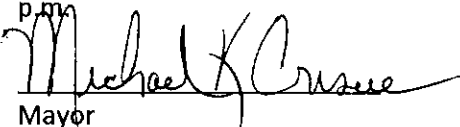
Commissioner Anderson thanked staff for their hard work. He said he also enjoyed riding in the Veterans' Parade. Public Works Director Sam Stewart thanked the Board for the two new lawnmowers. He said they worked great and will be a great asset. Mr. Lockhart said there will possibly be something on the December agenda with regards to Wright Foods. Police Chief Tedder said the department has a couple of new additions that he would bring to the next meeting to introduce to the Board. Mayor Criscoe said this has been a very quick enjoyable two years as Mayor. He congratulated Commissioners Anderson and Cagle on their reelection as well as newly elected Commissioner Eddie Reynolds.

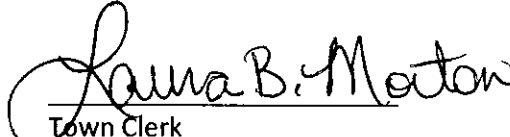
#### **Christmas Party**

After some discussion regarding the Employee Christmas Party, the Board agreed for Mr. Lockhart to email them to work out a date. Commissioner Cagle suggested that if the meeting is on the same night as the meeting that the agenda be a short one.

#### **Adjournment**

There being no further business to bring before the Board, Commissioner Beard made the motion to adjourn, and Commissioner Cagle made the second. All voted in favor. Meeting adjourned at 7:30

<sup>p.m.</sup>  
  
Mayor

  
Town Clerk

**TOWN OF BISCOE  
BOARD OF COMMISSIONERS MEETING  
December 9, 2013**

The Town of Biscoe Board of Commissioners met in a regular session on December 9, 2013 at 7:00 pm in the Municipal Building.

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

#### **Call to Order**

Mayor Pro-tem Jerry Smith called the meeting to order at 7:00 p.m.

#### **Consent Agenda**

A motion was made by Commissioner Blake, seconded by Commissioner Anderson, and so the motion carried unanimously to approve the following consent agenda items:

1. Approval of Minutes 11.12.13
2. November Monthly Financial Report

#### **Swearing in of Newly Elected Officials**

The Oath of office was conducted by duly sworn Town Clerk, Laura B. Morton swearing in our newly elected Mayor James E. (Jimmy) Blake and returning incumbents Commissioners Harold E. (Gene) Anderson and James Cagle Jr. (Jimmy) Cagle; and newly elected Commissioner W. Eddie Reynolds as

### **Emerald Forest Apartments Request**

Town Manager said we have two requests this evening regarding the Emerald Forest Project. Mark Morgan will be on hand if there are any questions regarding these requests.

The first request involves the west pointing stub-out of the McCaskill Street Extension. Mr. Morgan is requesting that the Town be deeded the sixty foot wide right of way; the stub-out (paving is approximately 200 feet) and approximately 100 feet of unpaved right-of-way. The current paving is to NCDOT standards. The town could add it to our Powell Bill listing but would have a minimal impact to our revenues and maintenance would fall to the town. We would not need to develop the further right of way but we could allow those further properties the option of access if they decided they would like to develop their properties.

The second request involves the extension of the existing water line to the edge of his property. This would involve getting an easement from Richard Vaughan, the installation of approximately 300 hundred feet of line and the installation of a meter. As per the utilities on site, all development cost for the water and sewer are being handled by the developer.

A motion was made by Commissioner Cagle, seconded by Commissioner Reynolds, and so the motion carried unanimously to approve both requests made by Mark Morgan/Emerald Forest Apartments.

### **O2 Energies Solar Project Request**

Town Manager Lockhart said a request has been made by O2 Energies regarding their proposed project on the old Tobacco Stick Hunting Preserve. They are requesting to purchase approximately 3 acres of the southeastern most portion of the Town's 220 acre property. In addition, they would like to purchase a 60 foot right strip of property on the far eastern portion of the town's 220 acres to link to the former Odessa Road. This corridor would give them a second access if they would need one.

Mr. Lockhart talked with Ashley Cagle from the Montgomery EDC about how O2 Energy's request might impact our recent site readiness plan. She followed up with the consultants and they had indicated that such a change should not hurt our site's potential. Further it has been recommended that if the town was to agree to this transaction, we should retain lifetime rights, which would be transferable to any future project, to access the 60 foot coordinator. This would give our site a second method of access and could enhance our site's potential.

A motion was made by Mayor Pro-tem Smith, seconded by Commissioner Beard, and so the motion carried unanimously to agree upon the easement request on Town Property and the negotiation of 3 acres of Town Property, and to work with the NC Department of Transportation official for what might be the best solution regarding Odessa Road.

### **Utility Bill Consolidation and Audit Proposal**

Town Manager Brooks Lockhart said that after the power company merger we have experienced numerous billing problems with Duke Energy. At current we have 26 different monthly invoices from Duke all with different billing dates. These invoices cross in the mail and billing clerks at Duke have made numerous errors in applying our payments. Mr. Lockhart referenced a spreadsheet that he provided to the Board that Town Clerk Laura Morton had developed to help remedy these billing issues. Unfortunately, we are still experiencing these issues. As such, we have attempted working with an account specialist at Duke Energy to consolidate our bills to a lesser number; this has not been fruitful. At this point we have reached out to the consulting firm of Davenport Lawrence to

assist us. Overall, they are proposing to conduct an energy audit for the town which will ensure that we are receiving accurate billing. To do so, they will need to map the town's various electric accounts. This mapping will provide us with a GIS layer we can integrate with our other mapped utilities. As part of this audit, they will also ensure consolidation of our billing invoices by department which will have the additional benefit of consolidation of our billing dates. This project unfortunately will have a set fee due to the need to generate the mapping; as per any additional savings we might uncover through the billing audit they will recoup based on the level of revenue recovery. The billing is broken out in further detail in the proposal.

A motion was made by Commissioner Beard, seconded by Commissioner Cagle, and so the motion carried unanimously to agree to enter into a contract with Davenport Lawrence.

### **Project Updates**

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

The design is being submitted to NCDENR this week for approval. After approval we will be putting the project out for bid in, hopefully by April, and will need to have completed construction by August 2014.

#### *Golden Leaf Project Update*

By the time of our meeting all punchlist items should be completed. We will have a site visit from the Golden Leaf Foundation later this week and our final grant report and final request for funds will be made by the end of the month.

### **Public Comment**

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No one spoke during the public comment time.

### **Commissioner/Staff Comments**

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Commissioner Beard welcomed Commissioner Reynolds to the Board.

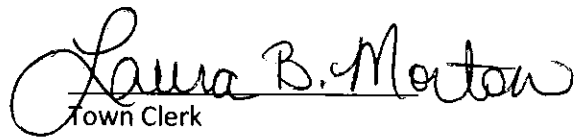
Mayor Blake said he attended the newly elected Mayor's meeting and met several other Mayors. He thanked the Board and said his goal is to be accessible. Commissioner Anderson thanked all Town employees for all they do. Police Chief Tedder introduced new officer MD Brewer and Cale Latham. He also said the new car had arrived that is being purchased with Governor Highway Safety Grant funds. Public Works Director Sam Stewart thanked the Board for the Christmas Party and for a job.

### **Adjournment**

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There being no further business to bring before the Board, Commissioner Beard made the motion to adjourn, and Commissioner Smith made the second. All voted in favor. Meeting adjourned at 8:30 p.m.

  
Mayor

  
Town Clerk