

Expenditures	
Protective Gear	\$33,544.13
Equipment	\$26,459.60
Total	\$60,003.73
Revenues	
OSFM GRANT	\$30,000.00
Capital Reserve	\$30,003.73
Total	\$60,003.73

Governor's Highway Safety Grant 2013

Town Manager Lockhart said we are requesting permission to apply for a three year cycle of the GHSP Grant. this grant would pay for salary, equipment, benefits and a vehicle for a dedicated traffic enforcement officer for a three year cycle.

the Grant and Match schedule is as shown:

- Year One: 85-15
- Year Two: 70-30
- Year Three: 50-50

With the expansion of 24/27 coordinator more traffic enforcement has been in demand by the citizens. A budget will need to be approved when it is generated and this project would flow through our regular annual budget.

We applied in 2012 and did not receive funding. We are hopeful we will have a successful application this fiscal year.

Protective equipment to include but is not limited to: air packs, turn out gear, rescue related things, axes, and pagers. It was determined that items for the new truck were purchased with last approved grant.

A motion was made by Commissioner Beard, seconded by Commissioner Blake, and so the motion was carried unanimously to approve applying for the Office of the State Fire Marshall Grant 2013 and the Governor's Highway Safety Grant 2013.

Design and Development Workshop

The Town of Biscoe is one of five towns that has been selected to participate in a Design and Development workshop. This workshop will be provided in the town at no cost to the town (unless we decided to have refreshments). This project is sponsored by PART, PTRC, and DesignLink.

A motion was made by Commissioner Anderson, seconded by Mayor Pro-tem Smith, and so the motion was carried unanimously to approve the workshop and a date was set for May 3rd.

Cemetery Policies

Jim Williamson spoke regarding the recent winter maintenance at the Biscoe Cemetery. He stated that his family was upset because his father died in December and the flowers were removed from the grave during the winter maintenance. He suggested that the Town of Biscoe forewarn citizens before removal of flowers. Mr. Williamson also commended the Public Works department for a doing a good job of maintaining the Biscoe Cemetery. Mr. Williamson also noted that the flag in front of the municipal building as well as the flags at the cemetery need to be replaced due to wear

and tear. Town Manager Brooks Lockhart assured Mr. Williamson that a flag had been ordered and as soon as the weather deemed appropriate the flag would be replaced.

Sam discussed that when things get moved the Public Works Department gets blamed whether they moved the flowers or not. He expressed his apologies regarding the removal of the flowers and how upset the citizens were regarding the flowers. Mayor Mike Criscoe suggested that if the flowers are blown off or moved and the proper grave is not known to place them on any grave and the person responsible for the flowers could place them on the proper grave. He stated that he would take responsibility if any citizens become upset by doing this.

Sam suggested to have our local sign guy make a sign of rules and regulations for the cemetery and place it at the gate.

Mayor Mike Criscoe wanted to know if someone contacted Mr. Williamson's family after the incident of the removal of flowers from his Father's grave. Mr. Williamson assured Mayor Mike Criscoe that his family had been contacted after the removal of flowers.

Other suggestions are as follows:

Consider placing restrictions on all existing graves that would restrict placement of objects anywhere other than the headstone. This is the same restriction we have placed on any grave sales since March 12th, 2012.

Enforce our current rule that all foot markers must be installed flush with the ground.

Town Manager Brooks Lockhart said these changes, if made retroactive, would probably need the approval of the Town Attorney. The new cemetery deeds reflect these rules. Town Clerk Laura Morton said once approved, she would create a document to hand out during the sale of cemetery plots.

A motion was made by Commissioner Blake seconded by Commissioner Beard and so the motion carried unanimously to approve the following Cemetery Policy to be retro activate prior to new grave sales in March 12, 2012. This approval is contingent on approval of the Town Attorney.

CEMETERY MAINTENANCE POLICY

- Summertime- bi-weekly maintenance
 - mowing
 - weed-eating
 - blowing off of drives
 - removal of Loose flowers (not attached to anything). Flowers removed are placed in a pile at the corner of the cemetery.
- Rest of Year- Maintenance as needed
 - Extra Care given around holidays (Mother's, Easter, Father's, Veteran's, July 4th)
- Bi-Annual Cleaning- typically January and June/July
 - Remove of all unkempt flowers (example: Easter lily in June) without permanent attachment
 - No removal of any flowers attached to Headstones

- Consider placing restrictions on all existing graves that would restrict placement of objects anywhere other than the headstone. This is the same restriction we have placed on any grave sales since March 12th, 2012.
- Enforce our current rule that all foot markers must be installed flush with the ground.

Solid Waste Ordinance

A motion was made by Commissioner Blake, seconded by Commissioner Beard, and so the motion carried unanimously to recess the regular session and call to order a Public Hearing regarding changes to the Solid Waste Ordinance.

Town Manager Brooks Lockhart said that since the last revision to the Solid Waste Ordinance, staff has seen a reduction in problematic waste. There are still some points of confusion on what is acceptable waste with the Town. The Public Works staff has worked together to present this update draft to the Town Board. It is the hope that the revised ordinance will settle any confusion. A leaflet revision was attached to your agenda email. We would like to adopt this leaflet to act as a standing policy; the leaflet reflects the changes in the ordinance. ~~Following a public hearing in February, we would like to revise the ordinance to reflect the changes.~~

Mr. Lockhart said these changes clarify and modernizes the Solid Waste Ordinance. He said the larges changes for defining the terms; which makes this ordinance cut and dry. The major changes are found in sections 2, 3, 3A, 9, 10, 10A, 11, and mentioning the recycling site on the back of the leaflet.

Mr. Lockhart said the fine will be a written citation with a fee not to exceed \$150.

Commissioner Blake mentioned that if a citizen was not sure of what they could or could not do they should call Brooks or Sam for clarification.

Commissioner Beard questioned notifications to violators. Brooks Lockhart responded that it was the responsibility of the Chief of Police to issue citations and there would be a set schedule to issue the citations. The first violation would include a warning. When rental properties are involved the owner and renter are contacted.

It was discussed that the Police department handles animal issues. It is reported to the Police Department who contacts animal control to pick up dead animals.

Mr. Steve Lilly spoke about the citizens being responsible for keeping the town clean. It is the responsibility of the citizen, not the trash person to return a trash can to their yard.

Brooks Lockhart stated that as of approval of the ordinance that we can now issue citations for people not bringing in their trash cans.

Mayor Mike Criscoe wants an amendment to the debris specifications. He would like it to say parallel to the road instead of facing the road.

A motion was made by Mayor Pro-tem Smith and seconded by Commissioner Anderson to close the Public Hearing and return to regular session.

A motion was made by Mayor Pro-tem Smith and seconded by Commissioner Beard to approve with the amendment the Solid Waste Ordinance.

The changes are as follows:

AN ORDINANCE TO AMEND TITLE V, CHAPTER 50: GARBAGE AND REFUSE OF THE TOWN OF BISCOE CODE OF ORDINANCES

WHEREAS, pursuant to NC GS §160A-311 a town may operate Solid waste collection and disposal systems and facilities;

WHEREAS, pursuant to NC GS §160A-174 a town may by ordinance define, prohibit, regulate or abate acts, omissions, or conditions, detrimental to the health, safety, or welfare of its citizens and the peace and dignity of the town; and

NOW, THEREFORE, BE IT ORDAINED by the Board of Commissioners of the Town of Biscoe as follows:

§50.01 DEFINITIONS

REPLACE:

TREE TRIMMINGS with ***DEBRIS***

ADD:

RUBBISH. Floor sweepings, old boots and shoes, discarded clothing, and all such waste materials that ordinarily collect from a home or a business. Rubbish must be placed in a trash can for pickup.

WHITE GOODS. Refrigerators, ranges, water heaters, freezers, unit air conditioners, washing machines, clothes dryers, and other similar domestic and commercial large appliances.

ELECTRONICS. Televisions, computers, monitors, printers, scanners, and computer peripherals such as keyboards and mice; all of which are banned from disposal in landfills.

SPECIAL WASTE. Construction materials, demolition materials, recyclable materials, or other waste banned from disposal in landfills.

§50.04 ACCUMULATION OF GARBAGE AND REFUSE PROHIBITED.

ADD:

It shall be unlawful for any person to throw, deposit in, sweep on, or rake into any street, sidewalk or gutter any leaves, trash, filth, rubbish, broken glass, tin cans, fruit peelings, refuse, ashes, wasted or loose paper. Such materials shall be accumulated as specified in this ordinance and placed in their respective places or proper receptacles as provided in this ordinance.

§50.05 CONTAINERS REQUIRED; SPECIFICATIONS.

MODIFY TO READ:

Covers shall be kept on the receptacles at all times, except when being filled or emptied. All receptacles at all times must be so constructed and maintained, and so covered as to prevent the entrance of flies. Owners are responsible for cleanup in case of ruptured bags. Residential receptacles shall be provided by the town. It is the responsibility of the homeowner or renter to replace any lost or stolen receptacle by contacting the town. The Town of Biscoe will provide one receptacle per household. Owners are required to ensure a sufficient number of such receptacles to hold the quantity of garbage or rubbish accumulated. Additional receptacles may be provided upon request in accordance with the fee schedule in the Clerk's office.

(modified 2013) Penalty, see §10.99

§50.06 PRE-COLLECTION PRACTICES; REQUIREMENTS.

MODIFY TO READ:

It shall be unlawful for any person to burn any matter in garbage or rubbish receptacles or bulk containers. No liquid or semi-liquid matter will be collected by the town, nor should such matter be put in containers for removal by the garbage collector.

(modified 2013) Penalty, see §10.99

§50.07 COLLECTION SCHEDULES

MODIFY TO READ:

A) Garbage and rubbish 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)

B) It is the duty of owners or occupants to set containers at curb side on designated pick up days. Receptacles are to be returned from the curb within 1 day of pickup. Failure to do so may result in penalty in accordance to a fee schedule maintained in the Clerk's office. Penalty, see §10.99

C) Debris collection will be on a once-a-week schedule provided however that on weeks with certain holidays, or any town emergency that may occur no pickup may be provided.

§50.09 SPECIAL OR BULK COLLECTIONS REGULATED.

SECTION B

REPLACE: Board with Public Works Director

ADD: Any special or bulk collection must be approved by the Public Works director prior to accumulation. The town reserves the right to refuse any waste.

§50.10 REMOVAL OF DEAD ANIMALS.

REPLACE: Clerk with Police Department

ADD NEW THE FOLLOW TWO SECTIONS:

§50.12 DEBRIS; SPECIFICATIONS.

All tree limbs, trunks, etc., shall be cut in lengths no greater than 6 ft. and placed neatly in a stack parallel to the road and free of all other debris and rubbish. No one piece to weigh over fifty (50) pounds.

§50.13 DEBRIS; LOT CLEARINGS AND TREE REMOVAL.

All large accumulations from lot clearings, tree removal or large quantities of tree and limb trimmings, building or home construction or repair shall be removed by contractor, home-owner, paid individual or as directed in §50.09 Section B.

Project Updates

Sewer to the Megapark

Installation of the force Main from the future pump station to highway 24/27 is completed. Project is to be completed in 6 months or 7 months; if weather delays occur.

Voluntary Annexations

Staff will be putting together a single form to have all the property owners in question sign to request this voluntary annexation; we anticipate this will be on the March Agenda.

Parks and Recreation Board

It was decided that no further members for the Parks and Recreation Board were needed.

Public Forum

No one spoke during the public forum.

Mayor/Commissioner/Department Head Reports

Commissioner Blake said he and 8 others attended the Safe Routes to School meeting at the local high school. He stated that there was three and a half more years involved than they first pictured. Also, 22% of the budget would involve pedestrian and bicycle paths.

He thanked the board for attending the annual Chamber of Commerce awards dinner. There were more in attendance from Biscoe than any other town in the county. He attended a recent COG meeting. He then thanked Alex for the new sewer project tour and stated that it was a pleasure to work on board able to help other communities.

Mayor Pro Tem Smith stated he would like to see the maps of the Safe Routes to schools. Commissioner Blake stated there would be two crossing arms installed; one at Southside Baptist Church and one at the School.

Laura Morton mentioned to Mayor Mike Criscoe that the names for the Veteran's Memorial were rolling in and asked if anyone wanted a name placed on the memorial to contact Virginia at the Town Hall.

The other Commissioners thanked the Public Works department for their dedication and hard work.