

## **AGENDA**

### **Snow Hill Board of Commissioners Regular Meeting**

**Wednesday, March 1, 2006–9:30 am**

### **Snow Hill Town Hall**

**201 North Greene Street, North Carolina 28580**

1. Call to Order
2. Prayer
3. Pledge of Allegiance
4. Roll Call
5. Consider Approving Meeting Agenda
6. Consider Approving Meeting Minutes:
  - a. January 25, 2006 regular meeting minutes
  - b. February 13, 2006 regular meeting minutes
7. Report of Officers:
  - a. Town Administrator:
    1. Recommend approving job description for the position of Administrative Assistant and position classification as recommended by the MAPS Group
    2. Eastern Carolina Council vacancy on the executive committee (more information forthcoming)
    3. Present communication from North Carolina Housing Finance Agency (Snow Hill's 2006 Urgent Repair Program application unfunded)
    4. North Carolina Rural Center's Small Town Economic Prosperity Demonstration program announcements forthcoming
    5. Discuss rescheduling Board retreat
  - b. Finance Officer:
    1. Recommend approval of a project budget ordinance to appropriate 2005 tree grant funds
    2. Recommend approval of Budget Amendment #4
8. Reports of Boards, Commissions, Committees and/or Taskforce: N/A

9. Unfinished Business and General Orders: N/A

10. New Business:

a. Consider approving job description for the position of Administrative Assistant and position classification as recommended by the MAPS Group

b. Consider approving a project budget ordinance to appropriate 2005 tree grant funds

c. Consider approving Budget Amendment #4

d. Consider entering a closed session to discuss a personnel matter pursuant to NCGS 143-318.11(6)

11. Program: N/A

12. Announcements and Public Comments

13. Adjournment

Any person who has a disability requiring a reasonable accommodation to participate in this meeting, should contact the Town Hall, Monday through Friday, 8:30 am to 5:00 pm; Town of Snow Hill, 201 North Greene Street, North Carolina 28580 within a reasonable time before the meeting. Requests for an interpreter require five (5) working days' advance notice. (*Current as of February 27, 2006 at 6:08 pm.*)