

**AGENDA**  
**Snow Hill Board of Commissioners**  
**Regular Meeting**  
**Monday, 14 December 2015**  
**G. Melvin Oliver Town Hall**  
**6:30 pm**

1. **Call to Order** *Invocation / Pledge of Allegiance*
2. **Roll Call**
3. **Consider Agenda Approval**
4. **Consider Minutes Approval** *9 November 2015*
5. **Report of Officers:**
  - a. Mayor
    1. Welcome
  - b. Town Manager
    1. Property Gift
  - c. Town Clerk
    1. Report of 2015 Official Election Results
6. **General Orders**
  - a. Administration of Oath of Office  
Commissioners-Elect:  
Donnell Hagans *Judy Darden, Notary Public*  
Lorraine Washington *Judy Darden, Notary Public*
  - b. Comments:  
Commissioner Hagans  
Commissioner Washington
7. **Public Comments**

*Action Items*
8. **New Business:**
  - a. **Consider Accepting Property Gift from Fifteenth Street, LLC**
  - b. **2016 Regular Meeting Schedule**
  - c. **Election of Mayor Pro Tempore**  
Oath of Office *Judy Darden, Notary Public*
9. **Commissioner Comments**
10. **Adjourn**

*A reception will follow the meeting*

*Any person who has a disability requiring a reasonable accommodation to participate in this meeting should contact Town Hall prior to the meeting date. Requests for an interpreter require five (5) working days notice. Proposed agenda current as of 12-7-15.*

**MINUTES**  
**SNOW HILL BOARD OF COMMISSIONERS**  
**MONDAY, NOVEMBER 9, 2015**  
**G. MELVIN OLIVER TOWN HALL**  
**201 N. GREENE STREET**  
**SNOW HILL, NC 28580**

- 1. Call to Order - Invocation/Pledge of Allegiance**  
Mayor Liles called the meeting to order at 6:35 p.m. Commissioner Wilkes offered The Prayer and Commissioner Taylor led the Pledge.
- 2. Roll Call – Cathy Webb**  
Members present were Mayor Liles, Commissioners Hagans, Shackelford, Taylor, Washington and Wilkes. A quorum was declared.
- 3. Consider Agenda Approval –**  
Motion made by Commissioner Washington, seconded by Commissioner Wilkes. Motion carried.
- 4. Consider Minutes Approval –October 12, 2015**  
Motion made by Commissioner Washington, seconded by Commissioner Wilkes. Motion carried.
- 5. Program/Presentations**  

<b>2016 Election Process</b>	<b>GC Elections</b>
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**Mr. Steve Hines-Director of Elections** – Mr. Hines stated that he understood that the Town was thinking about taking over the building that they were in. He stressed that a move in the next year would be very hard for the Board of Elections. He stated that there would be a primary on March 15<sup>th</sup>, another one either the first of May or the last of May, depending on the situation. He said that the people were familiar with the setup that they had for 21 years. He thought that there would be quite a lot of confusion if they were to move at this time.
- 6. Report of Officers –**
  - a. Mayor**
    - 1. Holiday Events**

**Veterans Day Ceremony** – Mayor Liles announced that the Veterans Day Ceremony would be held on Wednesday, November 11<sup>th</sup> at 11:00 a.m. at the National Guard Armory.

**Christmas Parade** – The Christmas parade will be held on Saturday, December 5<sup>th</sup> at 2:00 p.m.

**Christmas Extravaganza** –The Christmas Extravaganza will be held On Friday, December 11<sup>th</sup> at 6:00 p.m.

**b. Town Manager/PW Director**

**1. Recap of Planning Retreat** – Mr. Hill gave a recap of the items discussed at the Retreat. All items discussed were prioritized by each Commissioner.

**#1 Town Hall Relocation**

**#2 Splash Park**

**Gym acquisition**

**#3 Sidewalk Extensions**

**Downtown Streetscapes**

**Cemetery Expansion**

**#4 Amphitheater**

He said that in order to do any of these projects that the Town would need to find some alternative funding.

**2. Town Hall Relocation** – Mr. Hill said that he had looked at the Elections Building and he feels that this building is much better suited for our operation than where we are operating today. He said that there would be some cosmetic work to be done. He said that they are willing to cooperate with the County and the Board of Elections so that their process would not be disrupted. He said that realistically the move would probably not be earlier than twelve months. He said that maybe some of the cosmetic changes could be made during these twelve months. Mr. Hill said that he thought the move would be the best for the town, but would work with the parties involved as needed.

**3. Town Clerk/Finance Officer –**

The Finance Officer presented Budget Amendment #2 for approval.

**7. Report of Boards – NONE**

**8. Public Comments – NONE**

**9. Action Items:**

**1. Consider adoption of Budget Amendment II** – Motion made by Commissioner Hagans, seconded by Commissioner Washington. Motion carried.

**10. Closed Session – Personnel**

Motion made by Commissioner Washington, seconded by Commissioner Shackelford to go into closed session. Motion carried.

Motion made by Commissioner Washington, seconded by Commissioner Shackelford to reconvene to regular session.

**11. Commissioner Comments – NONE**

**12. Adjourn** – There being no further business to come before the Board, a motion was made by Commissioner Shackelford, seconded by Commissioner Wilkes to adjourn. The meeting adjourned at 7:15 p.m.

\_\_\_\_\_  
Mayor

\_\_\_\_\_  
Clerk

**RESOLUTION OF THE BOARD OF COMMISSIONERS OF  
THE TOWN OF SNOW HILL ACCEPTING PROPERTY GIFT**

WHEREAS, Fifteenth Street, LLC (hereinafter the "LLC") is the owner of a parcel of land consisting of approximately 1.59 acres (including 0.41 acres in Right-of-Way) further described on that map entitled "Rich, Rich & Phillips, a North Carolina General Partnership" and recorded in Map Book 28, Page 171 of the Greene County Register of Deeds (hereinafter referred to as the "Property"); and

WHEREAS, the LLC desires to give the Town of Snow Hill (hereinafter the "Town") the Property which is valued at an appraised value of \$150,000.00; and

WHEREAS, the LLC gives this property to the Town subject to the following: (1) 2015 Greene County Ad Valorem taxes; (2) such easements, rights-of-way and restrictions of record in the Greene County Registry; (3) non-compliance with any local, county, state or federal governmental laws, ordinance or regulations relative to zoning, subdivision, occupancy, use, construction or the development of the subject property; (4) that the Town not sell or otherwise convey the Property prior to January 30, 2019; and (5) for so long as the Advance Auto Lease is in effect on the adjacent property (said property being described in Book 621, page 162 of the Greene County Registry) no portion of the subject property herein may be used for any business similar to that being conducted by Advance Auto Parts on the Advance leased premises including the sales, display or rental or automotive parts, accessories, supplies or maintenance items;

NOW, THEREFORE, BE IT RESOLVED that this Property Gift is hereby formally accepted by the Board of Commissioners of the Town of Snow Hill, that the terms and conditions set forth above are agreed to and that the Mayor is hereby empowered to sign and execute any closing documents between the Town and LLC.

Adopted this 14<sup>th</sup> day of December, 2015.

TOWN OF SNOW HILL

By: \_\_\_\_\_  
Dennis Liles, Mayor

Attest:

\_\_\_\_\_  
Cathy Webb, Town Clerk

# Town of Snow Hill Board of Commissioners 2016 Scheduled Meeting Dates

<b>6:30 p.m.</b>
January 11, 2016
February 8, 2016
March 14, 2016
April 11, 2016
May 9, 2016
June 13, 2016
July 11, 2016
August 8, 2016
September 12, 2016
October 10, 2016
November 14, 2016
December 12, 2016

All meetings will be held at Snow Hill Town Hall, 201 N. Greene Street unless otherwise announced.

## SNOW HILL POLICE DEPARTMENT

### MONTHLY CRIME SUMMARY

1) Larceny-	4
2) Assaults-	0
3) Breaking/Entering-	2
4) Robbery-	0
5) Sex Offenses-	0
6) Homicide-	0
7) Fraud-	0
8) Damage to Property( Vandalism)	1