

AGENDA
Snow Hill Board of Commissioners
Monday, 14 November 2016; 6:30 pm
G. Melvin Oliver Town Hall
908 SE Second Street

1. **Call to Order** *Invocation / Pledge of Allegiance*
2. **Roll Call**
3. **Consider Agenda Approval**
4. **Consider Minutes Approval** *12 September 2016*
5. **Program / Presentations:**
 Late Fee / Disconnect Policy *David Murray*
6. **Report of Officers:**
 - a. **Mayor**
 - b. **Town Manager / PW Director**
 1. **Non-Profit Funding Applications** *Discussion*
 2. **Christmas Events** *Discussion*
 3. **Town Clean-Up** *Information*
 4. **Hurricane Report** *Information*
 5. **Open House Event** *Discussion*
 6. **Building Inspections** *Action Request*
 7. **EM Agent Designation** *Action Request*
7. **Public Comments**
8. **Action Items**
 1. **Consider Authorizing Manager to Pursue Condemnation of 106 SE Third if Necessary**
 2. **Consider Naming Town Manager and Finance Officer Applicant's Agents for NC Emergency Management Reimbursements**
9. **Closed Session- *Economic Development***
10. **Commissioner Comments**
11. **Adjourn**

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 9-7-16

MINUTES
Snow Hill Board of Commissioners
Monday, 12 September 2016; 6:30 pm
G. Melvin Oliver Town Hall
908 SE Second Street

1. Call to Order

Invocation / Pledge of Allegiance

Mayor Liles called the meeting to order at 6:30 pm

2. Roll Call

All members were present and a quorum declared

3. Consider Agenda Approval

Motion to approve as presented by Commissioner Washington, second by Commissioner Wilkes, carried

4. Consider Minutes Approval

8 August 2016

Motion to approve as presented by Commissioner Washington, second by Commissioner Wilkes, carried

5. Program / Presentations: NONE

6. Report of Officers:

a. Mayor

b. Town Manager / PW Director

1. Tank Maintenance Contract

Action Request

Hill asked that the Board consider approval of the contract pending minor revisions suggested by the Town Attorney. Mr. Pridgen reported that he would like to change wording to make the town's option to cancel more in line with the contractor's option

c. Town Clerk / Finance Officer

1. FY 15-16 Tax Settlement

Action Request

Webb presented the settlement report showing a collection rate of 96.99% and asked for approval

7. Report of Boards: NONE

8. Public Comments NONE

9. Action Items:

1. Consider Authorizing Manager to Enter into a Contract for Water Tank

Maintenance with Southern Corrosion

Motion to approve with legal revision by Commissioner Wilkes, second by Commissioner Hagans, carried unanimously

2. Consider Approval of FY 15-16 Tax Settlement Report

Motion to approve by Commissioner Washington, second by Commissioner Wilkes, carried unanimously

10. Closed Session

Personnel

Motion to enter into closed session by Commissioner Washington, second by Commissioner Wilkes, carried.

Motion to reconvene open session by Commissioner Washington, second by Commissioner Hagans, carried.

Motion to approve amendments to the Manager's employment agreement by Commissioner Taylor, second by Commissioner Washington, carried unanimously.

11. Commissioner Comments NONE

12. Adjourn

Motion to adjourn by Commissioner Washington, second by Commissioner Shackelford, carried.

Respectfully Submitted: _____

Cathy Webb, Town Clerk

Approved: _____

Dennis Liles, Mayor

**RESOLUTION
DESIGNATION OF APPLICANT'S AGENT**
North Carolina Division of Emergency Management

Organization Name (hereafter named Organization) <i>Town of Snow Hill</i>	Disaster Number: <i>FEMA-4285-DR-NC</i>
Applicant's State Cognizant Agency for Single Audit purposes (If Cognizant Agency is not assigned, please indicate):	
Applicant's Fiscal Year (FY) Start Month: <i>July</i> Day: <i>1</i>	
Applicant's Federal Employer's Identification Number <i>SC 6001336</i>	
Applicant's Federal Information Processing Standards (FIPS) Number <i>- -</i>	

PRIMARY AGENT	SECONDARY AGENT
Agent's Name <i>Dana Hill</i>	Agent's Name <i>Cathy Webb</i>
Organization <i>Town of Snow Hill</i>	Organization <i>Town of Snow Hill</i>
Official Position <i>Town Manager</i>	Official Position <i>Finance Officer / Town Clerk</i>
Mailing Address <i>Po Box 247</i>	Mailing Address <i>Po Box 247</i>
City, State, Zip <i>Snow Hill NC 28580</i>	City, State, Zip <i>Snow Hill NC 28580</i>
Daytime Telephone <i>252 747 3414 x 206</i>	Daytime Telephone <i>252 747 3414 x 205</i>
Facsimile Number <i>252 747 4269</i>	Facsimile Number <i>252 747 4269</i>
Pager or Cellular Number <i>252 539 5051</i>	Pager or Cellular Number <i>252 .</i>

BE IT RESOLVED BY the governing body of the Organization (a public entity duly organized under the laws of the State of North Carolina) that the above-named Primary and Secondary Agents are hereby authorized to execute and file applications for federal and/or state assistance on behalf of the Organization for the purpose of obtaining certain state and federal financial assistance under the Robert T. Stafford Disaster Relief & Emergency Assistance Act, (Public Law 93-288 as amended) or as otherwise available. BE IT FURTHER RESOLVED that the above-named agents are authorized to represent and act for the Organization in all dealings with the State of North Carolina and the Federal Emergency Management Agency for all matters pertaining to such disaster assistance required by the grant agreements and the assurances printed on the reverse side hereof. BE IT FINALLY RESOLVED THAT the above-named agents are authorized to act severally. PASSED AND APPROVED this day of , 20 .

GOVERNING BODY	CERTIFYING OFFICIAL
Name and Title <i>Dennis Liles Mayor</i>	Name <i>Cathy Webb</i>
Name and Title <i>Lorraine Washington Mayor Pro Tem</i>	Official Position <i>Town Clerk / Finance Officer</i>
Name and Title <i>Bobby Taylor Commissioner</i>	Daytime Telephone <i>252 747 3414 x 205</i>

CERTIFICATION

I, *Cathy Webb*, (Name) duly appointed and *Town Clerk* (Title) of the Governing Body, do hereby certify that the above is a true and correct copy of a resolution passed and approved by the Governing Body of *Town of Snow Hill* (Organization) on the *14th* day of *November*, 20*16*.

Date: *14 Nov 2016*

Signature: _____

SNOW HILL POLICE DEPARTMENT

September 2016

MONTHLY CRIME SUMMARY

1) Larceny-	5
2) Assaults-	1
3) Breaking/Entering	
a. Residential	0
b. Commercial	0
c. Motor Vehicle	0
d. Storage Buildings	0
4) Robbery-	1
5) Sex Offenses-	0
6) Homicide-	0
7) Fraud-	2
8) Damage to Property(Vandalism)	0

SNOW HILL POLICE DEPARTMENT

October 2016

MONTHLY CRIME SUMMARY

1) Larceny -	1
2) Assaults-	0
3) Breaking/Entering	
a. Residential	
b. Commercial	1
c. Motor Vehicle	1
d. Storage Buildings	1
4) Robbery-	0
5) Sex Offenses-	0
6) Homicide-	0
7) Fraud-	3
8) Damage to Property(Vandalism)	0

John Rea

From: Grabow, Gary <Gary.Grabow@fema.dhs.gov>
Sent: Monday, October 31, 2016 11:53 AM
To: shpd@snowhillnc.com
Cc: Saba, James; Cypher, Fredrick
Subject: DRC#8 Security

Dear Chief Rea;

As manager of FEMA's Disaster Recovery Center in Snow Hill, I would like to take this opportunity to thank you and your Department for your service providing security for our facility at the Fire Department Building. My opinion is that when local

officials become involved in the operation it is mutually beneficial to all parties, especially the disaster survivors because they

know and recognize who they are dealing with and vice versa, whereas we are usually strangers. Your dept in particular is a prime example of a very good partnership being formed to help the community. I commend you and all the officers who worked with us. They are all personable, outgoing and friendly to our staff and visitors, on top of providing good security.

I would be remiss if I didn't mention in particular Sgt Hobbs and Officer O'Bryant. Their help, information, advise, and knowledge

has gone above and beyond the norm in my view. Frankly, I consider them good friends and will in the future. But all the officers

I met were GREAT. It is my hope that you will be further commended.

We will be transitioning to a new DRC Mgr soon as I must depart this operation due to an important commitment at home. I am sorry to go, but it cannot be avoided. The new Mgr is here and working at the Center, so he is not a stranger. You may want to come meet with him if you can. I trust the transition will be smooth.

Thank you again. Best Regards!!

Gary Grabow
DRC Mgr
DR-4285-NC
254-842-4846(pers)best/preferred
225-910-5136(BB)
gary.grabow@fema.dhs.gov