

June 29, 2005

MEETING MINUTES

Snow Hill Board of Commissioners

Wednesday, June 29, 2005-9:30 am

Snow Hill Town Hall

201 North Greene Street

Snow Hill, North Carolina 28580

The Snow Hill Board of Commissioners regular meeting convened at 9:30 am on Wednesday, June 29, 2005 in the Snow Hill Town Hall with the following present: Mayor Don Davis; Commissioners Phyllis Burruss, Percy Edwards, Lyn Lane, Allison Thomas, and Lorraine Washington; Mauren Baker, town clerk; Bob Clark, town administrator; Jim Cauley, town attorney. Carolyn Newcomb, Frank Seymour, Bob Masters, Marlene Hart, Mark Lineberger, and George Dixon were also present

Mayor Davis sounded the gavel and called the meeting to order. Commissioner Percy Edwards offered prayer. The Pledge of Allegiance was recited. A quorum was established via roll call. All members were present.

Motion was made by Commissioner Edwards, seconded by Commissioner Burruss, and carried unanimously to approve the agenda of the June 29, 2005 regular meeting of the Snow Hill Board of Commissioners as drafted.

Motion was made by Commissioner Washington, seconded by Commissioner Edwards and carried unanimously to approve the meeting minutes of June 13, 2005 regular board meeting.

Motion was made by Commissioner Thomas, seconded by Commissioner Washington and carried unanimously to open the FY2005-2006 Snow Hill Budget public hearing. The mayor asked how many citizens would like to comment on the proposed budget. Carolyn Newcomb, Frank Seymour, Bob Masters, and Allison Thomas indicated that they would like to speak. Ms. Newcomb's concern was law enforcement. She expressed concerns regarding the recent break-ins and visibility of the officers. Mr. Seymour asked what was the tax rate. Mayor Davis said that .38 cents is the proposed rate, which is revenue neutral excluding an appeal submitted by the Wilson Community Improvement Association. Mr. Masters requested that the board review the budget request from Contentnea Development Partnership. Mayor Davis directed the board to stand at ease until copies could be provided to all members. The Mayor reconvened the meeting allowing Mr. Masters to complete his request for \$5000.00 for CDP. Mayor Davis replied that the \$500 was appropriated based on a conversation with Mr. Master and Keith Sylvester, chairman of CDP. He also stated the rationale for program this activity in the manner which it was. Mayor Davis said that he believed that the organizational structure of the town's economic and community development efforts needed to be better defined before making such a commitment. He said that there might be the duplication of some services. Mayor Davis also stated that as it is further defined, CDP could potentially contract services.

At this point in the public hearing, Commissioner Thomas excused herself from the board table as a commissioner and requested that she address the board as a town citizen. Mrs. Thomas proceeded to discuss the proposed budget line by line asking questions and making comments. As time had nearly expired, Mayor Davis reminded the board that this meeting was a timed meeting and requested that Mrs. Thomas return to her position as commissioner so that the board could consent to continuing the meeting. The board consented to continue the regular meeting until Thursday, June 30, 2005 at 1:00 pm in the Snow Hill Town Hall.

Mayor Davis sounded the gavel and reconvened the meeting of June 29, 2005 at 1:00 pm on June 30, 2005 in the Snow Hill Town Hall.

Mayor Davis explained that the board has in the past set time limits on comments from citizens during public hearings. He asked the board if they were in favor of time limits for comments to complete this public hearing. After discussion, motion was made by Commissioner Thomas seconded by Commissioner Lane to place a 30-minute time limit on citizens making comments. The motion did not carry by a vote of three to two. Those in favor of the motion were Commissioners Thomas and Lane. Those opposed to the motion were Commissioners Edwards, Washington, and Burruss.

Motion was made by Commissioner Edwards seconded by Commissioner Washington to allow a five-minute time limit on citizens making comments in the public hearing. Motion carried by a three to two vote. Commissioners Edwards, Washington, and Burruss voted in favor of the motion. Commissioners Thomas and Lane were opposed.

Mayor Davis reconvened the public hearing. Commissioner Thomas excused herself from the table as a commissioner to address the board as a citizen. She stated that five minutes was a short time to review the balance of the budget. Mrs. Thomas was interested in introducing compensation for members of committees and other boards. She also questioned the line item for professional services (town attorney) with respect to the amount budgeted in reference to the amount spent in FY2004-2005. Ms. Thomas' five minutes expired. Mr. Bob Masters asked to address the board with a question about the line item for the Greene County Chamber of Commerce. Mayor Davis stated that the appropriation was programmed into the budget but would not be automatically forwarded to the chamber. He said that in fact, the chamber did not receive funds this fiscal year. Mrs. Thomas rejoined the board.

Commissioner Thomas made a motion, seconded by Commissioner Burruss, and carried unanimously to close the public hearing if no one else would like to speak.

Mayor Davis asked, and there were no further comments from the public.

Report of Officers:

The board consented to received the following report of town administrator:

a. Fourth of July Parade is scheduled for July 2, 2005 at 10:30 am starting at the Greene County Courthouse;

b. Status on request for proposals:

1. Auditing services—advertised in The Standard Laconic, The Kinston Free Press and the town’s website. Only one response received—Edward L. Barrow, PA

2. Water system evaluation—town has received three bids for the mapping project. Town administrator will present recommendation for proposal award at the next meeting

c. Update on town’s organizational structure—asked board to table

d. Reviewing ordinance in regards to amendment addressing parking vehicles in a state right of way—Town administrator will present for review to the Planning Board and the town board a draft ordinance in reference to this issue—parking in rights-of-way, etc.

Report of Committees, Board and/or Taskforce:

The Public Works Committee was not able to meet because notification was not made; however, the item to be reported was addressed under agenda item # 11b.

Commissioner Edwards reported that the Recreation Commission recommended that the town name the street leading into the park at Genesis Hills, “Genesis Lane”; the commission has no recommendation for the park name as yet. Board consented to receive the report.

Unfinished Business and General Orders:

Town Administrator Clark presented a resolution supporting the city of Wilson in its application to the Division of Water Quality for Contentnea Creek Development Planning Grant. Motion was made by Commissioner Washington, seconded by Commissioner Burruss and carried unanimously to approve the resolution in support of the city of Wilson and the application to the Division of Water Quality for the Contentnea Creek Development Planning Grant with modifications to paragraph 3 (hereby incorporated by reference and made a part of these minutes).

New Business:

The finance officer presented a budget amendment for consideration. Motion was made by Commissioner Edwards, seconded by Commissioner Burruss to approve the budget amendment closing out the year. The motion carried by a vote of three to two. The mayor requested a roll call for the vote—in favor—Edwards, Burruss, Washington; opposed—Thomas, Lane.

After discussing the budget amendment process, motion was made by Commissioner Thomas, seconded by Commissioner Lane, and carried unanimously to receive budget amendments, if any, once a month at the second meeting of the month.

Mayor Davis presented a “snapshot” of the new water/wastewater rates being billed for July 1, 2005. Commissioner Thomas stated that was the kind of report she wanted to see for the new rates. Mayor Davis explained to the board that an error had been discovered in the North

Carolina Rural Water Association's formula used to calculate the water rates in the rate study and presented the board with a new rate schedule to correct the error in the initial schedule. Motion was made by Commissioner Lane, seconded by Commissioner Washington and carried by a vote of four to one. Commissioners Lane, Washington, Burruss and Edwards voted yea. Commissioner Thomas voting no—to adopt the corrected water/wastewater rate schedule (hereby incorporated by reference and made a part of these minutes).

Town Administrator Clark presented the contract proposal for FY 2004-05 audit from Edward L. Barrow, PA to the board for consideration. Commissioner Thomas asked if the local CPAs had been sent letters requesting proposals. Mr. Clark said that ads had been placed in two newspapers and on the website, and the only response came from Barrow. Commissioner Thomas said that letters should have been sent to local CPAs. Motion was made by Commissioner Thomas, seconded by Commissioner Lane to officially send letters to local CPA firms for proposals for the town's FY 2004-05 audit and accept only bids of \$10,000.00 or less.

During debate, Commissioner Thomas amended her motion. Motion was amended by Commissioner Thomas and Commissioner Lane to officially send letters to local CPA firms for proposals for the Town's FY2004-05 audit to be opened at 5:00 pm on July 11, 2005 in the Town Hall. The motion did not carry by a three to two vote. Mayor Davis called the roll—in favor, Commissioners Thomas and Lane; opposed, Commissioners Edwards, Burruss, Washington.

Motion was made by Commissioner Washington, seconded by Commissioner Burruss, and carried by a vote of three to two to approve the proposed audit contract with Edward L. Barrow, PA to perform the FY 2004-05 audit for the town of Snow Hill. The motion carried in three to two vote. The mayor called the roll—in favor, Commissioners Edwards, Burruss, Washington; opposed, Commissioners Thomas, Lane.

In consideration of public comment and concerns heard at the budget public hearing earlier in the meeting, motion was made by Commissioner Thomas, seconded by Commissioner Lane, and carried unanimously to postpone approval of the law enforcement contract with the Greene County Sheriff's Department until a meeting between the board and Greene County Sheriff Lemmie Smith.

At the request of Mike Barnett, grant administrator, the board consented to table agenda item 11c3 until the July 27, 2005 regular meeting.

Mayor Davis introduced the FY 2005-06 Budget for consideration.

Motion was made by Commissioner Thomas, seconded by Commissioner Lane to negotiate a continuous resolution budget until such time that the board could meet for a budget workshop to review the budget before adopting it according to NCGS 159-16. The town attorney addressed NCGS 159-16, which discusses interim budgets. Commissioner Washington stated that the board had opportunity to call for a work session at an earlier meeting to discuss the budget and no one felt the need for a work session, indicating that the budget work session was not necessary. Town Attorney Jim Cauley read the statute governing interim budgets to the Board (hereby incorporated by reference and made a part of these minutes). The motion failed by a three to two

vote. Mayor Davis called the roll—in favor, Commissioners Thomas, Lane; opposed, Commissioners Edwards, Burruss, Washington.

Commissioner Thomas said that in order to trim the budget, the commissioners needed to start with themselves. Motion was made by Commissioner Thomas, seconded by Commissioner Lane to reduce line item 10-4100-0100, Commissioners Fees, by 10 percent. The motion failed by a three to two vote. Mayor Davis called the roll—in favor, Commissioners Thomas, Lane; opposed, Commissioners Edwards, Burruss, Washington.

Motion was made by Commissioner Edwards, seconded by Commissioner Washington, and carried by a three to two vote to adopt the proposed FY 2005-2006 Budget with the amendment to increase the General Fund appropriated fund balance by \$8,100.00 for banners (requested by Neighborhood Affairs) and Cemetery Fund appropriated fund balance by \$15,000.00 to pave lanes at the cemetery. The mayor called the roll—in favor, Commissioners Edwards, Burruss, Washington; opposed, Commissioners Thomas, Lane. Commissioner Thomas requested that Commissioner Edwards amend his motion to include a line item to pay all committee and commission members \$40.00 per meeting. Commissioner Edwards said that he would not amend his motion. After the motion carried, Commissioner Thomas stated that the board had approved money for banners and could not find money to pay committee/commission members for their time to serve.

Motion was made by Commissioner Washington, seconded by Commissioner Burruss and carried by a vote of four to one (Commissioner Thomas voted no) to approve the interlocal agreement for a group self-insurance pool for workers' compensation risk sharing based on review by the town attorney. During debate, Commissioner Thomas stated that Attorney Troy Smith advised her to avoid this group. She stated that she did not understand why, but felt that it was important to listen to Attorney Smith. Commissioner Burruss asked Commissioner Thomas why did she consult an outside attorney when the town has one.

Motion was made by Commissioner Washington, seconded by Commissioner Burruss, and carried unanimously to accept the recommendation of the Recreation Commission to name the street leading into the park area 'Genesis Lane'.

Motion was made by Commissioner Washington, seconded by Commissioner Burruss and carried unanimously to adjourn.