

# **September 28, 2005**

## **MEETING MINUTES**

**Snow Hill Board of Commissioners**

**Wednesday, September 28, 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, September 28, 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; Town Administrator Bob Clark; Interim Town Attorney Jim Cauley. Brenda Chamberlain of The Standard Laconic was also present.

Mayor Davis sounded the gavel and called the meeting to order. Commissioner Edwards offered prayer. Everyone recited the Pledge of Allegiance.

Mayor Davis advised that with the timed meeting scheduled to run no longer than 11:30 a.m. that there would be an opportunity for parents and others to speak with former Senator John Edwards who was at Greene Central High School to address students about a new scholarship program.

A quorum was established by roll call with all members present. Mayor Davis asked if the members would consent to authorize Mr. Clark to serve as recording secretary for the meeting because Town Clerk Mauren Baker was out of town attending classes. With no objection, the members consented to the designation.

Motion was made by Commissioner Thomas, seconded by Commissioner Edwards, and carried unanimously to approve the prepared agenda for the September 28, 2005 meeting.

Motion was made by Commissioner Washington, seconded by Commissioner Edwards and carried unanimously to approve the meeting minutes of September 12, 2005.

Report of Officers: Town Administrator Bob Clark reported:

a. The Town Clerk-Finance Officer Mauren Baker was attending school for new finance officers at the Institute of Government, University of North Carolina at Chapel Hill, from September 26-30, 2005.

b. Mr. Clark distributed a memo (included by reference) addressing three budget matters.

1. On July 27, 2005, the board approved amending the Snow Hill and Greene County Sheriff's Department agreement for \$187,685.00, an increase of \$2,910.00 above the original amount budgeted. The board's earlier action was in recognition of the county's approved cost of living increase and changed staffing and vehicle maintenance costs. Finance Officer Mauren Baker

prepared budget ordinance amendment #2 showing this increased expenditure and revenue appropriation from the General Fund balance. Mr. Clark recommended board approval of the amendment.

2. A second matter was a request by the Greene County Arts and History Society to release \$5,000.00 of \$14,000.00 in the FY 2005-6 budget for a membership fee contribution. Clark requested the town board authorize payment of a total of \$5,000 dollars, matching the Greene County contribution, from this line item, leaving \$9,000.00 balance. Further, he was requesting the Finance Officer transfer this balance to the Recreation (object line item 106200.0700) to cover additional expenditures and provide reserve in the recreation fund for use in completing needed improvements at the S. Greene ball field.

Mr. Clark outlined some of the unexpected safety related and other improvements that were needed to the grounds and facilities the additional funds could help cover, including: replacing rotten steps, replacing an electric transformer, shoring the exposed embankment behind the backstop, and lighting repairs. Mayor Davis complemented Public Works Director Mike Sutton and his staff for the excellent work they have been accomplishing at the ball field. Tournaments are being scheduled for fall and spring leagues. Although the grounds are getting compliments from players and spectators, additional improvements are needed. Discussion continued among the commissioners about how the area looked so much better in such a short time this past summer.

3. Mr. Clark also reported he was requesting the Finance Officer Mauren Baker transfer \$1,600.00 in the Powell Bill fund from the miscellaneous object line item 505700.5700 to capital outlay object line item 505700.7300 (in accordance with Section 17.a. of the FY 2005-06 Budget Ordinance). The purpose of the transfer is to permit expenditures associated with correcting serious street drainage problems from street water runoff along the eastern side of Hines Street affecting the Ham and Linda Langs' home. The Langs have agreed to remove and replace grass sod from the front of their yard to enable town equipment to reshape the street drainage swale once the concrete work is completed.

Mr. Cauley suggested Mr. Clark receive the Lang's written release on the proposed work since correcting the drainage problem involved reconstructing a portion of their driveway outside the right-of-way.

c. Mr. Clark recommend authorizing that the optional standard mileage reimbursement rate of 48.5 cents per mile as set by the Internal Revenue Service and Treasury Department (current rate is .375 cents and the Department has increased the rate to 48.5 cents a mile for period of September 1, 2005 through December 31, 2005).

d. There were no further comments about the status of the South Greene baseball field since the matter had been covered during the earlier budget discussions.

e. Recommend creating a pool of three temporary positions in the Public Works Department to be managed by the department head within the existing budgetary allocation. Commissioner Burruss asked if there would be similar consideration for having part-time temporary help in the Finance Department. Mr. Clark said yes, the idea had been discussed and it would be brought back for board consideration at a later time.

f. The Greene County multi-jurisdictional hazard mitigation plan had been forwarded to Snow Hill Planning Board for review.

8. Reports of Boards, Commissions, Committees and/or Taskforce:

Mr. Clark referred to his memo (included by reference) reporting that the Snow Hill Planning Board acted on September 6, 2005 to recommend approval of the Greene County preliminary subdivision plan for two commercial tracts located either side of Perry Drive on the north side of Kingold Boulevard. The new section of Perry Drive will serve the two commercial lots and provide access to the proposed new county multipurpose park.

9. Unfinished Business and General Orders: none.

10. New Business:

a. A motion was made by Commissioner Washington, seconded by Commissioner Edwards and carried unanimously to approve budget amendment #2 and transfers recommended by the town administrator.

Commissioner Washington asked whether the motion included the transfer of funds to recreation. Mayor Davis said the motion included the transfer items but if it was not clear it would be possible to come back and revisit the item. Commissioner Thomas said she thought both the items needed further discussion. A consensus was reached, following lengthy discussion, to let the motion stand. Commissioner Thomas commented she would go along with that provided the discussion was included in the meeting minutes. (See transcript from tape recording included herein as if fully set out).

b. A motion was made by Commissioner Edwards, seconded by Commissioner Burruss and carried unanimously to approve an increase from .375 cents to 48.5 cents a mile in the optional standard mileage reimbursement rate as set by the Internal Revenue Service and Treasury Department between September 1, 2005 and December 31, 2005.

c. A motion was made by Commissioner Burruss, Seconded by Commissioner Washington and carried unanimously to authorize creating a pool of at least three temporary positions in the Public Works Department to be managed by the department head within the existing budgetary allocation.

d. A motion was made by Commissioner Washington, seconded by Commissioner Edwards and carried unanimously to release the following taxes as reported by Finance Officer Mauren Baker based on releases approved by the Greene County Board of Commissioners:

1. Airliquide Industrial-Account 49157-GC released enter billed-taxpayer listed in wrong county; situs of equipment is Wilson County (tax #14-05-13); Snow Hill to release \$154.55
2. Carlton Taylor Heirs-Account 6681-parcel 0801148-GC released value of \$6,100; Corrected dwelling characteristics-no fireplace; no central heat or air conditioning; Snow Hill to release \$23.18

e. A motion was made by Commissioner Washington, seconded by Commissioner Edwards and carried unanimously to adopt a resolution read by Mayor Davis recognizing the 50th anniversary of Charles and Hazel Lewis.

A motion was made by Commissioner Washington, seconded by Commissioner Edwards and unanimously passed to add item 10 f. to the agenda:

10 f. Consider a resolution adopting the Greene County Multi-Hazard Mitigation Plan.

Mr. Clark explained that Emergency Management Services (EMS) Director Randy Skinner had requested approval of the hazard mitigation plan to insure the county and town are eligible for any disaster relief assistance in case of a declared disaster. Skinner had been assured by the state Division of Emergency Management that the town would be able to submit recommendations for changes to the plan during the Federal Emergency Management Agency's review period. The Snow Hill Planning Board would forward its comments for changes once the members have a chance to review the document in detail.

Commissioner Washington made a motion, seconded by Commissioner Edwards and carried unanimously approving a resolution adopting the Greene County Multi-hazard Hazard Mitigation Plan.

The board consented without objection to add item 10 g. to the agenda.

10 g. Consider approval of Greene County's preliminary subdivision plan for two commercial tracts either side of Perry Drive on the north side of Kingold Boulevard. Commissioner Edwards made a motion, seconded by Commissioner Thomas to approve the preliminary plan as recommended by the Snow Hill Planning Board.

11. Program. EMS Manager Randy Skinner had sent word he had a conflict in his schedule and wished to address the board at a future meeting.

Being there were no announcements or public comments, a motion was made by Commissioner Edwards, seconded by Commissioner Washington, and carried unanimously to adjourn this session of the Snow Hill Board of Commissioners.