

October 26, 2005

MEETING MINUTES

Snow Hill Board of Commissioners

Wednesday, October 26, 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, October 26, 2005 in the Snow Hill Town Hall with the following present: Mayor Don Davis; Commissioners Phyllis Burruss, Percy Edwards, Lyn Lane, and Lorraine Washington; Town Clerk-Finance Officer Mauren Baker, Town Administrator Bob Clark, Interim Town Attorney Jim Cauley. Mike Barnette of McDavid Associates, Inc. was also present.

Mayor Davis sounded the gavel and called the meeting to order. Mayor Davis asked for a moment of silence to remember the 2002 troops that have fallen in Iraq; to remember Rosa Parks and her contribution to the Civil Rights Movement; and to remember Christine Blount and her influence in our community. Commissioner Percy Edwards offered prayer. The Pledge of Allegiance was recited. A quorum was established via Roll Call. Mayor Davis noted that Commissioner Thomas called to say that she would be late. The Mayor welcomed Steve Smith and introduced him to the Board as the new reporter from The Standard Laconic.

Motion was made by Commissioner Washington, seconded by Commissioner Edwards, and carried unanimously to approve the October 26, 2005 Agenda as amended to delete the approval of the minutes of September 28, 2005; and to strike Item 10-h closed session.

Mayor Davis noted for the record that Commissioner Thomas had arrived for the meeting. Motion was made by Commissioner Washington, seconded by Commissioner Edwards and carried unanimously to approve the minutes of October 10, 2005.

The Report of the Mayor included:

1. The Snow Hill National Guard Unit will deploy on November 1, 2005 to Iraq.
2. Mayor Davis has been invited to speak at the North Carolina Rural Center Conference on November 3, 2005 to address successes and challenges of rural communities in North Carolina.

The Report of the Town Administrator:

1. Update on organizational structure and revenue collector position—Mayor Davis and Bob Clark spoke with Hartwell Wright of the League of Municipalities about combining two positions. Mr. Wright was very clear that it is not in the best interest

of the town to do this combination as the NCGS speaks to the segregation of duties within the Finance Department. Mr. Clark does not recommend restructuring. He and the Town Clerk are proceeding with interviews for the vacant positions.

2. Status report of the 2004 Urgent Repair Program—completion is projected for November 15, 2005. Bids will be opened on Friday at 9:30 am on the last homes to be repaired. By consent, the Board agreed to apply as “host agent” for the greater snow hill area in order to have at least 5,000 population served for the 2006 Urgent Repair Program Grant.

3. Recommend reinstatement of Mr. Robert Masters to the Greene County Economic Development Commission—Mr. Masters has sent a letter stating that he would like to rescind his resignation.

4. Update on Fall 2005 tree planting—will be addressed in the Around The Town Report.

5. Discuss pursuing North Carolina Parks and Recreation Trust Fund appropriation to assist with the Greene County Community Center expansion project—Mr. Clark recommends that the Town use the 2004 CDBG Local Option funding as matching money for the NC PARTF Grant. The Federal funding agency allows this use for state matching funds. The membership of the Greene County Improvement Association is working to secure matching funds also.

6. Chamber of Commerce will have its annual meeting October 27, 2005 at 6 pm (The Old Turnage Mill Pond).

7. St. Barnabas will be having a community service October 29, 2005 starting at 10:00 am (St. Barnabas Church)

8. Discuss 2004 Community Development Block Grant Budget Ordinance—this Budget Ordinance will set the expenditures for the \$700,000.00 awarded to the Town of Snow Hill by the Division of Community Assistance.

9. Around-the-Town Fall 2005 Report—hereby incorporated by reference and made a part of these minutes. Mr. Clark’s report was received by consent of the Board of Commissioners.

The Report of the Public Works Committee was delivered by Chairman Commissioner Burruss. The committee met on October 19, 2005 and decided to use city of Kinston taxi franchising as a model for Snow Hill. The committee will have a recommendation for an application and fees at a later date. The report was received by consent of the Board of Commissioners.

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Board Actions:

a. Consider recommendation to reinstate Mr. Robert Masters to the Greene County Economic Development Commission—Motion was made by Commissioner Washington, seconded by Commissioner Edwards and carried unanimously to

reappoint Robert Masters to the Greene County Economic Development Commission.

b. Consider request to be a sponsor for Greene County Chamber of Commerce 4th Annual Golf Classic—Motion was made by Commissioner Burruss, seconded by Commissioner Edwards and carried by a vote of 4 to 1 to be a Gold Sponsor of the Golf Classic by donating \$500.00. Mayor Davis called the roll—Commissioners Burruss, Edwards, Lane, and Washington voted aye; Commissioner Thomas voted no.

c. Consider authorizing Robert Masters to prepare a North Carolina Parks and Recreation Trust Fund application to assist with the Greene County Community Center expansion project for board review and consideration—Motion was made by Commissioner Washington, seconded by Commissioner Thomas and carried unanimously to authorize Robert Masters to prepare an application for the North Carolina Parks and Recreation Trust Fund Grant for the Greene County Community Center expansion. If funded, Mr. Masters will be paid \$500.00. Commissioner Thomas would like to see plans for the project.

d. Consider hosting 2005 Veterans Day ceremony—By consent, the Board of Commissioners agreed to host the 2005 Veterans Day Celebration. Mayor Davis appointed Commissioner Burruss, Bob Clark, and Ren Baker to assist with the preparations.

e. Consider approving resolution authorizing fund requisition signature cards for 2004 Community Development Block Grant—Motion was made by Commissioner Washington, seconded by Commissioner Edwards and carried unanimously to authorize Mayor Don Davis, Town Administrator Bob Clark, Town Clerk Mauren Baker, and Administrative Assistant Mary Williams to sign the requisition signature cards.

f. Consider approving 2004 Community Development Block Grant Budget Ordinance—Motion was made by Commissioner Edwards, seconded by Commissioner Washington, and carried unanimously to approve the Budget Ordinance for 2004 Community Development Block Grant as presented by Mike Barnette of McDavid Associates, Inc. (hereby incorporated by reference and made a part of these minutes).

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g. Consider rescinding award of contract 04-06 for housing repair and awarding it to Mr. Joe Braxton the next low bidder—Motion was made by Commissioner Washington, seconded by Commissioner Edwards and carried unanimously to rescind the award of contract 04-06 to Page Construction, and to award the contract of 04-06 to Mr. Joe Braxton the next low bidder.

h. At the request of Commissioner Lane and by consent of the Board of Commissioners Item 10-h was restored to the agenda. Consider closed session to discuss a personnel matter pursuant to NCGS 143-318.11(6)—Motion was made by Commissioner Lane, seconded by Commissioner

Burruss and carried unanimously to move to closed session to discuss a personnel matter pursuant to NCGS 143-318.11(6).

Motion was made by Commissioner Washington, seconded by Commissioner Burruss, and carried unanimously to adjourn the closed session and return to open session.

Mayor Davis announced that the Town of Snow Hill had been awarded 2005 Community of the Year by Branch Banking and Trust and Easter Seals. This is the first award of its kind.

Motion was made by Commissioner Washington, seconded by Commissioner Edwards and carried unanimously to adjourn this session of the Town Board of Commissioners.