

January 25, 2006

MEETING MINUTES

Snow Hill Board of Commissioners Regular Meeting

Wednesday, January 25, 2006–9:30 am

Snow Hill Town Hall

201 North Greene Street, North Carolina 28580

The Snow Hill Board of Commissioners regular meeting convened at 9:30 am on Wednesday, January 25, 2006, in the Snow Hill Town Hall with the following present: Mayor Don Davis; Commissioners Phyllis Burruss, Percy Edwards, Allison Thomas, Geraldine Shackelford and Lorraine Washington; Town Clerk-Finance Officer Mauren Baker, Town Administrator Bob Clark, Interim Town Attorney Jim Cauley. Others present signed a roll sheet.

1. Call to Order—Mayor Davis sounded the gavel and called the meeting to order.
2. Prayer—Commissioner Percy Edwards offered prayer.
3. Pledge of Allegiance—The Pledge of Allegiance was recited.
4. Roll Call—a quorum was established via Roll Call. All members were present.

Mayor Davis welcomed Greene County Board of Commissioners Chairman Mary Betty Kearney, and other citizens to the meeting.

5. Consider Approving Meeting Agenda—Motion was made by Commissioner Edwards, seconded by Commissioner Shackelford and carried unanimously to approve the January 25, 2006 Agenda as presented.

6. Consider Approving Meeting Minutes: Motion was made by Commissioner Washington, seconded by Commissioner Edwards and carried unanimously to approve the following sets of minutes with the deletion of the duplicate paragraph in the December 28, 2006 meeting—

- a. December 28, 2005 regular meeting minutes
- b. January 9, 2006 regular meeting minutes

7. Public Hearings:

a. Applications for the following taxicab permits (certificates of convenience) to operate taxi services under Chapter 112 of the Town Code: Faith Cab Company, Stacy Anderson and Robert F. Barnes, d.b.a. Little Miss Agnes Transportation Motion was made by Commissioner Washington, seconded by Commissioner Edwards and carried unanimously to open the public hearing for applications for taxicab permits. Town Administrator Bob Clark reported that there were no phone calls in reference to this matter. There was no one present to comment on this

matter. Motion was made by Commissioner Edwards, seconded by Commissioner Burruss and carried unanimously to close the public hearing for taxicab applications.

b. A Building Reuse Program application to the North Carolina Rural Center in support of Tide Tamer manufacturing and Worth Products Company plans to renovate and expand buildings and facilities on US 258 S—Motion was made by Commissioner Edwards, seconded by Commissioner Washington and carried to open the public hearing for a Building Reuse Program Application to the North Carolina Rural Center. Town Administrator Bob Clark reported that there were no phone calls in reference to this matter. There was no one present to comment on this matter. Motion was made by Commissioner Burruss, seconded by Commissioner Edwards and carried unanimously to close this public hearing.

c. An application to the North Carolina Parks and Recreation Trust Fund to assist with the building renovation and expansion, playground equipment and walking trail improvements at the Community Center, 814 West Harper Street—Motion was made by Commissioner Edwards, seconded by Commissioner Shackelford and carried unanimously to open a public hearing for an application to the North Carolina Parks and Recreation Trust Fund to assist with the above referenced renovation and expansion. Greene County Commission Chairman reported that the Greene Commissioners had committed \$25,000.00 to this project and thanked the Town of Snow Hill Board of Commissioners for supporting Greene County's application to the PARTF. There were no other comments. Motion was made by Commissioner Washington, seconded by Commissioner Edwards and carried unanimously to close this public hearing.

d. An application for Building Reuse Program planning funds to the North Carolina Rural Center to assist Greene County in doing a feasibility study on future use of the former Paxar building located at 417 Kingold Boulevard—Motion was made by Commissioner Burruss, seconded by Commissioner Edwards and carried unanimously to open a public hearing for an application for Building Reuse Program planning funds. There was no public comment on this matter. Motion was made by Commissioner Washington, seconded by Commissioner Edwards and carried unanimously to close this public hearing.

8. Report of Officers:

a. Mayor: State of the Town Address February 13, 2006 at 7:00 pm in the Snow Hill Town Hall—the public is invited to attend

b. Town Administrator:

1. Presentation of communication to the Board—Town Administrator Bob Clark presented letters and commitments of support for the NC PARTF for improvements to the Community Center. Greene County Board of Commissioners gave the Town a unanimous endorsement for this application. Letters hereby incorporated by reference and made a part of these minutes.

2. Discuss rescheduling Board retreat—several dates were presented by Mr. Clark. The final consensus was that Mr. Clark would contact each member to establish a good date for everyone.

3. Mr. Clark introduced Mr. Robert Masters to report on the STEPS Application. The Application was presented in Raleigh on January 23, 2006. Letters of endorsement were included in the application, a copy of which is hereby incorporated by reference and made a part of these minutes.

4. Fiscal Year 2006-2007 Budget request from members, boards and Commissions—Mr. Clark stated that the time is at hand to begin the budget process and that committees and commissions need to submit their budget requests for FY2006-07.

c. Auditor: Fiscal Year 2004-2005 Audit Report—Mr. Jeffrey Haines of Edward L. Barrow and Co. presented the FY2005 Audit for the Town. He concluded with four major points of which to be aware: 1) Increase or at least maintain the 21% Fund Balance; 2) Enterprise Funds have to be self-supporting; 3) Increase the collection rate for the present year; 4) Increase the tax base. The audit was received by consent of the Board.

9. Reports of Boards, Commissions, Committees and/or Taskforce: Snow Hill Tomorrow Steering Committee report on the North Carolina Small Town Economic Prosperity Demonstration Program—report given by Committee Chairman Commissioner Allison Thomas. The committee is planning a public forum (TBA) to present the Strategic Plan. The plan is 85% complete. The committee met in January, in open forum to inform the public of the upcoming NC STEPS application. Commissioner Thomas stated that the meeting was well attended.

10. Unfinished Business and General Orders: N/A

11. New Business:

a. Consider approving a request from the Greene Community Improvement Association for \$15K of local matching funds for the North Carolina Parks and Recreation Trust Fund Community Center enhancement project in Fiscal Year 2006-2007—Mayor Davis presented a Budget for the Community Center Project (a copy hereby incorporated by reference and made a part of these Minutes). The budget indicated that \$25,000.00 of local funding was needed to balance. An Operating Agreement needs to be drawn and adopted by the Town Board. Motion was made by Commissioner Edwards, seconded by Commissioner Washington and carried unanimously to approve \$25,000.00 of local Fiscal Year 2006-2007 funds to be used as a match for the North Carolina Parks and Recreation Trust Fund Application for the Community Center enhancement project.

b. Consider approving applications for the following taxi cab permits (certificates of convenience) to operate taxi services under Chapter 112 of the Town Code: Faith Cab Company, Stacy Anderson and Robert F. Barnes, d.b.a. Little Miss Agnes Transportation—Motion was made by Commissioner Washington, seconded by Commissioner Thomas and carried unanimously to approve the above request subject to the Greene County Sheriff's report.

c. Consider approving a Building Reuse Program application to the North Carolina Rural Center in support of Tide Tamer manufacturing and Worth Products Company plans to renovate and expand buildings and facilities on US 258 South—Motion was made by

Commissioner Thomas, seconded by Commissioner Washington and carried to approve the above request.

d. Consider approving an application to the North Carolina Parks and Recreation Trust Fund to assist with the building renovation and expansion, playground equipment and walking trail improvements at the Community Center, 814 West Harper Street— Motion was made by Commissioner Washington, seconded by Commissioner Shackelford and carried unanimously to approve the above NC PARTF application.

e. An application for Building Reuse Program planning funds to the North Carolina Rural Center to assist Greene County in doing a feasibility study on future use of the former Paxar building located at 417 Kingold Boulevard— Motion was made by Commissioner Washington, seconded by Commissioner Burruss and Carried unanimously to approve the above application to the NCRC to assist Greene County upon condition of the county to move in this direction for this funding cycle.

By consent at 11:33 the Board extended the meeting for 2 minutes and then again for 10 minutes.

f. Consider entering a closed session to discuss a personnel matter pursuant to NCGS 143-318.11(6)— Motion was made by Commissioner Washington, seconded by Commissioner Edwards and carried unanimously to move to closed session. Motion was made by Commissioner Burruss, seconded by Commissioner Edwards to move back to open session.

12. Program: N/A

13. Announcements and Public Comments—the Mayor’s baby will be delivered on or about March 20, 2006.

14. Adjournment— Motion was made by Commissioner Burruss seconded by Commissioner Washington and carried unanimously to adjourn this session of the Town Board of Commissioners.