

# **May 31, 2006**

## **MINUTES**

### **Snow Hill Board of Commissioners Regular Meeting**

**Wednesday, May 31, 2006—9:30 a.m.**

#### **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, May 31, 2006 in the Snow Hill Town Hall with the following present: Mayor Don Davis; Commissioners Percy Edwards, Geraldine Shackelford, Allison Thomas, and Lorraine Washington; Town Clerk-Finance Officer Mauren Baker; Town Administrator Bob Clark. There were no others present.

1. Call to Order—The Mayor sounded the gavel and called the meeting to order.
2. Prayer—Commissioner Percy Edwards offered prayer.
3. Pledge of Allegiance—The Pledge was led by Mayor Don Davis
4. Roll Call—The absence of Commissioner Burruss was excused by consent of the Board. All other members were present and a quorum was declared.
5. Consider Approving Meeting Agenda—Motion was made by Commissioner Washington, seconded by Commissioner Edwards and carried unanimously to approve the May 31, 2006 Agenda as drafted and modified by striking Item 10f, moving 10g to 10f and inserting “Snow Hill Personnel Policy Amendment #2: Art. III. Section 21. Pension Plan Matching Contribution” as 10g.
6. Consider Approving Meeting Minutes—Motion was made by Commissioner Edwards, seconded by Commissioner Shackelford and carried unanimously to approve the minutes of May 8, 2006 regular meeting as drafted.
7. Report of Officers:
  - a. Mayor: Snow Hill Personnel Policy Amendment #2: Art. III. Section 21. Pension Plan Matching Contribution—Mayor Davis reported that the North Carolina League of Municipalities is recommending a change in the formatting of the 401-K plan and requests that the Board allow a “stay” on this particular amendment to the Personnel Policy until such time that the NCLM officially amends their policy.
  - b. Town Administrator:
    1. Status of the 2006 North Carolina Department of Transportation Bicycle and Pedestrian Planning Grant—Mr. Clark reported that this grant was not funded. We will apply again next

year. A copy of the NCDOT correspondence is hereby incorporated by reference and made a part of these minutes.

2. Status of 2006 North Carolina Parks and Recreation Trust Fund application for enhancements to the Community Center—Mr. Clark reported that this grant was not funded in the first round—there will be a second round of funding in mid July 2006. This delays the Community Center Project. Mike Barnett, CDBG Administrator of McDavid Associates says that we will be able to request a 90-day extension for the CDBG project close-out.

3. Public Works Department has installed banners and flags in high traveled areas—Mayor Davis provided a map showing the position of flags and banners in the Town of Snow Hill town limits. Utility poles along each major road through town are outfitted with banners or flag mounts.

4. Southeast District Agricultural Tourism Spring Tour hosted by the North Carolina Cooperative Extension Office—Mr. Clark reported that more than 70 people visited Greene County on Tuesday, May 30, 2006. Mayor Davis welcomed the tour group at the boat ramp. The visitors were impressed with the creek, historic district, and museum.

5. Town Hall Day, “A Legislative Action Day”, Wednesday June 7, 2006 sponsored by the North Carolina League of Municipalities—Mr. Clark reported that he and the mayor would be attending this day in Raleigh.

6. Update on hurricane season preparedness—Mr. Clark reported that this was all in place; and that we will follow the preparedness plan in effect in Greene County.

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

9. Unfinished Business and General Orders: N/A

At this point, Mayor Davis suggested that the Board consider amending the Agenda to reverse Items #11 and #10, stating that the discussion of the FY 2006-2007 Snow Hill Budget has direct impact on New Business Items and actions of the Board. The Board by consent agreed with the Mayor to reverse Items #10 and #11.

10. Program: Fiscal Year 2006-2007 Snow Hill Budget—Mayor Davis stated for the record that the Board had officially received the proposed budget for FY 2006-2007 on May 24, 2006 by hand delivery (a copy of the proposed FY 2006-2007 Budget is hereby incorporated by reference and made a part of these minutes). North Carolina General Statutes establishes the timeline for the Budget process. Mayor Davis highlighted the proposed changes and capital outlay projects for the ensuing year. Discussion was entertained on each of the items for consideration under new business.

As Item #11a concerning cemetery fees had been discussed in the previous meeting and by the Public Works Committee, there was no discussion.

The sale of water and services to the Jason/Shine and South Greene Water Corporations was discussed. Mayor Davis met with Adolph Thomas of SGWC to introduce the idea of a rate increase; and Mr. Thomas was receptive.

New water and sewer rates for Town of Snow Hill residents were discussed at length. The Board decided that this timed meeting did not allow sufficient time to go over the six proposals on the table and therefore continued the item.

This seemed the appropriate time to schedule a Budget Work Session. By consent of the Board, a Budget Work Session was scheduled for June 9, 2006 at 9:30 am in the Town Hall for the purpose of continuing discussion of the proposed FY2006-2007 Budget.

By consent of the Board, the FY2006-2007 Budget Public Hearing was scheduled for June 12, 2006 at 7:00 pm in the Town Hall, and could be continued until June 28, 2006 meeting if necessary. The Board anticipates adoption of the FY2006-2007 Budget at this meeting.

Mayor Davis stated that the proposed option for health insurance for employees would save the Town nearly \$10,000.00 in the next fiscal year without major impact to the employees. A change in deductible and RX co-pay are the only differences that the employee will see. As the deductible rate will increase, the mayor suggests that an amendment to the Personnel Policy to increase the match for deductible from \$250.00 to \$500.00 would be in order. The effect of the co-pay has little impact.

Mayor Davis stated that the total budget amount for FY2007 included grant appropriations and totaled \$1,875,304.00.

Items to be included at the Budget Work Session are Contentnea Development Partnership's (CDP) request, water-sewer rates, volunteer boards' compensation, and Sheriff Smith's request for Town of Snow Hill Police Protection.

Questions concerning Budget Amendment #5 were answered by Town Clerk Baker, with interjection from Mr. Clark.

This being a timed meeting, the Board consented to extend the meeting for a short while. Commissioner Washington had to leave to go to her place of work.

#### 11. New Business:

a. Consider adopting new cemetery fee schedule—Motion was made by Commissioner Thomas, seconded by Commissioner Edwards and carried unanimously to adopt the new cemetery rate schedule as drafted (a copy is hereby included by reference and made a part of these minutes).

b. Consider adopting new water rates for Jason and South Greene Water Corporations—Motion was made by Commissioner Edwards, seconded by

Commissioner Shackelford and carried unanimously to adopt new water rates for the sale of water to Jason/Shine and South Greene Water Corporations as drafted (a copy is hereby incorporated by reference and made a part of these minutes).

c. Consider adopting new water and waste water rates—By consent of the Board, this item was continued until the June 9, 2006 Budget Work Session (a draft copy is hereby incorporated by reference and made a part of these minutes).

d. Consider approving conversion of health insurance plan to BSBSNC Blue Option (1000Ded/RX25%)—Motion was made by Commissioner Thomas, seconded by Commissioner Shackleford and carried unanimously to approve converting employee health care insurance benefit to Blue Cross/Blue Shield of North Carolina Blue Option (1000Ded/RX255%).

e. Consider amendment to Article VI. Employee Benefits of the Snow Hill Personnel Policy—Motion was made by Commissioner Thomas, seconded by Commissioner Edwards and carried unanimously to approve the amendment to Article VI Employee Benefits of the Personnel Policy as drafted and presented to the Board (a copy is hereby incorporated by reference and made a part of these minutes).

f. Consider approving Budget Amendment #5—Motion was made by Commissioner Edwards, seconded by Commissioner Thomas and carried unanimously to approve Budget Amendment # 5 as drafted and presented to the Board (a copy is hereby incorporated by reference and made a part of these minutes).

g. Consider approving a “stay” on Snow Hill Personnel Policy Amendment #2: Art. III. Section 21. Pension Plan Matching Contribution—By consent of the Board, a stay was placed on the amendment referenced above, until such time that the NCLM’s recommendation for changing the 401-K plan has been approved.

12. Announcements and Public Comments—There were none.

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