

MINUTES

Snow Hill Board of Commissioners Regular Meeting

Wednesday, January 24, 2007—9:00 a.m.

Snow Hill Town Hall

201 North Greene Street, North Carolina 28580

The Snow Hill Board of Commissioners regular meeting convened at 9:00 am on Wednesday January 24, 2007, in the Snow Hill Town Hall with the following members present: Mayor Don Davis; Commissioners Phyllis Burruss, Geraldine Shackelford, Allison Thomas, Lorraine Washington; Town Clerk-Finance Officer Mauren Baker; Town Administrator Bob Clark, Town Attorney Brian Pridgen of Rose Rand Attorneys, P.A.

- 1. Call to Order**—Mayor Davis sounded the gavel and called the meeting to order.
- 2. Prayer**—Mayor Davis offered prayer.
- 3. Pledge of Allegiance**—the pledge was recited.
- 4. Roll Call**—Commissioner Edwards was excused due to illness. All other commissioners were present and a quorum was declared by Mayor Davis.
- 5. Consider Approving Meeting Agenda**—Motion was made by Commissioner Washington, seconded by Commissioner Shackelford and carried unanimously to approve the agenda as drafted.
- 6. Consider Approving Meeting Minutes:** Motion was made by Commissioner Burruss, seconded by Commissioner Shackelford and carried unanimously to approve the minutes of the January 8, 2007 regular meeting.
- 7. Public Hearings**
 1. A public hearing is scheduled to here public comments on the System-Wide Comprehensive Master Parks & Recreation Plan Update—Motion was made by Commissioner Washington, seconded by Commissioner Shackelford and carried unanimously to open a public hearing to hear public comments on the System-Wide Comprehensive Master Parks & Recreation

Plan Update. As this was Mr. Clark's introduction of this document to the Board, there were questions from Board members that involved this hearing and the two to follow. Motion was made to open all three public hearings simultaneously by Commissioner Washington, seconded by Commissioner Shackelford and carried unanimously.

2. A public hearing is scheduled to here public comments on the update of the Snow Hill Capital Improvement Plan 2007-2012—
Commissioner Thomas had questions about several items in this plan. It was explained that the CIP was indeed a five year plan for the Town's anticipated capital expenditures, and that annual updates to the capital plan could be made as needed. Becki Scarborough was also interested in the CIP.

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1. A public hearing is scheduled to here public comments on the proposed 2007 Parks & Recreation Trust Fund grant application in support of the Community Center Enhancement Project—once again this application was opened to the public for comment. **Motion was made by Commissioner Shackelford, seconded by Commissioner Burruss and carried unanimously to close all three of the preceding public hearings.**
2. **Report of Officers:**
- c. **Mayor:** Discuss Town Appointments—Mayor Davis presented correspondence (copy hereby incorporated by reference and made a part of these minutes) from Greene County denying the request to appoint the Town's choice to the Greene County Economic Development Committee. He requested that the Board table this item until the last meeting in February.
- d. **Town Administrator—report received by consent of the Board.**
 1. NC Department of Transportation Enhancement Landscaping—NCDOT will begin plantings along the Kingold Blvd corridor and the Highway 258 entrance to Snow Hill from Greenville as part to their Enhancement Landscaping along North Carolina highways.
 2. YamCo project—Greene County held a public hearing for the financing of this project. The Town of Snow Hill will host a Public Information Meeting on March 6, 2007 to allow the public to ask questions about this project and zoning compliance.

3. Authorize \$5,500 purchase of a bucket truck for the Public Works & Utilities Department, to pay tax, purchase tags, and insurance—
Public Works would like to purchase a bucket truck to help with tree pruning and Christmas decorating and other overhead projects.
- e. **Town Attorney:** An Ordinance directing the Building Inspector to demolish unsafe and blighted properties and directing that a notice be placed thereon that the same may not be occupied in the “Edward’s Trailer Park”, Lots Block A: Lots 1,2,3,4,5, and 6; Block B 1,2,3,4,5,6,7,8,9, and 10; Snow Hill, North Carolina—
Brian Pridgen of Rose Rand Attorneys, P.A. presented the draft ordinance for the Boards consideration. He explained that Lot #4 in Black B is not part of this process and will remain. Copy of the ordinance is hereby incorporated by reference and made a part of these minutes. **The report of Counsel Brian Pridgen was received by consent of the Board.**
6. Report of the Boards, Commissions, Committees and/or Taskforces: Presentation of annual reports--**This item moved to the end of the agenda by consent of the Board.**

10. Unfinished Business and General Orders: N/A

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1. **New Business:**
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 - b. Consider approval of the System-Wide Comprehensive Master Parks & Recreation Plan update—**After continued discussion concerning the ability to amend or update this plan, motion was made by Commissioner Washington, seconded by Commissioner Burruss and carried unanimously to approve the System-Wide Comprehensive Master Parks & Recreation Plan update (copy hereby incorporated by reference and made a part of these minutes).**
 - c. Consider approval of the Snow Hill Capital Improvement Plan 2007-2012—**Motion was made by Commissioner Washington, seconded by Commissioner Burruss and carried unanimously to approve the Snow Hill Capital Improvement Plan 2007-2012 (copy hereby incorporated by reference and made a part of these minutes).**
 - d. Consider approval of the 2007 Parks & Recreation Trust Fund grant application in support of the Community Center and authorizing the Mayor to sign the application—**Motion was made by Commissioner Shackelford, seconded by Commissioner Shackelford and carried unanimously to approve the 2007 Parks & Recreation Trust Fund grant application in support of the**

Community Center and authorizing the Mayor to sign the application (copy hereby incorporated by reference and made a part of these minutes).

- e. Consider an Ordinance directing the Building Inspector to demolish unsafe and blighted properties and directing that a notice be placed thereon that the same may not be occupied in the “Edward’s Trailer Park”, Lots Block A: Lots 1,2,3,4,5, and 6; Block B 1,2,3,4,5,6,7,8,9, and 10; Snow Hill, North Carolina—**Motion was made by Commissioner Burruss, seconded by Commissioner Shackelford and carried unanimously to approve an Ordinance directing the Building Inspector to demolish unsafe and blighted properties and directing that a notice be placed thereon that the same may not be occupied in the “Edward’s Trailer Park”, Lots Block A: Lots 1,2,3,4,5, and 6; Block B 1,2,3,5,6,7,8,9, and 10; Snow Hill, North Carolina (note that Block B Lot 4 is not included in the motion and is not part of the demolition order). A copy of this document is hereby incorporated by reference and made a part of these minutes.**
- f. Authorize \$5,500 purchase of a bucket truck for the Public Works & Utilities Department, to pay tax, purchase tags, and insurance—**Motion was made by Commissioner Washington, seconded by Commissioner Burruss and carried unanimously to authorize \$5,500 to purchase a bucket truck for the Public Works & Utilities Department, and to authorize the payment of tax and the purchase of tags and insurance.**
- g. Consider a closed session to discuss a personnel matter pursuant to NCGS 143-318.11(6)—**Motion was made by Commissioner Shackelford, seconded by Commissioner Burruss and carried unanimously to move to closed session to discuss a personnel matter pursuant to NCGS 143-318.11(6).**

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Motion was made by Commissioner Thomas, seconded by Commissioner Burruss and carried unanimously to reconvene in open session.

Motion was made by Commissioner Washington, seconded by Commissioner Burruss and carried unanimously to approve regular employment status for Michelle Strickland as Revenue Collector.

Item 9 of the Agenda was moved to this position—Mayor Davis asked that committees, commissions provide written copies of their reports for the State of the Town Address. He also asked for a copy of the 2007 Parks and Recreation Trust Fund Application.

12. Announcements and Public Comments—Mayor Davis reminded the Board that the State of the Town address will be on February 12, 2007.

13. Adjournment—Motion was made by Commissioner Burruss, seconded by Commissioner Washington and carried unanimously to adjourn this session of the Snow Hill Town Council.

Mayor Donald G. Davis

ATTEST:

Mauren N. Baker

Town Clerk