

## **MINUTES**

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

**Monday, March 12, 2007—7:30 p.m.**

### **Snow Hill Town Hall**

**201 North Greene Street, North Carolina 28580**

The Snow Hill Board of Commissioners regular meeting convened at 7:30 pm on Monday, March 12, 2007, in the Snow Hill Town Hall with the following members present: Mayor Don Davis; Commissioners Percy Edwards, Geraldine Shackelford, Allison Thomas, Town Clerk-Finance Officer Mauren Baker; Town Administrator Bob Clark; Attorney Brian Pridgen.

1. Call to Order—Mayor Davis sounded the gavel and called the meeting to order.
2. Prayer—Commissioner Edwards offered prayer.
3. Pledge of Allegiance—the pledge was recited.
4. Roll Call—Commissioners Burruss and Washington were attending the National League of Cities Conference in Washington, D.C., and were excused by consent of the Board. Commissioners Edwards, Shackelford, and Thomas were present and the Mayor declared a quorum.
5. Consider Approving Meeting Agenda—Motion was made by Commissioner Shackelford, seconded by Commissioner Edwards and carried unanimously to approve the agenda as drafted.
6. Consider Approving Meeting Minutes—Motion was made by Commissioner Edwards, seconded by Commissioner Shackelford and carried unanimously to approve the minutes of February 28, 2007.
7. Report of Officers:
  - a. Town Administrator—Report received by consent of the Board.
    1. YamCo public information session—Mr. Clark reported that the Planning Board held a public information session for the neighbors surrounding the YamCo Plant to ask questions and make comments on the new business. Neighbors were notified by hand delivered notices and by newspaper ad. Clark reported that the Planning Board had not seen the site plan for the new business. Restrictions on the business may be required on the site plan before it is approved by the Planning Board. There were three main concerns that came out of the public information session: 1) possible unpleasant odors; 2) major changes

to the site; and 3) outside storage on the grounds. Mr. Hill, Director of Public Works, said that he had talked  
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with Tyndall Lewis of McDavid Associates and Christian Jarman of the Division of Water Quality about this project. Their only concern was the strength of the wastewater and our wastewater treatment plant design is capable of carrying this. They also recommend that the Town of Snow Hill monitor the waste stream from YamCo for any problems. YamCo will use a process to remove the starch from the sweet potato before the waste goes into the treatment plant. Hill stated that the Town should reserve the right to return to the drawing board should any problems arise. Waste and waste water limitations will be put in writing. DENR says that there is no problem with waster water sprinkler system. Commissioner Shackelford expressed her concerns about mosquitoes and other insects that come with standing water. Mr. Clark stated that the site plan is the vehicle to determine eyesores, etc. Mayor will go to NC State with the group that will visit the prototype of this process on March 13, 2007. NC State University holds the copyright for this new process. Mayor Davis wants full perspective for all who are concerned about this project.

2. Recreation Commission's discussion of a skateboard park—Mr. Clark reported that the Recreation Commission is in favor of creating a skateboard park for the youth of our town. He presented models of skateboard parks. He also stated that the commission would be in favor of moving the funds allocated to the Lion's Park Project to this project. Clark stated that the commission needed to find a location before reallocating the funds. It was asked about how much the skateboard park would cost. Clark stated that the cost would be approximately \$20,000.00.

3. Request to re-appropriate funds from General Fund Cite #106200.0975: Neighborhood Affairs Committee earmarked for the Citizen Academy to seasonal street banners—as the Neighborhood Affairs Committee (NAC) realizes that the Citizen Academy will take long term planning and there is not time in this Fiscal Year to accomplish this goal, NAC is requesting that their line item be reallocated to seasonal banners for the Town. Mr. Clark presented a picture of the proposed banner. Commissioner Thomas said that she would like to see a banner with a message.

4. Training:

a. How to Supervise People Seminar--March 26, 2007 in Kinston—Clark reported that four of our staff will be attending this seminar.

b. NC Elected Boards--Manager Evaluation & Board Self Assessment March 21, 2007 in Chapel Hill—Mr. Clark announced this training for Board members to attend if anyone is interested.

b. Public Works and Utilities Director—Mr. Dana Hill announced that Mike Sutton's retirement dinner is scheduled for Friday March 16, 2007 at 6:30 pm at the Greene County Museum. Please let the staff know if you will be able to attend.

8. Report of the Boards, Commissions, Committees and/or Taskforces—Mr. Clark reported that the Planning Board approved a motion on March 6, 2007 recommending that the Snow Hill Board of Commissioners set a public hearing for 7:30 p.m. April 9, 2007 to consider a rezoning application (No. 214-07) filed by Tony Barrow and Sue M. Barrow to rezone approximately two tracts containing approximately 6 acres from R-15 Residential and C-D Downtown Commercial to H-C Highway Commercial. The tracts are located on the eastern of Gregory Avenue between the State Employees Credit Union and the Heritage Crossing. The report was received by consent of the Board.

9. Unfinished Business and General Orders: N/A

10. New Business:

a. Consider the request to re-appropriate funds from General Fund Cite #106200.0975: Neighborhood Affairs Committee earmarked for the Citizen Academy to seasonal street banners—Motion was made by Commissioner Edwards, seconded by Commissioner Shackelford and carried unanimously to re-appropriate funds from General Fund Site #106200.0975: Neighborhood Affairs Committee appropriated for the Citizen Academy to purchase seasonal street banners.

b. Consider the request from the Planning Board to set a public hearing for 7:30 p.m. April 9, 2007 to consider a rezoning application (No. 214-07) filed by Tony Barrow and Sue M. Barrow to rezone approximately two tracts containing approximately 6 acres from R-15 Residential and C-D Downtown Commercial to H-C Highway Commercial—Motion was made by Commissioner Edwards, seconded by Commissioner Thomas and carried unanimously to set a public hearing for 7:30 p.m. April 9, 2007, or as soon thereafter as possible, to consider a rezoning application (No. 214-07) filed by Tony Barrow and Sue M. Barrow to rezone approximately two tracts containing approximately 6 acres from R-15 Residential and C-D Downtown Commercial to H-C Highway Commercial.

c. Consider a closed session to discuss board/attorney instructions matter pursuant to NCGS 143-318.11(3)—Motion was made by Commissioner Edwards, seconded by Commissioner Shackelford and carried unanimously to move to

closed session to discuss board/attorney instructions matter pursuant to NCGS 143-318.11(3).

Motion was made by Commissioner Edwards, seconded by Commissioner Shackelford and carried unanimously to return to open session.

11. Announcements and Public Comments—Mayor Davis will attend the championship ballgames in Manteo.

12. Adjournment—Motion was made by Commissioner Edwards, seconded by Commissioner Shackelford and carried to adjourn this session of the Town Board.

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Mayor Donald G. Davis

ATTEST:

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Mauren N. Baker, Town Clerk