

MINUTES

Snow Hill Board of Commissioners Regular Meeting

Monday, May 14, 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 p.m. Monday, May 14, 2007, in the Snow Hill Town Hall with the following members present: Mayor Don Davis; Commissioners Phyllis Burruss, Percy Edwards, and Lorraine Washington; Town Administrator Bob Clark, and Public Works & Utilities Director Dana Hill. Commissioner Geraldine Shackelford joined the meeting at 7:40 p.m. followed by Commissioner Allison Thomas at 7:50 p.m. Also attending: Staff Writer Margaret Fisher, The Standard Laconic; Reporter Katy Marshal, Kinston Free Press; Ronald Pridgen, Claudie Pridgen, Steve Barrow, Kenneth Barrow, Robert Masters, Sharon Ginn and Stephen Ginn.

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—Mayor Davis led in reciting the Pledge of Allegiance.
4. Roll Call—Present: Commissioners Edwards, Burruss, Washington; Absent: Shackelford and Thomas. A quorum was declared. By consent, Town Administrator Bob Clark was asked to serve as recording secretary while the Town Clerk was attending an out of town finance school.
5. Consider Approving Meeting Agenda—Motion was made by Commissioner Washington, 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 Burruss and carried unanimously to approve the minutes of the April 25, 2007 Regular Meeting with the following correction: In the first paragraph, substitute the word “Wednesday” for “Monday” as the day of the meeting.
7. Report of Officers:
 - a. Mayor:

1. US Supreme Court Justice Thurgood Marshall Memorabilia Exhibit May 6-29—Mayor Davis expressed thanks to Sharon Ginn and Ms. Thelma Jones for the gracious display.
2. Arbor Day Celebration was held April 27, 2007 at the SH Primary Pre-K—Mayor Davis, Public Works & Utilities Director Dana Hill, Tree Board members George Dixon and Margaret Shackelford, and Bob Clark were aided by the Class of 2007 (students and teachers) in planting a Dogwood at the school.
3. Week of the Young Child—Mayor Davis read a book: Preparing for Kindergarten to pre-school kids at local day care facilities.
4. College for Everyone—Former Senator John Edwards returned last week and addressed GC HS graduates during awards day in recognition of greater numbers of graduates attending college as a result of the College for Everyone scholarships.
5. The Mayor and Public Works & Utilities Director went on a site tour of the Early College nature trail behind the proposed new Greene County Recreation Complex adjacent to the Contentnea Creek. Mayor Davis said the project is “amazing.” There will be a kick-off gathering on May 31st.
6. Volunteer boards membership appointment policy report—A search for the policy in old minutes is continuing.
7. The 4-H Summer Day Camp will be using the S. Green ball field daily from June 18 through August 10 as a result of the program being run from the Alternative School site this year. It is suggested that an amendment of the facilities reservation policy be amended to waive “town sponsored” events from the daily reservation fee.

There being no further discussion, the Mayor’s report was received by consent of the Board.

Commissioner Shackelford joined the meeting at this point.

b. Town Administrator:

1. The NC Parks & Recreation Authority announced May 11th award of a \$211,275 PARTF grant to the Town of Snow Hill in support of the Community Center Recreation Enhancement Project. Mr. Clark will be meeting with the project Architect Mark Smith and Community Development Project Manager Mike Barnette to initiate the project as soon as possible now all the sources of funds are identified. Mr. Clark thanked the Mayor for his leadership and hard work toward

this project and Mr. Robert Masters with the Contentnea Development Partnership for his assistance with the tough application process. On a point of privilege Mayor Davis thanked Commissioner Edwards for his efforts on this project through the Recreation Commission, Mr. Clark and the staff, and Mr. Masters as consultant. Davis stated he felt the community residents would be grateful to all that have worked toward this goal.

2. Proposals for Engineering & Inspections Services for paving of Edward's Circle as part of the 2004 CDBG (L-1) Neighborhood Revitalization Project were received from McDavid Associates, Inc. and Rivers & Associates, Inc. Based on evaluation of the proposals, the Town Administrator and Public Works & Utilities Director recommend contracting with McDavid Associates, Inc.

3. On April 27, 2007 the "Snow Hill 5K" race route was certified. The "Race 4 Lacey Jones" is scheduled for 9:00 a.m. Saturday May 19, 2007. The start and finish is located opposite Town Hall (a copy of the certification and map is herein incorporated by reference).

4. The town has received notice it was not among 16 of 51 communities funded for a 2007 NCDOT Pedestrian Planning Grant. The agency encourages the Snow Hill to reapply in the 2008 funding cycle. In the meantime Mr. Clark has discussed the possibility of using the NC Division of Community Assistance to help prepare a plan at less cost. The town's planned sidewalk projects will move forward as well.

5. The Contentnea Development Partnership (CDP) is utilizing the ECivis grants search program to assist the administration and Snow Hill Development Commission in seeking grants. Mr. Masters is helping to evaluate the usefulness of ECivis and whether or not the service should be continued in FY 2007-8.

6. The Mayor and Town Administrator met with Senator John Kerr and Representative B. Van Braxton while attending the NC League of Municipalities Town Hall Day May 9, 2007

7. The Contentnea Development Partnership has requested the Board of Commissioners support its application for a \$50,000 USDA grant to Nooherooka Natural Beef, LLC in support of its "value added agribusiness" development. A resolution has been prepared in support of the application, which is due May 16, 2007.

8. Consider amending Policy No. 1.0002.06 Parks, Recreational Facilities and Places Deposit, to allow waiver of Town sponsored events from the required facilities reservation deposit.

9. The Town Clerk/Finance Director reports the Visa/Master Card swipe payment system is operational
There being no further discussion, the Town Administrator's report was received by consent of the Board.

8. Report of the Boards, Commissions, Committees and/or Taskforces: Planning Board— A Preliminary Subdivision Plan for Holden Ridge Section One, a ten lot development on proposed Anna Lane located on the SE side of Greenridge Rd. 0.8 miles past Kingold Blvd. This is a revised plan from that recorded as Greenfield Estates, a 24 lot undeveloped subdivision recorded in MB 22, P. 21. Mr. Ronnie Pridgen is the developer and Barrow & Barrow, P.A. the subdivision design firm. The Planning Board met May 8, 2007 and unanimously approved a motion recommending approval of Holden Place Section One, subject to: (1) minor technical corrections or changes to the plat, (2) confirmation S. Green Water Corporation water supply is sufficient for the subdivision, and (3) waiver of the curb & gutter regulation as the original plat (Greenfield Estates) was recorded in Book 22, Page 21 and the road (formerly Dogwood Lane) was dedicated. Town Planner, Bob Clark, provided an overview of the development referring to a displayed map. The Board consented to suspend the rules and allow interested parties in the audience to address the Board. Mr. Steve Barrow indicated that discussions were underway with the S. Green Water Corporation regarding the locations and upgrading the size of the water mains. Commissioner Edwards questioned the adequacy of the storm water design to handle the runoff without causing residents problems. Project Surveyor Mr. Steve Barrow addressed the question, saying how the home sites are up high on each lot and there is a storm water catch basin and piping at the bottom of the hill to take storm water away from the houses.

9. Unfinished Business and General Orders: N/A

10. New Business:

a. Consider a Resolution in support of the Contentnea Development Partnership's application for a \$50,000 USDA grant for use in a loan to Nooherooka Natural Beef, LLC in support of its "value added agribusiness" development—Motion was made by Commissioner Washington, seconded by Commissioner Burruss to approve the resolution supporting the loan application. Mr. Clark requested consideration of amending the motion to state the resolution be in support of a grant and not a loan as a correction to the wording in the agenda item. Commissioner Washington and Commissioner Burruss agreed to the amended motion to state "in support of the grant" and carried unanimously (copy of Resolution hereby incorporated by reference and made part of these minutes).

b. Consider amending Policy No. 1.0002.06 Parks, Recreational Facilities and Places Deposit, to allow waiver of Town sponsored events from the required facilities reservation deposit. Mayor Davis offered suggested language for amending the policy to address the suggested change. –Following discussion, motion was made by Commissioner Burruss, Seconded by Commissioner Washington, and carried unanimously to approve an amendment to Policy No. 1.0002.06 to allow waiver of Town sponsored events from the required facilities reservation deposit. (Copy hereby incorporated by reference and made part of these minutes).

Mayor Davis requested the Board amend the agenda to add an item: Consider approval of the 4-H Summer Day Camp as a Town sponsored event and grant a waiver of this program from the Facility Reservation Deposit. The members consented to add the item. —Motion was made by Commissioner Burruss, Seconded by Commissioner Washington to approve the 4-H Summer Day Camp as a Town sponsored event and waive the reservation deposit, and carried unanimously.

c. Consider approval of the Preliminary Subdivision Plan for Holden Ridge Section One as recommended by the Planning Board. —Motion was made by Commissioner Washington, Seconded by Commissioner Edwards, and carried unanimously to approve the Preliminary Subdivision Plan for Holden Ridge Section One with conditions as recommended by the Planning Board.

d. Consider a closed session to discuss a personnel matter pursuant to NCGS 143-318.11(6)—Motion by Commissioner Washington, Seconded by Commissioner Edwards, and carried unanimously to enter a closed session to discuss a personnel matter pursuant to NCGS 143-318.11(6)

Following the Closed Session: Motion was made by Commissioner Edwards, Seconded by Commissioner Burruss and carried unanimously to return to open session.

11. Announcements and Public Comments

Mayor Davis welcomed and introduced Margaret Fisher, Standard Laconic Staff Writer who is new to the community. He also recognized Free Press reporter Katy Marshall who has been regularly covering the town's meetings. Sharon Ginn, President of the Greene County Arts & History Society presented the museum's annual report to the board (incorporated by reference and made a part of these minutes). Mrs. Ginn read aloud the last paragraph of the report, which stated how it would not be possible to perform activities of the museum without the tremendous support of the Town of Snow Hill. —Mayor Davis thanked Mrs. Ginn and the wonderful contribution the museum is making to the community. Mayor

Davis stated the Commissioners would receive the report and look forward to reviewing it.

Mayor Davis noted that Town Clerk/Finance Director Ren Baker and her assistant Addie Watson were attending a finance-training program in Virginia Beach, Virginia. Dana Hill will be attending the NC Water Resources Association annual meeting in Greensboro. He is also enrolled this summer in a Playground Safety Training Certification program through the NC State Recreation Resources Service.

12. Adjournment –Motion was made by Commissioner Shackelford, Seconded by Commissioner Washington and carried unanimously to adjourn this session.