

MINUTES
Snow Hill Board of Commissioners Regular Meeting
Monday, April 14, 2008—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. on Monday, April 14, 2008, at the Snow Hill Town Hall with the following members present: Mayor Don Davis; Commissioners James Bizzell, Percy Edwards, Dennis Liles, Geraldine Shackelford, and Lorraine Washington, Acting Town Clerk, Michelle Strickland; and Town Administrator, Bob Clark.

- 1. Call to Order** – Mayor Davis called the meeting to order at 7:36 p.m.
- 2. Prayer** – Prayer was offered by Commissioner Edwards.
- 3. Pledge of Allegiance** – The Pledge was led by Mayor Davis.
- 4. Roll Call** – Roll call was suspended without objection. All members were present and a quorum was declared.

- 5. Consider Approving Meeting Agenda** – Mr. Clark requested that “Neighborhood Affairs Report” be added to the agenda as item 8b and that “Spring Clean-Up” be added as item 7b2 with the “Cemetery Update” be numbered 7b1. **Motion was made by Commissioner Washington, seconded by Commissioner Liles and carried unanimously to approve the agenda with requested modifications.**

Consider Approving Meeting Minutes: March 26, 2008 – Reading of the minutes was suspended. Motion was made by Commissioner Edwards, seconded by Commissioner Liles and carried unanimously to approve the meeting minutes from March 26, 2008.

7. Report of Officers:

Town Administrator:

Introduce draft ordinance granting franchise to Piedmont Natural Gas Company, Inc. – Mr. Clark asked the Board to look over the draft ordinance (a copy hereby incorporated by reference and made a part of these minutes) and explained that this would be more of a renewal of a franchise that was signed 20 years ago. Piedmont Natural Gas has since bought out North Carolina Natural Gas. Mr. Clark advised the Board that the Town Attorney, Brian Pridgen, had received a copy to look over. Mr. Clark's request was that the Board consider a first reading of the ordinance and that a representative of PNG will be available for questions at the next meeting.

National Arbor Day April 25, 2008 – Mr. Clark informed the Board of the upcoming National celebration and that the State's ceremony was held in March. Mr. Hill has been in contact with the Pre-K and are working out tree planning in a new area that is being worked on by the garden club. Mr. Clark will inform the Board of the date and time when it is decided on.

The Board received this report by consent.

Public Works & Utilities Director:

Cemetery update and recommendation to purchase a used excavator – Mr. Hill passed out a copy (a copy hereby incorporated by reference and made a part of these minutes) of the notice that was posted at Town Hall and in The Standard Laconic prior to the cemetery being cleaned up. Mr. Hill explained to the Board that while doing the clean-up he thought it would be a good idea to take care of issues that were violations of the ordinance as well as clean up. Mr. Hill then passed out a copy (a copy hereby incorporated by reference and made a part of these minutes) of the news release by the Town in reference to cemetery complaints. The news release was published in the Standard Laconic and offered a new plan for maintaining and enhancing the beauty of the cemetery, which Mr. Hill went over with the Board.

Mayor Davis spoke on the ordinance not allowing cement as well as the ordinance stating that each urn must match the marker. Mayor Davis suggested that a possible alternative is a vase that the Town approves and could sell to the owners, thus helping to standardize the cemetery. This plan or one allowing cement-type products would require action of the Board because it would require amending the ordinance. The current ordinance has been in effect since 1974.

Mayor Davis asked if it was friendly to ask Mr. Hill to look at cases and alternatives and bring a recommendation back to the Board. He asked Mr. Hill to take pictures so that the Board could gain a perspective of the problems in the cemetery.

Commissioner Liles commended Mr. Hill for trying to do a good job and the heat that he has taken on this clean up. He believes that it was just an issue of timing.

Mr. Hill reported to the Board that his crew is having to work between stones and tight spaces with their large backhoe and that they are having a hard time getting to lots for opening and closing of the graves. He informed the Board that they have been trying out a good used 2000 Caterpillar mini excavator for a few weeks and that it was providing easier access to these hard to get to gravesites. The price of the equipment is \$14,000.00 and Mr. Hill recommends purchasing the mini excavator. He would like to shift \$7500.00 that was set aside in Capital Outlay for the purchase of a lawnmower this year and \$7500.00 from another line item. Mr. Hill would like the Board to consider the purchase as it will help prevent tearing up the gravesites with the large backhoe.

Spring Clean Up - Mr. Hill informed the Board that a spring clean up was scheduled for May 12, 2008 and that the notice of the clean-up will ask Town citizens to have everything out by May 12th so that this clean-up won't last all week as the last one did. Mayor Davis added that the Town of Walstonburg had submitted a request to the county to waive landfill tipping fees for their clean up and it was denied. Mr. Hill estimated \$2,500 or so as the tipping fees. The Mayor added that the budget amendment will include the cost of the landfill fees because of this. It was also suggested that the churches and high schools be contacted to announce to people to help the seniors get their things to the side of the road.

The Board received this report by consent.

Revenue Collector: Report on ad valorem tax collections and request to advertise delinquent 2007 taxes – Miss Strickland announced that tax collections were going well and that we were even getting in prior year payments as a result of letters going out. She asked the Board to allow her advertise the 2007 delinquent taxes in The Standard Laconic.

The Board received this report by consent.

Finance Officer: Financials and Budget Amendment No. 5 – Tabled until the next meeting due to Michelle Grant being injured in an accident and Mrs. Watson not having the paperwork that was to be handed out the Board. Mayor Davis asked that the paperwork be forwarded to the Board members before the next regular meeting.

The Board received this report by consent.

Report of the Boards, Commissions, Committees and/or Taskforces:

- a. Planning Board recommendation to approve a Final Subdivision Plan for Holden Ridge, Section 1 (Anna Lane), a ten-lot subdivision located east of Greenridge Road. – Mr. Clark spoke to the Board about the ruling of the Planning Board for Holden Ridge Subdivision and presented a map (a copy hereby incorporated by reference and made a part of these minutes). **Tabled until next meeting at the request of the developer.**

- b. Neighborhood Affairs Report – Commissioner Washington informed the Board that the Citizen’s Academy has been cancelled due to lack of participation. On June 19th, 2008 Neighborhood Affairs will hold a one night Citizen’s Academy Presentation. The three applicants will be contacted and the class will be held at the Public Works building from 6 – 8 p.m.

Commissioner Washington also informed the Board that the Neighborhood Affairs Committee would like to have a joint Town Hall meeting with the Town Board on May 15th or May 29th from 6:30 – 8:00 p.m. at the Community Center or the Museum.

The Board received this report by consent

Unfinished Business and General Orders: None

10. New Business:

Consider first reading of ordinance granting franchise to Piedmont Natural Gas Company, Inc. – It was without objection to allow Brian Pridgen to review the franchise before it was voted on. **The first reading was tabled until the next meeting.**

Consider purchasing an excavator for use in the cemetery – This was included in the budget amendment that Michelle Grant and Addie Watson are unable to present at this time. **Motion was made by Commissioner Washington, seconded by Commissioner Liles and carried unanimously to purchase an excavator for use in the cemetery.**

Consider authorizing the Revenue Collector to advertise delinquent 2007 taxes – **Motion was made by Commissioner Edwards, seconded by Commissioner Liles and carried unanimously to authorize the Revenue Collector to advertise delinquent 2007 taxes.**

Consider Budget Amendment No. 5 – **Tabled until the next meeting without objection.**

Consider approval of a Final Subdivision Plan for Holden Ridge, Section 1 (Anna Lane), a ten-lot subdivision located east of Greenridge Road.
– The developer has asked that this be tabled until the next meeting due to drainage changes. **It was tabled without objection.**

Neighborhood Affairs Request – Support of Town Hall Meeting on May 29th from 6:30 – 8:00 p.m. – **It was without objection that the Board support the Town Hall meeting on either of the two dates suggested but they recommend the 29th.**

Consider entering closed session to discuss a personnel matter pursuant to NCGS 143-318.11(6) – **Motion was made by Commissioner Washington, seconded by Commissioner Shackelford and carried unanimously to enter into closed session at 8:45 p.m.**

Motion was made by Commissioner Edwards, seconded by Commissioner Liles and carried unanimously to reconvene in open session at 8:49 p.m.

Program: None

Announcements and Public Comments – Mayor Davis and the Board welcomed Commissioner Washington back to town from an extended trip to visit family in Oklahoma. Commissioner Liles announced that his son had returned from Afghanistan and will be in the States for a while. Commissioner Bizzell announced that he was engaged to get married next December.

Adjournment – **Motion was made by Commissioner Edwards, seconded by Commissioner Liles and carried unanimously to adjourn the meeting at 8:55 p.m.**

Mayor Donald G. Davis

ATTEST:

Michelle Strickland, Interim Town Clerk