

MINUTES
Snow Hill Board of Commissioners Regular Meeting
Monday, January 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, January 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; Town Administrator, Bob Clark and Attorney, Brian Pridgen

1. Call to Order – Mayor Davis called the meeting to order at 7:33 p.m.
2. Prayer – Mayor Davis offered prayer.
3. Pledge of Allegiance – The pledge was led by Mayor Davis.
4. Roll Call – Roll call was suspended and Mayor Davis announced that Commissioner Edwards had communicated that he would be late. A quorum was declared.

Mayor Davis recognized Commissioner Edwards for voting purposes as 7:39 p.m.

5. Consider Approving Meeting Agenda – Mr. Clark asked that the Board consider adding item 8e as “Revenue Collector – Request to collect delinquent taxes” and to change item 11d “ Consider Revenue Collector’s request to collect delinquent taxes” and move the existing item 11d “Consider entering closed session to discuss a personnel matter pursuant to NCGS 143-318.11(6)” to item 11e. Motion was made by Commissioner Washington, seconded by Commissioner Liles and carried unanimously to approve the agenda with the changes recommended by Mr. Clark.

6. Consider Approving Meeting Minutes: December 19, 2007 – Motion was made by Commissioner Shackelford, seconded by Commissioner Liles and carried unanimously to approve the meeting minutes for December 19, 2007 as written.

7. Public Hearing: Capacity Grant up to \$75,000 to NC Commerce to build capacity of Rosenwald Center for Cultural Enrichment, Inc. to develop a Housing Development Grant in the West Harper Street Area for a Single Family Home Ownership Program – Motion was made by Commissioner Washington, seconded by Commissioner Edwards and carried unanimously to enter into public hearing.

Mayor Davis stood and explained what the Capacity Building Program was and shared a memo (a copy hereby incorporated by reference and made a part of these minutes) that he had received from Angelo Franceschina, Executive Director of Rural Initiative Project, Inc. Mr. Roger Whitson asked what the Town was obligating itself to and asked about the geography of the project. A map (a copy hereby incorporated by reference and made a part of these minutes) was handed out to the Board and audience. The map depicts the suggested revitalization boundary that essentially includes the proposed historic district boundary study area, the “Corner” and Hart Street neighborhood. There are vacant lots available right now for the program. Mayor Davis explained that the Town would not have to match the Capacity Grant funding.

Several citizens questioned the impact of the proposal on the integrity of the possible Historic District. Mrs. Joann Stevens and Mr. Franceschina assured everyone that they were both very mindful of the integrity of the Historic District and they want to keep with Historic Commission guidelines in the construction of these homes. They communicated that they would look at home designs that would fit well in the Historic District. These will be single-family homes, not duplexes, apartments, or townhouses.

Mrs. Becki Scarborough voiced her concern that the Town could not ensure that the homes to be built would be single-family dwellings with possibilities of things such as loan defaults leading to the houses being used in other ways. Mr. Franceschina offered the suggestion of single-family only covenant restriction deeds being issued. Mrs. Stevens spoke again of having the same concerns as other members of the audience and she feels that the concerns will only make the community better.

Mayor Davis spoke to the audience about the economic benefits of the program. It is very similar to the CDBG program except that the program will allow recruitment of more local contractors.

Mayor Davis called for questions or comments three times. Motion was made by Commissioner Edwards, seconded by Commissioner Bizzell and carried unanimously to close the public hearing.

8. Report of Officers:

a. Mayor:

1. Martin Luther King, Jr. Commemorative Ceremony January 21, 2008 at 11:00 a.m. at Victory and Dominion World Outreach Center – Mayor Davis gave information on the ceremony and encouraged everyone to attend.
2. “State of the Town Address” February 11, 2008 – Mayor Davis asked everyone to come back on February 11 when he will reflect on what has gone on in the past year.
3. 2008-9 Town Council Strategic Objectives work session January 30 – Mayor Davis reminded Board members that the next regular meeting would be a work session.

Mayor Davis asked if it was without objection to amend the agenda at this time to include another item.

4. Current Status on ordinances dealing with boarding homes – Mayor Davis asked Mr. Clark to speak on the pending investigations. Mr. Clark informed the Board that there were still several homes that were under investigation following earlier letters of possible violations. One of those resulted in closing of one boarding home. Further action is expected on another in a week.

The Board received this report by consent.

b. Town Administrator:

1. Skateboard park update and recommendation to amend FY 07-08 Budget to allow completion of the full layout – Mr. Clark handed out a layout of the Skateboard Park (a copy hereby referenced and made a part of these minutes). Mr. Clark recommended that the Board vote to amend the budget (a copy hereby referenced and made a part of these minutes) to include a \$15,000.00 increase for the Skateboard Park. He explained that the half pipe that was originally to be donated was not in satisfactory condition. The budget amendment would allow for the purchase of a half pipe. Mr. Clark suggests possibly moving the building of the bathroom at the park of Genesis Hills to next fiscal year.

2. Change Orders No. 1, 2, and 3 totaling \$9,151.00, increasing contract to \$317,127.00 for the Community Center Construction Project to Burney & Burney Construction Co. (within available project budget funds) – Mr. Clark brought the Board up to speed on the progress of the Community Center construction. He is confident that the contractors will meet the March 18, 2008 completion date. Mr. Clark is recommending that the Board approve three change orders that primarily deal with lighting and windows. This addition of \$9,151.00 would still bring the project under the \$327,000.00 building construction budget.

3. NC Department of Transportation Improvement Plan Hearing 2:00 p.m. February 14, 2008 at Pitt Community College – Mr. Clark informed the Board that a delegation from Greene County usually attends this hearing and asked that anyone who wanted more information to please let him know.

4. Essentials of Local Government Training for new board members Feb. 5-7 Greenville, NC – Mr. Clark informed the Board of the School of Government's training that was coming up for the new board members.

The Board received this report by consent.

c. Public Works & Utilities Director: N/A

d. Finance Officer: Financials and Budget Amendments – Tabled until the next meeting

e. Revenue Collector: Request to collect delinquent taxes – Miss Strickland asked (a copy hereby incorporated by reference and made a part of these minutes) the Board for authorization to enforce collection of any real or personal property taxes that remain delinquent for 2007 and before.

The Board received this report by consent.

9. Report of the Boards, Commissions, Committees and/or Taskforces: N/A

10. Unfinished Business and General Orders: At this time the Mayor asked to amend the agenda to move item 12 to item 10.

Program: Eagle Scout Ross Brown and his project at Scout Park – Ross Brown came forward and presented his Eagle Scout Project. Ross put up a fence and picnic tables as well as doing landscaping and placing trash receptacles at Scout Park. Ross announced that local farmers were a tremendous financial help for his project and that his other troop members offered physical and creative support. Ross shared pictures of the progress of the project with the Board.

11. New Business:

a. Consider authorization to submit a Capacity Grant Application Capacity up to \$75,000 to NC Commerce to build capacity of Rosenwald Center for Cultural Enrichment, Inc. to develop a Housing Development Grant in the West Harper Street Area for a Single Family Home Ownership Program – Motion was made by Commissioner Washington, seconded by Commissioner Edwards and carried unanimously to submit a Capacity Grant application to NC Commerce.

b. Consider approval budget amendment Skateboard Park – Motion was made by Commissioner Edwards, seconded by Commissioner Shackelford and carried unanimously to approve Budget Amendment 1 (a copy hereby incorporated by reference and made a part of these minutes).

c. Consider approval Change Orders No. 1, 2, and 3 totaling \$9,151.00 increasing contract to \$317,127.00 for the Community Center Construction Project to Burney & Burney Construction Co. – Motion made by Commissioner Washington, seconded by Commissioner Edwards and carried unanimously to approve Change Orders No. 1,2, and 3 (a copy hereby incorporated by reference and made a part of these minutes) for the Community Center Construction Project.

d. Consider Revenue Collector's request to enforce collection of delinquent taxes – Motion made by Commissioner Shackelford, seconded by Commissioner Liles and carried unanimously to authorize the Revenue Collector to enforce collection remedies for delinquent taxes.

e. Consider entering closed session to discuss a personnel matter pursuant to NCGS 143-318.11(6) – Motion made by Commissioner Shackelford, seconded by Commissioner Washington and carried unanimously to enter into closed session at 9:10 p.m.

Motion was made by Commissioner Edwards, seconded by Commissioner Shackelford and carried unanimously to reconvene at 10:30 p.m.

12. Announcements and Public Comments – Motion was made by Commissioner Washington, seconded by Commissioner Edwards and carried unanimously to unfreeze the position of Public Works Utilities Technician and move Joe Roberts, Jr. into this position as well as freezing the Water Resource Operator position.

Motion was made by Commissioner Edwards, seconded by Commissioner Bizzell and carried unanimously to hire 2 applicants for the part-time animal control officer position; these applicants are Kathy Pazzaglia and Dennis McGaughy.

Motion was made by Commissioner Shackelford, seconded by Commissioner Liles and carried unanimously to increase the Town Administrator's contract

from \$40,000.00 to \$41,500.00 for a cost of living increase effective immediately.

Motion was made by Commissioner Liles, seconded by Commissioner Shackleford and carried unanimously to promote Ms. Linda Bryant into the part-time Office Assistant position at the standard hourly rate per this position's classification.

Mr. Dana Hill announced that Bobby Carraway would be having some minor surgery on Thursday and that he would be in the hospital for a few days.

13. Adjournment – Motion was made by Commissioner Washington, seconded by Commissioner Shackleford and carried unanimously to adjourn at 10:45 p.m.