

MINUTES
Snow Hill Board of Commissioners Regular Meeting
Monday, March 10, 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, March 10, 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

- 1. Call to Order** – Mayor Pro-Tem Lorraine Washington called the meeting to order at 7:35 p.m.
- 2. Prayer** – Prayer was offered by Commissioner Edwards.
- 3. Pledge of Allegiance** - The Pledge was led by Mayor Pro-Tem Washington
- 4. Roll Call** – Roll call was suspended without objection. It was announced that Mayor Davis would be late. All Board members were present and a quorum was declared.
- 5. Consider Approving Meeting Agenda** – Motion was made by Commissioner Shackelford, seconded by Commissioner Liles and carried unanimously to approve the agenda as written. Mr.

Clark informed the Board that Mr. Dale Hancock was present and may want to speak under the comment section of the meeting.

Consider Approving Meeting Minutes: February 27, 2008 – Motion was made by Commissioner Edwards, seconded by Commissioner Liles and carried unanimously to approve the minutes for February 27, 2008 as written.

7. Report of Officers:

Town Administrator:

Skateboard park update – Mr. Clark reported that since the last report there had been a lot of activity. He reported that he would like to check out safety equipment that could be left at the park for children that needed to use it. He stated that it would be only several hundred dollars.

By Consent, the Board suspended the rules and asked Mr. Hill to give an update on the construction being done. Mr. Hill reported that if

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everything goes as scheduled the park would be able to be opened by the end of the week. Commissioner Washington asked about the signs that

were to go up at the park and Mr. Clark reported that if the permanent signs were not ready by the opening date then there would be smaller temporary signs until they come in. Also, rules will be passed out to everyone when their consent forms are signed.

Commissioner Edwards asked about the grand opening of the Skateboard Park. Mr. Clark suggested speaking to the Recreation Commission and hopefully setting a Saturday date.

Community Center update and Change Orders to Burney & Burney Construction Co. - Mr. Clark reported that the Open House was pretty much a walking tour and that there was a good turnout. He announced that the next phase of the project will move to the outside of the building and he is waiting to look at landscape plans.

Mr. Clark spoke to the Board about change orders that were needed. He reported that the order makes sure that the handicap access is adequate. Mr. Clark passed out and went over the “Request For Change Order Log” (a copy hereby incorporated by reference and made a part of these minutes). Mr. Clark reported that fundraising for furnishings was going well. Mr. Clark recommends the approval of Change Orders #7 – 14.

5th Year Tree City USA and 4th Growth Award from National Arbor Day Foundation – Mr. Clark announced that the Town of Snow Hill has once again been named as a Tree City USA and Growth Award recipient (a copy hereby incorporated by reference and made a part of these minutes). Mr. Clark stated that receiving this award signifies a community that goes above and beyond just the “Tree City” designation. There will be no ceremony in Raleigh this year but perhaps a local forester will be invited to present the award at an Arbor Day ceremony.

Snow Hill Rescue Squad request to advance \$4,000 this year in lieu of budgeting this amount in FY2008-9 to allow purchase of new pagers – Mr. Clark spoke to the Board regarding Budget Amendment III that would allow the advancement of \$4,000.00 to the Snow Hill Rescue Squad. The Town normally budgets the squad \$4,000.00 annually. What this advancement would do is just advance the 2008/2009 funds before July 2008 and there would be no allowance in the 2008/2009 budget. This advance would help the Snow Hill Rescue purchase pagers that they need desperately. Mr. Clark recommends that the Board vote to allow the advancement.

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This report was received without objection.

Public Works & Utilities Director: Animal Control Report – Mr. Hill passed out (a copy hereby incorporated by reference and made a part of these

minutes) a summary of the Animal Control position since January. Mr. Hill stated that Mrs. Pazzaglia had been very enthusiastic and has helped quite a bit. He thinks that she has done a great job with such a limited budget for the program. Mr. Hill complimented Pazzaglia's work and informed the Board that he may come back to them at a later date to request an increase in funds for the program. Mr. Clark stated that the Town's animal control ordinances are the same as the County and that the Board may need to take a closer look at the ordinances.

This report was received without objection.

Finance Officer: Financials and Budget Amendments – Mr. Clark announced that he would be giving this report, as there wasn't much to report. He reported that the audit had been completed and that he was looking at the schedule to see when the auditor could come in to present the audit.

This report was received without objection.

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

Unfinished Business and General Orders:

Consider revisions and adoption of Town Council's 2008 Strategic Objectives

Mr. Clark passed out (a copy hereby incorporated by reference and made a part of these minutes) a revised copy of the 2008 strategic objectives and discussed the changes that had been made.

Consider East Carolina Council (EEC) membership appointment – Mr. Clark spoke about what the EEC appointment meant and stated that a Board member did not have to be appointed, that someone from the Snow Hill Development Committee could be appointed. **Tabled until next meeting.**

New Business:

Mayor Davis joined the meeting at 8:20 p.m. and Mayor Pro-Tem Washington turned over the gavel to Mayor Davis for the remainder of the meeting.

Consider approval of Change Orders for the Community Center Construction Project to Burney & Burney Construction Co. (chair rail; supply hood/electric kitchen, light janitor's closet, painting doors/railings, replace old HVAC units,

replace baseboards & cap, columns, and entry sidewalk) within available project funds. - **Motion was made by Commissioner Washington, seconded by Commissioner Edwards and carried unanimously to approve the change orders.**

Consider FY2007-8 Recommended Adjustments/Amendments – **Motion was made by Commissioner Edwards, seconded by Commissioner Liles and carried unanimously to approve Ordinance O2008-3: Budget Amendment III.**

Consider Approval of Strategic Objectives – **Motion was made by Commissioner Washington, seconded by Commissioner Edwards and carried unanimously to approve the revised strategic objectives.**

By consent the agenda was amended to allow announcements and public comments at this time, specifically from Dale Hancock.

Mayor Davis asked Dale Hancock with Media Cast to speak to the Board. Mr. Hancock announced that since his purchase of Media Cast that several new stations had been added and that the company has gone through all of amplifiers in the county and all are balanced

and at recommended levels. Mr. Hancock expressed his excitement about the possibility of local live recordings and tape delay. Mayor Davis recognized Mr. Hancock for seeking out the Board instead of the Board seeking out the cable franchise, as it has had to be done in years past.

Consider entering closed session to discuss a personnel matter pursuant to NCGS 143-318.11(6) – **Motion was made by Commissioner Shackleford, seconded by Commissioner Liles and carried unanimously to enter into closed session at 8:46 p.m.**

Motion was made by Commissioner Washington, seconded by Commissioner Shackleford and carried unanimously to reconvene in open session at 8:59 p.m.

Program: None

Announcements and Public Comments – The Board sang “Happy Birthday” to Commissioner Liles.

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Adjournment – **Motion was made by Commissioner Liles, seconded by Commissioner Edwards and carried unanimously to adjourn at 9:02 p.m.**

Mayor Donald G. Davis

ATTEST:

Michelle Strickland, Interim Town Clerk