

MINUTES
Snow Hill Board of Commissioners Regular Meeting
Monday September 8, 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 7:31 p.m. on Monday, September 8, 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.

Call to Order – Mayor Davis called the meeting to order at 7:31 p.m.

Prayer - Prayer was offered by Commissioner Bizzell.

Pledge of Allegiance – Pledge was led by Mayor Davis.

Roll Call – Suspended without objection. All members were present and a quorum was declared.

Consider Approving Meeting Agenda – Motion was made by Commissioner Washington, seconded by Commissioner Liles and carried unanimously to approve the meeting agenda with item 7a being the report of the Town Administrator and adding item 7b as the report of the Public Works & Utilities Director.

Consider Approving Meeting Minutes: August 27, 2008 – Motion was made by Commissioner Edwards, seconded by Commissioner Liles and carried unanimously to approve the minutes of the August 27, 2008 meeting.

Report of Officers:

Town Administrator: Receipt of NC Urban & Community Forestry Grant contract – Mr. Clark informed the Board that the Town had received a \$980.00 matching grant this year with up to \$1220.00 of matching funds.

This report was received without objection.

Public Works & Utilities Director – Storm Update: Mr. Hill informed the Board that there was no major damage from the storm although there was some cleanup work done on the Saturday morning after the storm. Some of the debris will take a little longer to get up due to not being able to get a crew from the prison.

Mr. Hill requested endorsement from the Board to send a letter to Progress Energy for appreciation of their thoroughness and promptness during the power outage during Hurricane Hanna. The Board approved Mr. Hill to send this letter by consent.

This report was received without objection.

Report of the Boards, Commissions, Committees and/or Taskforces:
None

Unfinished Business and General Orders:

Consider approval of a 2009 NC Urban & Community Forestry Grant of \$980.00 and authorize the Mayor to sign the contract (No. 1328) with up to \$1220.00 matching funds from FY 2008-9 Budget (cite 10.4900.5710). **Motion was made by Commissioner Washington, seconded by Commissioner Liles and carried unanimously to approve the 2009 NC Urban & Community Forestry Grant and authorize the Mayor to sign the contract with up to \$1220.00 in matching funds from the FY 2008-9 Budget.**

Consider a motion to approve increasing the minimum threshold for town Purchase Orders from \$300.00 to \$750.00 – **Motion was made by Commissioner Washington, seconded by Commissioner Shackelford and carried unanimously to approve increasing the purchase order minimum threshold from \$300.00 to \$750.00.**

Consider, as recommended by the Planning Board to approve a Final Subdivision Plat for Holden Ridge, Section 1 (Anna Lane), a ten-lot subdivision located east of Greenridge Road – Mr. Clark went over some details of the subdivision since some time had passed since the last discussion. Mr. Clark stated that all improvements are in place. When asked if this was a time sensitive issue Mr. Clark stated that there are no lots sold at this time but that they were anxious to get everything in order. **Motion was made by Commissioner Washington, seconded by Commissioner Edwards and carried unanimously**

**to approve the Final Subdivision Plat for Holden Ridge,
Section 1.**

New Business: None

Program: None

Announcements and Public Comments – Mayor Davis asked Mr. Hill to join the Board at the table. Mayor Davis explained to the Board that he, Mr. Clark, and Mr. Hill had been looking at expanding or creating a position. This position would be one of Code Enforcement. Mayor Davis explained that this was one place the Town was lacking in progress in and that it was one of the top concerns in the community when looking at the needs assessment. Mayor Davis stated that right now it was in the discussion phase but he wanted to bring the Commissioners in on the discussion. Commissioner Edwards suggested that perhaps the meter reader keep an eye out for these violations while he is going to each house monthly. It was discussed whether this position would be full-time or part-time. By consent the Board supports gathering more information on the position.

Mayor Davis announced that Senator Marc Basknight would be at the Museum at 7:00 PM on 9/11/08. He asked that everyone please attend if they were able.

Mr. Clark announced that NCLM Annual Conference was being held October 12 – October 14, 2008 in Charlotte. He let the Board know that if anyone was interested in attending to please let him know as soon as possible so that he could get them registered.

Mayor Davis asked Mr. Clark if he could get together an around the town report and suggested that he look at the strategic objectives to see where we stand for the year.

Mr. Edwards announced that the Senior Games were being held in Raleigh on 9/9/08 and he would be attending.

Mayor Davis read over the inspection of the Animal Shelter. He announced that the shelter could be licensed after the paperwork is submitted. In a letter to the Town the inspector commended the animal control officer.

Mrs. Sharon Ginn came forward and informed the Board of what was going on at the Museum between now and December.

Mr. Clark suggested having a photograph done of the Board and employees to go in the Museum's Heritage Book. Mayor Davis asked Mr. Clark to work out the details.

Adjournment – Motion was made by Commissioner Liles, seconded by Commissioner Washington and carried unanimously to adjourn at 8:16 p.m.

Don Davis, Mayor

Michelle Strickland, Interim Town Clerk