

MINUTES
SNOW HILL BOARD OF COMMISSIONERS REGULAR MEETING
TUESDAY, NOVEMBER 23, 2010
SNOW HILL TOWN HALL
201 NORTH GREENE STREET, SNOW HILL, NORTH CAROLINA 28580

1. **Call to Order** – The meeting was called to order at 7:00 p.m. by Mayor Liles.
2. **Prayer/Pledge** – Prayer was offered by Commissioner Scarborough. The Pledge was Led by Mayor Liles.
3. **Roll Call** – The roll was called by Cathy Webb. All members were present. A Quorum was declared.
4. **Consider Agenda Approval** – A motion was made by Commissioner Scarborough seconded by Commissioner O'Brien and carried unanimously to approve the Agenda.
5. **Consider Minutes Approval of November 8, 2010** – A motion was made by Commissioner Scarborough, seconded by Commissioner Whitson and carried unanimously to approve the minutes of November 8, 2010.
6. **Presentation – NONE**
7. **Report of Officers:**
 - a. **Mayor:**
 1. **Public Works Recognition** – Mayor Liles commended employees Joe Roberts, Chris Tedder, Bobby Carraway, and Gerald Beaman for their efforts in repairing a water leak after regular working hours.
 2. **Holiday Extravaganza** – Mayor Liles again reminded everyone of the Christmas Extravaganza to be held on December 10, 2010 at 6:00 p.m. The Tree lighting will be held at 6:30 p.m. There will be something for all ages-Photos with Santa, Horse and Carriage rides, drawing for cash prizes, etc.
 3. **Commissioner Plan for Parades** – All Commissioners are asked to meet at the primary School at 1:00 p.m. if they plan to ride in the parade.
 - b. **Town Administrator:**
 1. **CDBG Closeout Public Hearing** – Mr. Hill informed the Board that he would like to reschedule the Public Hearing until December 13,

2010. He was not able to get the advertisement in the paper in sufficient time to have the hearing any earlier.

2. **Expense-Revenue Statement (Exhibit A)**-Mr. Hill asked if the Board had any questions concerning these statements. There were none.
3. **Consider Authorizing Replacement of “Hillview” Pump Station** – Mr. Hill proposed several options on the funding of this project.
 - 1) **State Revolving Loan** – This loan is a long-term loan with a 2 ½% Interest rate. There will be no penalty for an early Payoff of the loan.
 - 2) **Loan from First Citizens** – Interest rates would be 3.57% for a 3-5 year loan and 3.88% for longer. The approximate annual payment would be around \$11,000.
 - 3) **Loan from Wachovia** – Interest rate would be 6.25% for a 3-5 year term.
4. **Budget Amendment**- Mr. Hill presented a Budget Amendment for the grant that the Town will receive from the Rural Center for the alternate water project.
5. **Proposed Code of Ethics (Exhibit C)** – Due to recent signed legislation, each local government official must complete an ethics training course and adopt an ethics policy by the end of 2010. Mr. Hill presented a draft of a policy for consideration.
6. **Greene Street parking lot request** – Mr. Hill told the Board that the Town owned ¼ of the vacant lot on Greene Street and the County owns the remainder. The County has received a bid of \$48,000 to pave this parking lot and asked if the Town would share in the cost. They wanted the Town to contribute \$12,000 to the project.
- c. **Public Works Supervisor** – Joe Roberts told the Board that the water inspection went great and also the sewer inspection. Everything was in compliance. He indicated that very little money had been spent on the sewer system this year but probably there would be some repairs for the next fiscal year.
7. **Report of Boards, Committees, and Commissions** – Mr. Hill presented the minutes of the Snow Hill Preservation Committee October 25, 2010 meeting. He indicated that three (3) of the members term would or have expired. Nita Smith’s Term expired in 2009 and Jill Watson and Frank Warren’s term expire in 2010. A recommendation was made Mrs. G. Smith to recommend the appointment of these three to the Town Board.

Mr. Hill also said that some discussion may be needed about how the Town would approach cost in new commercial development related to sewer connections. Past practice has been to share the cost of installation with the developer if gravity sewer is not adjacent to a property, or if a large bore is required to be contracted. A copy of the ordinance was provided and the language clearly defines customer responsibility for connecting to the system if the line abuts the property, but not so clear if they have to cross a road.

8. **Unfinished Business – Community Center Operations Task Force-** Mr. Hill suggested setting up a Task Force to look at rate structures, fees, maintenance, etc. of the Community Center. He suggested appointing 2 Town Board Members, 2 from The Greene County Improvement Association, and maybe 3 from the Community. It was suggested that the positions be advertised and see who is interested in serving on this task force. Mr. Hill indicated that he thought that there would be some advantages to having a small group to decide on these things and bring them back to the Board.

9. **Public Comments** - Mrs. Joan Atkinson said that they based their rental fees on fees charged by the schools and other rental buildings. She said that she thought the Task Force should be made up of in-house people that have already been involved in the decisions.

10. **New Business/Action Items:**

- a. **Consider Rescheduling CDBG Closeout Public Hearing for December 13, 2010 at 7:00 p.m.** A motion was made by Commissioner Whitson, seconded by Commissioner O'Brien and carried unanimously to reschedule this hearing until December 13, 2010 at 7:00 p.m.
- b. **Consider Authorizing Replacement of "Hillview" pump station** – A motion was made by Commissioner Whitson, seconded by Commissioner Scarborough, and carried unanimously to replace the pump station pending financial arrangements.
- c. **Consider Authorizing Budget Amendment I.** A motion was made by Commissioner O'Brien, seconded by Commissioner Whitson and carried unanimously to approve Budget Amendment I (Exhibit B).
- d. **Consider adoption of Proposed Code of Ethics** – A motion was made by Commissioner Scarborough, seconded by Commissioner O'Brien and carried unanimously to approve the Code of Ethic presented.
- e. **Consider Participation in Parking Lot Pavement** – This item was tabled until further information is presented.
- f. **Consider Historic Preservation Membership** - A motion was made by

Commissioner Scarborough, seconded by Commissioner Taylor and carried to appoint Nita Smith, Jill Whitson, and Frank Warren to the Snow Hill Preservation Committee for the term 2011-2013. Commissioner Whitson abstained from voting.

g. **Consider Appointing Community Center Task Force** – This matter was tabled.

11. **Closed Session** – A motion was made by Commissioner Scarborough, seconded By Commissioner Whitson, and carried unanimously to go into closed session at 7:50 p.m.

A motion was made by Commissioner Scarborough, seconded by Commissioner Shackelford, and carried unanimously to reconvene to regular session at 8:14 p.m.

A motion was made by Commissioner Scarborough, seconded by Commissioner Whitson, and carried unanimously to advertise the position of Clerk/Finance Officer for two weeks.

12. **Commissioner Comments:**

- 1) Commissioner Scarborough indicated that the term of Robert Masters for the Eastern Council of Government Board would end in 2010 and suggested that another appointment be made.
- 2) Commissioner Taylor said that he hoped the Town would work with the County in some way on the paving of the parking lot on Greene Street.

13. **Adjourn** – A motion was made by Commissioner Shackelford, seconded by Commissioner Whitson and carried unanimously to adjourn. The meeting adjourned at 8:30 p.m.

Mayor

Clerk

