

MINUTES
SNOW HILL BOARD OF COMMISSIONERS REGULAR MEETING
WEDNESDAY, JANUARY 26, 2011
SNOW HILL TOWN HALL
201 NORTH GREENE STREET, SNOW HILL, NORTH CAROLINA

1. **Call to Order** – Mayor Liles called the meeting to order at 7:00 p.m. The prayer was offered by Commissioner Whitson. The Pledge was led By Mayor Liles.
2. **Roll Call** – The roll was called by Cathy Webb. Commissioner O’Brien was out of town on business and Commissioner Shackleford was out of town because one of her children was having surgery. A quorum was declared.
3. **Consider Agenda Approval** - Town Administrator, Dana Hill, asked that the Agenda be amended to include under section 6 item C to consider a Resolution to Support the Rural Business Enterprise Grant for Carolina Opportunities, Inc. A motion was made by Commissioner Scarborough to accept the agenda with the amendment, seconded by Commissioner Whitson and was unanimously approved.
4. **Consider Minutes Approval** – A motion was made by Commissioner Scarborough, seconded by Commissioner Taylor, and carried unanimously to approve the minutes of the January 10, 2011 Board meeting.
5. **Presentation: Swear in Cathy Webb as Town Clerk/Finance Officer/Revenue Collector.** Mayor Liles came forward to administer the oath of office for Town Clerk/ Finance Officer/Revenue Collector to Cathy Webb.
6. **Report of Officers-**
 - a. **Town Administrator –**
 - 1) **Community Center Discussion** – Mr. Hill asked that the Board meeting be recessed tonight and continue tomorrow night at 6:30 so that both The Town Board and the Greene County Improvement Association Board could meet jointly to discuss the Community Center operations. He said that he thought that the community center conversation had gotten a little bit out of control for whatever reason, and that he wanted to start fresh with that group and be very clear on what The Town Board’s expectations are and what the goals are and he thought that this will be a good place to start. He said that he would like to patch up all the bad feelings, mixed feelings, misunderstandings, etc. and start on fresh level ground and move

forward with what should be a very simple negotiation process. He said that he had spoke to the President of the Greene County Improvement Association Board and they were in agreement to sit down and talk about this matter.

- 2) **Surplus Real property Bids** - Mr. Hill asked that sealed bids be submitted on the surplus property that the Town obtained through the CDBG funding and that he had received no bids. He had no report at this time. He said that signs were up advertising the sale of the property and until the economic situation turned around he did not see any need to keep spending money on advertising at this time.
- 3) **Planning Board Applicants** – He said that he had received two Applications for this position, one being from Commissioner Taylor and since there was not a full Board present that he would recommend waiting until we have a full Board to make the appointment and also it would give him a chance to let the Planning Board know who had applied and get any feedback from them if this is okay with the members of the Board. Everyone agreed.
- 4) **Ordinance Violation Correspondence**- Mr. Hill had received some Correspondence from concerned citizens about the conditions of the Mobile Home Park owned by Mr. Mewborn on 3rd Street. He has discussed the violations with the owner and he is in the process of correcting these violations. He has discussed some of the items with Sheriff Smith and asked him to do some intense monitoring to avoid some of the other problems. (List of complaints included in minutes) He said that if the Board was in agreement that he would continue to work with the owner of the property and try to remedy the ordinance violations and work toward an agreement that everyone could live with. Commissioner Scarborough asked if the petitioners had been informed that they were trying to get these issues resolved. Mr. Hill said that he had tried to let them know that this would not be a quick fix and they understood. Commissioner Scarborough asked about household furniture being left on the streets. She said that she understood, after the owner had been notified and did not remove the items, that the Town could pick it up and bill the owner. Mr. Hill said that we did. He said that he spoke to the owner and that he would pick up anything that was left because a lot of the renters were here one day, gone tomorrow, and he never knew who had left what behind. Mr. Hill said that he did tell him that if the furniture was left more than a couple of days, that the Town would pick it up and bill him for it.
- 5) **ECCOG Appointment** - The Town has an opportunity to make an appointment to the East Carolina Council of Government. Mr. Hill reported that Mr. Masters is now the current Town Representative and he

is here tonight for other business and that he would probably have some comments to make about the Board during Public Comments. Commissioner Scarborough said that in a previous meeting that Commissioner O'Brien had expressed an interest in serving on this Board.

- 6) **Resolution to support the Rural Business Enterprise Grant for Carolina Opportunities-** Mr. Hill explained that there would be no financial responsibility on the Town and that this would be strictly to support the expansion of Tinoco Construction, LLC. Mr. Hill told the Mayor that he did not properly amend the agenda and an action item would need to be included to vote on this resolution.

B. Town Clerk/finance Officer –

- 1) **Cemetery Fund Resolution** – Cathy Webb presented a resolution to create a restricted Cemetery Fund. Commissioner Taylor asked how the fund would be started -at 0- or just how it would be started. Mr. Hill said that his thoughts were that the current operating budget for this fiscal year would come up about \$60,000 positive for this year and he would put that \$60,000 in starting July 1 and go from there. He said that he was a little leary to pull this out of fund balance now but in June we would know what was left in the account and we could start from there. He said that he thought that we should continue to operate until June 30 as we are now and then start the new account July 1.
- 2) **Cash Management & Investment Policy** – The Clerk told the Board that Mr. Harris had presented this at a previous meeting. It primarily states that you must make daily cash deposits and the reporting that needs that needs be done to the Local Government Commission and this is already being done. The Clerk told the Board that all municipalities have a cash management policy in place.

7. Report of Boards, Committees, and Commissions: NONE

8. Unfinished Business: NONE

9. Public Comments:

- 1) **Lorraine Washington** – Mrs. Washington said that she would like to clarify something and that she would appreciate it if it was clarified in the meeting tonight. She said that when she was at the last meeting that it was put in the paper in the January 19th, 2011 edition that she used the word “pure racial”. She said that she never used the word “pure she used the words “it

appears to be racist”. She said that she would appreciate it if that was changed because there was a difference in saying something was pure and appears.

- 2) **Bob Masters** – Mr. Masters, current representative of the Town to the ECCOG Board, wanted to make a couple of comments on the letter that the Town received from ECCOG. He said that the Town could appoint anyone they wanted to the Board and it does not have to be an elected official, it could be the Town Administrator, the Town Clerk, anyone that they wanted to appoint. He said the County Appointee was Denny Garner. He was now an officer of the Council because they had a big turnover of officers in the last six months. He said that they had some serious problems and he had been remiss in reporting to the Town Board. He said that there were some audit issues at the Council at this time. He said that the 2009 audit was not good and the 2010 audit was even worse. Loan repayments were not good. He said that he was now Treasurer and that the appointee would not be taking his place. He said that he would like to ask the Board if he could come to the next meeting and give a report so that whomever the Board appointed would know what was going on before they accepted the appointment. He said that he wanted the Board to understand that when you were a member of ECCOG, that you are part owner and that if ECCOG did not have enough money to pay back funds they turn to the counties-the counties to the Town. Commissioner Scarborough asked if the Town decided to not join ECCOG next year would the Town still be liable for the payback of the funds. Mr. Masters said that whoever was a member at the time of the loan would be liable. He said that he was not advocating to the Board not to be a member of ECCOG. Mayor Liles asked if Mr. Garner was aware of this and Mr. Masters said yes. He advised the Board to put someone on the Board that would stick with it. He gave the Board copies of the 2009 audit and also a draft of the 2010 audit. The Board also wanted a copy of the bylaws of the ECCOG. Mr. Masters will be on the agenda for the next meeting and bring back to the Board some additional information.

10. **Action Items:**

- a) **Consider Appointment of two Commissioners to Community Task Force** - A motion was made by Commissioner Whitson, seconded by Commissioner Taylor, and carried unanimously, to appoint Commissioner Scarborough and Commissioner Taylor to the Community Center Task Force.

- b) **Consider Bids for Real property-** This item was tabled because no bids were received.
- c) **Consider Appointment to Planning Board** – This item was tabled.
- d) **Consider Appointment to ECCOG** – This item was tabled.
- e) **Consider Adoption of Cemetery Fund Resolution-** A motion was made by Commissioner Whitson, seconded by Commissioner Scarborough, and carried unanimously to adopt the Resolution.
- f) **Consider Adoption of Cash Management Policy-** A motion was made by Commissioner Whitson, seconded by Commissioner Scarborough, and carried unanimously to adopt the Cash Management policy.
- g) **Consider Resolution in Support of Rural Business Enterprise Grant for Carolina Opportunities, Inc.** – A motion was made By Commissioner Scarborough, seconded by Commissioner Taylor to adopt this resolution.

11. Commissioner Comments –

- 1) Commissioner Scarborough said that she wanted to comment on the Community Center & Task Force. She said that there had been much conversation and write-ups in the paper on this, and that she was reminded in Church that one of the commandments that we were given is to love our neighbors as ourselves, and it her hope that as they move forward with this and that we will remember at the end of the day that we are all neighbors will still be neighbors, and try to treat each other with respect.
- 2) Mayor Liles said that he felt the same way-make sure everyone Is in one accord.
- 3) Commissioner Taylor asked Bob Masters where he lived. He said he lived on Highway 258. He asked Attorney Pridgen if we could appoint an out-of-town person or if he had to someone who lived in the Town.. Attorney Pridgen said if the letter did not stipulate this that the Board could appoint someone at their own discretion.

12. Mayor Liles recessed the meeting until Thursday night, January 27, 2011 at 6:30 p.m.

Mayor

Clerk