

MINUTES  
SNOW HILL BOARD OF COMMISSIONERS  
MONDAY, OCTOBER 10, 2011  
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 Scarborough. The Pledge was led by Commissioner Whitson.
2. **Roll Call** – The roll was called by Cathy Webb. All members were present. A quorum was declared.
3. **Consider Agenda Approval** - A motion was made by Commissioner Whitson, seconded by Commissioner O'Brien, and carried unanimously to approve the agenda.
4. **Consider Minutes Approval – September 28, 2011** - A motion was made by Commissioner Scarborough, seconded by Commissioner O'Brien, and carried unanimously to approve the September 28, 2011 minutes as presented.
5. **Presentations – NONE**
6. **Report of Officers** –  
**Mayor Liles** – Mayor Liles announced that the yard sale went very well on Saturday.

**Town Administrator – Dana Hill**

- a. **Committee Consolidation** – Mr. Hill presented a resolution combining the Neighborhood Affairs, Parks and Recreation, and the Development Boards and called the Snow Hill Development Advisory Commission. He said that this seemed to be working fine.
- b. **Building Repair Report** - Mr. Hill said that the roof had been put on the Greene Lamp Building and that the contractors would start on the Town Hall soon. Also the carpet in the Town Hall has to be replaced and this will be done soon. Mr. Hill said that the insurance company had paid the claim and that there would be no cost to the Town.
- c. **Fall Clean-up report** - Mr. Hill said that there was not as much stuff out as last year. The staff is picking up the stuff in groups -meaning they are picking up all the construction debris, the mattresses, furniture, and clothing, and the appliances, electronics, & metal. He asked the Board, if they had any calls, to tell the citizens this and that all debris would be picked up over the next few days.

- d. **Cemetery Maintenance** - Mr. Hill stated that the quality of work for the cemetery maintenance had gone down and that he had talked to the contractor about this. He said that the issue of the trim-up had been the biggest complaint. He said that he would be doing a clean-up at the cemetery-removing old flowers, vases, etc.
- e. **Offer to Purchase Property for Community Garden** - Mr. Hill presented a letter from Gene Riddle and Gene Smith offering to buy the property on Welch and Hart Streets. The offer was \$800 plus advertising cost not to exceed \$100 and closing costs estimated to be \$150.00. Commissioner Scarborough asked whose name would this property be in. Mr. Riddle said that it would be in his name until a Non-Profit was set up and then it would be transferred to the Non-Profit. Commissioner Scarborough asked if this property had been purchased with CDBG monies. Mr. Hill said yes. Commissioner Scarborough again said that she would like to set a minimum price on the properties. A question was raised by Commissioner O'Brien about the possibility of leasing the property to Mr. Riddle.

#### **Finance Officer – Cathy Webb**

- a. A Budget Amendment was presented asking for permission to increase the revenue and expense for insurance claims by \$62,700.

#### **7. Unfinished Business – NONE**

#### **8. Report of Boards – SHDC – Gene Riddle** – Mr. Riddle did not give a report.

#### **9. Public Comments –**

- 1) **Sharon Ginn** – Mrs. Ginn gave an update on the Community Yard Sale. She said that 19 families participated. She collected \$5 from each seller and had \$40 left after the advertisement cost was paid. She said that she would put that into the Museum Funds.
- 2) Cheryl Mozingo – Ms. Mozingo asked if anyone was having problems with what she thought were fruit files. Commissioner O'Brien said that she had some at her house also.

#### **10. Action Items:**

- a) **Consider Waiving Sewer Impact Fee for Greene County Farmers Market** (presented 9/28) – A motion was made by Commissioner Shackelford, seconded by Commissioner Taylor, and carried unanimously to waive the sewer impact fee.

**b) Consider Authorizing Budget Amendment II** – A motion was made by Commissioner Scarborough, seconded by Commissioner Shackleford and carried unanimously to approve Budget Amendment II.

**11. Closed Session – Personnel** - A motion was made by Commissioner Scarborough, seconded by Commissioner Whitson to go into closed session to discuss personnel issues. The closed session began at 7:30 p.m.

A motion was made by Commissioner Whitson, seconded by Commissioner Taylor, and carried unanimously to reconvene to regular session.

**12. Commissioners Comments** - Commissioner Scarborough asked about the meeting with the County Commissioners. Mr. Hill has a meeting set up for Thursday, October 20, 2011-time and location will be forwarded to each Commissioner.

**13. Adjourn** - There being no further business to come before the Board, a motion was made by Commissioner Shackleford, seconded by Commissioner Whitson, and unanimously approved to adjourn. The meeting adjourned at 8:05 p.m.

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Mayor

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Clerk