

MINUTES
SNOW HILL BOARD OF COMMISSIONERS
THURSDAY, AUGUST 30, 2012
G. MELVIN OLIVER TOWN HALL
SNOW HILL, NORTH CAROLINA 28580

- 1. Call to Order – Mayor Liles called the meeting to order at 7:00 p.m. The Prayer was offered by Commissioner Hagans. The Pledge was led by Commissioner Scarborough.**
- 2. Roll Call – The roll was called by Cathy Webb. All members were present with the exception of Commissioner Shackelford, whose husband was in the hospital. A quorum was declared.**
- 3. Consider Agenda Approval – Mr. Hill asked that a Public Comment section be added after the workshop session. A motion was made by Commissioner Scarborough, seconded by Commissioner Hagans, and carried unanimously to approve the agenda, with the addition, as presented.**
- 4. Consider Minutes Approval – Clerk, Cathy Webb advised the Board that she had a correction to the minutes. On page 2, a question was asked by Commissioner Scarborough about who maintained the ball field, not by Commissioner Washington. A motion was made by Commissioner Washington, seconded by Commissioner Hagans, and carried unanimously to approve the August 13, 2012 minutes with the correction.**
- 5. Program – NONE**
- 6. Report of Officers –**
 - a) Town Administrator:**
 - 1) Presentation of Resolution and Budget for Oak Street Line Replacement – Mr. Hill presented a Resolution and a Budget for the replacement of the lines on Oak Street. \$50,000 would come from the NC Rural Center and the Town portion would be \$4100. The Rural center will not authorize funds for engineering cost so the Town would have to pick up those cost, which will be around \$4100. A budget amendment will be done later.**
 - 2) Report from GC Water Board – Mr. Hill gave an update on the Water Board meeting held recently. The Town will have to make some decisions soon as to what they want to do. He will give an update on this in the near future.**
- 7. Report of Boards – NONE**

8. Public Comments -

- 1) **Mrs. Jessica Byrd – Mrs. Byrd was here to let the Board know that she would like to see a Boys and Girls Club in Snow Hill. She has talked with others in the County and was well received. She asked for the support of the Board. She said that she was not asking for any money at this time, just their support. She said that she and Mr. Charles had done some research and there were grants that could be applied for. She said that she wanted the citizens involved and also the businesses. This would be a community project. She asked for ideas for this project.**

9. Old Business – NONE

10. New Business:

- 1) **Consider authorizing Resolution and Budget for Oak Street Line replacement - A motion was made by Commissioner Washington, seconded by Commissioner Scarborough, and carried unanimously to approve this resolution and budget.**

Work Session

- 11. Goals Discussion – Mr. Hill introduced Mr. Bob Masters, who had offered to have a work/planning session with the Board. Mr. Hill said that he had included in the packets a Capital Improvement Plan that had been adopted and some updates to the Plan. Mr. Masters said that a good place to start would be to review the capital improvement plan. Many of the things on the Capital Improvement Plan have been done. Commissioner Scarborough asked if there were extra copies for the citizens. Mr. Hill gave each person a copy of the Plan. Mr. Masters said that the Board needed to prioritize these projects that had not been accomplished.**

- 1) **Mr. Hill said that the sidewalk repairs were originally to be done in phases, but that they decided to buy a sidewalk grinder and public works would work as time allows to remove the hazards.**
- 2) **The acquisition and paving of Connie Circle – He said that approximately 340 feet of access is Town owned. The portion that the Town owns is paved. If the owner is agreeable, the Town can assume ownership to the entire road and add to our street system. He said that the plan is to have conversation with the owner and see if the driveway will be donated to the Town. Funds have not been allocated yet for this project.**
- 3) **Garbage Truck Replacement – Mr. Hill reported that a used Garbage Truck had been purchased for \$17,000 and should suffice for several years.**
- 4) **South Greene Ball Field Lights – Mr. Hill reported that surplus lights were acquired from Greene County Schools in 2011 but have not yet been installed.**
- 5) **Parking – The alley and parking lot behind Town Hall has been paved. Also The lot on Greene Street, given to the Town by the County, has been paved.**

The cost of this was approximately \$85,000.

- 6) **Cemetery expansion** – Mr. Hill said that the biggest item to be talked about is the expansion of the cemetery. Mr. Hill said due to the availability of lots left to sell, that something would need to be done in about 5 years. He said that the Town owned some property on Carolina Avenue but that he did not think that this would be a good option.
- 7) **Line Replacement** – Mr. Hill said that a lot of the water lines need to be replaced. He said that the Town had a promise of funding in the form of an 80% grant and 20% loan.
- 8) **AMR Conversion** – Mr. Hill reported that funding in the form of an 80% Grant and a 20% loan has been committed through the NC State Drinking Water revolving Fund. Construction is anticipated before the end of 2012. The debt service for this project had been budgeted.
- 9) **Sewer System** – A pump station has been repaired and Mr. Hill does not foresee any problems with the sewer system for the next few years. Mr. Masters said that the infrastructure for the Town was in good shape.

Mayor Liles asked the Town Administrator to check with the owners of the property at Connie Circle and see what can be done to get the road paved.

Commissioner Scarborough said that there were other projects that the Town was working on now – bathrooms at the ball field –sidewalk projects. Commissioner Washington said that she would like to see the Town Hall renovated because when people come in to handle business, there is no privacy. Mr. Masters said that this needs to be included in the Capital Improvement Plan. He said that there was money available for Town Halls/Public Buildings. Commissioner Scarborough said that there was plenty of space-if we could use the space a little more efficiently. Mr. Masters said that some up-front money would be needed for architects, etc. He said that some drawings/sketches would be needed before he could apply for any financial assistance. He said that it would cost about \$50,000 to get this planned out.

David Jones talked about the sidewalks and the ball field. He would like to see the sidewalks repaired as soon as possible. He said that in listening tonight, he sees that equipment has been purchased and people trained, why aren't the sidewalks being repaired? He would like to see a schedule made-possibly divide the town in sections and a plan to do each section until finished. Mr. Hill told him, that with the work load of public works in the summer, that this project would be done in the winter months. He said that some work had already been done in the downtown area, Greene Street, and one side all the way out Greene Street, but they had to stop. Commissioner Liles commented on the fact that Mr. Jones mentioned that the seniors walked one day a week, that this area

should be put on the priority list. Mr. Jones then asked about the ball field lights being installed. Mayor Liles said that he is looking into getting the lights installed, but that he would like to see bathrooms put out there first. This is one of the priorities. Mr. Hill said that he was looking at a PARTF Grant -50% Grant-50% match by the Town. He has contacted LCC and hope that they will offer some funding as well.

Commissioner Scarborough asked Mr. Masters if the Town had paid him any money yet. He said that he had not submitted an invoice yet. He said that as of right now the Town owed him around \$600. Commissioner Scarborough asked “so you have done some work”? He responded that he had done some work. He said that he would submit a memo to the Board each month indicating the work he had done. Mr. Hill asked him to explain that the work that he had done was on the Small Business Grant. Commissioner Scarborough asked Mr. Masters if he would be the administrator of the grant-he replied that the Town would be the administrator.

Commissioner Scarborough introduced Mr. Richard Hicks, retired Town Manager from Farmville, who came to offer his services for grant writing. He has spent the last 2 years in interim positions. He is currently working for the Town of Wilson Mills two days a week. He said that there were a lot of retirees out there looking for work a couple of days a week. He said that he had done PARTF-USDA and various other grants. He said that he would have to work on an hourly basis because he is not allowed more than 1000 per year.

12. Commissioner Comments – None

13. Adjourn – There being no further business to come before the Board, a motion made by Commissioner Washington, seconded by Commissioner Scarborough, and carried unanimously to adjourn. The meeting adjourned at 8:35 p.m.

Mayor

Clerk