

MINUTES
SNOW HILL BOARD OF COMMISSIONERS
THURSDAY, JUNE 28, 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 Taylor.**
- 2. Roll Call – The roll was called by Cathy Webb, Clerk. All members were present. A quorum was declared.**
- 3. Consider Agenda Approval – A motion was made by Commissioner Washington, seconded by Commissioner Shackelford, and carried unanimously to approve the Agenda as presented.**
- 4. Consider Minutes Approval – A motion was made by Commissioner Hagans, seconded by Commissioner Shackelford, and carried unanimously to approve the June 12, 2012 minutes as presented.**
- 5. Presentations – NONE**
- 6. Report of Officers –**
 - 1) Mayor – Mayor Liles announced that the charges for the demolition of the Worthington property had been paid and someone had already purchased the property.**
 - 2) Form of Town Government – Mayor Liles asked Attorney Pridgen to explain the Form of Government to the Board. Attorney Pridgen said that at the present, the Town of Snow Hill is operated by the mayor-council form of government which allows for the Town Administrator to operate the municipality, but does not require that such a position exist. The Charter is set up this way. The primary difference between the mayor-council and council- manager forms of government is that the North Carolina State Law does not give authority to town Administrator, but it does give authority to managers. The primary difference between the two is that the council-manger form of government gives the manager personnel decisions. He referred the Board to a memo that he had given out. He indicated that listed are the primary duties of a Town Manager. (memo included in minutes) Should the Town of Snow Hill switch to the council-manager form of government, the main power the Board of Commissioners would relinquish would be personnel authority. Hiring, firing, and disciplinary actions would be handled directly by the manager. He said that one of**

the biggest benefits would be the reduction of closed sessions to discuss personnel issues. This would allow the Board to focus more on legislative decisions. He said that in order to change this, there are three options. 1) Local Act of the general Assembly, (2) Town Ordinance, and (3) Citizen Petition. He recommends that it be done by Town Ordinance. By doing this, the Town would have to amend its own charter to convert to this form of Government. This entails a three step process. 1) Board Adoption of a Resolution of Intent to consider an Ordinance Amending the Charter, (2) Call for a Public Hearing (3) Adopt the Charter Amendments. This would be a three meeting process and give plenty of public notice and an opportunity for input. He discussed the other two processes of conversion. 1) Local Act of the General Assembly-the Board would have to seek local legislation from the General Assembly, and 3) Citizen petition-if the Town receives a petition executed by at least 10 percent of the whole number of voters who are registered to vote in city elections, a special election must then be called by the Board of Commissioners for a vote on the proposed changes. Commissioner Scarborough asked if the Board decided to go with option #2, if putting it on as a special election, could be part of this step. Attorney Pridgen said that it could be done, but that you did not have to do this. He said that this would be a decision of the Board. Commissioner Scarborough said that an election would be coming up in November of next year and it could be put on the ballot. She asked if this would be the time to make other changes to the Charter. Attorney Pridgen said that a charter Amendment, depending on the amendment, could be done.

b. Finance Officer – Budget Amendment VII – A budget amendment was presented to the Board by Cathy Webb for approval.

c. Town Administrator –

- 1) Water System Funding – Mr. Hill updated the Board on the grants. the Town received \$50,000 (100% Grant) from the Rural Center. This grant will be used to replace some lines on Oak Street, that are in desperate need of repair. He said due to the urgency of this, that an informal bid process would be used to expedite this replacement of lines.
- 2) Automated Water System Grant – the package grant is \$841,000 80% Grant-20% Loan. Funds have been incorporated into the Budget for this loan payment.
- 3) Replace large diameter iron pipes in the older part of the water System – This grant has been tentatively approved. The grant Package is \$656,000 (80% Grant-20% Loan)
- 4) Mr. Hill asked that the July 9, 2012 meeting be cancelled because he did not have anything of importance to bring up.

7. Report of Boards – Board of Adjustment – Mr. Hill gave a brief report for

The Board of Adjustments. He said that they met on June 27, 2012 and approved two special use permits allowing for the operation of two Internet Sweepstakes Cafes. These businesses are located on Third Street and Kingold Boulevard. The Board of Adjustments and the applicants agreed that operating hours needed to be established before the permits were issued. These hours of operation were based on the hours of police patrol. They have agreed to close at 2:00 a.m. Commissioner Scarborough asked if there were business hours for other businesses, or was this the first? Mr. Hill responded that this was the first. Commissioner Scarborough asked what other business stayed open this late. Mr. Hill said that it was his understanding that the Bingo parlors stayed open late on the weekend and that the Trade Mart did on the weekend.

8. Public Comments – NONE

9. Old Business –

- 1) Consider Adoption of Resolution for Law Enforcement Mutual Aid – A motion was made by Commissioner Washington, seconded by Commissioner Shackelford, and carried unanimously to adopt the Law Enforcement Mutual Aid Resolution.**

10. New Business –

- 1) Consider Adoption of Budget Amendment VII – A motion was made by Commissioner Scarborough, seconded by Commissioner Shackelford, and carried unanimously to approve the Budget Amendment as presented.**
- 2) Consider Cancellation of June 9, 2012 Meeting – A motion was made by Commissioner Washington, seconded by Commissioner Hagans, and carried unanimously to cancel the July 9, 2012 Board meeting.**

11. Commissioner Comments – Commissioner Scarborough asked about the status on the paving of the parking lots. Mr. Hill said that they should be completed by the end of next week.

12. Adjourn – There being no further business to come before the Board, a motion was made by Commissioner Washington, seconded by Commissioner Shackelford, and carried unanimously to adjourn. The meeting adjourned at 7:20 p.m.

Mayor

Clerk

