

MINUTES
Snow Hill Board of Commissioners
Monday, 4 May 2015; 6:30 pm
G. Melvin Oliver Town Hall
201 N Greene Street

1. Call to Order

Invocation / Pledge of Allegiance

Mayor Liles called the meeting to order at 6:30 pm. Commissioner Hagans led the prayer and Commissioner Taylor led the Pledge of Allegiance

2. Roll Call

Members present were Mayor Liles; Commissioners Hagans, Shackelford, Taylor, and Wilkes. Commissioner Washington was attending an out-of-town conference. Quorum declared. Town Clerk Cathy Webb was absent due to sickness, Town Manager Dana Hill served as recording secretary.

3. Consider Agenda Approval

Motion to approve as presented by Commissioner Hagans, Second by Commissioner Wilkes, Carried unanimously

4. Consider Minutes Approval

13 April 2015

Motion to approve as presented by Commissioner Wilkes, Second by Commissioner Shackelford, Carried unanimously

5. Program / Presentations

Joann Stevens

Rosenwald Center

Mrs. Stevens requested that the Town work with the Rosenwald Center along with HPC and requested funding to help operate the Center. She provided a summary of accomplishments that the Center had achieved in the past and feels that the organization is being isolated by other groups. Mrs. Stevens expressed her disappointment that signs recognizing the Rosenwald School were erected by Town staff at the direction of the Manager prior to holding a ceremony. She advised the Board that she has been trained to administer the HUD program and in economic development, and that she feels the Harper Street area is being neglected and "built around". She further asked that the Ball field be a resource to the Rosenwald Center.

Mayor Liles reviewed work that has been completed at the town's expense in the past two years including the restrooms, lights, and dugouts, totaling \$27,500. He explained that there will be a sign dedication held and hosted by the Snow Hill HPC, and that they are in the process of setting a date.

Mrs. Stevens believes that the Historic Preservation Commission should not be charge with decisions involving the Rosenwald School or Harper Street area.

Commissioner Taylor pointed out that the Town has helped financially with renovations when asked to do so. He advised that GC Economic Development has committed an additional \$5000 to the ball field this year. He suggested that Mrs. Stevens meet with the LCC Board of Trustees and President as well as Greene County to resolve issues with building availability.

Mrs. Stevens advised that money was requested in 2005 that was denied by the Town Board.

Commissioner Taylor pointed out that the Community Garden has also recently been added in the area and should be viewed as a positive.

Mayor Liles again clarified that Greene County is the owner of the building, and that the Town has no input in who is allowed to use it.

Mrs. Stevens closed by stating that the Rosenwald Center was a driving force in historic preservation, and hopes that the Board will be willing to partner with the organization.

6. Report of Officers:

a. Mayor

b. Town Manager / PW Director

1. FY 2015-2016 Budget

Action Request

Hill pointed out several items in the proposed budget:

- The request from Snow Hill EMS to increase to \$8000 was not included, and explained that the organization is not an operating department of the town, nor does the town contract services with them. In NC, counties are charged with providing EMS service, and the proposed budget does not leave enough excess to entertain any increased donation.
- The PEG allotment from the State has increased significantly, but only passes through the Town account to be distributed to the local cable TV provider.
- The proposed contingency is \$10360. This is lower than previous years due to increased operating costs.

Hill asked if there were specific questions or suggested changes from the Board. There were none. Hill asked that a public hearing be set for 8 June prior to budget adoption.

2. Fund Balance Policy

Discussion

Hill asked the Board to consider setting a minimum general fund balance of %50 by way of resolution to ensure that there will always be an adequate amount to cover emergency equipment failure and natural disaster recovery. There were no concerns from the Board, so a draft resolution will be formed for later presentation and adoption.

3. Project Updates

Discussion

Hill updated the Board on the progress of larger projects that are currently underway, including the Harper Street drainage, water line replacement, well installation, and DOT street resurfacing.

4. Comprehensive CIP

Discussion

Hill asked that the Board allow for more time to evaluate the planning process to include the option of a contractual arrangement to write and initiate the final plan. He stressed that though a written plan is important, we need to have a commitment to implement and carry out the results, obviously pending funding availability. There were no concerns expressed.

5. Regional Hazard Mitigation Plan

Action Request

Hill explained that the Hazard Mitigation Plan is required to be periodically updated and adopted, and that the regional plan has now been finalized. Hill asked that a public hearing be set for 8 June prior to adoption. This plan is required in order to be eligible for FEMA reimbursements in the event of a disaster.

6. Audit RFP Results

Action Request

Hill announced that Request for Proposals were mailed to several surrounding firms for auditing services and three were received before the 30 April deadline:

- Andrew Harris- \$7500
- Larry Carpenter- \$7500
- Gerrelene Walker- \$7500

Both the Manager and Finance officer recommend contracting with Andrew Harris due to the fact that we are familiar and pleased with his past work.

7. Report of Boards: NONE

8. Public Comments

- Robert Masters commented that in 1999 there was not much effort being put into the Harper Street area, but efforts have increased significantly since, and pointed out that one major example is the renovation of the Community Center and the Town contribution of \$105000 of local option CDBG money. Mr. Masters also commented that as planning begins, public input is crucial and should involve organizations such as the Rosenwald Center.

9. Action Items

1. Consider Setting a Public Hearing for the 15-16 Budget on 8 June at 6:30 pm

Motion to approve by Commissioner Hagans, Second by Commissioner Wilkes, Carried unanimously

2. Consider Contracting with Andrew Harris, CPA for FY 15-16 Audit Services

Motion to approve by Commissioner Taylor, Second by Commissioner Shackelford, Carried unanimously

3. Consider Setting a Public Hearing for the Neuse River Hazard Mitigation Plan on 8 June at 6:30pm

Motion to approve by Commissioner Wilkes, Second by Commissioner Hagans, Carried unanimously

10. Commissioner Comments

- Commissioner Taylor suggested that the Rosenwald Center be offered a seat on the Historic Preservation Commission. Other Commissioners agreed, and staff was directed to extend that invitation
- Commissioner Wilkes commented that she has attended several HPC meetings, and she feels that any request for funding from any organization should be made in writing
- Hill called the attention of the Board to a letter of thanks from a citizen recently cited for speeding for the courteous and respectful treatment he received from Officer Corbett.

11. Adjourn

Motion to adjourn by Commissioner Wilkes, Second by Commissioner Taylor, Carried unanimously at 7:25pm

Respectfully Submitted: _____
Dana Hill, Recording

Approved: _____
Dennis Liles, Mayor