

## AGENDA

**Monday, 13 May 2013**

**201 N. Greene Street**

- Invocation / Pledge of Allegiance*

8 April 2013

FYE 2014 Proposed Budget

### Information

## Information

*Action Requested*

*Action Requested*

*Action Requested*

*Action Requested*

*Action Requested*

*Action Requested*

## Discussion

### Action Request

### Information

## Information

### *Action Items*

1. Consider Authorizing Administrator to Execute Contract with John Pollard, CPA for Auditing Services
2. Consider Authorizing Administrator to Proceed with Town Hall Customer Service Counter Upgrades
3. Consider Authorizing Carolina Farms to Clear Cemetery Property
4. Consider Endorsement of Land Use Planning Grant Application
5. Consider Adopting Project Budget Ordinance for SBEA Grant
6. Consider Authorizing an RFP for CDBG Administrator / Small Business Activities Planner
7. Consider Proposed Inter-Local Agreement for Alternative Water
8. Consider Authorizing a Tax Release for Ji Yang (Parcel 08-22313)

**12. Closed Session:** Personnel, Contract Negotiation

### 13. Commissioner Comments

## 14. Adjourn

*Any person who has a disability requiring a reasonable accommodation to participate in this meeting should contact Town Hall prior to the meeting date. Requests for an interpreter require five (5) working days notice. Proposed agenda current as of 5-7-13.*

MEMORANDUM

8 May 2012

To: Mayor Liles  
SH Board of Commissioners

From: Dana Hill 

Re: Agenda Items

Provided below are brief summaries of agenda items of which action will be requested:

7(b)3 Requests for proposals were published for the Town's auditing service, and have been received. The low bid was from John Pollard, CPA of Tarboro. His firm conducts audits for the Towns of Bethel, Conetoe, Red Cross, and Spring Hope as well as Bertie County Schools. Favorable references were received from all. A bid tabulation is included in this package. We were billed \$12,000 for the FYE 2012 audit.

*Staff Recommendation: Award a two year contract to John Pollard, CPA*

7(b)4 I have obtained pricing to have the service counter at Town Hall removed and replaced in a way which will allow for more efficient operation by decreasing computer terminals and adding a security element that is lacking in the present arrangement. This layout will also allow for a more open and comfortable setting during Board meetings. The cost is minimal at under \$2000 and can be funded from the current operating budget without allocation from fund balance. To allow for the work to be complete prior to the fiscal year end, we would like to attempt to obtain one additional price and proceed with the most economical and qualified bidder.

*Staff Recommendation: Authorize to Proceed*

7(b)5 Informal bids have been collected for clearing the newly acquired cemetery property. All prices were comparable at \$25,000 from qualified contractors. In a continued effort to spend money locally, I ask for that contract be awarded to Carolina Farms. Though we have no immediate need for the property, once we get the site prepared, excess cemetery dirt can be hauled in as it's available to begin filling the property in. Funding would be allocated from fund balance.

*Staff Recommendation: Authorize to Proceed*

7(b)6 As previously reported, we have an opportunity to apply for funding from a Regional Transformation Grant to complete a Comprehensive Land Use Plan as it relates to health and recreational activities. This document can then be used to qualify for future funding for those activities. The plan would be completed by East Carolina University Planning Department. Total grant request is \$5000. The application would strengthen if formally endorsed by the elected Board.

*Staff Recommendation: Endorse*

7(b)7 We were recently notified that Snow Hill was awarded the \$250,000 Small Business and Entrepreneurial Assistance grant from NC Department of Commerce. This funding allows for improvements to the businesses that applied (Tide Tamer, Worth Products, Hardy's Appliance, and Greene County Florist) that will in turn create jobs. Included in the agenda are a project budget ordinance and a request to solicit RFP's for grant administrator and small business coordinator. This project will require no Town funding.

*Staff Recommendation: Adopt and Authorize*

7(b)8 There are several water related issues to report that will factor into your consideration:

- A final report has been delivered from Green Engineering along with supporting documents. His recommendation comes in two parts; (1) Snow Hill has adequate supply and allocation to provide water without a foreseeable need to purchase from Greene County, and (2) Snow Hill could more efficiently operate as an independent, isolated water system.
1. We are currently capable of producing 1.1 million gallons per day from existing wells if all are in service.
  2. Division of Water Resources is currently evaluating the requirement to continue reducing withdrawal of groundwater, and we expect to be able to hold at the current 25% reduction. That decision will be made in September.
  3. If Snow Hill proceeds with all conditions that are currently in place and a "worse case" decision comes from DWR, at a 1% steady growth rate we have an adequate supply through 2072.
  4. If no further reductions are required and we develop the test well into an unconfined, unregulated aquifer, and experience a steady 1% growth rate, we have an adequate supply through 2114.
  5. The cost to develop the test well is estimated to be \$50,000
  6. The cost to evaluate Well 3 for rehab is \$7,500
  7. If our system is isolated from Greene County, an estimated \$75,000 would be required to install a transmission line from Well 5 into town.
  8. If Snow Hill remains a member of the GC Alternative Supply project, we will pay up to an additional 1.87 million into the fund (at \$12 per month per account for 12 years) \*Copy of rate study and surcharge options included.

*Staff Recommendation: Decline to enter into inter-local agreement with Greene County, and begin discussion on allowing at least a portion of the existing surcharge to remain in place for Snow Hill customers to allow for the retirement of existing Snow Hill debt related to water system improvements and the wastewater treatment facility.*

Please call me ahead of the meeting if there are items that I can clarify as you consider these items.

**MINUTES  
SNOW HILL BOARD OF COMMISSIONERS  
MONDAY, APRIL 8, 2013  
MELVIN G. 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 Shackelford.**
- 2. Roll Call – the roll was called by Clerk, Cathy Webb. All members were present except Commissioner Scarborough. A quorum was declared.**
- 3. Consider Agenda Approval – Town Administrator, Dana Hill, asked that item #8 be added under his comments to include discussion of the membership to The East Carolina Council of Government. A motion was made by Commissioner Washington, seconded by Commissioner Shackelford, and carried unanimously to approve the agenda with the modification.**
- 4. Consider Minutes Approval – A motion was made by Commissioner Hagans, seconded by Commissioner Shackelford, and carried unanimously to approve the March 11, 2013 minutes as presented.**
- 5. Program: NONE**
- 6. Presentations – NONE**
- 7. Report of Officers:**
  - a. Town Administrator – Dana Hill**
    - 1) Test Well Update – Mr. Hill advised the Board that the test well had been completed and samples had been analyzed. He said everything looked good so far. Other testing will be done shortly.**
    - 2) Capacity Use Rules Update – Mr. Hill is considering getting a Capacity Land Use Plan done in the near future.**
    - 3) Proposal Request – Solid Waste and Audit – Mr. Hill said that he had sent proposals out for auditing services and solid waste. He said that he thought this needed to be done every couple of years just to see what other companies were charging for the same services.**
    - 4) Gift Deed – 111 SE Third St – He said that this property that was condemned and demolished last year has been offered to the Town in the form of a gift deed in lieu of payment. Demolition cost associated with this property were \$11,000. Greene County taxes in the amount of \$482.90 would have to be paid by the Town in order to take ownership. The tax value of the property is \$8790. He said that we could market The property in hopes of adding back collectible tax base and eliminate**

ongoing maintenance to the lot.

- 5) **Joint Meeting with Greene County Board – Mr. Hill said that he had talked with Mr. Hicks, Interim County Manager, about this. Mr. Hicks thought it would be better to have a separate meeting than there Board Meeting. Mr. Hill asked the Board to decide on a date and email him and let him know when to schedule it.**
- 6) **FY 13-14 Budget – Mr. Hill presented a draft of the fiscal year 2013-2014 proposed budget. He highlighted some of the items. He said that He was proposing a 2.5% cost of living adjustment for employees as well as a 10% increase in Health insurance. The insurance rates should be received by the last of April. He then may propose a decrease in COLA if the increase for the insurance is more. He noted that the Police Department Budget had increased because another full-time officer is needed. He asked for permission to advertise for another full-time officer. It was the consent of the Board to start this process. General fund expenditures increased by \$5,900 and Enterprise funds decreased by \$41,400. Mr. Hill announced that he would schedule a Budget Public Hearing for the May 13, 2013 meeting.**
- 7) **Land Use Plan –**
- 8) **Discuss ECOG Membership – Mr. Hill told the Board that if they wanted to withdraw from the ECOG that they must send a letter to them ninety days prior to July 1, 2013. A motion was made by Commissioner Taylor, seconded by Commissioner Washington, and carried unanimously to send a letter of intention to withdraw from the East Carolina Council of Government immediately. Mr. Robert Masters updated the Board on the financial status of the ECOG and various other comments.**

**Finance Officer: Cathy Webb presented Budget Amendment #3 for Consideration. She said that she had begun early to “clean-up some of the line items-probably there would be more in June.**

8. **Report of Boards – Development Advisory – Mr. Hill said that the Development Advisory Board had discussed placing a monument at the Boat Ramp (The original ball field) recognizing the “Snow Hill Billies”. A granite Marker depicting the field and the list of the players will cost about \$1200. It was also discussed the concept of a small RV Park located at the boat ramp with slots for 4-6 units.**
9. **Public Comments –**
  - 1) **Mr. Gene Smith read a proclamation from the North Carolina General Assembly commemorating the Tuscarora Indians killed in the 1713 Battle at the site of Fort Nooherooka in Greene County.**
  - 2) **David Jones – Mr. Jones thanked the Town for their efforts in repairing**

the sidewalks in town. Also, he would like to see the Police Department to do more in the way of Community Outreach in the Town. He said that he appreciated the work done by the Snow Hill PD.

**10. Unfinished Business: NONE**

**11. New Business:**

- 1) **Consider Accepting Gift Deed of Property located at 111 SE Third Street- A motion was made by Commissioner Washington, seconded by Commissioner Shackelford, and carried unanimously to accept this Gift deed.**
- 2) **Consider adopting Budget Amendment #3 as presented – A motion was made by Commissioner Taylor, seconded by Commissioner Shackelford, and carried unanimously to approve the budget amendment as presented.**

- 12. Closed Session – Personnel – A motion was made by Commissioner Washington, seconded by Commissioner Shackelford, and carried unanimously to enter into the closed session.**  
**A motion was made by Commissioner Washington, seconded by Commissioner Shackelford, and carried unanimously to reconvene to regular session.**

**13. Commissioner Comments – NONE**

- 14. Adjourn – A motion was made by Commissioner Taylor, seconded by Commissioner Shackelford, and carried unanimously to adjourn. The meeting adjourned at 8:25 p.m.**

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**Mayor**

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**Clerk**

## ***FY 2013-2014***

### **Town of Snow Hill Budget Message**

We are pleased to present a balanced proposed budget for fiscal year 2013-2014 with no allocation from fund balance. Town staff members at every level are committed to providing the highest level of service at the lowest possible cost.

#### **Revenue Neutral Tax Rate**

The general reappraisal of real property in Greene County occurs once every seven years. State law requires that units of local government publish a revenue neutral tax rate in the budget immediately following the completion of the general reappraisal of real property. The purpose of the revenue neutral tax rate is to provide citizens with comparative information.

The FY 2013-2014 operating budget follows the general reappraisal of real property for Greene County. The revenue neutral tax rate, as defined by G.S. 159-11(e), is the rate that is estimated to produce revenue for the next fiscal year equal to the revenue for the current fiscal year if no reappraisal had occurred. The rate is then adjusted by a growth factor equal to the average annual percentage increase in the tax base due to improvements since the last general reappraisal. A summary of the historical tax base and associated levy is outlined below:

FYE	Tax Base	% Change	Tax Rate	Levy
2007	\$74,727,578	1.7 Increase	.38	\$283,961
2008	\$78,807,428	5.2 Increase	.35	\$275,826
2009	\$83,481,428	5.6 Increase	.35	\$292,185
2010	\$83,173,428	.4 Decrease	.35	\$291,107
2011	\$84,744,000	1.9 Increase	.35	\$296,604
2012	\$84,940,857	.3 Increase	.35	\$297,293

As a result of the general reappraisal, the tax base for the coming year for the Town of Snow Hill will increase to \$93,040,079. With an average growth factor of 2.4%, the revenue neutral tax rate for FYE 2014 is \$0.33. However, it is the opinion of finance staff that our citizens would be better served by allowing the tax rate to remain at the current \$0.35. As needs continue to grow, we believe it to be fiscally responsible to insure that Snow Hill is able to put these revenues back into the community in the form of modern equipment, a well trained staff, and facility upgrades and improvement.



Administration realizes that our employees are the lifeblood of the organization and the “face” of Snow Hill to our citizens. Though we all continue to face difficult economic times, we have included a 2.5% cost of living adjustment for all employees. Snow Hill has a dedicated and well trained staff that must handle many assorted duties on a daily basis. We commend them for the job they do and the service they deliver. Salary line items have been adjusted in all departments to accurately reflect the distribution of time.

The major item of change in the proposed budget is in Public Safety. Our citizens deserve the peace of mind that comes with a modern, well staffed, and properly trained municipal law enforcement agency. The budget proposes the addition of one full time officer, and will allow extended and/or overlapping coverage. Total expenditures for Public Safety are forecasted at \$222,080. These changes will bring our Police staff to four full time and three part time officers.

The fire protection contract with Snow Hill Rural Fire Department is proposed to remain at \$28,000 for the coming year.

Housing Enforcement remains a high priority in the proposed budget with a \$10,000 allocation to allow for continued efforts to demolish dangerous, unsightly properties.

An additional 4.5 acres of property has been purchased adjacent to the cemetery and the process of clearing and filling the property will be on-going. At this time, we have not made a specific allocation towards the project, but may be amended into the budget over the next few months.

General Fund contingency is allocated at \$20,000 to cover unexpected events, and \$22,289 has been allocated to Capital Outlay for equipment and facilities.

We have also proposed no increase in utility rates; however, fees for services have been adjusted to meet current costs.

Snow Hill was recently awarded a grant/loan package to convert our water meters to an automated reading system and to replace older, problematic main lines. Expenditures reflect \$44,000 for debt service associated with those projects, though payment in full may not be required in this fiscal year.

The combined allocation for contingency is \$50,000.

The total projected revenues and expenditures are \$853,800 in General Fund and \$1,041,600 in the Enterprise Funds.

### **Expenditures by Department**

Governing Body	\$54,230
Administration	\$100,701
Election	\$5,000
Public Safety	\$222,080
Street	\$89,675
Sanitation	\$128,800
Cemetery	\$67,830
Powell Bill	\$42,195
Community Development	\$143,289
Water	\$558,735
Sewer	\$482,865

Staff remains committed to meeting the needs of our citizens while remaining fiscally responsible and efficient as we work toward a promising future for Snow Hill.

Respectfully Submitted:

Dana Hill  
Town Administrator

Cathy Webb  
Town Clerk, Finance Officer

TOWN OF SNOW HILL					
BUDGET - GENERAL FUND					
FOR THE FISCAL YEAR ENDED JUNE 30, 2014					
Account Number	Account Description	Prior Year Budget	Current Year Budget	Proposed FY 13-14	Remarks
<b>Revenues</b>					
10-3010-0000	AD VALOREM TAX CURRENT YEAR	271,100	280,000	309,000	
10-3010-0100	AD V TAX 1ST PRIOR YEAR	4,300	4,000	3,000	
10-3010-0200	AD V TAX 2ND PRIOR YEAR	3,000	3,000	2,000	
10-3010-0300	AD V TAXES 3RD PRIOR YEAR	1,500	500	500	
10-3010-0400	AD V TAX 4TH PRIOR YEAR & OTHERS	1,000	1,500	2,000	
10-3010-1000	VEHICLE TAX CURRENT YEAR	23,000	20,000	20,000	
10-3010-1100	VEHICLE TAX PRIOR YEARS	3,000	3,000	3,000	
10-3170-0000	TAX PENALTIES/INTEREST	6,000	3,000	3,000	
10-3180-0000	TAX DISCOUNTS	-	-	-	
10-3190-0000	LICENSE TAGS	8,200	5,000	5,000	
10-3280-0000	VIDEO PROGRAMMING	17,000	6,000	5,000	
10-3290-0000	INTEREST INCOME	1,100	1,100	1,100	
10-3290-0100	HISTORIC COMM INCOME	-	-	-	
10-3291-0000	PEG CHANNEL	17,000	32,000	31,000	
10-3293-0000	TELECOMMUNICATION TAXES	32,000	35,000	32,000	
10-3300-0000	HILVIEW STREET   FEES	1,600	1,600	1,600	
10-3310-0000	GREENE LAMP RENT	6,600	6,600	6,600	
10-3310-0100	RENT GREENE COUNTY	6,700	6,700	6,700	
10-3310-0200	GREENE LAMPELECTIONS ELECTRIC	6,000	6,600	6,600	
10-3310-0400	COMMUNITY CENTER LEASE	6,000	6,000	6,000	
10-3350-0000	MISCELLANEOUS INCOME	8,000	5,000	3,000	
10-3350-0100	PD FINES	-	-	10,000	
10-3350-0200	SALE OF EQUIPMENT/PROPERTY	12,000	12,000	12,000	
10-3350-0400	ZONING FEES	1,500	1,500	600	
10-3350-0600	GRANT AWARD INCOME	-	-	-	
10-3370-0000	FRANCHISE TAX	46,000	50,000	50,000	
10-3380-0000	PIPED NATURAL GAS	-	4,500	4,500	
10-3410-0000	BEER AND WINE TAX	2,000	2,000	5,000	
10-3430-0000	PB ALLOCATION	46,000	46,000	42,000	
10-3440-0000	SOLID WASTE DIST TAX	1,000	1,100	1,100	
10-3450-0000	LOCAL OP SALES TAX 1%	123,000	132,000	134,000	
10-3470-0000	GREENE CO ABC BOARD	1,000	1,000	1,500	
10-3590-0000	WASTE COLLECTION FEES	91,000	105,000	100,000	
10-3610-0000	SALE OF LOTS	18,000	18,000	15,000	
10-3610-0100	GRAVE OPENINGS	26,000	30,000	30,000	
10-3610-0200	INSTALL GRAVE MARKERS	1,500	1,000	1,000	
10-3800-0000	RISK MANAGEMENT SAFETY GRANT	-	-	-	
10-3990-0000	APPROPRIATION FROM FUND BALANCE	-	-	0	
<b>Total Revenues</b>		<b>794,800</b>	<b>830,700</b>	<b>853,800</b>	

TOWN OF SNOW HILL									
BUDGET - GENERAL FUND									
FOR THE FISCAL YEAR ENDED JUNE 30, 2014									
Account Number	Account Description	Prior Year Budget	Current Year Budget	Proposed FY 13-14	Remarks				
<b>Governing Body:</b>									
10-4110-0121	SALARIES AND WAGES	32,000	32,760	32,760					
10-4110-0180	RETIREMENT								
10-4110-0181	FICA & OTHER EMPLOYMENT TAXES	2,500	2,510	2,520					
10-4110-0190	PROFESSIONAL SERVICES	16,000	16,000	16,000					
10-4110-0260	OFFICE SUPPLIES & MATERIALS	200	200	200					
10-4110-0310	TRAINING	500	300	300					
10-4110-0450	INSURANCE & BONDING	1,500	1,500	1,650					
10-4110-0499	MISCELLANEOUS	800	800	800					
<b>Total Governing Body</b>		<b>53,500</b>	<b>54,070</b>	<b>54,230</b>					
<b>Administration:</b>									
10-4120-0121	SALARIES AND WAGES	32,640	34,100	31,000					
10-4120-0122	SALARIES - OVERTIME								
10-4120-0126	SALARIES - TEMP & PT	4,080	4,300	1,800					
10-4120-0127	"SALARIES - BONUS, LONGEVITY, STIPEND"	820	900	640					
10-4120-0180	RETIREMENT	2,560	2,500	2,250					
10-4120-0181	FICA & OTHER EMPLOYMENT TAXES	2,860	3,000	2,600					
10-4120-0182	HOSP. INSURANCE	1,800	2,300	1,310	Premium Increase				
10-4120-0183	LIFE/DENTAL INSURANCE	500	500	320					
10-4120-0184	401K		100	100					
10-4120-0185	UNEMPLOYMENT RESERVE				131 New NC Requirement				
10-4120-0190	PROFESSIONAL SERVICES	9,000	9,000	9,000					
10-4120-0191	TAX COLL. FEE - GREENE CO	1,600	1,000	1,000					
10-4120-0192	INTEREST TO DMV			900					
10-4120-0200	SUPPLIES & MATERIALS	500	500	1,000					
10-4120-0211	JANITORIAL SUPPLIES/SERVICES	250	250	250					
10-4120-0212	UNIFORMS								
10-4120-0260	OFFICE SUPPLIES & MATERIALS	2,000	1,900	1,900					
10-4120-0310	TRAVEL & TRAINING	1,500	1,500	1,000					
10-4120-0320	TELEPHONE & POSTAGE	6,600	5,000	6,200					
10-4120-0330	UTILITIES	14,800	15,000	17,000					
10-4120-0351	BUILDING REPAIR & MAINTENANCE	4,500	2,500	2,500					
10-4120-0352	EQUIPMENT REPAIR & MAINTENANCE	3,100	3,000	3,000					
10-4120-0354	SOFTWARE/SUPPORT MAINT.	1,000	800	700					
10-4120-0391	LEGAL ADVERTISING	1,500	1,000	1,000					
10-4120-0450	INSURANCE & BONDING	3,200	3,500	4,100					
10-4120-0491	DUES & SUBSCRIPTIONS	3,000	3,000	3,000					
10-4120-0499	MISCELLANEOUS	7,500	8,000	8,000					
10-4120-0500	CAPITAL RESERVE								
<b>Total Administration</b>		<b>105,310</b>	<b>103,650</b>	<b>100,701</b>					
<b>Election:</b>									

TOWN OF SNOW HILL									
BUDGET - GENERAL FUND									
FOR THE FISCAL YEAR ENDED JUNE 30, 2014									
Account Number	Account Description	Prior Year Budget	Current Year Budget	Proposed FY 13-14	Remarks				
10-4170-0399	ELECTION EXPENSE	5,000		5,000					
Total Election		5,000		5,000					

TOWN OF SNOW HILL					
BUDGET - GENERAL FUND					
FOR THE FISCAL YEAR ENDED JUNE 30, 2014					
Account Number	Account Description	Prior Year Budget	Current Year Budget	Proposed FY 13-14	Remarks
<b>Public Safety:</b>					
10-4300-0121	SALARIES AND WAGES		112,370	145,310	
10-4300-0126	SALARIES - TEMP & PT		17,000	6,000	
10-4300-0127	BONUS, LONGEVITY, STIPENDS			340	
10-4300-0180	RETIREMENT		13,241	10,650	
10-4300-0181	FICA & OTHER EMPLOYMENT TAXES		9,900	11,600	
10-4300-0182	INSURANCE		6,000	7,900	Premium Increase
10-4300-0183	DENTAL / LIFE		500	1,160	
10-4300-0184	401 K			8,000	
10-4300-0185	UNEMPLOYMENT RESERVE			920	New NC Requirement
10-4300-0190	PROFESSIONAL SERVICES		2,000	500	
10-4300-0200	SUPPLIES & MATERIALS	4,400	2,000	4,000	
10-4300-0211	JANITORIAL SUPPLIES				
10-4300-0212	UNIFORMS		2,500	3,000	
10-4300-0251	MOTOR FUELS		18,000	14,000	
10-4300-0260	OFFICE SUPPLIES & MATERIALS		500	500	
10-4300-0310	TRAVEL & TRAINING		500	500	
10-4300-0320	TELEPHONE & POSTAGE		1,800	2,000	
10-4300-0352	EQUIPMENT REPAIR & MAINTENANCE		500	0	
10-4300-0353	VEHICLE REPAIR & MAINTENANCE		5,000	2,500	
10-4300-0354	SOFTWARE MAINTENANCE		2,700	2,700	
10-4300-0499	MISCELLANEOUS		2,000	500	
<b>Total Public Safety</b>		<b>4,400</b>	<b>196,511</b>	<b>222,080</b>	
<b>Streets:</b>					
10-4510-0121	SALARIES AND WAGES	8,160	15,570	15,960	
10-4510-0126	SALARIES - TEMP & PT	6,830	4,700	3,700	
10-4510-0127	*SALARIES - BONUS, LONGEVITY, STIPEND*	820	400	490	
10-4510-0180	RETIREMENT	1,000	1,400	1,430	
10-4510-0181	FICA & OTHER EMPLOYMENT TAXES	1,240	1,600	1,550	
10-4510-0182	HOSP. INSURANCE	1,000	510	1,270	Premium Increase
10-4510-0183	LIFE/DENTAL INSURANCE		150	150	
10-4510-0184	401K	100	100	210	
10-4510-0185	UNEMPLOYMENT RESERVE			125	New NC Requirement
10-4510-0190	PROFESSIONAL SERVICES	7,000	4,000	5,000	Tree Removal
10-4510-0200	SUPPLIES & MATERIALS	2,200	2,000	2,000	
10-4510-0211	JANITORIAL SUPPLIES	100	100		
10-4510-0212	UNIFORMS	500	500	500	
10-4510-0251	MOTOR FUELS	3,500	4,200	4,200	
10-4510-0260	OFFICE SUPPLIES & MATERIALS	500	200		
10-4510-0310	TRAVEL & TRAINING	500	500	500	
10-4510-0330	UTILITIES	42,000	42,000	40,000	
10-4510-0352	EQUIPMENT REPAIR & MAINTENANCE	1,400	1,500	1,500	
10-4510-0353	VEHICLE REPAIR & MAINTENANCE	1,000	1,500	2,000	
10-4510-0354	SOFTWARE/SUPPORT MAINTENANCE	500	500	400	

<b>TOWN OF SNOW HILL</b>									
<b>BUDGET - GENERAL FUND</b>									
<b>FOR THE FISCAL YEAR ENDED JUNE 30, 2014</b>									
<b>Account Number</b>	<b>Account Description</b>	<b>Prior Year Budget</b>	<b>Current Year Budget</b>	<b>Proposed FY 13-14</b>	<b>Remarks</b>				
10-4510-0391	LEGAL ADVERTISING	100	100	100					
10-4510-0450	INSURANCE & BONDING	4,500	4,500	5,400					
10-4510-0499	MISCELLANEOUS	200	200	200					
10-4510-0500	CAPITAL OUTLAY			3,000				1/3 Lawn Mower	
<b>Total Streets</b>		<b>83,150</b>	<b>86,230</b>	<b>89,675</b>					

TOWN OF SNOW HILL								
BUDGET - GENERAL FUND								
FOR THE FISCAL YEAR ENDED JUNE 30, 2014								
Account Number	Account Description	Prior Year Budget	Current Year Budget	Proposed FY 13-14	Remarks			
<b>Sanitation:</b>								
10-4710-0121	SALARIES AND WAGES	23,970	14,450	11,600				
10-4710-0122	SALARIES - OVERTIME							
10-4710-0126	SALARIES - TEMP & PT	13,560	7,200	5,100				
10-4710-0127	"SALARIES - BONUS, LONGEVITY, STIPEND"	720	330	310				
10-4710-0180	RETIREMENT	2,670	1,720	1,200				
10-4710-0181	FICA & OTHER EMPLOYMENT TAXES	2,970	1,690	1,300				
10-4740-0182	HOSP. INSURANCE	1,160	300	310	Premium Increase			
10-4710-0183	LIFE/DENTAL INSURANCE	200	400	100				
10-4710-0185	UNEMPLOYMENT RESERVE			80	New NC Requirement			
10-4710-0190	PROFESSIONAL/CONTRACT SERVICES							
10-4710-0191	WASTE COLLECTION	87,000	87,000	85,000				
10-4710-0200	SUPPLIES & MATERIALS	300	400	300				
10-4710-0212	UNIFORMS	250	250	250				
10-4710-0251	MOTOR FUELS		2,400	3,100				
10-4710-0260	OFFICE SUPPLIES & MATERIALS	300	100	100				
10-4710-0300	WASTE COLLECTION/YARD		12,500	12,500				
10-4710-0310	TRAVEL & TRAINING	200	200	200				
10-4710-0352	EQUIPMENT REPAIR & MAINTENANCE	1,800	1,500	1,500				
10-4710-0354	SOFTWARE/SUPPORT/MAINT	1,200	1,100	1,000				
10-4710-0353	VEHICLE REPAIR & MAINTENANCE	4,500	3,500	3,000				
10-4710-0391	LEGAL ADVERTISING	200	100	100				
10-4710-0450	INSURANCE & BONDING	1,400	1,400	1,650				
10-4710-0499	MISCELLANEOUS	200	200	100				
10-4710-0500	CAPITAL OUTLAY							
<b>Total Sanitation</b>		<b>142,600</b>	<b>136,740</b>	<b>128,800</b>				
<b>Cemetery:</b>								
10-4740-0121	SALARIES AND WAGES	23,460	38,100	24,900				
10-4740-0122	SALARIES - OVERTIME		5,000	5,200				
10-4740-0126	SALARIES - TEMP & PT	6,680	6,500	5,100				
10-4740-0127	"SALARIES - BONUS, LONGEVITY, STIPEND"	720	1,000	630				
10-4740-0180	RETIREMENT	2,025	3,060	2,160				
10-4740-0181	FICA & OTHER EMPLOYMENT TAXES	2,360	3,480	2,350				
10-4740-0182	HOSP. INSURANCE	3,100	2,000	1,310	Premium Increase			
10-4740-0183	LIFE/DENTAL	300	400	250				
10-4740-0184	401K		200	360				
10-4740-0185	UNEMPLOYMENT RESERVE			170	New NC Requirement			
10-4740-0190	PROFESSIONAL SERVICES	15,000	18,000	18,000				
10-4740-0200	SUPPLIES & MATERIALS	500	700	500				
10-4740-0211	JANITORIAL SUPPLIES							
10-4740-0212	UNIFORMS	250	250	250				
10-4740-0251	MOTOR FUELS	500	800	800				
10-4740-0260	OFFICE SUPPLIES & MATERIALS	500	400	200				



<b>TOWN OF SNOW HILL</b>						
<b>BUDGET - GENERAL FUND</b>						
<b>FOR THE FISCAL YEAR ENDED JUNE 30, 2014</b>						
<b>Account Number</b>	<b>Account Description</b>	<b>Prior Year Budget</b>	<b>Current Year Budget</b>	<b>Proposed FY 13-14</b>	<b>Remarks</b>	
10-4740-0310	TRAVEL & TRAINING					
10-4740-0330	UTILITIES	300	300			
10-4740-0351	BUILDING REPAIR & MAINTENANCE					
10-4740-0352	EQUIPMENT REPAIR & MAINTENANCE	500	500			
10-4740-0353	VEHICLE REPAIR & MAINTENANCE	200	300			
10-4740-0354	SOFTWARE/MAINTENANCE	3,400	500			
10-4740-0450	INSURANCE & BONDING	1,400	1,400			
10-4740-0499	MISCELLANEOUS	1,000	700			
10-4740-0500	CAPITAL OUTLAY					Excavator Bucket
<b>Total Cemetery</b>		<b>62,195</b>	<b>83,590</b>	<b>67,830</b>		

<b>TOWN OF SNOW HILL</b>						
<b>BUDGET - GENERAL FUND</b>						
<b>FOR THE FISCAL YEAR ENDED JUNE 30, 2014</b>						
Account Number	Account Description	Prior Year Budget	Current Year Budget	Proposed FY 13-14	Remarks	
<b>Planning and Zoning:</b>						
10-4910-0190	PROFESSIONAL SERVICES					
<b>Total Planning and Zoning</b>						
<b>POWELL BILL</b>						
10-4910-0121	SALARIES/WAGES	18,360	17,000	17,250		
10-4910-0126	SALARIES/WAGES/PT	2,960	4,000	3,700		
10-4910-0127	BONUS, LONGEVITY, STIPEND			500		
10-4910-0180	RETIREMENT EXPENSE	1,140	1,220	1,520		
10-4910-0181	FICAMED EXPENSE	1,840	1,650	1,640		
10-4910-0182	HOSP. INSURANCE	1,800	1,150	1,200	Premium Increase	
10-4910-0183	DENTAL/LIFE INSURANCE	200	200	150		
10-4910-0184	401K		50	110		
10-4910-0185	UNEMPLOYMENT RESERVE			125	New NC Requirement	
10-4910-0190	PROFESSIONAL SERVICES	1,000	1,000	2,000		
10-4910-0200	SUPPLIES & MATERIALS	3,000	2,000	2,000		
10-4910-0251	MOTOR FUEL	3,500	3,000	2,000		
10-4910-0352	REPAIRS/MAINTENANCE	13,000	10,000	10,000		
<b>TOTAL POWELL BILL</b>		46,800	41,270	42,195		
<b>Community Development:</b>						
10-4930-0100	TREE ADVISORY COMMITTEE	500	200	50		
10-4930-0101	TOSH DEVELOPMENT COMMITTEE	5,000	6,000	10,000		
10-4930-0105	GC ARTS & HISTORY SOCIETY	5,000	5,000	5,000		
10-4930-0109	HISTORIC PRESERVATION COMMITTEE	1,500	1,500	6,000	Replace Bridge Lights	
10-4930-0111	NEUSE REGIONAL LIBRARY	4,000	4,250	4,250		
10-4930-0114	HAZARD MITIGATION PLAN	1,800				
10-4930-0115	CONTINGENCY		20,000	20,000		
10-4930-0116	PLANNING BOARD	3,000	3,000	2,700		
10-4930-0119	DONATIONS/CIVIC ORGANIZATIONS	2,000	2,000	2,000		
10-4930-0120	HOUSING ENFORCEMENT		10,000	10,000		
10-4930-0192	FIRE PROTECTION CONTRACT		28,000	28,000		
10-4930-0193	EMS DONATION		2,000	2,000		
10-4930-0200	PEG CHANNEL REIMB	17,500	32,000	31,000		
10-4930-0300	PAYING PARKING LOT	12,000				
10-4930-0491	DUES/SUBSCRIPTIONS					
10-4930-7400	CAPITAL OUTLAY		14,689	22,289		
<b>Total Community Development</b>		52,300	128,639	143,289		
<b>Total General Fund</b>		508,455	830,700	853,800		

TOWN OF SNOW HILL							
BUDGET - WATER SEWER FUND							
FOR THE FISCAL YEAR ENDED JUNE 30, 2014							
Account Number	Account Description	Prior Year Budget	Current Year Budget	Proposed FY 13-14	Remarks		
<b>Revenues</b>							
60-3710-0491	WATER DEPOSIT INTEREST INCOME	-					
60-3710-0492	INTEREST ON INVESTMENTS	300	300	500			
60-3710-0510	WATER SALES	381,000	370,000	365,000			
60-3710-0511	SEWER FEE RECEIPTS	480,000	470,000	470,000			
60-3710-0516	RECONNECTION FEES	2,800	5,000	5,000			
60-3710-0517	SHUT OFF FEES	25,000	22,000	23,000			
60-3710-0518	ALTERNATIVE SERVICE CHARGE	142,000	157,000	167,100			
60-3710-0520	SERVICE CHARGE - RETURNED CHECKS	6,000	6,000	6,000			
60-3710-0521	WATER TAP ON FEES	2,000	1,200	2,000			
60-3710-0522	SEWER TAP-ON FEES	400	1,000	2,000			
60-3710-0523	Septic Tank Waste Fees						
60-3710-0800	MISCELLANEOUS INCOME	3,000	500	1,000			
60-3710-0802	RURAL CENTER CREAMT		50,000				
60-3710-0820	SALE OF EQUIPMENT						
60-3710-0850	DISASTER PAYMENT						
60-3710-0851	INSURANCE PROCEEDS						
<b>Total Revenues</b>		<b>1,042,500</b>	<b>1,083,000</b>	<b>1,041,600</b>			

TOWN OF SNOW HILL						
BUDGET - WATER SEWER FUND						
FOR THE FISCAL YEAR ENDED JUNE 30, 2014						
Account Number	Account Description	Prior Year Budget	Current Year Budget	Proposed FY 13-14	Remarks	
Water Department:						
60-7130-0121	SALARIES AND WAGES	77,520	88,100	99,100		
60-7130-0122	SALARIES - OVERTIME					
60-7130-0126	SALARIES - TEMP & PT	16,320	19,500	20,500		
60-7130-0127	"SALARIES - BONUS, LONGEVITY, STIPEND"	2,240	2,900	3,040		
60-7130-0180	RETIREMENT	5,640	7,100	8,100		
60-7130-0181	FICA & OTHER EMPLOYMENT TAXES	7,170	8,500	9,400		
60-7130-0182	HOSPITAL INSURANCE	12,000	12,500	10,000	Premium Increase	
60-7130-0183	LIFE/DENTAL INSURANCE	1,200	2,000	1,200		
60-7130-0184	401K		360	900		
60-7130-0185	UNEMPLOYMENT RESERVE			690	New NC Requirement	
60-7130-0190	PROFESSIONAL SERVICES	81,000	50,000	50,000		
60-7130-0191	DEBT SERVICE		11,250	44,000	Line Replacement, AMR	
60-7130-0192	WATER SAMPLES EXPENSE	12,000	6,000	6,000		
60-7130-0193	ALTERNATIVE WATER SOURCE	145,000	157,000	167,100		
60-7130-0200	SUPPLIES & MATERIALS	24,500	24,500	24,500		
60-7130-0212	UNIFORMS	500	500	500		
60-7130-0251	MOTOR FUELS	9,500	9,500	9,500		
60-7130-0260	OFFICE SUPPLIES & MATERIALS	1,000	1,000	1,000		
60-7130-0310	TRAVEL & TRAINING	4,500	4,500	4,500		
60-7130-0320	TELEPHONE & POSTAGE	9,000	8,000	8,000		
60-7130-0330	UTILITIES	26,000	21,000	25,000		
60-7130-0351	BUILDING REPAIR & MAINTENANCE	1,000	1,000	1,000		
60-7130-0352	EQUIPMENT REPAIR & MAINTENANCE	30,000	15,000	15,000		
60-7130-0353	VEHICLE REPAIR & MAINTENANCE	2,000	2,000	2,000		
60-7130-0654	SOFTWARE/SUPPORT	3,000	2,500	2,500		
60-7130-0391	LEGAL ADVERTISING	1,000	500	500		
60-7130-0450	INSURANCE & BONDING	9,000	8,000	11,500		
60-7130-0491	DUES & SUBSCRIPTIONS	1,500	1,550	2,000		
60-7130-0499	MISCELLANEOUS	1,500	5,000	4,000		
60-7130-0500	CAPITAL RESERVE	41,310	36,895	3,000	1/3 Lawn Mower	
60-7130-0501	CONTINGENCY	25,000	25,000	24,205		
60-7130-0502	DEPRECIATION					
60-7130-0503	RURAL CENTER GRANT		50,000			
Total Water Department		550,400	581,655	558,735		

TOWN OF SNOW HILL							
BUDGET - WATER SEWER FUND							
FOR THE FISCAL YEAR ENDED JUNE 30, 2014							
Account Number	Account Description	Prior Year Budget	Current Year Budget	Proposed FY 13-14	Remarks		
Sewer Department:							
60-7140-0121	SALARIES AND WAGES	89,760	96,600	106,600			
60-7140-0122	SALARIES - OVERTIME						
60-7140-0126	SALARIES - TEMP & PT	16,290	24,000	23,800			
60-7140-0127	"SALARIES - BONUS, LONGEVITY, STIPEND"	2,650	3,400	3,400			
60-7140-0180	RETIREMENT	5,650	7,950	8,900			
60-7140-0181	FICA & OTHER EMPLOYMENT TAXES	7,170	9,500	10,230			
60-7140-0182	HOSPITAL INSURANCE	12,500	12,000	10,650	Premium Increase		
60-7140-0183	LIFE/DENTAL INSURANCE	1,400	1,800	1,200			
60-7140-0184	401K		700	1,360			
60-7140-0185	UNEMPLOYMENT RESERVE			750	New NC Requirement		
60-7140-0190	PROFESSIONAL SERVICES	25,000	17,000	13,000			
60-7140-0192	SEWER TESTING SERVICE	11,500	11,000	13,000			
60-7140-0194	SLUDGE DISPOSAL	15,000	15,000	15,000			
60-7140-0195	PERMIT FEES	1,800	1,800	1,800			
60-7140-0200	SUPPLIES & MATERIALS	15,000	15,000	15,000			
60-7140-0211	JANITORIAL SUPPLIES						
60-7140-0212	UNIFORMS	500	500	500			
60-7140-0251	MOTOR FUELS	5,000	5,000	5,170			
60-7140-0260	OFFICE SUPPLIES & MATERIALS	900	600	600			
60-7140-0310	TRAVEL & TRAINING	4,500	4,500	4,500			
60-7140-0320	TELEPHONE & POSTAGE	10,000	9,000	8,000			
60-7140-0330	UTILITIES	43,000	43,000	45,600			
60-7140-0351	BUILDING REPAIR & MAINTENANCE	500	500	500			
60-7140-0352	EQUIPMENT REPAIR & MAINTENANCE	25,000	35,000	40,000			
60-7140-0353	VEHICLE REPAIR & MAINTENANCE	2,000	2,000	2,000			
60-7140-0354	SOFTWARE/MAINT/SUPPORT	2,700	2,400	2,400			
60-7140-0391	LEGAL ADVERTISING	700	500	100			
60-7140-0450	INSURANCE & BONDING	15,000	15,000	15,600			
60-7140-0491	DUES & SUBSCRIPTIONS	1,100	1,000	1,000			
60-7140-0499	MISCELLANEOUS	500	4,500	3,000			
60-7140-0500	CAPITAL RESERVE	41,080	37,095	3,000	1/3 Lawn Mower		
60-7140-0501	DEBT SERVICE	110,900	105,000	102,000			
60-7140-0502	CONTINGENCY	25,000	20,000	24,205			
60-7140-0503	DEPRECIATION						
Total Sewer Department		492,100	501,345	482,865			
Total Water Sewer Fund		1,042,500	1,083,000	1,041,600			

## Audit Proposals

<b>Firm Name</b>	<b>FYE 13</b>	<b>FYE 14</b>	<b>FYE 15</b>	<b>Additional or Single Audit</b>
John Pollard Tarboro	\$7,500	\$7,600	\$7,750	Billed at \$85 / hour
Anthony & Tabb Wilson	\$10,000	\$10,000	\$10,500	Not Specified
Gregory Redman Greenville	\$10,500	\$10,500	\$10,500	Not Specified
Barrow, Parris, & Davenport Kinston	\$10,800	\$10,800	\$10,800	\$1,000
Steven Scarborough New Bern	\$11,980	\$12,225	\$12,450	Not Specified

**PROJECT BUDGET ORDINANCE**  
**12-C-2445**  
**Town of Snow Hill**

**REVENUE**

CDBG	\$250,000
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**EXPENDITURE**

Project / Grant Administration	\$21,500
Planning	\$8,500
Other Activities	\$133,700
Rehabilitation	\$51,300
Working Capital	\$35,000
TOTAL EXPENDITURE	\$250,000

Preliminary Surcharge Evaluation  
In Preparation for Presentation to Water Board on May 2, 2013

Criteria

Assumptions

- Surcharge balance as 7/31/2012
- Transfer In
  - From Utility Fund Phase 1A Excess Sales Tax
  - From Phase 1C - Reimb from Debt Service Payment
  - From Phase 1C - Excess Sales Tax
- Transfer Out
  - to Utility Fund for Ph 1 A Debt Reserve
  - to Utility Fund for Ph 1 C Debt Reserve
  - to Utility Fund for Ph 1A Excess Sales Tax
  - to Utility Fund for Ph 1C Excess Sales Tax
  - to Utility Fund for Ph 1A LD
  - to Ph 1F Project Fund
- Surcharge Balance after Transfers out/in
- Hookerton
- Jason -Shine
- Snow Hill
- Phase 1G USDA
- Phase 1H USDA
- Phase 1H PWS
- Eng Fees Phase 1G USDA
- Eng Fees Phase 1H USDA

Results

- Surcharge Rate/Period

- Maximum Surcharge Rate
- Minimum Surcharge Rate
- Minimum Surcharge Balance
- Year of Minimum Surcharge Balance
- Surcharge Balance after last payment

	Option 1	Option 2	Option 3	Option 4	Option 5
Surcharge balance as 7/31/2012	\$5,368,023.90	\$5,368,023.90	\$5,368,023.90	\$5,368,023.90	\$5,368,023.90
Transfer In					
- From Utility Fund Phase 1A Excess Sales Tax	\$50,995.00	\$50,995.00	\$50,995.00	\$50,995.00	\$50,995.00
- From Phase 1C - Reimb from Debt Service Payment	\$183,632.07	\$183,632.07	\$183,632.07	\$183,632.07	\$183,632.07
- From Phase 1C - Excess Sales Tax	\$167,131.12	\$167,131.12	\$167,131.12	\$167,131.12	\$167,131.12
Transfer Out					
- to Utility Fund for Ph 1 A Debt Reserve	(\$56,738.00)	(\$56,738.00)	(\$56,738.00)	(\$56,738.00)	(\$56,738.00)
- to Utility Fund for Ph 1 C Debt Reserve	(\$27,390.00)	(\$27,390.00)	(\$27,390.00)	(\$27,390.00)	(\$27,390.00)
- to Utility Fund for Ph 1A Excess Sales Tax	(\$50,995.00)	(\$50,995.00)	(\$50,995.00)	(\$50,995.00)	(\$50,995.00)
- to Utility Fund for Ph 1C Excess Sales Tax	(\$99,631.12)	(\$99,631.12)	(\$99,631.12)	(\$99,631.12)	(\$99,631.12)
- to Utility Fund for Ph 1A LD	(\$67,500.00)	(\$67,500.00)	(\$67,500.00)	(\$67,500.00)	(\$67,500.00)
- to Ph 1F Project Fund	(\$26,513.00)	(\$26,513.00)	(\$26,513.00)	(\$26,513.00)	(\$26,513.00)
Surcharge Balance after Transfers out/in	\$5,441,014.97	\$5,441,014.97	\$5,441,014.97	\$5,441,014.97	\$5,441,014.97
Hookerton	Out Dec 2012	Out Dec 2012	Out Dec 2012	Out Dec 2012	Out Dec 2012
Jason -Shine	Out From Beginning	Out From Beginning	Out From Beginning	Out From Beginning	Out From Beginning
Snow Hill	Remain In	Out June 2013	Remain In	Out June 2013	Remain In
Phase 1G USDA	Construct	Construct	Not Constructed	Not Constructed	Not Constructed
Phase 1H USDA	Construct	Construct	Not Constructed	Not Constructed	Not Constructed
Phase 1H PWS	Construct	Construct	Not Constructed	Not Constructed	Not Constructed
Eng Fees Phase 1G USDA	NA	NA	Construct	Construct	Construct
Eng Fees Phase 1H USDA	NA	NA	\$428,820.00	\$428,820.00	\$428,820.00
			\$189,819.00	\$189,819.00	\$189,819.00

\$12.00 thru 2052-2053	\$12.00 thru 2013-2014	\$12.00 thru 2023-2024	\$12.00 thru 2028-2029	\$12.00 thru 2012-2013
\$12.50 thru 2018-2019	\$13.00 thru 2023-2024	\$13.50 thru 2028-2029	\$14.00 thru 2053-2054	\$10.00 thru 2014-2015
\$13.00 thru 2023-2024	\$13.50 thru 2028-2029	\$14.00 thru 2053-2054		\$8.00 thru 2016-2017
				\$6.00 thru 2031-2032
				\$5.00 thru 2046-2047
				\$4.00 thru 2047-2048
				\$3.00 thru 2050-2051 *

\$12.00	\$12.00	\$12.00	\$12.00	\$12.00
\$1,547,006.77	\$542,934.06	\$70,694.05	\$1,981,034.40	\$7,637.70
2049-2050	2049-2050	2025-2026	2020-2021	2050-2051
\$2,280,191.17	\$2,455,279.45	\$70,694.05	\$258,624.41	\$7,637.70

PRELIMINARY

\* Concession to Use of SH Lines

± 13000000  
may 4% incl



Preliminary Surcharge Evaluation  
 Surcharge Payment Timeline

Option 1

\$ 12.00

Option 2

\$ 12.00



Option 3

\$ 12.00

\$ 10

Option 4

\$ 12.00

Option 5

\$ 12.00

\$ 10



\$ 5.00

\$ 3

2012 2013 2014 2015 2016 2017 2018 2019 2020 2021 2022 2023 2024 2025 2026 2027 2028 2029 2030 2031 2032 2033 2034 2035 2036 2037 2038 2039 2040 2041 2042 2043 2044 2045 2046 2047 2048 2049 2050 2051 2052 2053 2054

**PRELIMINARY**

MAYOR  
DENNIS K. LILES  
MAYOR PRO-TEM  
REBECCA (BECKI) SCARBOROUGH  
COMMISSIONERS  
WILLIAM (DONNELL) HAGANS  
GERALDINE E. SHACKLEFORD  
ROBERT L. (BOBBY) TAYLOR, JR.  
LORRINE B. WASHINGTON



TOWN ADMINISTRATOR  
PUBLIC WORK DIRECTOR  
DANA D. HILL  
TOWN CLERK / FINANCE OFFICER  
CATHY WEBB  
DEPUTY CLERK / UTILITIES  
ADDIE WATSON  
CHIEF OF POLICE  
JOHN C. REA

May 13, 2013

To: Mayor and Town Board

From: Cathy Webb, Tax Collector CW

Date: May 13, 2013

Re: Release of taxes for JI Yang

Per the attached memo from Becky R. Sutton, I request that the Board authorize me to release the taxes billed to JI Yang, Parcel # 08-22313 located at 98 Chase Drive. This house was demolished in the storm in April, 2011. The value of the property was \$82,300. The amount of the taxes billed were \$288.05.

Becky R. Sutton  
Tax Administrator



229 Kingold Blvd.  
P.O. Box 482  
Snow Hill, NC 28580

(252) 747-3615  
FAX (252) 747-5067

April 30, 2013

Mrs. Cathy Webb  
Town of Snow Hill  
Snow Hill, NC 28580

Fax: 252-747-4269

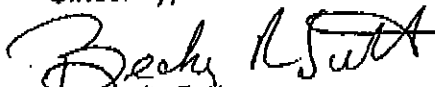
Re: Owner of Record: Yang, JI - parcel 0822313

Dear Ms. Webb:

On August 6, 2012, the Greene County Board of Commissioners approved the release of value in the amount of \$82,300 for the dwelling on parcel 0822313. The dwelling was completely destroyed by the tornado in April, 2011.

Should you need any additional information, please call.

Sincerely,

  
Becky R. Sutton

$82,300 \times .35 = \$28,805$

Snow Hill Police Department

Citations Issued

As of 1 May 2013

FYE 2012	36
FYE 2013	393
Total	429

**SNOW HILL POLICE DEPARTMENT**

**March 2013**

**MONTHLY CRIME SUMMARY**

1) Larceny-

2) Assaults- 2

3) Breaking/Entering-

4) Robbery- 1

5) Sex Offenses-

6) Homicide-

7) Fraud- 1

**SNOW HILL POLICE DEPARTMENT**

**April 2013**

**MONTHLY CRIME SUMMARY**

1) Larceny-	4
2) Assaults-	0
3) Breaking/Entering-	2
4) Robbery-	0
5) Sex Offenses-	1
6) Homicide-	0
7) Fraud-	1
8) Motor Vehicle Theft	1
9) Kidnapping	1

**MINUTES**  
**SNOW HILL PLANNING BOARD**  
**7:00 P.M. MONDAY, 6 MAY 2013**  
**SNOW HILL TOWN HALL**  
**201 NORTH GREENE STREET, NORTH CAROLINA 28580**

Order of Business

1. **Call to Order 7:00 pm**
2. **Prayer** Mr. Beaman asked if there were any religions present that would like to conduct prayer, being none, he led the group
3. **Roll Call** Bobby Taylor, Salvador Abrego, Donald Beaman; Quorum declared
4. **Approval of Agenda** Motion to approve by BT, Second by SA, Carried
5. **Reading and Approval of Minutes: 10 July 2013** Motion to approve by SA, Second by BT, Carried

6. **New Business:**

**a. Site Plan *Carolina Community Developers***

Meda Renson was present to respond on behalf of the applicant. Two site plans were presented, one specifying duplexes and the other townhouses. Hill pointed out that the only deficiencies appeared to be the need for a vegetative buffer or fence around the property and a detention pond to meet the recently required Phase II stormwater management program. Ms. Renson indicated that these additions would not present problems. She asked that both plans be tentatively approved, as funding would dictate which, if either would be pursued. Their preference would be duplexes in order to serve the elderly population better.

Motion by BT to approve both plans conceptually with the understanding that a final site plan would be submitted for review and comment for final approval, Second by SA, Carried.

7. **Old Business**

**a. NONE**

8. **Public Comments** None

9. **Board Comments**

Mr. Beaman asked Hill to issue letters to:

Dale Hancock asking for a written response as to when the travel trailer beside MediaCast would be removed or brought into compliance.

Pete Miller directing the modular offices behind Andy's to be removed or brought into compliance.

10. **Adjourn 8:40 pm**