

AGENDA
Snow Hill Board of Commissioners
Monday, 13 April 2015; 6:30 pm
G. Melvin Oliver Town Hall
201 N Greene Street

- | | | |
|-----|---|--|
| 1. | Call to Order | <i>Invocation / Pledge of Allegiance</i> |
| 2. | Roll Call | |
| 3. | Consider Agenda Approval | |
| 4. | Consider Minutes Approval | <i>9 March 2015</i> |
| 5. | Program / Presentations
Citizen Recognition | <i>Mayor Liles</i> |
| 6. | Report of Officers: | |
| | a. Mayor | |
| | b. Town Manager / PW Director | |
| | 1. FY 2015-2016 Budget | <i>Discussion</i> |
| | 2. Comprehensive CIP | <i>Discussion</i> |
| | 3. Property Sale | <i>Information</i> |
| | 4. 2015 Election Filing Fee | <i>Action Request</i> |
| | c. Town Clerk / Finance Officer | |
| | 1. Tax Release | <i>Action Request</i> |
| 7. | Report of Boards: NONE | |
| 8. | Public Comments | |
| 9. | Action Items | |
| | 1. Consider Setting the Filing Fee for the 2015 Municipal Election at \$5 | |
| | 2. Consider Tax Release in the Amount of \$15.06 for Carolina Opportunities | |
| 10. | Closed Session | |
| | Contract Negotiation / Legal Consultation | |
| 11. | Commissioner Comments | |
| 12. | 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 4-1-15

MINUTES
SNOW HILL BOARD OF COMMISSIONERS
MONDAY, MARCH 9, 2015
G. MELVIN OLIVER TOWN HALL
201 N. GREENE STREET
SNOW HILL, NC 28580

- 1. Call to Order – Mayor Liles called the meeting to order at 6:30 p.m. The Prayer was offered by Commissioner Washington. The Pledge was led by Commissioner Hagans.**
- 2. Roll Call – The roll was called by Town Clerk, Cathy Webb. All members were present except Commissioner Shackleford, who was absent due to sickness. A quorum was declared.**
- 3. Consider Agenda Approval – Town Manager, Dana Hill, asked that the following be taken off the agenda- 1) Item #6- B-Item #1 under Report of Officers-2015 Building Reuse request and 2) Item #9-1 under Action items – Consider Authorizing Building reuse Application. A motion was made by Commissioner Washington, seconded by Commissioner Wilkes to approve the agenda as presented with the modifications suggested Mr. Hill. Motion carried.**
- 4. Consider Minutes approval of February 9, 2015 – Motion made by Commissioner Hagans, seconded by Commissioner Wilkes. Motion carried.**
- 5. Program/Presentations-**
 - 1) Citizen Recognition- Mayor Liles recognized Mr. Darrell Meyers, Manager of Wal-Mart. Mr. Meyers has been part of the Community for 1 ½ years and manages 35 associates in the Snow Hill store. In February at the Wal-Mart's Annual Awards Ceremony Mr. Meyers was the recipient of the Helen R. Walton "Excellence in Community Leadership" award. He was chosen from over 600 potential winners. Mr. Meyers received a check in the amount of \$10,000, which he has donated to Greene County Interfaith volunteers to assist with their new building. Mayor Liles presented Mr. Meyers with an "Outstanding Citizenship" certificate. He thanked him for his willingness to give back to the community. Commissioner Washington read the certificate and thanked Mr. Meyers also.**
 - 2) CDBG & Fair Housing Update-Robert Masters**
Mr. Masters said that the CDBG Small Business Entrepreneurial Grant was about 80% completed. He said that Tide Tamer was putting up a building rapidly and should be ready by the end of the month.

He said that Carl Hardy, Hardy Appliance, was putting the finishing touches on his new showroom. Worth Products has almost completed their project. He said that this grant should be completed by June 30th. He said that in order to be in compliance with this grant, that he had to remind everyone where the money came from. He said that this money came from Commerce to HUD-a huge agency-HUD (Housing Urban Development) administers that money. Because it is HUD money, he is required to remind people that we must be practicing Fair Housing. Flyers are available at the Town Hall for citizens to read. Dana Hill has been appointed Fair Housing Coordinator in a previous meeting. If there are any problems with Housing in Snow Hill, please contact Dana Hill or you can call the Fair Housing Hot Line. He said that when this project is completed Carl Hardy and Buzz Shackelford would like for the board to tour their facilities.

6. Report of Officers:

- a. Mayor – No report
- b. Town Manager

- 1) NLC/USP Spring Campaign – The National League of Cities/Utility Service Partners have sent our flyers to the citizens offering warranty on their water and sewer lines from the meter to the house and also a service to cover the indoor plumbing and appliances for a cost of \$6.50 per month. This is a total voluntary program.
- 2) 2015 Building Reuse Request – Removed from Agenda
- 3) Mixed Beverage Election – Mr. Hill stated that he had been asked by several citizens and business owners to request a mixed beverage election to allow voters to approve or deny the sale of mixed alcoholic beverages in approved business establishments. He stated that if the Board approved this item, they would only be directing the Board of Elections to place the issue on the 2015 ballot.
- 4) SE Second Traffic Pattern – Mr. Hill explained that he talked to the Board briefly in the last meeting about the possibility of making some changes to the traffic control system at the intersection of SE Second, NW Second, and Greene Streets. After meeting with DOT the following changes were suggested: (1) Replace the lights at NW Second and Greene streets with a stop sign to avoid signal conflicts, and (2) Remove the “No right on Red” sign at SE Second and Greene to allow for smoother traffic flow.
- 5) Downtown Renovation – Mr. Hill said that this item originated from the Historic Preservation Committee and the Development Advisory Commission. He would like to have

some discussion about starting the process of renovating the downtown commercial district, with the first phase being moving overhead utilities (electric and telephone) underground and installing brick sidewalks. He believes that the suggested work would present a more inviting atmosphere for business owners, both existing and perspective, as well as consumers and citizens. He has gathered some informal costs for the proposed improvements: (1) Utility Relocation -\$80,000, and (2) Sidewalk Replacement-\$105,000. He said there would be other issues to resolve such as DOT encroachment permits. He said that he had not been able to locate any grant sources but hopefully he could locate some. Commissioner Washington asked if all of this money would come from the Town. She said that she was all for making the down town area beautiful but that there were many streets in Snow Hill that needed some work done. Mr. Hill said that there would be some patch work done after the contractors finished with the waterline project and that DOT would be paving 2nd street later in the year. Mayor Liles asked if he had talked to any grant writers about this. Robert Masters said that we may be able to get some funds from USDA, probably loan money. Mr. Hill said that he would try to have some more firm costs at the April meeting. Commissioner Washington said that if the Town could get some grant money, she would be willing to lean toward this, but did not want to have all this money pulled from the Town funds. Roger Whitson stated that a starting place like this would really be a springboard for economic development – he said that every community you could name in North Carolina-this has led to an increase in business traffic, as well as increases in business profitability and in real estate values. He said regardless of the funding source, this community has the funds in the bank to get it started and it will be a boom to business in this community. Despite the costs, Mr. Whitson said that he feels the town cannot afford not to pursue this project. Commissioner Wilkes stated that she would like to have some more information concerning this project. Commissioner Hagans had the same response as Commissioner Wilkes.

c. Town Clerk –

- 1) Ad Valorum/Personal Taxes – Mrs. Webb asked the Board for permission to enforce collection remedies on unpaid taxes for 2014 and prior years. She also asked for permission to advertise any delinquent taxes in the April 15th, 2015 edition of the Standard Laconic.**
- 2) Budget Amendment V – Mrs. Webb presented Budget Amendment #V for consideration. This amendment is for insurance proceeds for the street sweeper and the police car.**

7. Report of Boards – Historic Preservation Committee – Jill Whitson, Chairman of the Historic Preservation Committee, stated that the Committee had done a lot to help the Town of Snow Hill such as plaques on houses, helped advertised houses for sale to try to save them. She said that part of their mission is to keep what they have. She said that if we did some things to make the area more desirable, that people would want to open businesses downtown. She said that she would like for the Board to move forward on this project.

8. Public Comments –

- 1) Roger Whitson asked if paving bills came from the general fund. Mr. Hill said that some of the paving cost comes from Powell Bill Funds. Mr. Whitson asked if the concern that Commissioner Washington had about spending General Fund money- would it impact the paving. Mr. Hill said that generally not-but if there were not enough funds in the Powell Bill account to cover the paving-the money would have to come out of the street department.**
- 2) Robert Masters – Mr. Masters commented that the Wal-Mart announcement was the most promising thing that he had heard about Economic Development in Greene County in the past 5-6 years. He said that you could order online-have it shipped to the Snow Hill store with free shipping. Mr. Meyers said that if it was shipped to their store that the store got 100% of the sale.**

9. Action Items –

- 1) Consider Authorizing the Inclusion of a Mixed Beverage Election during the 2015 Municipal Election- Motion made by Commissioner Washington, seconded by Commissioner Taylor. Motion carried.**

- 2) **Consider Requesting that NCDOT alter traffic signals at SE Second and N Greene Street – Motion made by Commissioner Washington, seconded by Commissioner Hagans. Motion carried.**
- 3) **Consider Authorizing the Revenue Collector to Collect 2014 and Prior Year Delinquent taxes by any allowable means-Motion made by Commissioner Washington, seconded by Commissioner Wilkes. Motion carried.**
- 4) **Consider Authorizing the Advertisement of 2015 Unpaid Taxes – Motion made by Commissioner Wilkes, seconded by Commissioner Hagans. Motion carried.**
- 5) **Consider Adoption of Budget Amendment V – Motion made by Commissioner Washington, seconded by Commissioner Wilkes. Motion carried.**
10. **Closed Session– Motion made by Commissioner Wilkes, seconded by Commissioner Hagans to go into closed session for Property Acquisition/ Contract Negotiation. Motion carried.**

Motion made by Commissioner Taylor, seconded by Commissioner Wilkes to reconvene to regular session. Motion carried.

Commissioner Washington made a motion to accept the amended sub-lease Agreement for the Greene County Improvement Association as presented. The motion was seconded by Commissioner Taylor. Motion carried.

- 11) **Commissioner Comments-Commissioner Wilkes thanked everyone for their Support in helping her run for Queen at the York Rites Convention of North Carolina. She was first runner-up.**
11. **There being no further business to come before the Board, a motion was made by Commissioner Taylor, seconded by Commissioner Washington to adjourn. Motion carried.**

Mayor

Clerk

MEMORANDUM

1 April 2015

To: Mayor Liles
SH Commissioners

From: Cathy Webb, Finance Officer
Dana Hill, TA

Re: FYE 2016 Budget Calendar

13 April 2015

Present working document to Mayor and Board for review and preliminary feedback

4 May 2015

Budget work session and final revisions

27 May / 3 June 2015

Advertise Public Hearing

8 June 2015

Public Hearing and adoption

TOWN OF SNOW HILL					
BUDGET - GENERAL FUND					
FOR THE FISCAL YEAR ENDING JUNE 30, 2016					
Account Number	Account Description	Prior Year Budget	Current Year Budget	Proposed FY 15-16	Remarks
Revenues					
10-3010-0000	AD VALOREM TAX CURRENT YEAR	309,000	310,000	315,000	
10-3010-0100	AD V TAX 1ST PRIOR YEAR	3,000	3,000	3,000	
10-3010-0200	AD V TAX 2ND PRIOR YEAR	2,000	2,000	2,000	
10-3010-0300	AD V TAXES 3RD PRIOR YEAR	500	500	500	
10-3010-0400	AD V TAX 4TH PRIOR YEAR & OTHERS	2,000	2,000	2,000	
10-3010-1000	VEHICLE TAX CURRENT YEAR	20,000	25,000	30,000	
10-3010-1100	VEHICLE TAX PRIOR YEARS	3,000	3,000	3,000	
10-3170-0000	TAX PENALTIES/INTEREST	3,000	3,000	3,000	
10-3180-0000	TAX DISCOUNTS				
10-3190-0000	LICENSE TAGS	5,000	6,000	6,000	
10-3280-0000	VIDEO PROGRAMMING	5,000	5,000	5,000	
10-3290-0000	INTEREST INCOME	1,100	1,100	1,000	
10-3290-0100	HISTORIC COMM INCOME				
10-3291-0000	PEG CHANNEL	31,000	31,000	69,000	
10-3293-0000	TELECOMMUNICATION TAXES	32,000	30,000	26,000	
10-3300-0000	HILLVIEW 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 LAMP/ELECTIONS ELECTRIC	6,600	6,600	7,500	
10-3310-0400	COMMUNITY CENTER LEASE	6,000	6,000	3,000	
10-3350-0000	MISCELLANEOUS INCOME	3,000	3,000	20,000	
10-3350-0100	PD FINES	10,000	17,000		
10-3350-0200	SALE OF EQUIPMENT/PROPERTY	12,000	12,000		
10-3350-0400	ZONING FEES	600	700	500	
10-3350-0600	GRANT AWARD INCOME				
10-3370-0000	FRANCHISE TAX	50,000	50,000	50,000	
10-3380-0000	PIPED NATURAL GAS	4,500	5,000	5,000	
10-3410-0000	BEER AND WINE TAX	5,000	5,000	6,000	
10-3430-0000	PB ALLOCATION	42,000	45,000	45,000	
10-3440-0000	SOLID WASTE DIST TAX	1,100	1,100	1,000	
10-3450-0000	LOCAL OP SALES TAX 1%	134,000	134,000	150,000	
10-3470-0000	GREENE CO ABC BOARD	1,500	2,000	4,000	
10-3590-0000	WASTE COLLECTION FEES	100,000	100,000	100,000	
10-3610-0000	SALE OF LOTS	15,000	18,000	19,000	
10-3610-0100	GRAVE OPENINGS	30,000	32,000	32,000	
10-3610-0200	INSTALL GRAVE MARKERS	1,000	1,000	1,000	
10-3600-0000	FUEL TAX		600	400	
10-3990-0000	APPROPRIATION FROM FUND BALANCE	0			
Total Revenues		853,800	875,500	927,800	

TOWN OF SNOW HILL					
BUDGET - GENERAL FUND					
FOR THE FISCAL YEAR ENDING JUNE 30, 2016					
Account Number	Account Description	Prior Year Budget	Current Year Budget	Proposed FY 15-16	Remarks
Governing Body:					
10-4110-0121	SALARIES AND WAGES	32,760	32,760	32,760	
10-4110-0180	RETIREMENT				
10-4110-0181	FICA & OTHER EMPLOYMENT TAXES	2,520	2,510	2,510	
10-4110-0190	PROFESSIONAL SERVICES	16,000	16,000	16,000	
10-4110-0260	OFFICE SUPPLIES & MATERIALS	200	200	200	
10-4110-0310	TRAINING	300	300	300	
10-4110-0450	INSURANCE & BONDING	2,350	2,500	1,600	
10-4110-0499	MISCELLANEOUS	800	800	1,000	
Total Governing Body		54,930	55,070	54,370	
Administration:					
10-4120-0121	SALARIES AND WAGES	31,440	32,000	25,700	
10-4120-0122	SALARIES - OVERTIME				
10-4120-0126	SALARIES - TEMP & PT	1,800	1,300	1,300	
10-4120-0127	*SALARIES - BONUS, LONGEVITY, STIPEND*	640	700	570	
10-4120-0180	RETIREMENT	2,250	2,350	1,750	
10-4120-0181	FICA & OTHER EMPLOYMENT TAXES	2,600	2,600	2,110	
10-4120-0182	HOSP. INSURANCE	1,310	1,610	1,400	
10-4120-0183	LIFE/DENTAL INSURANCE	320	350	350	
10-4120-0184	401K	100	100	50	
10-4120-0185	UNEMPLOYMENT RESERVE	131	131		Not Required
10-4120-0190	PROFESSIONAL SERVICES	9,000	9,000	13,000	
10-4120-0191	TAX COLL FEE - GREENE CO	1,000	1,000	1,000	
10-4120-0192	INTEREST TO DMV	900	3,000	3,000	
10-4120-0200	SUPPLIES & MATERIALS	1,000	1,300	1,000	
10-4120-0211	JANITORIAL SUPPLIES/SERVICES	250	250	300	
10-4120-0212	UNIFORMS				
10-4120-0260	OFFICE SUPPLIES & MATERIALS	1,900	1,500	1,500	
10-4120-0310	TRAVEL & TRAINING	1,000	1,000	1,000	
10-4120-0320	TELEPHONE & POSTAGE	6,200	6,200		
10-4120-0330	UTILITIES	17,000	17,000	17,000	
10-4120-0351	BUILDING REPAIR & MAINTENANCE	2,500	3,000	3,000	
10-4120-0352	EQUIPMENT REPAIR & MAINTENANCE	3,000	2,500	2,000	
10-4120-0354	SOFTWARE/SUPPORT MAINT.	700	760	800	
10-4120-0391	LEGAL ADVERTISING	1,000	1,000	500	
10-4120-0450	INSURANCE & BONDING	4,800	5,100	7,200	
10-4120-0491	DUES & SUBSCRIPTIONS	3,000	3,000	3,000	
10-4120-0499	MISCELLANEOUS	8,000	6,500	3,500	
10-4120-0500	CAPITAL RESERVE				
Total Administration		101,841	103,251	97,230	
Election:					

TOWN OF SNOW HILL									
BUDGET - GENERAL FUND									
FOR THE FISCAL YEAR ENDING JUNE 30, 2016									
Account Number	Account Description	Prior Year Budget	Current Year Budget	Proposed FY 15-16	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 ENDING JUNE 30, 2016					
Account Number	Account Description	Prior Year Budget	Current Year Budget	Proposed FY 15-16	Remarks
Public Safety:					
10-4300-0121	SALARIES AND WAGES	145,310	148,500	147,000	
10-4300-0126	SALARIES- TEMP & PT	6,000	19,000	20,000	
10-4300-0127	BONUS, LONGEVITY, STIPENDS	340	900	1,300	
10-4300-0180	RETIREMENT	10,650	11,450	10,600	
10-4300-0181	FICA & OTHER EMPLOYMENT TAXES	11,600	12,900	12,900	
10-4300-0182	INSURANCE	7,900	8,500	13,800	Staff Change
10-4300-0183	DENTAL / LIFE	1,160	2,100	2,100	
10-4300-0184	401 K	8,000	8,100	7,400	
10-4300-0185	UNEMPLOYMENT RESERVE	920	1,050		Not Required
10-4300-0190	PROFESSIONAL SERVICES	500			
10-4300-0200	SUPPLIES & MATERIALS	4,000	7,500	5,000	
10-4300-0211	JANITORIAL SUPPLIES				
10-4300-0212	UNIFORMS	3,000	3,000	3,000	
10-4300-0251	MOTOR FUELS	14,000	14,000	14,000	
10-4300-0260	OFFICE SUPPLIES & MATERIALS	500	500	500	
10-4300-0310	TRAVEL & TRAINING	500			
10-4300-0320	TELEPHONE & POSTAGE	2,000	2,500	2,700	
10-4300-0352	EQUIPMENT REPAIR & MAINTENANCE	0			
10-4300-0353	VEHICLE REPAIR & MAINTENANCE	2,500	4,500	7,000	
10-4300-0354	SOFTWARE MAINTENANCE	2,700	2,760	2,800	
10-4300-0499	MISCELLANEOUS	500	500	1,000	
Total Public Safety		222,080	247,760	251,100	
Streets:					
10-4510-0121	SALARIES AND WAGES	16,040	16,200	15,100	
10-4510-0126	SALARIES - TEMP & PT	3,700	3,700	10,000	
10-4510-0127	"SALARIES - BONUS, LONGEVITY, STIPEND"	490	450	550	
10-4510-0180	RETIREMENT	1,430	1,460	1,360	
10-4510-0181	FICA & OTHER EMPLOYMENT TAXES	1,550	1,560	1,950	
10-4510-0182	HOSP. INSURANCE	1,270	1,590	3,710	*Allocations
10-4510-0183	LIFE/DENTAL INSURANCE	150	210	200	
10-4510-0184	401K	210	210		
10-4510-0185	UNEMPLOYMENT RESERVE	125	125		Not Required
10-4510-0190	PROFESSIONAL SERVICES	5,000	5,000	5,000	Tree Removal
10-4510-0200	SUPPLIES & MATERIALS	2,000	1,500	1,500	
10-4510-0211	JANITORIAL SUPPLIES				
10-4510-0212	UNIFORMS	500	500	500	
10-4510-0251	MOTOR FUELS	4,200	4,200	4,200	
10-4510-0260	OFFICE SUPPLIES & MATERIALS				
10-4510-0310	TRAVEL & TRAINING	500	500	500	
10-4510-0330	UTILITIES	40,000	40,000	44,000	
10-4510-0352	EQUIPMENT REPAIR & MAINTENANCE	1,500	1,500	2,000	
10-4510-0353	VEHICLE REPAIR & MAINTENANCE	2,000	2,000	2,000	
10-4510-0354	SOFTWARE/SUPPORT MAINTENANCE	400	380	390	

TOWN OF SNOW HILL					
BUDGET - GENERAL FUND					
FOR THE FISCAL YEAR ENDING JUNE 30, 2016					
Account Number	Account Description	Prior Year Budget	Current Year Budget	Proposed FY 15-16	Remarks
10-4510-0356	EQUIPMENT LEASE		1,520	1,520	Mowers
10-4510-0391	LEGAL ADVERTISING	100	100	100	
10-4510-0450	INSURANCE & BONDING	6,100	7,850	6,300	
10-4510-0499	MISCELLANEOUS	200	200	200	
10-4510-0500	CAPITAL OUTLAY	3,000		3,000	Equipment Shelter
Total Streets		90,465	108,085	104,080	

TOWN OF SNOW HILL									
BUDGET - GENERAL FUND									
FOR THE FISCAL YEAR ENDING JUNE 30, 2016									
Account Number	Account Description	Prior Year Budget	Current Year Budget	Proposed FY 15-16	Remarks				
Sanitation:									
10-4710-0121	SALARIES AND WAGES	11,775	12,000	13,750					
10-4710-0122	SALARIES - OVERTIME								
10-4710-0126	SALARIES - TEMP & PT	5,100	5,300	8,500					
10-4710-0127	"SALARIES - BONUS, LONGEVITY, STIPEND"	310	360	530					
10-4710-0180	RETIREMENT	1,200	1,250	1,160					
10-4710-0181	FICA & OTHER EMPLOYMENT TAXES	1,300	1,330	1,750					
10-4740-0182	HOSP. INSURANCE	310	380	5,360 *	Allocations				
10-4710-0183	LIFE/DENTAL INSURANCE	100	135	130					
10-4710-0185	UNEMPLOYMENT RESERVE	80	110		Not required				
10-4710-0190	PROFESSIONAL/CONTRACT SERVICES								
10-4710-0191	WASTE COLLECTION	85,000	80,000	90,000					
10-4710-0200	SUPPLIES & MATERIALS	300	300	300					
10-4710-0212	UNIFORMS	250	250	250					
10-4710-0251	MOTOR FUELS	3,100	3,100	3,100					
10-4710-0260	OFFICE SUPPLIES & MATERIALS	100		5,000					
10-4710-0300	WASTE COLLECTION/YARD	12,500	10,000	200					
10-4710-0310	TRAVEL & TRAINING	200	200	200					
10-4710-0352	EQUIPMENT REPAIR & MAINTENANCE	1,500	1,500	1,500					
10-4710-0354	SOFTWARE/SUPPORT/MAINT	1,000	1,130	1,140					
10-4710-0353	VEHICLE REPAIR & MAINTENANCE	3,000	3,000	2,500					
10-4710-0391	LEGAL ADVERTISING	100	100	100					
10-4710-0450	INSURANCE & BONDING	2,350	2,560	2,760					
10-4710-0499	MISCELLANEOUS	100	100	100					
10-4710-0500	CAPITAL OUTLAY								
Total Sanitation		129,675	123,105	138,130					
Cemetery:									
10-4740-0121	SALARIES AND WAGES	25,075	25,500	22,250					
10-4740-0122	SALARIES - OVERTIME	5,200	5,200	5,200					
10-4740-0126	SALARIES - TEMP & PT	5,100	5,300	13,760	Staff Change				
10-4740-0127	"SALARIES - BONUS, LONGEVITY, STIPEND"	630	550	590					
10-4740-0180	RETIREMENT	2,160	2,630	2,450					
10-4740-0181	FICA & OTHER EMPLOYMENT TAXES	2,350	2,800	3,200					
10-4740-0182	HOSP. INSURANCE	1,310	1,610	1,480					
10-4740-0183	LIFE/DENTAL	250	300	300					
10-4740-0184	401K	360	200	30					
10-4740-0185	UNEMPLOYMENT RESERVE	170	170		Not Required				
10-4740-0190	PROFESSIONAL SERVICES	18,000	18,000	5,000	No Mowing Contract				
10-4740-0200	SUPPLIES & MATERIALS	500	500	1,000					
10-4740-0211	JANITORIAL SUPPLIES								
10-4740-0212	UNIFORMS	250	250	250					
10-4740-0251	MOTOR FUELS	800	1,000	2,000					
10-4740-0260	OFFICE SUPPLIES & MATERIALS	200							

TOWN OF SNOW HILL					
BUDGET - GENERAL FUND					
FOR THE FISCAL YEAR ENDING JUNE 30, 2016					
Account Number	Account Description	Prior Year Budget	Current Year Budget	Proposed FY 15-16	Remarks
10-4740-0310	TRAVEL & TRAINING	400	400	400	
10-4740-0330	UTILITIES				
10-4740-0351	BUILDING REPAIR & MAINTENANCE				
10-4740-0352	EQUIPMENT REPAIR & MAINTENANCE	1,000	1,000	2,000	
10-4740-0353	VEHICLE REPAIR & MAINTENANCE	200	200	200	
10-4740-0354	SOFTWARE/MAINTENANCE	500			
10-4740-0450	INSURANCE & BONDING	2,350	2,560	3,630	
10-4740-0499	MISCELLANEOUS	700	700	200	
10-4740-0500	CAPITAL OUTLAY	1,200	1,200	5,000	Equipment Garage
Total Cemetery		68,705	70,070	68,940	

TOWN OF SNOW HILL									
BUDGET - WATER SEWER FUND									
FOR THE FISCAL YEAR ENDED JUNE 30, 2016									
Account Number	Account Description	Prior Year Budget	Current Year Budget	Proposed FY 15-16	Remarks				
Revenues									
60-3710-0491	WATER DEPOSIT INTEREST INCOME								
60-3710-0492	INTEREST ON INVESTMENTS	500	500	350					
60-3710-0510	WATER SALES	365,000	380,000	390,000					
60-3710-0511	SEWER FEE RECEIPTS	470,000	493,700	510,000					
60-3710-0516	RECONNECTION FEES	5,000	5,000	6,400					
60-3710-0517	SHUT OFF FEES	23,000	23,000	26,000					
60-3710-0518	UTILITY SERVICE CHARGE	75,000	77,000	80,000					
60-3710-0520	SERVICE CHARGE - RETURNED CHECKS	6,000	6,000	5,000					
60-3710-0521	WATER TAP ON FEES	2,000	2,000	2,000					
60-3710-0522	SEWER TAP-ON FEES	2,000	2,000	1,000					
60-3710-0523	Septic Tank Waste Fees								
60-3710-0800	MISCELLANEOUS INCOME	1,000	1,000	1,000					
60-3710-0802	RURAL CENTER CREAT								
60-3710-0820	SALE OF EQUIPMENT								
60-3710-0850	DISASTER PAYMENT								
60-3710-0851	INSURANCE PROCEEDS								
Total Revenues		949,500	990,200	1,021,750					

TOWN OF SNOW HILL					
BUDGET - WATER SEWER FUND					
FOR THE FISCAL YEAR ENDED JUNE 30, 2016					
Account Number	Account Description	Prior Year Budget	Current Year Budget	Proposed FY 15-16	Remarks
Water Department:					
60-7130-0121	SALARIES AND WAGES	99,450	101,000	108,100	
60-7130-0122	SALARIES - OVERTIME				
60-7130-0126	SALARIES - TEMP & PT	20,500	20,800	18,800	
60-7130-0127	"SALARIES - BONUS, LONGEVITY, STIPEND"	3,040	2,450	2,230	
60-7130-0180	RETIREMENT	8,100	8,300	8,060	
60-7130-0181	FICA & OTHER EMPLOYMENT TAXES	9,400	9,450	9,880	
60-7130-0182	HOSPITAL INSURANCE	10,000	12,500	12,500	
60-7130-0183	LIFE/DENTAL INSURANCE	1,200	1,275	1,260	
60-7130-0184	401K	900	400	230	
60-7130-0185	UNEMPLOYMENT RESERVE	690	720		Not Required
60-7130-0190	PROFESSIONAL SERVICES	50,000	65,000	67,000	
60-7130-0191	DEBT SERVICE	44,000	44,000	44,000	Line Replacement, AMR
60-7130-0192	WATER SAMPLES EXPENSE	6,000	4,000	4,000	
60-7130-0193	ALTERNATIVE SUPPLY	75,000	77,000		
60-7130-0200	SUPPLIES & MATERIALS	24,500	20,000	20,000	
60-7130-0212	UNIFORMS	500	500	1,000	
60-7130-0251	MOTOR FUELS	9,500	11,000	11,000	
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	8,000	8,000	10,000	
60-7130-0330	UTILITIES	25,000	27,000	28,000	
60-7130-0351	BUILDING REPAIR & MAINTENANCE	1,000	1,000	5,000	Wellhouse Extiors
60-7130-0352	EQUIPMENT REPAIR & MAINTENANCE	15,000	15,000	18,000	
60-7130-0353	VEHICLE REPAIR & MAINTENANCE	2,000	5,500	5,500	
60-7130-0356	EQUIPMENT LEASE		1,520	1,520	
60-7130-0654	SOFTWARE/SUPPORT	2,500	2,640	3,000	
60-7130-0391	LEGAL ADVERTISING	500	2,500	1,000	
60-7130-0450	INSURANCE & BONDING	13,250	13,800	19,660	
60-7130-0491	DUES & SUBSCRIPTIONS	2,000	2,500	2,500	
60-7130-0499	MISCELLANEOUS	4,000	4,000	4,000	
60-7130-0500	CAPITAL RESERVE	3,000	3,000	26,970	Equipment Replacement
60-7130-0501	CONTINGENCY	22,105	20,000		
60-7130-0502	DEPRECIATION				
60-7130-0503	RURAL CENTER GRANT				
Total Water Department		466,635	490,355	463,710	

TOWN OF SNOW HILL							
BUDGET - WATER SEWER FUND							
FOR THE FISCAL YEAR ENDED JUNE 30, 2016							
Account Number	Account Description	Prior Year Budget	Current Year Budget	Proposed FY 15-16	Remarks		
Sewer Department:							
60-7140-0121	SALARIES AND WAGES	106,950	108,300	116,200			
60-7140-0122	SALARIES - OVERTIME						
60-7140-0126	SALARIES - TEMP & PT	23,800	24,000	18,800			
60-7140-0127	"SALARIES - BONUS, LONGEVITY, STIPEND"	3,400	2,670	2,410			
60-7140-0180	RETIREMENT	8,900	9,100	8,580			
60-7140-0181	FICA & OTHER EMPLOYMENT TAXES	10,230	10,300	10,500			
60-7140-0182	HOSPITAL INSURANCE	10,650	13,200	13,300			
60-7140-0183	LIFE/DENTAL INSURANCE	1,200	1,370	1,350			
60-7140-0184	401K	1,360	600	1,600			
60-7140-0185	UNEMPLOYMENT RESERVE	750	780		Not Required		
60-7140-0190	PROFESSIONAL SERVICES	13,000	20,000	20,000			
60-7140-0192	SEWER TESTING SERVICE	13,000	10,000	10,000			
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	16,000			
60-7140-0211	JANITORIAL SUPPLIES						
60-7140-0212	UNIFORMS	500	500	1,000			
60-7140-0251	MOTOR FUELS	5,170	7,500	7,500			
60-7140-0260	OFFICE SUPPLIES & MATERIALS	600	600	600			
60-7140-0310	TRAVEL & TRAINING	4,500	4,500	4,500			
60-7140-0320	TELEPHONE & POSTAGE	8,000	8,000	8,000			
60-7140-0330	UTILITIES	45,600	45,000	45,000			
60-7140-0351	BUILDING REPAIR & MAINTENANCE	500	1,000	1,000			
60-7140-0352	EQUIPMENT REPAIR & MAINTENANCE	40,000	40,000	50,000			
60-7140-0353	VEHICLE REPAIR & MAINTENANCE	2,000	4,500	4,500			
60-7140-0354	SOFTWARE/MAINT/SUPPORT	2,400	2,640	3,000			
60-7140-0356	EQUIPMENT LEASE		1,520	1,520	Mower		
60-7140-0391	LEGAL ADVERTISING	100	100	200			
60-7140-0450	INSURANCE & BONDING	17,350	21,200	26,620			
60-7140-0491	DUES & SUBSCRIPTIONS	1,000	1,000	1,000			
60-7140-0499	MISCELLANEOUS	3,000	4,500	4,500			
60-7140-0500	CAPITAL RESERVE	3,000	3,495	40,000	Equipment Replacement		
60-7140-0501	DEBT SERVICE	102,000	101,670	100,000	99100 WWTP / 2570 Sweet		
60-7140-0502	CONTINGENCY	22,105	20,000	25,000			
Total Sewer Department		482,865	499,845	558,040			
Total Water Sewer Fund		949,500	990,200	1,021,750			

GREENE COUNTY BOARD OF ELECTIONS

110 SE First Street
P. O. Box 583
Snow Hill, North Carolina 28580

Katie J. Head, Chairman
Stanley S. Barrow, Secretary
Joshua Trey Cash, Member

Jane C. Monroe, Director
Telephone (252)747-5921
Fax: (252)747-2426

March 27, 2015

Mr. Dana Hill, Town Manager
Town of Snow Hill
201 N Greene Street
Snow Hill, NC 28580

Dear Mr. Hill:

For your convenience, I am enclosing a copy of N. C. General Statute 163-294.2(e) regarding filing fees required of candidates.

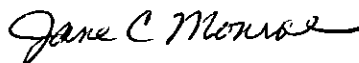
Our office would appreciate your providing us by written notice the amount of the filing fees for candidates for the 2015 municipal election.

The candidate filing period will begin at 8:00 a.m. July 6, 2015 and will end at 12:00 noon on July 17, 2015.

We need this information as quickly as possible.

Thank you.

Sincerely,



Jane C. Monroe
Director of Elections

Enclosure

(c) Candidates seeking municipal office shall file their notices of candidacy with the board of elections no earlier than 12:00 noon on the first Friday in July and no later than 12:00 noon on the third Friday in July preceding the election, except:

- (1) In the year following a federal decennial census, candidates seeking municipal office in any city which elects members of its governing board on a district basis, or requires that candidates reside in a district in order to run, shall file their notices of candidacy with the board of elections no earlier than 12:00 noon on the fourth Monday in July and no later than 12:00 noon on the second Friday in August preceding the election; and
- (2) In the second year following a federal decennial census, if the election is held then under G.S. 160A-23.1, candidates seeking municipal office shall file their notices of candidacy with the board of elections at the same time as notices of candidacy for county officers are required to be filed under G.S. 163-106.

Notices of candidacy which are mailed must be received by the board of elections before the filing deadline regardless of the time they were deposited in the mails.

(d) Any person may withdraw his notice of candidacy at any time prior to the close of business on the third business day prior to the filing deadline prescribed in subsection (c), and shall be entitled to a refund of his filing fee if he does so.

(e) The filing fee for the primary or election shall be fixed by the governing board not later than the day before candidates are permitted to begin filing notices of candidacy. There shall be a minimum filing fee of five dollars (\$5.00). The governing board shall have the authority to set the filing fee at not less than five dollars (\$5.00) nor more than one percent (1%) of the annual salary of the office sought unless one percent (1%) of the annual salary of the office sought is less than five dollars (\$5.00), in which case the minimum filing fee of five dollars (\$5.00) will be charged. The fee shall be paid to the board of elections at the time notice of candidacy is filed.

(f) No person may file a notice of candidacy for more than one municipal office at the same election. If a person has filed a notice of candidacy for one office with the board of elections under this section, then a notice of candidacy may not later be filed for

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



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

TO: Snow Hill Mayor & Board of Commissioners
From: Cathy Webb
Re: Release of taxes for Carolina Opportunities for taxes billed for 2014
Date: March 24, 2015

I received a letter from Becky Sutton regarding the release of the above property. I would like to ask permission to release \$15.06 for taxes charged to Carolina Opportunities.

Becky R. Sutton
Tax Administrator



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

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

March 19, 2015

Town of Snow Hill
Attn: Mrs. Cathy Webb
201 N Greene St
Snow Hill, N.C. 28580

Re: Incorrect situs for Carolina Opportunities for taxes billed for 2014

Dear Ms. Webb:

By mistake, our office reported to you that the above company was located within the city limits of Snow Hill for the tax year 2014. However, the taxpayer had reported to us that the business had moved to 1784 Hwy 258 South, Snow Hill, N.C. prior to January 1, 2014.

We apologize for this mistake and any inconvenience that it may have caused you.

Should you need additional information, please call.

Sincerely,


Becky R. Sutton

Bus. Personal Property

4302 — 15.06

↓

tax value

SNOW HILL POLICE DEPARTMENT

March 2015

MONTHLY CRIME SUMMARY

1) Larceny-	3
2) Assaults-	0
3) Breaking/Entering-	0
4) Robbery-	1
5) Sex Offenses-	0
6) Homicide-	0
7) Fraud-	0
8) Damage to Property(Vandalism)	3