

AGENDA
Snow Hill Board of Commissioners
Monday, 11 April 2016; 6:30 pm
G. Melvin Oliver Town Hall
201 N Greene Street

1. **Call to Order** *Invocation / Pledge of Allegiance*
2. **Roll Call**
3. **Consider Agenda Approval**
4. **Consider Minutes Approval** *14 March 2016*
5. **Program / Presentations: NONE**
6. **Report of Officers:**
 - a. **Mayor**
 - b. **Town Manager / PW Director**
 1. **Budget for Building Renovation** *Action Request*
 2. **Infrastructure Grant Application** *Action Request*
 3. **LGC Dual Appointment** *Action Request*
 4. **FYE 2017 Budget Review** *Discussion*
7. **Report of Boards: NONE**
8. **Public Comments**
9. **Action Items:**
 1. **Consider Authorizing Manager to Proceed with Renovations of 908 SE Second Street**
 2. **Consider Adoption of Resolution Supporting the Application for Grant Funding to Complete an Asset Inventory and CIP**
 3. **Consider Renewing the Dual Appointment of Cathy Webb as Finance Officer & Revenue Collector**
10. **Commissioner Comments**
11. **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 3-10-16

MINUTES
SNOW HILL BOARD OF COMMISSIONERS
MONDAY, MARCH 14, 2016; 6:30 P.M.
G. MELVIN OLIVER TOWN HALL
201 N. GREENE STREET

1. Call to Order

Invocation/Pledge of Allegiance

2. Roll Call

Members present were Mayor Liles, Commissioners Hagans, Shackelford, Taylor, Washington, and Wilkes. Staff present were Brian Pridgen-Attorney, Cathy Webb-Clerk/Finance, and Dana Hill, Manager/PW.

3. Consider Agenda Approval

Hill asked that item #4-NC Infrastructure Grant be added. Motion to approve with revision by Commissioner Hagans, seconded by Commissioner Washington, Carried

4. Consider Minutes Approval

February 8, 2016

Motion to approve by Commissioner Washington, seconded by Commissioner Hagans, Carried

5. Program/Presentations:

Public Hearing –ETJ Expansion-Motion made by Commissioner Washington, seconded by Commissioner Taylor to open the Public Hearing. Motion carried. There were no public comments. Motion to go out of Public Hearing made by Commissioner Washington, seconded by Commissioner Wilkes-Carried.

Public Hearing – Code of Ordinance Adoption – Motion made by Commissioner Wilkes, seconded by Commissioner Washington to open the public hearing-Motion carried. There were no public comments. Motion to reconvene to regular session made by Commissioner Washington, seconded by Commissioner Hagans. Motion carried.

6. Report of Officers-

a. Mayor

b. Town Manager/PW Director

1) NC Main Street Conference -

Information

Mr. Hill explained that the NC Main Street Conference would be held in Goldsboro this week on Wednesday, Thursday, and Friday. Someone from the staff would be attending.

2) SE Third Street Extension

Mr. Hill said that the sidewalk extension from Park Place to Kingold would cost around \$64,000. Greene Engineering cost would be around \$10,000 for engineering costs and permit fees. The Construction cost would be around \$50,000.

3) Street Light Upgrades

Mr. Hill explained that he would like to see the street lights changed to LED lights. He said that 24 of the street lights were due to be changed now and that there would be no charge for this. The

remaining 53 would cost about \$2650. He said that changing these lights to LED would save about \$4400 per year.

4) NC Infrastructure Grant

Mr. Hill said that this grant would open up in April. He said that it was an Asset Management Plan And should be on file in order to be considered for any other grants. He contacted Bobby Blow and his company will do the application and if not funded, the Town would not have to pay anything. The grant could be up to \$100,000.

c. Town Clerk/Finance Officer –

1) Tax Release –

Cathy Webb asked for a tax release for Gregory Harper in the amount of \$52.52. Mr. Harper is eligible for the Disabled Veterans Exclusion.

2) 2015 Tax Collection

Cathy asked for permission to advertise the 2015 taxes on April 20, 2016. She also asked for permission to enforce any collection remedies to collect all past due taxes.

3) Budget Amendment

Cathy presented Budget Amendment #3 for the Cemetery Department, the Street department and the Police Department.

7. Report of Boards - NONE

8. Public Comments - NONE

9. Action Items:

1) Consider Adoption of Zoning Map to include ETJ Expansion

Motion made to approve by Commissioner Washington, seconded by Commissioner Taylor, Carried

2) Consider Adoption of Codified Ordinance

Motion made to approve by Commissioner Taylor, seconded by Commissioner Wilkes, Carried.

3) Consider Authorizing SE Third Street Sidewalk Extension

Motion made to approve by Commissioner Wilkes, seconded by Commissioner Shackelford, Carried

4) Consider Authorizing LED Upgrades to Duke-Progress Streetlights

Motion made to approve by Commissioner Washington, seconded by Commissioner Wilkes, Carried

5) Consider Authorizing the Release of Taxes in the amount of \$52.52 for Gregory Harper and Edna Harper

Motion made to approve by Commissioner Hagans, seconded by Commissioner Shackelford, Carried

6) Consider Authorizing the Revenue Collector to enforce any collection remedy provided in NCGS to Collect delinquent 2015 and prior taxes

Motion made by Commissioner Wilkes, seconded by Commissioner Taylor. Carried.

10. Closed Session

NCGS 143-318.11(a)(5) Property

NCGS 143-318.11(a)(6) Property

Motion to enter closed session by Commissioner Shackelford, seconded by Commissioner Washington, Carried

Motion to resume open session by Commissioner Washington, seconded by Commissioner Hagans, Carried

A motion was entertained to declare the Town Hall Building located at 201 N. Greene Street surplus property, and to advertise the same for upset bid, and if no qualifying offer is received, sell the property to Pitt & Greene Electric Membership Corporation for \$165,000 plus closing cost.

Motion to approve made by Commissioner Wilkes, seconded by Commissioner Shackelford, Carried

A motion was entertained to purchase property at 908 S.E. 2nd Street for \$165,000.

Motion to approve made by Commissioner Washington, seconded by Commissioner Shackelford, Carried.

11. Commissioner Comments - NONE

12. Adjourn

Motion made by Commissioner Washington, seconded by Commissioner Shackelford, Carried

Respectfully Submitted: _____
Cathy Webb, Town Clerk

Approved: _____
Dennis Liles, Mayor

RESOLUTION BY TOWN OF SNOW HILL

BOARD OF COMMISSIONERS

WHEREAS, The Federal Clean Water Act Amendments of 1987 and the North Carolina the Water Infrastructure Act of 2005 (NCGS 159G) have authorized the making of loans and grants to aid eligible units of government in financing the cost of construction of (state whether a wastewater treatment works, wastewater collection system, stream restoration, stormwater treatment, drinking water treatment works, and/or drinking water distribution system or other "green" project), and

WHEREAS, The Town of Snow Hill has need for and intends to construct a water and wastewater project described as an asset management inventory and capital improvement plan, and

WHEREAS, The Town of Snow Hill intends to request state grant assistance for the project,

NOW THEREFORE BE IT RESOLVED, BY THE BOARD OF COMMISSIONERS OF THE TOWN OF SNOW HILL:

That Town of Snow Hill, the **Applicant**, will arrange financing for all remaining costs of the project, if approved for a State grant award.

That the **Applicant** will adopt and place into effect on or before completion of the project a schedule of fees and charges and other available funds which will provide adequate funds for proper operation, maintenance, and administration of the system and the repayment of all principal and interest on the debt.

That the governing body of the **Applicant** agrees to include in the loan agreement a provision authorizing the State Treasurer, upon failure of the Town of Snow Hill to make scheduled repayment of the loan, to withhold from the Town of Snow Hill any State funds that would otherwise be distributed to the local government unit in an amount sufficient to pay all sums then due and payable to the State as a repayment of the loan.

That the **Applicant** will provide for efficient operation and maintenance of the project on completion of construction thereof.

That Dana Hill, Town Manager, the **Authorized Official**, and successors so titled, is hereby authorized to execute and file an application on behalf of the **Applicant** with the State of North Carolina for a grant to aid in the construction of the project described above.

That the **Authorized Official**, and successors so titled, is hereby authorized and directed to furnish such information as the appropriate State agency may request in connection with such application or the project: to make the assurances as contained above; and to execute such other documents as may be required in connection with the application.

That the **Applicant** has substantially complied or will substantially comply with all Federal, State, and local laws, rules, regulations, and ordinances applicable to the project and to Federal and State grants and loans pertaining thereto.

Adopted this the 11th day of April at Snow Hill, North Carolina.

(Signature of Chief Executive Officer)

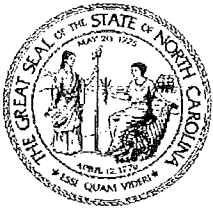
(Title)

CERTIFICATION BY RECORDING OFFICER

The undersigned duly qualified and acting Town Clerk of the Town of Snow Hill does hereby certify: That the above/attached resolution is a true and correct copy of the resolution authorizing the filing of an application with the State of North Carolina, as regularly adopted at a legally convened meeting of the Snow Hill Board of Commissioners duly held on the 11th day of April, 2016; and, further, that such resolution has been fully recorded in the journal of proceedings and records in my office. IN WITNESS WHEREOF, I have hereunto set my hand this _____ day of _____, 20____.

(Signature of Recording Officer)

(Title of Recording Officer)



JANET COWELL
TREASURER

NORTH CAROLINA
DEPARTMENT OF STATE TREASURER
STATE AND LOCAL GOVERNMENT FINANCE DIVISION
AND THE LOCAL GOVERNMENT COMMISSION

GREGORY C. GASKINS
DEPUTY TREASURER

March 29, 2016

The Honorable Dennis Liles
Town of Snow Hill
201 North Greene Street
Snow Hill, North Carolina 28580

Dear Mayor Liles:

This letter is to inform you it is once again time to renew your Dual Appointment. The current approval on file expires 6/30/16. If approved, the new approval will remain effective from July 1, 2016 to June 30, 2017. If the same individual that was previously approved is serving in the same capacity and your municipality has a current approval on file, you will only need to complete Item #1 from the list below to be considered for approval each year. Please respond to this letter by April 15, 2016 to ensure adequate time for us to review your application.

Please note the appointment is only valid for one year from the date issued. G.S. 105-349(e) requires that such a dual appointment be approved in advance by the Secretary of the Local Government Commission. Prior to an approval of the request, the Secretary of the Local Government Commission is required by G.S. 105-349(e) to verify "that the unit's internal control procedures are sufficient to prevent improper handling of public funds." We prefer that the Town formalize these procedures into a written document that is approved by your governing body. Remember that dual appointments are approved only under rare circumstances, so hopefully an alternative solution can be implemented.

We recommend that you read LGC Memorandum #2015-15. In addition, you may refer to the *North Carolina Department of State Treasurer Policies Manual's* section on internal controls that provides guidance in establishing and maintaining a system of internal controls. Both the memorandum and the Policy Manual may be obtained at our website: www.nctreasurer.com, select State and Local Government, Audit and Reporting Resources, and Memos or Policy Manual.

Rule 20 NCAC 3.0406 outlines the requirements for a formal application for approval of the finance officer acting as tax collector. Paragraph (e) lists the factors to be considered. I have included Form LGC-208, which is used in preparing the resolution referenced in paragraph (c) of that section. The following is a summary of the information that we will need in order to review an application:

RESOLUTION

A RESOLUTION OF THE _____ OF _____ APPOINTING
(Governing Board) (Unit of Government)
_____, AS THE CHIEF ACCOUNTING OFFICER AND TAX COLLECTOR
(Name)
BY AND WITH THE APPROVAL OF THE SECRETARY OF THE LOCAL GOVERNMENT COMMISSION.

Whereas, under the provisions of G.S. 105-349(a), the governing body of each county and municipality shall appoint a tax collector to serve for a term to be determined by the appointing body for the performance of such duties as may be assigned and as expressly enumerated under G.S. 105-350, except where city charter provisions and special legislation relating to the selection of the tax collector provide to the contrary, and who shall be bonded as set forth in G.S. 105-349(c); and

Whereas, under the provisions of G.S. 159-24, a unit of government shall appoint a finance officer who serves as the unit's chief accounting officer with said person having such duties as may be assigned by the appointing body as imposed upon said person under the provisions of G.S. 159-25, and who shall be bonded as set forth in G.S. 159-29(a); and

Whereas, under the provisions of G.S. 105-349(e), "A person appointed or elected as the treasurer or chief accounting officer of a taxing unit may not be appointed tax collector, nor may the duties of the office of tax collector be conferred upon him, except with the written permission of the Secretary of the Local Government Commission who, before giving his permission, shall satisfy himself that the unit's internal control procedures are sufficient to prevent improper handling of public funds"; and

Whereas, the potential effect of designating the same person as both the chief accounting officer and the tax collector have been fully considered, the governing body concludes that at this time the person to be appointed is the only person available and capable of serving in either capacity and that the administrative costs of separating the two functions is a dominant factor; and

Whereas, the Local Government Commission has approved Rule 20 NCAC 3.0406 prescribing the procedures for approval of one person acting as finance officer and tax collector.

NOW THEREFORE, BE IT RESOLVED by the _____ of _____
 that: (Governing Board) (Unit of Government)

Section 1. The governing body of _____ does hereby appoint _____
(Unit of Government) (Name)
_____ as tax collector of said taxing unit. The said _____
(Name)
having previously been appointed as finance officer of said taxing unit. The said _____
(Name)
shall not assure the duties of the tax collector until the dual appointment is approved by the Secretary of the Local Government Commission pursuant to G.S. 105-349(e).

Section 2. The governing body does hereby request the Secretary of the Local Government Commission to approve the appointment of said _____ as both finance officer and tax collector.
(Name)

The term of the approval shall be the lessor of (a) the remaining tenure of the appointee as tax collector, or (b) one year from the date of the approval.

Section 3. The governing body does hereby set the amount of the bond required by status of the finance officer at \$_____ (not less than \$50,000) and the amount of the bond required by statute of the tax collector at \$_____.

WATER / SEWER

TOWN OF SNOW HILL					
BUDGET - WATER SEWER FUND					
FOR THE FISCAL YEAR ENDING JUNE 30, 2017					
Account Number	Account Description	Prior Year Budget	Current Year Budget	Proposed FY 16-17	Remarks
Revenues					
60-3710-0491	WATER DEPOSIT INTEREST INCOME				
60-3710-0492	INTEREST ON INVESTMENTS	500	350	500	
60-3710-0510	WATER SALES	380,000	390,000	405,000	
60-3710-0511	SEWER FEE RECEIPTS	493,700	510,000	515,000	
60-3710-0516	RECONNECTION FEES	5,000	6,400	6,000	
60-3710-0517	SHUT OFF FEES	23,000	26,000	26,000	
60-3710-0518	UTILITY SERVICE CHARGE	77,000	80,000	80,000	
60-3710-0520	SERVICE CHARGE - RETURNED CHECKS	6,000	5,000	5,000	
60-3710-0521	WATER TAP ON FEES	2,000	2,000	500	
60-3710-0522	SEWER TAP-ON FEES	2,000	1,000	500	
60-3710-0523	Septic Tank Waste Fees				
60-3710-0800	MISCELLANEOUS INCOME	1,000	1,000	1,000	
60-3710-0802	RURAL CENTER CREANT				
60-3710-0820	SALE OF EQUIPMENT				
60-3710-0850	DISASTER PAYMENT				
60-3710-0851	INSURANCE PROCEEDS				
Total Revenues		990,200	1,021,750	1,039,500	

WATER / SEWER

TOWN OF SNOW HILL					
BUDGET - WATER SEWER FUND					
FOR THE FISCAL YEAR ENDING JUNE 30, 2017					
Account Number	Account Description	Prior Year Budget	Current Year Budget	Proposed FY 16-17	Remarks
Water Department:					
60-7130-0121	SALARIES AND WAGES	101,000	108,100	121,600	
60-7130-0122	SALARIES - OVERTIME				
60-7130-0126	SALARIES - TEMP & PT	20,800	18,800	18,700	
60-7130-0127	"SALARIES - BONUS, LONGEVITY, STIPEND"	2,450	2,230	2,250	
60-7130-0180	RETIREMENT	8,300	8,060	9,500	
60-7130-0181	FICA & OTHER EMPLOYMENT TAXES	9,450	9,880	10,750	
60-7130-0182	HOSPITAL INSURANCE	12,500	12,500	13,000	
60-7130-0183	LIFE/DENTAL INSURANCE	1,275	1,260	1,350	
60-7130-0184	401K	400	230	210	
60-7130-0185	UNEMPLOYMENT RESERVE	720			
60-7130-0190	PROFESSIONAL SERVICES	65,000	67,000	107,000	Lead Abatement- Tank 2
60-7130-0191	DEBT SERVICE	44,000	44,000	44,000	Line Replacement, AMR
60-7130-0192	WATER SAMPLES EXPENSE	4,000	4,000	5,000	
60-7130-0193	ALTERNATIVE SUPPLY	77,000			
60-7130-0200	SUPPLIES & MATERIALS	20,000	20,000	22,000	
60-7130-0212	UNIFORMS	500	1,000	1,000	
60-7130-0251	MOTOR FUELS	11,000	11,000	5,000	
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	10,000	12,500	
60-7130-0330	UTILITIES	27,000	28,000	31,000	
60-7130-0351	BUILDING REPAIR & MAINTENANCE	1,000	5,000	1,000	
60-7130-0352	EQUIPMENT REPAIR & MAINTENANCE	15,000	18,000	18,000	
60-7130-0353	VEHICLE REPAIR & MAINTENANCE	5,500	5,500	3,500	
60-7130-0356	EQUIPMENT LEASE	1,520	1,520		
60-7130-0654	SOFTWARE/SUPPORT	2,640	3,000	3,000	
60-7130-0391	LEGAL ADVERTISING	2,500	1,000	100	
60-7130-0450	INSURANCE & BONDING	13,800	19,660	15,000	
60-7130-0491	DUES & SUBSCRIPTIONS	2,500	2,500	1,000	
60-7130-0499	MISCELLANEOUS	4,000	4,000	4,000	
60-7130-0500	CAPITAL RESERVE	3,000	26,970	19,470	
60-7130-0501	CONTINGENCY	20,000	25,000	20,000	
60-7130-0502	DEPRECIATION				
60-7130-0503	RURAL CENTER GRANT				
Total Water Department		490,355	463,710	495,430	

WATER / SEWER

TOWN OF SNOW HILL					
BUDGET - WATER SEWER FUND					
FOR THE FISCAL YEAR ENDING JUNE 30, 2017					
Account Number	Account Description	Prior Year Budget	Current Year Budget	Proposed FY 16-17	Remarks
Sewer Department:					
60-7140-0121	SALARIES AND WAGES	108,300	116,200	135,300	
60-7140-0122	SALARIES - OVERTIME				
60-7140-0126	SALARIES - TEMP & PT	24,000	18,800	15,400	
60-7140-0127	"SALARIES - BONUS, LONGEVITY, STIPEND"	2,670	2,410	2,500	
60-7140-0180	RETIREMENT	9,100	8,580	10,500	
60-7140-0181	FICA & OTHER EMPLOYMENT TAXES	10,300	10,500	11,550	
60-7140-0182	HOSPITAL INSURANCE	13,200	13,300	14,800	
60-7140-0183	LIFE/DENTAL INSURANCE	1,370	1,350	1,500	
60-7140-0184	401K	600	160	520	
60-7140-0185	UNEMPLOYMENT RESERVE	780			
60-7140-0190	PROFESSIONAL SERVICES	20,000	20,000	20,000	
60-7140-0192	SEWER TESTING SERVICE	10,000	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	16,000	16,000	
60-7140-0211	JANITORIAL SUPPLIES				
60-7140-0212	UNIFORMS	500	1,000	1,000	
60-7140-0251	MOTOR FUELS	7,500	7,500	4,000	
60-7140-0260	OFFICE SUPPLIES & MATERIALS	600	600	1,000	
60-7140-0310	TRAVEL & TRAINING	4,500	4,500	4,500	
60-7140-0320	TELEPHONE & POSTAGE	8,000	8,000	9,000	
60-7140-0330	UTILITIES	45,000	45,000	45,000	
60-7140-0351	BUILDING REPAIR & MAINTENANCE	1,000	1,000	1,000	
60-7140-0352	EQUIPMENT REPAIR & MAINTENANCE	40,000	50,000	50,000	
60-7140-0353	VEHICLE REPAIR & MAINTENANCE	4,500	4,500	4,500	
60-7140-0354	SOFTWARE/MAINT/SUPPORT	2,640	3,000	3,000	
60-7140-0356	EQUIPMENT LEASE	1,520	1,520		
60-7140-0391	LEGAL ADVERTISING	100	200	200	
60-7140-0450	INSURANCE & BONDING	21,200	26,620	21,000	
60-7140-0491	DUES & SUBSCRIPTIONS	1,000	1,000	500	
60-7140-0499	MISCELLANEOUS	4,500	4,500	4,500	
60-7140-0500	CAPITAL RESERVE	3,495	40,000	20,000	
60-7140-0501	DEBT SERVICE	101,670	100,000	100,000	WWTP / VAC Truck
60-7140-0502	CONTINGENCY	20,000	25,000	20,000	
Total Sewer Department		499,845	558,040	544,070	
Total Water Sewer Fund		990,200	1,021,750	1,039,500	

GENERAL FUND

TOWN OF SNOW HILL							
BUDGET - GENERAL FUND							
FOR THE FISCAL YEAR ENDING JUNE 30, 2017							
Account Number	Account Description	Prior Year Budget	Current Year Budget	Proposed FY 16-17	Remarks		
Revenues							
10-3010-0000	AD VALOREM TAX CURRENT YEAR	310,000	315,000	315,000			
10-3010-0100	AD V TAX 1ST PRIOR YEAR	3,000	3,000	2,500			
10-3010-0200	AD V TAX 2ND PRIOR YEAR	2,000	2,000	1,500			
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	1,000			
10-3010-1000	VEHICLE TAX CURRENT YEAR	25,000	30,000	42,000			
10-3010-1100	VEHICLE TAX PRIOR YEARS	3,000	3,000	3,000			
10-3170-0000	TAX PENALTIES/INTEREST	3,000	3,000	2,500			
10-3180-0000	TAX DISCOUNTS						
10-3180-0000	LICENSE TAGS	6,000	6,000	6,000			
10-3280-0000	VIDEO PROGRAMMING	5,000	5,000	5,000			
10-3290-0000	INTEREST INCOME	1,100	1,000	600			
10-3290-0100	HISTORIC COMM INCOME						
10-3291-0000	PEG CHANNEL	31,000	69,000	84,000	State Increase		
10-3293-0000	TELECOMMUNICATION TAXES	30,000	26,000	25,000			
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	9,600			
10-3310-0200	GREENE LAMP/ELECTIONS ELECTRIC	6,600	7,500	7,500			
10-3310-0400	COMMUNITY CENTER LEASE	6,000	3,000	3,000			
10-3350-0000	MISCELLANEOUS INCOME	3,000	3,000	3,000			
10-3350-0100	PD FINES	17,000	20,000	45,000	Reflect Actuals		
10-3350-0200	SALE OF EQUIPMENT/PROPERTY	12,000					
10-3350-0400	ZONING FEES	700	500	500			
10-3350-0600	GRANT AWARD INCOME						
10-3370-0000	FRANCHISE TAX	50,000	50,000	60,000			
10-3380-0000	PIPED NATURAL GAS	5,000	5,000	6,000			
10-3410-0000	BEER AND WINE TAX	5,000	6,000	7,000			
10-3430-0000	PB ALLOCATION	45,000	45,000	45,000			
10-3440-0000	SOLID WASTE DIST TAX	1,100	1,000	1,000			
10-3450-0000	LOCAL OP SALES TAX 1%	134,000	150,000	200,000	Allocation Increase		
10-3470-0000	GREENE CO ABC BOARD	2,000	4,000	3,500			
10-3590-0000	WASTE COLLECTION FEES	100,000	100,000	100,000			
10-3610-0000	SALE OF LOTS	18,000	19,000	20,000			
10-3610-0100	GRAVE OPENINGS	32,000	32,000	35,000			
10-3610-0200	INSTALL GRAVE MARKERS	1,000	1,000	2,000			
10-3600-0000	FUEL TAX	600	400	400			
10-3990-0000	APPROPRIATION FROM FUND BALANCE						
Total Revenues		875,500	927,800	1,045,300			

GENERAL FUND

TOWN OF SNOW HILL					
BUDGET - GENERAL FUND					
FOR THE FISCAL YEAR ENDING JUNE 30, 2017					
Account Number	Account Description	Prior Year Budget	Current Year Budget	Proposed FY 16-17	Remarks
Governing Body:					
10-4110-0121	SALARIES AND WAGES	32,760	32,760	33,600	
10-4110-0180	RETIREMENT				
10-4110-0181	FICA & OTHER EMPLOYMENT TAXES	2,510	2,510	2,570	
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	1,000	
10-4110-0450	INSURANCE & BONDING	2,500	1,600	1,600	
10-4110-0499	MISCELLANEOUS	800	1,000	1,000	
Total Governing Body		55,070	54,370	55,970	
Administration:					
10-4120-0121	SALARIES AND WAGES	32,000	25,700	34,700	
10-4120-0122	SALARIES - OVERTIME				
10-4120-0126	SALARIES - TEMP & PT	1,300	1,300	1,350	
10-4120-0127	"SALARIES - BONUS, LONGEVITY, STIPEND"	700	570	550	
10-4120-0180	RETIREMENT	2,350	1,750	2,550	
10-4120-0181	FICA & OTHER EMPLOYMENT TAXES	2,600	2,110	2,750	
10-4120-0182	HOSP. INSURANCE	1,610	1,400	1,750	
10-4120-0183	LIFE/DENTAL INSURANCE	350	350	350	
10-4120-0184	401K	100	50		
10-4120-0185	UNEMPLOYMENT RESERVE	131			
10-4120-0190	PROFESSIONAL SERVICES	9,000	13,000	17,000	Ordinance Codification-4000
10-4120-0191	TAX COLL FEE - GREENE CO	1,000	1,000	1,000	
10-4120-0192	INTEREST TO DMV	3,000	3,000	3,000	
10-4120-0200	SUPPLIES & MATERIALS	1,300	1,000	1,000	
10-4120-0211	JANITORIAL SUPPLIES/SERVICES	250	300	300	
10-4120-0212	UNIFORMS				
10-4120-0260	OFFICE SUPPLIES & MATERIALS	1,500	1,500	1,500	
10-4120-0310	TRAVEL & TRAINING	1,000	1,000	1,000	
10-4120-0320	TELEPHONE & POSTAGE	6,200	6,200	6,200	
10-4120-0330	UTILITIES	17,000	17,000	17,000	
10-4120-0351	BUILDING REPAIR & MAINTENANCE	3,000	3,000	3,000	
10-4120-0352	EQUIPMENT REPAIR & MAINTENANCE	2,500	2,000	2,000	
10-4120-0354	SOFTWARE/SUPPORT MAINT.	760	800	800	
10-4120-0391	LEGAL ADVERTISING	1,000	500	500	
10-4120-0450	INSURANCE & BONDING	5,100	7,200	6,500	
10-4120-0491	DUES & SUBSCRIPTIONS	3,000	3,000	3,000	
10-4120-0499	MISCELLANEOUS	6,500	3,500	3,500	
10-4120-0500	CAPITAL RESERVE				
Total Administration		103,251	97,230	111,300	
Election:					

GENERAL FUND

TOWN OF SNOW HILL						
BUDGET - GENERAL FUND						
FOR THE FISCAL YEAR ENDING JUNE 30, 2017						
Account Number	Account Description	Prior Year Budget	Current Year Budget	Proposed FY 16-17	Remarks	
10-4170-0399	ELECTION EXPENSE		5,000	0		
Total Election			5,000	0		

GENERAL FUND

TOWN OF SNOW HILL					
BUDGET - GENERAL FUND					
FOR THE FISCAL YEAR ENDING JUNE 30, 2017					
Account Number	Account Description	Prior Year Budget	Current Year Budget	Proposed FY 16-17	Remarks
Public Safety:					
10-4300-0121	SALARIES AND WAGES	148,500	147,000	129,000	
10-4300-0122	SALARIES- OT			9,000	
10-4300-0126	SALARIES- TEMP & PT	19,000	20,000	50,000	
10-4300-0127	BONUS, LONGEVITY, STIPENDS	900	1,300	1,300	
10-4300-0180	RETIREMENT	11,450	10,600	15,050	
10-4300-0181	FICA & OTHER EMPLOYMENT TAXES	12,900	12,900	14,400	
10-4300-0182	INSURANCE	8,500	13,800	13,700	
10-4300-0183	DENTAL / LIFE	2,100	2,100	1,800	
10-4300-0184	401 K	8,100	7,400	7,150	
10-4300-0185	UNEMPLOYMENT RESERVE	1,050			
10-4300-0190	PROFESSIONAL SERVICES				
10-4300-0200	SUPPLIES & MATERIALS	7,500	5,000	5,000	
10-4300-0211	JANITORIAL SUPPLIES				
10-4300-0212	UNIFORMS				
10-4300-0251	MOTOR FUELS	3,000	3,000	3,000	
10-4300-0260	OFFICE SUPPLIES & MATERIALS	14,000	14,000	14,000	
10-4300-0310	TRAVEL & TRAINING	500	500	500	
10-4300-0320	TELEPHONE & POSTAGE	2,500	2,700	2,700	
10-4300-0352	EQUIPMENT REPAIR & MAINTENANCE				
10-4300-0353	VEHICLE REPAIR & MAINTENANCE	4,500	7,000	7,000	
10-4300-0354	SOFTWARE MAINTENANCE	2,760	2,800	2,810	
10-4300-0499	MISCELLANEOUS	500	1,000	1,000	
	Total Public Safety	247,760	251,100	277,410	
Streets:					
10-4510-0121	SALARIES AND WAGES	16,200	15,100	15,650	
10-4510-0126	SALARIES - TEMP & PT	3,700	10,000	8,850	
10-4510-0127	"SALARIES - BONUS, LONGEVITY, STIPEND"	450	550	570	
10-4510-0180	RETIREMENT	1,460	1,360	1,500	
10-4510-0181	FICA & OTHER EMPLOYMENT TAXES	1,560	1,950	1,900	
10-4510-0182	HOSP. INSURANCE	1,590	3,710	5,800	
10-4510-0183	LIFE/DENTAL INSURANCE	210	200	200	
10-4510-0184	401K	210		100	
10-4510-0185	UNEMPLOYMENT RESERVE	125			
10-4510-0190	PROFESSIONAL SERVICES				
10-4510-0200	SUPPLIES & MATERIALS	5,000	5,000	9,300	Tree Removal / Mowing
10-4510-0211	JANITORIAL SUPPLIES	1,500	1,500	2,000	
10-4510-0212	UNIFORMS				
10-4510-0251	MOTOR FUELS	500	500	500	
10-4510-0260	OFFICE SUPPLIES & MATERIALS	4,200	4,200	3,000	
10-4510-0310	TRAVEL & TRAINING				
10-4510-0330	UTILITIES	500	500	500	
10-4510-0352	EQUIPMENT REPAIR & MAINTENANCE	40,000	44,000	40,000	
10-4510-0353	VEHICLE REPAIR & MAINTENANCE	1,500	2,000	2,000	
10-4510-0353	VEHICLE REPAIR & MAINTENANCE	2,000	2,000	2,000	

GENERAL FUND

TOWN OF SNOW HILL BUDGET - GENERAL FUND FOR THE FISCAL YEAR ENDING JUNE 30, 2017					
Account Number	Account Description	Prior Year Budget	Current Year Budget	Proposed FY 16-17	Remarks
10-4510-0354	SOFTWARE/SUPPORT MAINTENANCE	380	390	500	
10-4510-0356	EQUIPMENT LEASE	1,520	1,520		
10-4510-0391	LEGAL ADVERTISING	100	100	100	
10-4510-0450	INSURANCE & BONDING	7,850	6,300	6,000	
10-4510-0499	MISCELLANEOUS	200	200	200	
10-4510-0500	CAPITAL OUTLAY		3,000		
Total Streets		108,085	104,080	100,670	

GENERAL FUND

TOWN OF SNOW HILL					
BUDGET - GENERAL FUND					
FOR THE FISCAL YEAR ENDING JUNE 30, 2017					
Account Number	Account Description	Prior Year Budget	Current Year Budget	Proposed FY 16-17	Remarks
Sanitation:					
10-4710-0121	SALARIES AND WAGES	12,000	13,750	14,300	
10-4710-0122	SALARIES - OVERTIME				
10-4710-0126	SALARIES - TEMP & PT	5,300	8,500	8,850	
10-4710-0127	"SALARIES - BONUS, LONGEVITY, STIPEND"	360	530	550	
10-4710-0180	RETIREMENT	1,250	1,160	1,400	
10-4710-0181	FICA & OTHER EMPLOYMENT TAXES	1,330	1,750	1,800	
10-4740-0182	HOSP. INSURANCE	380	5,360	5,050	
10-4710-0183	LIFE/DENTAL INSURANCE	135	130	150	
10-4710-0185	UNEMPLOYMENT RESERVE	110			
10-4710-0190	PROFESSIONAL/CONTRACT SERVICES				
10-4710-0191	WASTE COLLECTION	80,000	90,000	90,000	
10-4710-0200	SUPPLIES & MATERIALS	300	300	3,500	Trash Containers
10-4710-0212	UNIFORMS	250	250	250	
10-4710-0251	MOTOR FUELS	3,100	3,100	3,000	
10-4710-0260	OFFICE SUPPLIES & MATERIALS			100	
10-4710-0300	WASTE COLLECTION/YARD	10,000	5,000	1,000	
10-4710-0310	TRAVEL & TRAINING	200	200	200	
10-4710-0352	EQUIPMENT REPAIR & MAINTENANCE	1,500	1,500	2,000	
10-4710-0354	SOFTWARE/SUPPORT/MAINT	1,130	1,140	1,250	
10-4710-0353	VEHICLE REPAIR & MAINTENANCE	3,000	2,500	2,500	
10-4710-0391	LEGAL ADVERTISING	100	100	100	
10-4710-0450	INSURANCE & BONDING	2,560	2,760	2,400	
10-4710-0499	MISCELLANEOUS	100	100	100	
10-4710-0500	CAPITAL OUTLAY				
Total Sanitation		123,105	138,130	138,500	
Cemetery:					
10-4740-0121	SALARIES AND WAGES	25,500	22,250	25,550	
10-4740-0122	SALARIES - OVERTIME	5,200	5,200	5,200	
10-4740-0126	SALARIES - TEMP & PT	5,300	13,760	14,100	
10-4740-0127	"SALARIES - BONUS, LONGEVITY, STIPEND"	550	590	700	
10-4740-0180	RETIREMENT	2,630	2,450	2,900	
10-4740-0181	FICA & OTHER EMPLOYMENT TAXES	2,800	3,200	3,050	
10-4740-0182	HOSP. INSURANCE	1,610	1,480	1,250	
10-4740-0183	LIFE/DENTAL	300	300	260	
10-4740-0184	401K	200	30	30	
10-4740-0185	UNEMPLOYMENT RESERVE	170			
10-4740-0190	PROFESSIONAL SERVICES	18,000	5,000	5,000	
10-4740-0200	SUPPLIES & MATERIALS	500	1,000	1,200	
10-4740-0211	JANITORIAL SUPPLIES				
10-4740-0212	UNIFORMS	250	250	250	
10-4740-0251	MOTOR FUELS	1,000	2,000	2,000	
10-4740-0260	OFFICE SUPPLIES & MATERIALS				

GENERAL FUND

TOWN OF SNOW HILL					
BUDGET - GENERAL FUND					
FOR THE FISCAL YEAR ENDING JUNE 30, 2017					
Account Number	Account Description	Prior Year Budget	Current Year Budget	Proposed FY 16-17	Remarks
10-4740-0310	TRAVEL & TRAINING				
10-4740-0330	UTILITIES	400	400	400	
10-4740-0351	BUILDING REPAIR & MAINTENANCE				
10-4740-0352	EQUIPMENT REPAIR & MAINTENANCE	1,000	2,000	2,500	
10-4740-0353	VEHICLE REPAIR & MAINTENANCE	200	200	350	
10-4740-0354	SOFTWARE/MAINTENANCE				
10-4740-0356	EQUIPMENT LEASE			5,000	
10-4740-0450	INSURANCE & BONDING	2,560	3,630	3,000	
10-4740-0499	MISCELLANEOUS	700	200	200	
10-4740-0500	CAPITAL OUTLAY	1,200	5,000		
Total Cemetery		70,070	68,940	72,940	

GENERAL FUND

TOWN OF SNOW HILL					
BUDGET - GENERAL FUND					
FOR THE FISCAL YEAR ENDING JUNE 30, 2017					
Account Number	Account Description	Prior Year Budget	Current Year Budget	Proposed FY 16-17	Remarks
POWELL BILL					
10-4910-0121	SALARIES/WAGES	17,700	14,320	14,900	
10-4910-0126	SALARIES/WAGES/PT	3,900	8,270	5,000	
10-4910-0127	BONUS, LONGEVITY, STIPEND	510	520	450	
10-4910-0180	RETIREMENT EXPENSE	1,570	1,200	1,450	
10-4910-0181	FICAMED EXPENSE	1,480	1,770	1,550	
10-4910-0182	HOSP. INSURANCE	210	3,220	800	
10-4910-0183	DENTAL/LIFE INSURANCE	210	210	160	
10-4910-0184	401K	110		60	
10-4910-0185	UNEMPLOYMENT RESERVE	125			
10-4910-0190	PROFESSIONAL SERVICES	2,000	2,000	3,800	Mowing
10-4910-0200	SUPPLIES & MATERIALS	2,000	1,000	1,500	
10-4910-0251	MOTOR FUEL	2,000	2,000	1,000	
10-4910-0352	REPAIRS/MAINTENANCE	5,000	5,000	2,500	
10-4910-0353	VEHICLE REPAIR	1,000	1,000	1,000	
TOTAL POWELL BILL		45,155	40,510	34,170	
Community Development:					
10-4930-0100	NON-PROFIT DONATIONS			6,250	
10-4930-0101	DEVELOPMENT	10,000	10,000	10,000	
10-4930-0105	GC ARTS & HISTORY SOCIETY	5,000	5,000	5,000	
10-4930-0109	HISTORIC PRESERVATION COMMITTEE	1,000	1,000	1,000	
10-4930-0111	NEUSE REGIONAL LIBRARY	4,250	4,250		
10-4930-0114	HAZARD MITIGATION PLAN				
10-4930-0115	CONTINGENCY	20,000	10,360	24,740	
10-4930-0116	PLANNING BOARD	2,700	2,700	2,700	
10-4930-0119	DONATIONS/CIVIC ORGANIZATIONS	2,000	2,000	2,000	
10-4930-0120	HOUSING ENFORCEMENT	5,000	5,000	5,000	
10-4930-0192	FIRE PROTECTION CONTRACT	34,000	34,000	34,000	
10-4930-0193	EMS DONATION	2,000	2,000		
10-4930-0200	PEG CHANNEL REIMB	31,000	69,000	84,000	
10-4930-0300	PAVING PARKING LOT				
10-4930-0491	DUES/SUBSCRIPTIONS	6,054		56,520	
10-4930-7400	CAPITAL OUTLAY				
Total Community Development		123,004	145,310	231,210	

GENERAL FUND

TOWN OF SNOW HILL					
BUDGET - GENERAL FUND FOR THE FISCAL YEAR ENDING JUNE 30, 2017					
Account Number	Prior Year Budget	Current Year Budget	FY 16-17 Proposed	Remarks	
Debt Service					
10-9100-0000		23,130	23,130		
Total General Fund	875,500	927,800	1,045,300		

SNOW HILL POLICE DEPARTMENT

March 2016

MONTHLY CRIME SUMMARY

1) Larceny-	11 (Over half of the larcenies were from the ABC Store)
2) Assaults-	1
3) Breaking/Entering	
a. Residential	
b. Commercial	1
c. Motor Vehicle	2
d. Storage Buildings	
4) Robbery-	0
5) Sex Offenses-	0
6) Homicide-	0
7) Fraud-	0
8) Damage to Property(Vandalism)	2

Greene County Health and Wellness Center

In March of 2005, Greene County developed a Master Plan for the Greene County Recreation Complex consisting of 86.01 acres of agricultural land. Three phases were established to complete the Complex. Phase I and Phase II provided lighted softball fields, lighted baseball fields, soccer and multipurpose fields, concession stand with bathrooms, playground area, picnic shelter area, maintenance building, and paved parking areas. The total cost of Phase I and Phase II was approximately \$1,065,703.00. Phase II did include a multipurpose indoor facility, funding was not available for this vital asset of the Complex. In July of 2015, Greene County Recreation Advisory Board concluded that the Snow Hill High School Gym (constructed in the 1940's and only county owned facility) was unsafe for youth to play recreational basketball due to health hazards, a leaking roof, broken seats, and damaged gym floor. The Recreation Board met with Greene County Commissioners on August 8, 2015 to inform them of their decision to cancel the youth recreational basketball program. On August 17, 2015, Greene County Manager and the Commissioners suggested an alternative plan to resume basketball season by using Lenoir Community College for practice and using Greene County Middle School for games on Saturday. This option was a temporary answer to the growing need of a Multipurpose Indoor Facility.

During September and October of 2015, the Greene County Recreation Advisory Board along with community leaders, developed plans based on community input of a multipurpose indoor facility approximately 25,035 square feet in size. The Greene County Commissioners passed a resolution in support of a multipurpose indoor facility on September 21, 2015. The facility will include 3 indoor batting cages that can be slid back and be used as a meeting room, gymnasium with a stage area, a concession area, an office space for the Athletic director, fitness/workout room, 3 classrooms for meetings and community events, dressing rooms for cultural arts activities, locker rooms, restrooms, and 4 storage rooms. The estimated cost of the facility is \$2.5 million.

The facility will be used as an economic catalyst for Greene County. Revenue streams will come from renting indoor batting cages to about 30+ travel teams in the area, hosting tournaments in all program sports, using facilities for seniors practicing for Senior Games and possibly hosting NC Regional Games, providing gym/theater for community plays and concerts, and community meeting rooms. Economic growth will occur with interest of new businesses (restaurants and hotel) to locate near the facility to accommodate visitors during events held at the facility. Look to the future and think of the most tobacco dependent county in North Carolina becoming a prime residential hub for the four larger counties surrounding Greene County.

Our mission is to keep the citizens active, healthy, as well as giving them the choice of being successful by building friendships, experiencing teamwork, and making healthy choices. Construction of the proposed facility will enable us to better organize recreational and cultural activities to serve a population from age 5 to 95. The programs utilized by disabled citizens (Buddy Program) will be enhanced further by allowing them the opportunity to participate in other challenges this facility will provide for them. Increasing physical activity for all Greene County citizens will help reduce the adult obesity (GC 34% vs. NC 29%) and physical inactivity (GC 29% vs. NC 25%). The programs will reduce juvenile crime by increasing participation in team play in basketball, volleyball, indoor soccer, and cultural arts activities for ages 14-21; statistically proven to reduce gang recruitment. Phase III will utilize the Contentnea Creek that borders the back of the recreation complex as a catalyst for tourism; by planning nature trails and kayaking/canoeing day trips to the newly constructed boat landing by the Town of Hookerton and the NC Wildlife Commission in Hookerton. Public input showed an increase need for playgrounds/splash pad and additional lighted ball field that will be incorporated in Phase III.

In closing the word's quoted by Robert F. Kennedy of George Bernard Shaw, "There are those that look at things the way they are, and ask why? I dream of things that never were, and ask why not?"