

**AGENDA**  
**Snow Hill Board of Commissioners**  
**Monday, 12 September 2016; 6:30 pm**  
**G. Melvin Oliver Town Hall**  
**908 SE Second Street**

1. **Call to Order** *Invocation / Pledge of Allegiance*
2. **Roll Call**
3. **Consider Agenda Approval**
4. **Consider Minutes Approval** *8 August 2016*
5. **Program / Presentations: NONE**
6. **Report of Officers:**
  - a. **Mayor**
  - b. **Town Manager / PW Director**
    1. **Tank Maintenance Contract** *Action Request*
  - c. **Town Clerk / Finance Officer**
    1. **FY 15-16 Tax Settlement** *Action Request*
7. **Report of Boards: NONE**
8. **Public Comments**
9. **Action Items:**
  1. **Consider Authorizing Manager to Enter into a Contract for Water Tank Maintenance with Southern Corrosion**
  2. **Consider Approval of FY 15-16 Tax Settlement Report**
10. **Closed Session** *Personnel*
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 9-7-16*

**MINUTES  
TOWN OF SNOW HILL  
MONDAY, AUGUST 8, 2016  
G. MELVIN OLIVER TOWN HALL  
902 SE SECOND STREET**

**1. Call to Order**

Mayor Liles called the meeting to order at 6:30 p.m.

**Invocation-Commissioner Hagans**

**Invocation/Pledge of Allegiance**

**Pledge-Commissioner Washington**

**2. Roll Call**

The roll was called by Cathy Webb. Members present were Mayor Liles, Commissioners Hagans, Shackelford, Taylor, Washington, and Wilkes. A quorum was declared.

**3. Consider Agenda Approval –**

Town Manager, Dana Hill, asked to remove Item #6-B-1 – Vertical Access Grant Proposal – from the agenda at this time. Motion made by Commissioner Washington, seconded by Commissioner Hagans to approve the agenda with the removal of item #6-B-1. Motion carried.

**4. Consider Minutes Approval**

*June 13 & June 27 Meetings*

Motion made by Commissioner Washington, seconded by Commissioner Hagans. Motion carried.

**5. Program/Presentations: NONE**

**6. Report of Officers:**

**a. Mayor** – He stated that he would like to thank all who helped in any way with the move into the new building.

**b. Town Manager/PW Director –**

**2) P/L Insurance Resolution** – Mr. Hill stated that he had included a resolution in the packets to change the property and liability insurance over to the League of Municipalities and also adoption of the Interlocal Agreement and would ask later for the Board to approve.

**7. Report of Boards: NONE**

**8. Public Comments – NONE**

**9. Action Items:**

**1) Consider Adoption of Interlocal Agreement and Resolution for Property/Liability Insurance.**

Motion made by Commissioner Wilkes, seconded by Commissioner Washington.  
Motion carried.

**10. Closed Session:**

***Personnel***

Motion made by Commissioner Washington, seconded by Commissioner Wilkes to go into closed session. Motion carried.

Motion made by Commissioner Washington, seconded by Commissioner Hagans to reconvene to regular session. Motion carried.

**11. Commissioner Comments – NONE**

**12. Adjourn –**

Motion made by Commissioner Wilkes, seconded by Commissioner Shackleford to adjourn. Motion carried.

Respectfully Submitted: \_\_\_\_\_  
Cathy Webb, Town Clerk

Approved: \_\_\_\_\_  
Dennis Liles, Mayor



## Engineered Tank Care Agreement

This Agreement made and entered into as of the Effective Date: \_\_\_\_\_, by and between SOUTHERN CORROSION, INC., a North Carolina corporation, having its principle office at 738 Thelma Rd, Roanoke Rapids, North Carolina, (hereinafter referred to as "Southern Corrosion") and the Town of Snow Hill, NC (hereinafter referred to as the "Owner"):

### WITNESSETH

The Owner desires that Southern Corrosion perform certain maintenance service on the water tanks known as the 150,000 Gallon Tank #1 Elevated Tank and the 500,000 Tank #2 Elevated Tank as described in the proposal which is attached hereto and by reference made a part here of (the "Maintenance Services"); and Southern Corrosion desires to perform such Maintenance Services described in said proposal selected by the Owner upon the terms and conditions set forth in this Agreement.

Now, therefore, in consideration of the mutual promises and covenants set forth herein the parties hereto agree as follow:

**1. DEFINITIONS.** For the purposes of this Agreement, the following definitions apply:

(a) "Effective date" shall mean the date on which this Agreement, executed by the Owner, is accepted by Southern Corrosion by the execution thereof by its appropriate corporate officers at its principal office.

**2. TERMS OF MANAGEMENT AGREEMENT.** The initial term of this Agreement shall be for a period of twelve (12) months commencing on the Effective Date, unless otherwise terminated or canceled as provided in Paragraph 7. The initial term shall be automatically extended successive additional periods of twelve (12) months each unless the Owner notifies Southern Corrosion in writing sixty (60) days prior to the expiration of the then existing term that it does not extend this Agreement.

**3. PERFORMANCE OF MAINTENANCE SERVICES.** Southern Corrosion shall perform the Maintenance Services selected by the Owner and described in proposal attached hereto and by reference made a part hereof.

**4. CHARGES.** The Owner shall pay Southern Corrosion charges for Maintenance Services selected by Owner as set forth on the proposal attached hereto and by reference made a part hereof. All charges shall be due and payable upon receipt of Southern Corrosion's invoice therefor.

**5. REPRESENTATIONS BY THE OWNER.** The Owner hereby makes the following representations and warranties:

(a) The Owner has full power and lawful authority to execute and deliver this Agreement and to consummate and perform the transactions contemplated hereby. This Agreement constitutes the

valid obligation of the Owner legally binding upon the Owner and enforceable against the Owner in accordance with its terms.

**6. REPRESENTATIONS BY SOUTHERN CORROSION.** Southern Corrosion represents and warrants to Owner all of which represents and warranties that:

(a) That Southern Corrosion is fully authorized to enter into this Management Agreement. Southern Corrosion has full corporate power and lawful authority to execute and deliver this Agreement and to consummate and perform the transactions contemplated hereby. This Agreement constitutes the valid obligation of Southern Corrosion legally binding upon Southern Corrosion and enforceable against Southern Corrosion in accordance with its terms.

**7. TERMINATION/CANCELLATION.** This Agreement may be terminated/canceled by Southern Corrosion if Owner is in default of any provision hereof and such default has not been cured within twenty (20) days after notice of default is given to Owner or Owner becomes insolvent or seeks protection voluntarily or involuntarily under any Bankruptcy Law.

(a) In the event of any termination/cancellation of this Agreement, Southern Corrosion may (1) declare all amounts owed to Southern Corrosion to be immediately due and payable, (2) cease performance of all Maintenance Service hereunder without liability to Owner.

(b) In the event of default hereunder, Owner agrees to pay interest at the highest legal rate on all sums due under the Agreement and all costs of collection including a reasonable attorney's fee of fifteen percent(15%) of said amount due Southern Corrosion.

(c) The foregoing rights and remedies shall be cumulative and in addition to all other rights and remedies available in law or in equity to Southern Corrosion.

**8. LIMITATION OF LIABILITY.** In no event shall Southern Corrosion be liable to Owner for indirect, special or consequential damages or lost profits arising out of or related to this Management Agreement of the performance or breach thereof even if Southern Corrosion has been advised of the possibility thereof. Southern Corrosion's liability to Owner hereunder if any, shall in no event exceed the total of the amounts Owner has paid Southern Corrosion hereunder.

**9. EXCUSABLE DELAY.** Southern Corrosion shall not be liable for any delays or failure in performance of Maintenance Services hereunder if such delays or failures are due to strikes, inclement weather, acts of god or other causes beyond Southern Corrosion's reasonable control.

**10. REGULATIONS.** Performance of the Maintenance Services is predicated on work practices, methods, and procedures legal as of the effective date. Subsequently enacted regulations that effect or alter Southern Corrosion's work practices, methods, and procedures, to perform, or add additional burdens to performance, will be grounds for renegotiating the amount of payment originally agreed upon.



## 11. GENERAL.

(a) Notices. Notice of the breach of any covenant, warranty or other provision of the Agreement and all communications and notices provided for in this Agreement shall be deemed given when in writing, addressed to the parties at the addresses set forth below, and deposited, certified mail, postage prepaid in the United States mail:

Owner:

Town of Snow Hill  
~~201 N. Greene St.~~ Po Box 247  
Snow Hill, NC 28580

Southern Corrosion Inc.  
738 Thelma Rd  
Roanoke Rapids, NC 27870

(b) Assignment. This Agreement may not be assigned by either party without the prior written consent of the other party, which consent by either party shall not be unreasonably withheld.

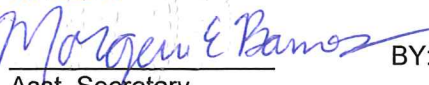
(c) Governing Law. This Agreement shall be construed in accordance with the laws of the State of North Carolina.

(d) Entire Agreement. This Agreement is an integrated document and contains the entire agreement between the parties. No modifications, extensions, or waiver of this Agreement or any of the provisions hereof, nor any representation, promise or condition relating to the Agreement shall be binding upon the parties hereto unless made in writing and signed by the parties hereto.

(e) Binding effects. The provisions of this Agreement shall bind and insure to the benefit of Southern Corrosion and the Owner, and their successors, legal representatives and assigns.

IN WITNESS WHEREOF the parties have hereto executed this Agreement in the manner provided by Law, this the day and year first above written.

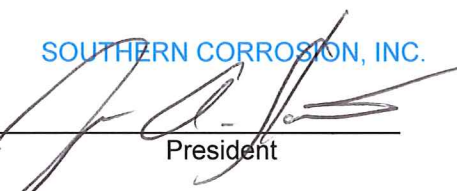
ATTEST:

  
Asst. Secretary

(Corporate Seal)

SOUTHERN CORROSION, INC.

BY:

  
President

ATTEST:

TOWN OF SNOW HILL, NC

BY:

\_\_\_\_\_

\_\_\_\_\_



## WATER TANK MANAGEMENT SCHEDULE

**Date:** June 14, 2016  
**Customer:** Town of Snow Hill, NC  
**Tanks:** 150,000 Gallon Tank #1 Elevated Tank  
500,000 Gallon Tank #2 Elevated Tank

### **Year 1 - 2016**

#### **150,000 Gallon Tank #1 Elevated Tank**

**1) Visual inspection and repairs uncovered through inspection**

**2) Repairs & Modifications:**

- a) Permanently attached the exterior revolving roof ladder to the tank roof, and align the ladder with the shell wall ladder.

#### **500,000 Gallon Tank #2 Elevated Tank**

**1) Visual inspection and repairs uncovered through inspection**

**2) Repairs & Modifications:**

- a) Remove the 3 antenna towers from the catwalk floor.

**3) Wash-out Interior**

- a) Wash-out the tank floor and all areas that can be reached from the floor using 4,000 psi or higher pressure washers to remove accumulated sediment.
- b) Sterilize the tank interior using AWWA Disinfection Method #2, spray method.

### **Year 2 - 2017**

#### **150,000 Gallon Tank #1 Elevated Tank**

**1) Visual inspection and repairs uncovered through inspection**

**2) Wash-out Interior**

- a) Wash-out the tank floor and all areas that can be reached from the floor using 4,000 psi or higher pressure washers to remove accumulated sediment.
- b) Sterilize the tank interior using AWWA Disinfection Method #2, spray method.

#### **500,000 Gallon Tank #2 Elevated Tank**

**1) Visual inspection and repairs uncovered through inspection**

## **Year 3 - 2018**

### **150,000 Gallon Tank #1 Elevated Tank**

#### **1) Visual inspection and repairs uncovered through inspection**

### **500,000 Gallon Tank #2 Elevated Tank**

#### **1) Visual inspection and repairs uncovered through inspection**

#### **2) Repaint Exterior:**

- a) Pressure wash all exterior surfaces using 4,000 psi pressure washers or higher.
- b) Clean all rusted and paint failed areas using scrapers, hand & power wire brushes in accordance with SSPC surface preparation methods #2 & #3, hand & power tool clean.
- c) Apply a spot prime coat of an epoxy-mastic primer to all bare metal surfaces at 2.5 to 3.5 mils dry film thickness.
- d) Apply two(2) full finish coats of blue aluminum alkyd paint to all exterior surfaces at 1 to 1.5 mils dry film thickness per coat.
- e) Apply the tank signs as existing with the exception of changing the letter style from block to script.

#### **3) Wash-out Interior**

- a) Wash-out the tank floor and all areas that can be reached from the floor using 4,000 psi or higher pressure washers to remove accumulated sediment.
- b) Sterilize the tank interior using AWWA Disinfection Method #2, spray method.

## **Year 4 - 2019**

### **150,000 Gallon Tank #1 Elevated Tank**

#### **1) Visual inspection and repairs uncovered through inspection**

#### **2) Repaint Interior:**

- a) Abrasive blast all rusted surfaces to bare metal in accordance with SSPC surface preparation method #10, near white grade. All remaining interior surfaces will be brush blasted in accordance with SSPC surface preparation method #7, brush blast.
- b) Apply a full prime coat of epoxy that is NSF approved for contact with potable water to all interior surfaces, applied at 4 to 5 mils dry film thickness.
- c) Apply a "stripe coat" of epoxy that is NSF approved for contact with potable water to all interior weld seams and ladders, applied using paint brushes and rollers.
- d) Apply a full finish coat of epoxy that is NSF approved for contact with potable water to all interior surfaces, applied at 4 to 5 mils dry film thickness.
- e) Cauik unwelded roof lap seams using Sikaflex 1a polyurethane caulk.
- f) Sterilize the tank interior using AWWA Disinfection Method #2, spray method.
- g) Test abrasive blast debris for the 8 RCRA heavy metals using the TCLP Method.
- h) Dispose of abrasive blast debris.



**500,000 Gallon Tank #2 Elevated Tank**

**1) Visual inspection and repairs uncovered through inspection**

**Year 5 - 2020**

**150,000 Gallon Tank #1 Elevated Tank**

**1) Visual inspection and repairs uncovered through inspection**

**500,000 Gallon Tank #2 Elevated Tank**

**1) Visual inspection and repairs uncovered through inspection**

**2) Repaint Interior:**

- a) Abrasive blast all rusted surfaces to bare metal in accordance with SSPC surface preparation method #10, near white grade. All remaining interior surfaces will be brush blasted in accordance with SSPC surface preparation method #7, brush blast.
- b) Apply a full prime coat of epoxy that is NSF approved for contact with potable water to all interior surfaces, applied at 4 to 5 mils dry film thickness.
- c) Apply a "stripe coat" of epoxy that is NSF approved for contact with potable water to all interior weld seams and ladders, applied using paint brushes and rollers.
- d) Apply a full finish coat of epoxy that is NSF approved for contact with potable water to all interior surfaces, applied at 4 to 5 mils dry film thickness.
- e) Caulk unwelded roof lap seams using Sikaflex 1a polyurethane caulk.
- f) Sterilize the tank interior using AWWA Disinfection Method #2, spray method.
- g) Test abrasive blast debris for the 8 RCRA heavy metals using the TCLP Method.
- h) Dispose of abrasive blast debris.

**Year 6 - 2021**

**150,000 Gallon Tank #1 Elevated Tank**

**1) Visual inspection and repairs uncovered through inspection**

**2) Wash-out Interior**

- a) Wash-out the tank floor and all areas that can be reached from the floor using 4,000 psi or higher pressure washers to remove accumulated sediment.
- b) Sterilize the tank interior using AWWA Disinfection Method #2, spray method.

**500,000 Gallon Tank #2 Elevated Tank**

**1) Visual inspection and repairs uncovered through inspection**

## **Year 7 - 2022**

### **150,000 Gallon Tank #1 Elevated Tank**

#### **1) Visual inspection and repairs uncovered through inspection**

#### **2) Repaint Exterior:**

- a) Pressure wash all exterior surfaces using 4,000 psi pressure washers or higher.
- b) Clean all rusted and paint failed areas using scrapers, hand & power wire brushes in accordance with SSPC surface preparation methods #2 & #3, hand & power tool clean.
- c) Apply a spot prime coat of an epoxy-mastic primer to all bare metal surfaces at 2.5 to 3.5 mils dry film thickness.
- d) Apply two(2) full finish coats of blue aluminum alkyd paint to all exterior surfaces at 1 to 1.5 mils dry film thickness per coat.
- e) Apply the tank signs as existing with the exception of changing the letter style from block to script.

### **500,000 Gallon Tank #2 Elevated Tank**

#### **1) Visual inspection and repairs uncovered through inspection**

#### **2) Wash-out Interior**

- a) Wash-out the tank floor and all areas that can be reached from the floor using 4,000 psi or higher pressure washers to remove accumulated sediment.
- b) Sterilize the tank interior using AWWA Disinfection Method #2, spray method.

## **SCHEDULE CONTINUATION**

The tanks will be visually inspected every year. The tank interiors will be washed-out at 2 year intervals, the tank interior will be recoated at 15 year intervals, and the exteriors will be recoated at 8 year intervals.

### **After Year 7:**

### **150,000 Gallon Tank #1 Elevated Tank**

The next wash-out is scheduled for Year 8 of the Service (Year 2023), the next repainting of the tank exterior is scheduled for Year 15 of the Service (Year 2030), and the next repainting of the tank interior is scheduled for Year 19 of the Service (2034).

### **500,000 Gallon Tank #2 Elevated Tank**

The next wash-out is scheduled for Year 9 of the Service (Year 2024), the next repainting of the tank exterior is scheduled for Year 11 of the Service (Year 2026), and the next repainting of the tank interior is scheduled for Year 20 of the Service (2035).

At no time does the service include the complete abrasive blasting of the exteriors of the tanks nor the pressure washing of the exteriors as a stand-alone maintenance item apart from being a surface preparation method for painting.

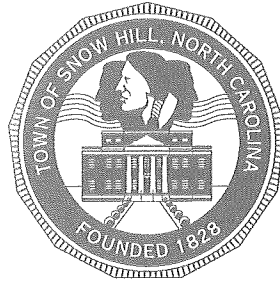
## **PRICING & TERMS**

Necessary repair of any coatings or appurtenances noted during our inspections will be added to our service schedule at no additional cost. These necessary repairs include paint failed areas and areas of corrosion. If the coating is continuing to protect the steel from corrosion, paint repair is not necessary. The definition of paint failure does not include loss of gloss, color fading, mildew, discoloration, or any other defects that are aesthetic

Emergency service will apply during the entire period. We will guarantee a 24 hour response time. Corrective maintenance noted during our inspections will be added to our schedule at no added expense. Our annual premium for the first year of the service is \$32,359.00 per year. All subsequent year premiums will be the total of the immediate prior year's premium amount plus the % change in the CPI (Consumer Price Index) for that previous year (ie. Year 2 premium equals Year 1 premium plus the % change in the CPI for Year 1).

Each year represents a 12 month period beginning with the effective date of the contract, rather than the actual calendar year. The Owner will be given the opportunity to schedule the yearly work at any time during the 12 month period that represents the contract term. The annual premium is due within 30 days of the contract date. Premiums quoted are firm for 60 days.

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 MANAGER  
PUBLIC WORKS DIRECTOR  
DANA D. HILL  
TOWN CLERK / FINANCE OFFICER  
CATHY WEBB  
CHIEF OF POLICE  
JOHN C. REA

SETTLEMENT REPORT FOR FY 2015-2016 TAXES  
AS OF JUNE 30, 2016

Original Levy	321829.39
Discoveries	0.00
Adjustments/Releases	614.62
Late listings	15319.74
Adjusted Levy	<u>336534.51</u>

Adjusted Levy	336534.51
Principal Collected	<u>326393.00</u>

Principal Remaining Uncollected 10141.51

(Fiscal Year 2015/2016 Collection Rate as of 06/30/2016 is 96.99%)

Interest & Penalties Collected 4094.46

Prior Year Taxes Collected in Fiscal year 2015-2016

Prior Year principal Collected 5993.32

Respectfully Submitted

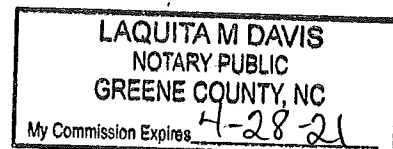
*Cathy Webb*

Cathy Webb  
Town Clerk/Finance Officer

Sworn and subscribed before me this 17 day of August, 2016

Laquita M. Davis, Notary Public

My Commission Expires 4-28-2021



**SNOW HILL POLICE DEPARTMENT**

**August 2016**

**MONTHLY CRIME SUMMARY**

1) Larceny-	2
2) Assaults-	1
3) Breaking/Entering	
a. Residential	2
b. Commercial	0
c. Motor Vehicle	0
d. Storage Buildings	0
4) Robbery-	0
5) Sex Offenses-	0
6) Homicide-	0
7) Fraud-	7
8) Damage to Property( Vandalism)	1