

May 25, 2005

MEETING MINUTES

Snow Hill Board of Commissioners

Wednesday, May 25, 2005-9:30 am

Snow Hill Town Hall

201 North Greene Street

Snow Hill, North Carolina 28580

The Snow Hill Board of Commissioners regular meeting convened at 9:30 am on Wednesday, May 25, 2005 in the Snow Hill Town Hall with the following present: Mayor Don Davis; Commissioners Phyllis Burruss, Lyn Lane, Allison Thomas, and Lorraine Washington; Mauren Baker, town clerk-finance officer; Bob Clark, town planner; Jim Cauley, interim town attorney.

Mayor Davis sounded the gavel and called the meeting to order and offered prayer. The Pledge of Allegiance was recited. A quorum was established via roll call. Commissioner Edwards was excused by consent.

Motion was made by Commissioner Washington, seconded by Commissioner Burruss, and carried unanimously to approve the agenda of the May 25, 2005 meeting of the Snow Hill Board of Commissioners as drafted.

Motion was made by Commissioner Lane, seconded by Commissioner Washington, and carried unanimously to approve the minutes of May 9, 2005.

The Report of the Town Administrator included:

- a. Mayor Davis and TA Clark met with Rosenwald Center for Cultural Enrichment (RCCE) Board of Directors. It was reported that RCCE will support the board's decision to reallocate CDBG funds for the Community Center and the town's lease on the South Greene ballfield from LCC. They also attended Rosenwald's community economic development forum.
- b. Status of financial statements—TA Clark asked the finance officer for a report. She provided the board with the report.
- c. Update on sidewalk program—Sidewalks are completed. The town is waiting on the walk-over from DOT's representative before making payment.
- d. Status of request for proposals:
 1. Audit—Request for proposal will be published shortly.
 2. Water system evaluation—Bids for this project will be received and opened on June 15, 2005 at 5:00 pm in the town hall.

e. Walking trail project—Tony Williams will do this project.

f. Mayor Davis and TA Clark will hold a Staff Development Meeting on Friday morning, May 27, 2005, 8:30 am. The focus will be on departmental budgets for input in the 2005-06 FY Budget.

Public Works Committee Chairman Commissioner Phyllis Burruss reported that the committee was continuing to pursue an appropriate water and sewer rate schedule for the inside and outside water/sewer user. She also reported that PWC recommends an increase in the garbage cart deposit from \$25.00 to \$55.00 to cover replacement cost. Replacement cost of the carts is \$55.00. The report was accepted by consent of the Board.

Mike Sutton, director of public works, was asked to join the board for discussion of high usage customer alert process. The board consented for the PW Technicians to use door hangers to alert the water customer of high usage.

Motion was made by Commissioner Thomas, seconded by Commissioner Washington, and carried unanimously to approve a clarified copy of the Yard Waste Policy included in the Water, Sewer, and Waste Collection Book. (Copy herein incorporated by reference and made a part of these minutes.)

The board consented to authorize Mayor Davis and TA Clark to meet with Bobby Taylor and Frank Harper to discuss downtown parking.

Motion was made by Commissioner Washington, seconded by Commissioner Burruss and carried unanimously to increase the garbage cart deposit from \$25.00 to \$55.00 to cover the cost of the carts. Discussion that followed included the possible need for extra waste collection. By consent this item was referred to the PWC.

Motion was made by Commissioner Washington, seconded by Commissioner Burruss and carried unanimously to accept the agreement with LCC regarding Cooperative Education Program. (A Copy herein incorporated by reference and made a part of these minutes.)

At the request of TA Clark, the resolution to accept the street maintenance for Phase I of Perry Drive was tabled.

Motion was made by Commissioner Washington, seconded by Commissioner Burruss and carried unanimously to move the meeting to closed session to discuss a personnel matter pursuant to NCGS 143-318.11(6).

Motion was made by Commissioner Thomas, seconded by Commissioner Washington and carried unanimously to move the meeting back to open session.

TA Clark announced that the Planning Board had changed their regular meeting to the first Tuesday of the month to better accommodate the flow of work from board-to-board.

Motion was made by Commissioner Lane, seconded by Commissioner Washington and carried unanimously to adjourn this session of the Snow Hill Town Board.

