

## **MINUTES**

### **Snow Hill Board of Commissioners Regular Meeting**

**Monday, March 28, 2007—9:00 a.m.**

### **Snow Hill Town Hall**

**201 North Greene Street, North Carolina 28580**

The Snow Hill Board of Commissioners regular meeting convened at 9:00 am on Wednesday March 28, 2007, in the Snow Hill Town Hall with the following members present: Mayor Don Davis; Commissioners Phyllis Burruss, Percy Edwards, Geraldine Shackelford, Allison Thomas, Lorraine Washington; Town Clerk-Finance Officer Mauren Baker; Town Administrator Bob Clark; Public Works Director Dana Hill. Jay Parris of Barrow, Parris, Davenport, P.A., and Jimmy Lewis of the Standard Laconic were also present.

1. Call to Order—Mayor Davis sounded the gavel and called the meeting to order.
2. Prayer—Mayor Davis offered prayer.
3. Pledge of Allegiance—the Pledge of Allegiance was recited.
4. Roll Call—Commissioner Edwards was not present at roll call. All other commissioners were present and a quorum was declared. Commissioner Edwards arrived at 9:25 am.
5. Consider Approving Meeting Agenda—Motion was made by Commissioner Thomas, seconded by Commissioner Shackelford and carried to approve the agenda as drafted with the addition of Item 10.c. Consider closed session to discuss attorney client information pursuant to NCGS 143-318.11(3).
6. Consider Approving Meeting Minutes—Motion was made by Commissioner Shackelford, seconded by Commissioner Washington and carried unanimously to approve the minutes of March 12, 2007 Regular Meeting.
7. Report of Officers:
  - a. Mayor—the Mayor’s Report was received by consent of the Board. YamCo/Research Lab tour NC State University—Mayor Davis attended a tour of the Research Lab at North Carolina State University to inspect the prototype of the YamCo process. NCSU owns the copyright for this sweet potato processing operation. The Mayor reported that the operation was amazing and that he felt that this was an opportunity for Snow Hill to be on the cutting edge. YamCo will be the only processing plant of its kind in the world. The Mayor feels very comfortable that the odor will not be offensive and that YamCo will

be a compatible use for our area. Mayor Davis stated that he was disappointed in the process to get this operation in Snow Hill as the Town was the last on the list to be asked for approval or consideration by the County of Greene and the  
Page 2 Town Board  
March 28, 2007

State of North Carolina.

b. Town Administrator—this report was received by Consent of the Board.

1. Skateboard park update—Mr. Clark reported that he and Ian Whitson would meet with the County of Greene Commissioners on April 2, 2007, to ask for the abandoned tennis courts on Greenridge Road to use for a Town of Snow Hill Skateboard Park. Mr. Clark showed the Board the article from the Kinston Free Press introducing Ian Whitson and the skateboard project.

2. Municipal election filing fees—as per NCGS, the Board must set the filing fee for the municipal election in November 2007. Commissioners' Thomas and Burruss terms will expire this year. Mixed beverage will be on the municipal ballot.

3. Governing Bodies appointments—there are vacancies on the Planning Board, the Board of Adjustment and other committees that need to be filled. Mr. Robert Masters has moved out of the Town and is no longer eligible to represent the Town on the County Economic Development Committee. May is the expiration month for terms of office. Appointments need to be made to fill these positions.

4. Upcoming events:

a. NC Tree City USA & Growth Award Ceremony—Wake Commons, Raleigh, NC April 13, 2007—Mr. Clark and members of the Tree Board will attend to receive Snow Hill awards.

b. Town Hall Day—NCLM May 9, 2007 Raleigh, NC—anyone wishing to attend should contact the Town Hall

c. Revenue Collector: Release 2005 and 2006 taxes in the amount of \$7,454.00 per Greene County decision on January 2, 2007 to exempt Wilson Community Improvement Association, Inc.—Revenue Collector Michelle Strickland presented this request to the Board.

d. Auditor: Fiscal Year 2005-2006 Audit Report—Mr. Jay Parris of Barrow, Parris and Davenport, P.A. presented the Audit Report to the Board. He stated that 1) the audit gave the Town an unqualified opinion (the highest rank one can

receive); 2) the audit was accepted by the Local Government Commission; 3) that Barrow, Parris and Davenport, P.A. were given complete access to the Town's Page 2 Town Board March 28, 2007 records. There were no questions or comments from the Board. The audit report was received by consent of the Board.

8. Report of the Boards, Commissions, Committees and/or Taskforces: Commissioners Burruss and Washington report on attendance at the National League of Cities Conference held March 11-13, Washington DC—Commissioners Burruss and Washington stated that the National League of Cities Conference was an excellent training for commissioners and those involved in municipal government. Commissioner Washington stated that every commissioner needed to attend some training event during each year. Both commissioners appreciated the opportunity to attend this conference.

9. Unfinished Business and General Orders: N/A

10. New Business:

a. Consider setting municipal election filing fees of \$5.00 for primary and general elections in accordance with NCGS 163-294.2(e)—Motion was made by Commissioner Burruss, seconded by Commissioner Edwards and carried unanimously to set the municipal election filing fee at \$5.00 for primary and general elections.

b. Consider releasing 2005 and 2006 taxes in the amount of \$7,454.00 per Greene County decision on January 2, 2007 to exempt Wilson Community Improvement Association, Inc.—Motion was made by Commissioner Washington, seconded by Commissioner Edwards and carried unanimously to release 2005 and 2006 taxes in the amount of \$7,454.00 for Wilson Community Improvement Association, Inc.

c. Consider closed session to discuss attorney client information pursuant to NCGS 143-318.11(3).—Motion was made by Commissioner Shackelford, seconded by Commissioner Washington and carried unanimously to enter closed session to discuss attorney client information pursuant to NCGS 143-318.11(3). Motion was made by Commissioner Edwards, seconded by Commissioner Shackelford and carried unanimously to return to open session.

11. Announcements and Public Comments—a copy of the Gang Legislation was given to the commissioners. Commissioner Burruss announced that the ECC had announced funding for transportation, water and sewer bonds. Commissioner Thomas said there would be no more gathering at the IGA parking lot as the

copper gutters were stolen from off the building. Mr. Clark has a meeting scheduled with the sheriff to discuss town complaints.

Page 3 Town Board

March 28, 2007

12. Adjournment—Motion was made by Commissioner Shackelford, seconded by Commissioner Washington and carried unanimously to adjourn this session.

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Mayor Don Davis

ATTEST:

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Mauren N. Baker, Clerk to the Board