

October 13, 2008

MINUTES Snow Hill Board of Commissioners Regular Meeting Monday October 13, 2008—7:30 p.m. Snow Hill Town Hall 201 North Greene Street, North Carolina 28580

1. Call to Order – Mayor Davis called the meeting to order at 7:32 p.m.
1. Prayer – Prayer was offered by Commissioner Edwards
1. Pledge of Allegiance – Pledge was led by Mayor Davis
1. Roll Call – All members were present except for Commissioner Shackelford. No one had heard any communication from Commissioner Shackelford. Roll call was suspended without objection, a quorum was declared.
1. Consider Approving Meeting Agenda – Motion was made by Commissioner Washington, seconded by Commissioner Liles and carried unanimously to approve the agenda.
1. Consider Approving Meeting Minutes: September 24, 2008 – Motion was made by Commissioner Washington, seconded by Commissioner Bizzell and carried unanimously to approve the minutes as written.
- Commissioner Shackelford joined the meeting at 7:35 p.m. for voting purposes.
1. Report of Officers:
 - a. Town Administrator:
 1. Community Center bids received and under review for parking lot & grounds – Mr. Clark informed the Board that he along with representatives from Gurney Engineering had opened the bids on Friday, October 10, 2008. There were 5 bids with the lowest bidder being Sasser, Inc. at \$101,791.74. Mr. Clark handed out bid tabulations (a copy hereby incorporated by reference and made a part of these minutes) so that the Board could review them. After discussion with Gurley Engineering a recommendation will be brought back at the next meeting.
 1. \$2,000.00 bid submitted by Croxton and Rosa Williams for lots 5, 7, 9, and 10 Block A, “Jordan Heights” – Mr. Clark informed that Board that a bid of \$2,000 and a deposit check received from Croxton and Rosa Williams for the property (a copy hereby incorporated by reference and made a part of these minutes). Mr. Clark admitted that this was lower than expected but that the Williams’ wish to do something positive with the property. Mr. Pridgen informed the Board that a title search had been done and that there were no easements found. There was a power line found but the electric company will relocate

the power line. Mr. Clark reminded the Board that they had the authority to accept or decline the bid.

1. West Harper Drainage Improvements begin November 1, 2008 – Mr. Clark informed the Board that he, Mike Sutton, and Chris Tedder had met with Charles Hughes Construction and that the improvements are scheduled to begin the week of November 1, 2008. The contract has been received and seems to be in order.
1. Federal Requirement for Identity Theft Policy (introduction of draft policy) – Mr. Clark asked the board to look in their packets at the draft of an identity theft policy (a copy hereby incorporated by reference and made a part of these minutes). Mr. Clark explained that the League of Municipalities had sent correspondence regarding a new federal requirement of the policy that must be in place by November 1, 2008. A copy has been forwarded to Mr. Pridgen and he feels that it looks appropriate. Mr. Clark informed the Board that this was just for informational purposes right now and will come back at the next meeting if anyone has any questions.
 - Report was received without objection.

- a. *Revenue Collector/Interim Town Clerk*: Recommend the release of \$126.74 in 2008 taxes for property owned by Ms. Jeanetta Loftin at 1008 Hull Rd due to disabled/elderly exemption of \$36,210 valuation approved by the Greene County Board of Commissioners on October 6, 2008. – Miss. Strickland explained the memo (a copy hereby incorporated by reference and made a part of these minutes) that was included in the agenda packet. Miss Strickland recommends approving the exemption for Ms. Loftin in the amount approved by the Greene County Board of Commissioners.

- Report was received without objection.

1. **Report of the Boards, Commissions, Committees and/or Taskforces:** Highlights of Public Forum sponsored by Town Board of Commissioners and Neighborhood Affairs Committee held September 30, 2008 – Commissioner Washington reported that she felt the forum went well. She thinks the staff did a good job. She reported that the audience was interactive and that they spoke highly of things that had taken place in Snow Hill. The citizens agreed that they would like to see these forums on a regular basis. Commissioner Liles and Edwards thought the forum went well also. Mr. Clark announced that approximately 30 questionnaires were returned after the forum and he would like to get the responses tallied and present the report to the Board at a later time.

Report was received without objection.

1. Unfinished Business and General Orders: none

1. New Business:

- a. Consider the release of \$126.74 in 2008 taxes for property owned by Ms. Jeanetta Loftin at 1008 Hull Rd due to disabled/elderly exemption approved by the Greene County Board of Commissioners on October 6, 2008. – **Motion was made by Commissioner Washington, seconded by Commissioner Edwards and carried unanimously to approve the release in the amount of \$126.74 in taxes for 2008 owed by Ms. Jeanetta Loftin.**
- a. Consider accepting \$2,000.00 bid submitted by Croxton and Rosa Williams for lots 5, 7, 9, and 10 Block A, “Jordan Heights” – Motion was made by Commissioner Edwards, seconded by Commissioner Bizzell and discussion was entered into on the bid. Mr. Clark advised the Board that Mr. Williams plans to build a house on the property after retiring. The Mayor asked if there was any way that to sell the property with a condition on the deed. Mr. Pridgen recommended including a contingency with the approval of the bid. A motion to amend the original motion was made by Commissioner Washington, seconded by Commissioner Liles and carried unanimously to accept the bid from Croxton and Rosa Williams upon the condition that they consent that the property be used for private family use as a single family dwelling. A motion to further amend the original motion was made by Commissioner Washington, seconded by Commissioner Bizzell and carried unanimously to amend the motion to include the buyer be responsible for legal, closing costs, and potential survey or any other incidentals associated with the purchase. It was decided by unanimous vote to accept the bid submitted by Croxton and Rosa Williams with their acceptance of these conditions.
- a. Consider a closed session to discuss a personnel matter pursuant to NCGS 143-
 - 318.11(6) – Motion was made by Commissioner Edwards, seconded by Commissioner Liles and carried unanimously to enter into closed session at 8:29 p.m.
 - Motion was made by Commissioner Edwards, carried by Commissioner Liles and carried unanimously to reconvene into open session at 10:06 p.m.

1. Program: none

1. Announcements and Public Comments – Motion was made by Commissioner Washington, seconded by Commissioner Shackelford and carried unanimously to waive the payback provision of the tuition policy as outlined

in the personnel policy contingent upon a six month service contract as cross-connection ORC for inspection services.

- Mr. Clark reminded everyone that Mr. Jones' walk to Raleigh will begin in front of Town Hall on October 16, 2008 at 7:00 a.m. The information about the walk is on the Town website. Mr. Clark also reminded the Board of the New Leash on Life graduation and asked the Board to read the notice (a copy hereby incorporated by reference and made a part of these minutes) from the North Carolina League of Municipalities regarding the national economic recession on local municipalities.
 - Commissioner Edwards asked the Board whether there was anything that could be done about the traffic in Ms. Lanie Barfield's yard. She has approached Commissioner Edwards about this several times. Mr. Clark responded that he had spoken with Chris Tedder and Mike Sutton and the area that Ms. Barfield is concerned with is a street. She cuts some of the grass, but it is not her property.
1. Adjournment – Motion was made by Commissioner Liles, seconded by Commissioner Shackelford and carried unanimously to adjourn the meeting at 10:12 p.m.