

MINUTES
SNOW HILL BOARD OF COMMISSIONERS REGULAR MEETING
WEDNESDAY, DECEMBER 29, 2010
SNOW HILL TOWN HALL
201 NORTH GREENE STREET, SNOW HILL, NORTH CAROLINA 28580

1. **Call to Order** – Mayor Liles called the meeting to order at 7:00 p.m.
The prayer was offered by Commissioner Scarborough. The Pledge was led by Commissioner Taylor.
2. **Roll Call** – The roll was called by Cathy Webb. All members were present. A Quorum was declared.
3. **Consider Agenda Approval** - Dana Hill asked that item #5 be added under Town Administrator Reports concerning the observance of the New Year's Holiday. A motion was made by Commissioner Taylor, seconded by Commissioner Scarborough, and carried unanimously to approve the agenda with the amendment.
4. **Consider Minutes Approval** – A motion was made by Commissioner Scarborough, seconded by Commissioner Shackelford, and carried unanimously to approve the minutes of the December 13, 2010 meeting.
5. **Presentation – Forever Young Circle-Calvary UMC** - Mrs. Judy Davenport, along with other members of the Forever Young Circle, presented the Town a check in the amount of \$450 for the Homes Tour. She thanked the Town for this and indicated that they sponsored some children at Christmas with their portion of the money. She also thanked the homeowners for their participation in the fundraiser.
6. **Report of Officers** –
 - a. Town Administrator
 - 1) **Carver Drive Property Condemnation** – Mr. Hill explained that the owners of this property were not financially able to pay the cost of demolition at this time. These funds will be recovered from the owners in the future. A lien will be placed on the property in order to recover these costs.
 - 2) **Meeting Schedule Revision** - Mr. Hill proposed a revision of the 2011 Meeting Schedule because some of the meetings were to close together.

- 3) **Pump Station Loan Update** - Mr. Hill informed the Board that the application for the loan had been submitted to Raleigh for processing and that the interest rate was 0% for 20 years. He said that the funds should be available about the second week of January, 2011. Commissioner Taylor asked if there would be a penalty if the loan was paid off early. Dana said no.
- 4) **Cemetery/Powell Fund Separation** - Mr. Hill told the Board that he wanted to set up a separate fund for the cemetery and for the Powell Bill monies. He said that this would be easier bookkeeping and we would know at all times the balances in these accounts.
- 5) **New Year's Holiday Observance** – Mr. Hill told the Board that most businesses would be closed on Friday instead of Monday. He asked if the Town could close on Friday. It was the consent of the Board to close the Town Office on Friday in observance of the New Year's Holiday.

7. Report of Boards, Committees, and Commissions: NONE.

8. Unfinished Business -

1. **Planning Board Appointment** – Mr. Hill said that all appointments to the various Boards are to be by application. The ETJ appointments will be made by the County. There was some question as to whether the County would appointment both ETJ members or only one. Mr. Hill will find out about this.
2. **Greene Street Parking Lot** – Mr. Hill presented a letter from Don Davenport concerning the paving of the parking lot. Mr. Davenport said that he would accept the initial proposal from the Town to transfer the Town's portion of the lot to Greene County if the Town would be willing to appropriate funds to pave their share of the lot (roughly 25%). There were numerous questions concerning this letter-would there be any cost after the paving of the lot for repairs, etc.-if they expected the Town to help in future paving of the lot-. Mr. Hill will find out the answers to these questions.

9. Public Comments - NONE

10. Items for Approval/Discussion –

- a. **Consider Authorizing Town Administrator to Initiate Condemnation of 106 Carver Drive-** A motion was made by Commissioner Scarborough, seconded by Commissioner Whitson, and

carried unanimously to authorize Mr. Hill to initiate the condemnation of the property on 106 Carver Drive.

- b. **Consider Adopting Revised Meeting Schedule for 2011** - A motion was made by Commissioner Whitson, seconded by Commissioner Shackelford, and carried unanimously to accept the revised schedule.
- c. **Consider Authorizing Town Administrator to advertise for Planning Board Applications** – A motion was made by Commissioner O'Brien, seconded by Commissioner Whitson to allow Mr. Hill to do what is necessary to get these appointments made.
- d. **Consider Contribution to Greene Street Parking Lot Improvement per Greene County Request-** This item was tabled until further information is obtained. 1) Clarification of Cost – 2) Time Line 3) Make sure the language is correct in the Letter.

11. **Closed Session – Personnel** – A motion was made by Commissioner Whitson to go into closed session at 7:32 p.m. to discuss personnel issues. The motion seconded by Commissioner Shackelford was unanimously approved.

A motion was made by Commissioner Whitson, seconded by Commissioner Taylor, and unanimously approved to reconvene to regular session at 7:50 p.m.

12. **Commissioners Comments** - Commissioner Scarborough thanked the Public Works department for their efforts in cleaning the streets on Sunday. She also talked about the Town's Web page. Mr. Hill said that he would look into the cost of getting the Web page better designed. She also asked about the applications for the Community Center Task Force. Mr. Hill told her that he had received two applications and the deadline for the application is January 3rd.

Mr. Hill said that he had put some for sale signs on the property that the Town Owns and has had a few inquiries. He said that he would run an ad and accept sealed bids.

13. **Adjourn** - A motion was made by Commissioner Taylor, seconded by Commissioner Scarborough and carried unanimously. The meeting adjourned At 8:00 p.m.

Mayor

Interim Clerk

