

MINUTES
SNOW HILL BOARD OF COMMISSIONERS
MONDAY, September 13, 2011
201 NORTH GREENE STREET, SNOW HILL, NORTH CAROLINA

1. **Call to Order** – Mayor Liles called the meeting to order at 7:00 p.m. The prayer was offered by Commissioner Shackelford. The Pledge was led by Commissioner Scarborough.
2. **Roll Call** – The roll was called by Cathy Webb. All members were present with the exception of Commissioner Taylor. A quorum was declared.
3. **Consider Agenda Approval** - A motion was made by Commissioner Shackelford, seconded by Commissioner Whitson, and carried unanimously to approve the agenda with the addition of items (g.) Greene Lamp Rental and #7 Reports of Boards-Development Commission.
4. **Consider Minutes Approval** – A motion was made by Commissioner Shackelford, seconded by Commissioner Whitson, and carried unanimously to approve the August 24, 2011 minutes as presented.
5. **Presentations** – NONE
6. **Report of Officers** –
 - Mayor**
 - a. Mayor Liles thanked Mr. Hill and the staff for their efforts in the cleanup after the hurricane. He indicated that the roads were cleared quickly for emergency vehicles and he appreciated all the work everyone had done.
 - Town Administrator** –
 - a. **Police Department Report** – Mr. Hill gave an update on the police car purchased and a picture of the decals that would be put on the car. This will be done October 2, 2011.
DOJ Registration – Mr. Hill said that the paperwork for this registration had been done, but it could not be sent in until an officer had been sworn in.
Chief Advertisement – Mr. Hill stated that he had advertised for the position of Police Chief in several papers and that several applications had been picked up.
 - b. **Neuse Regional Library Agreement** – Mr. Hill presented an agreement from the Neuse Regional Library for review. It is allowing each local unit of local government to review the revisions and respond accordingly.
 - c. **Customer Service Policy** – Mr. Hill presented a Customer Service Policy for review. He said that the Town needed a policy in place so that all customers would be treated equally. Attorney Pridgen said he recommended that the Town have such a policy in place.

- d. Storm Recovery Report** – Mr. Hill stated that the Town had 34 maintained streets. He said that 703 tons of debris had been carried to the landfill. He estimates the cost of cleanup to be somewhere around \$90,000 and expects a good portion of it to be reimbursed by FEMA. He also said that the insurance adjuster had inspected the damages to the Town Office and the Greene Lampe building and had agreed to put new roofs on each building and replace the carpet in the Town Hall. He also wants to initiate a contract with a contractor in case of another disaster so that someone will be in place to start the cleanup.
- e. Upset Bid Results for Property Sale** – Mr. Hill advised the Board that he did not receive any other bids on the property for sale. He said that he wanted to wait until he received invoices for the advertisement and the closing costs on this property because the bidder said that he would be willing to pay these cost.
- f. Art Display Request** – Mary Dementev, a student at ECU, wants to display a Flag Collection for a project she is doing. Everyone was in favor of her doing this.
- g. Greene Lamp Rental** - Due to budget restraints, Greene Lamp is having to cut back on expenses. At the present time, they are renting about 1400 sq. ft. for \$550 per month. They have asked to cut back to one office. Mr. Hill recommended that the Town rent them one office and possibly use the other offices for the Police Department.

7. Unfinished Business: Greene County/Snow Hill Joint Meeting - Mr. Hill said that he and Mr. Davenport were going to come up with some type of agenda/ talking points for the meeting. He told the Board that he would come up with several dates and email them.

8. Report of Boards – Development Commission-Gene Riddle - Mr. Riddle asked the Board for permission to apply for the NC STEP program. He said that this was a four- step process and that he would need a lot of help in this. It was the consensus of the Board to allow Mr. Riddle and the Town Administrator, Dana Hill, to apply for this program.

9. Public Comments –

- a. Ms. Sharon Ginn** – Mrs. Ginn gave a report on the “happenings” at the Museum. She stressed that the Greene County Vintage Wedding Dresses had drawn around 400 people. She was very much pleased with this. She thanked the Town for their continued support.
- b. Dale Hancock-Media Cast** – Mr. Hancock stated that he had never been through a hurricane. He stated that all his customers had been patient and that almost all the cable was back up and running.

10. Action Items – NONE

11. Commissioner Comments – Commissioner Scarborough thanked Mr. Hill and the Staff for their efforts in the cleanup of the storm debris.

12. Adjourn – There being no further business to come before the Board a motion was made by Commissioner Scarborough, seconded by Commissioner Shackelford and carried unanimously to adjourn. The meeting adjourned at 7:40 p.m.

Mayor

Clerk