

MINUTES
SNOW HILL BOARD OF COMMISSIONERS
THURSDAY, APRIL 26, 2012
MUSEUM
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 Hagans.**
2. **Roll Call – The roll was called by Cathy Webb. All members were present with the exception of Commissioner Washington. She was out due to a family emergency. A quorum was declared.**
3. **Consider Agenda Approval – Town Administrator, Dana Hill, asked that under the report of officers that Police Chief, John Rea, be added as item ‘a’ and that the Mayor be moved to ‘b’ and the Town Administrator and Finance Officer moved to item ‘c’. A motion was made by Commissioner Taylor, seconded by Commissioner Shackelford, and unanimously approved to accept the agenda with the changes as presented.**
4. **Consider Minutes Approval – A motion was made by Commissioner Hagans, seconded by Commissioner Scarborough, and carried unanimously to approve the March 29, 2012 minutes as presented.**
5. **Presentations: NONE**
6. **Report of Officers:**
 - a. **Police Chief, John Rea – Chief Rea gave an update on the Police Department. He said that they had begun to write citations on various ordinance violations. He said that the Board may be getting some various complaints because they were writing parking tickets, giving tickets for loud mufflers, loud music, and illegal parking (mostly in fire lanes).**
 - b. **Mayor Liles- Mayor Liles gave an update on the Tribute to Kenneth Ginn that was held Saturday night, April 21st, at the LCC Auditorium. He said that the performance was great and was well attended. He presented Mr. Ginn a Proclamation and a key to the Town, which was well received by Mr. Ginn.**

He announced that the Town would host “Business After Hours” on Thursday, May 3rd, from 5:00-6:30 p.m. “ show casing “ the Snow Hill Police Department. He urged everyone to attend.

c. Town Administrator/Finance Officer –

- 1) **FY 2012-2013 Budget review – Mr. Hill presented a preliminary Budget to the Board to give them ample time to review it and ask any questions that they had. He highlighted some of the major changes compared to the last fiscal year budget. The major change was in the Public Safety Fund. An additional full-time officer is needed to be able to provide 18 hour per day coverage. The total of the proposed General Fund Budget for Fiscal Year 2012-2013 is \$830,700. The total of the proposed Water/Sewer Fund proposed budget is \$1,033,000. Commissioner Taylor asked about the line item Hillview Street Fees. Mr. Hill explained that the Hillview customers paid a fee for street lights and the revenue was put in this line item.**

7. Report of Boards: NONE

8. **Public Comments – Ms. Gwen Smith asked if the Town would be responsible for paying the fees upfront for the demolition of the properties in question. If so, how would the Town recoup these fees? Attorney Pridgen said that (1) A bill will be sent to the owners (2) If not paid, the Town could foreclose on the property (3) Then they could sell the lot and hopefully get their money back. There is not a 100% guarantee that the money will be recouped.**

9. Old Business –

- 1) **Consider adopting the ordinance directing the building inspector to place a notice on the properties located at 311 SE Third Street, 314 SE Third Street, 405 SE Third Street, and 111 Dobbs Street that the same are unsafe and blighted and may not be occupied and for the Town to proceed with demolition of the structures. These ordinances are to become effective May 6, 2012 in the event the structures located on said properties are not repaired or demolished by May 5, 2012.**

Mr. Hill told the Board that the Historic Preservation Committee had expressed concern about the Town tearing down these properties because of their historical value. (minutes of Committee meeting of April 23, 2012 attached as part of these minutes). They would like for the Board to delay this process and to allow their Committee to pursue other possible options. Mr. Hill said that he recommends going on with the process.

A motion was made by Commissioner Scarborough, seconded by Commissioner Taylor, and carried unanimously to adopt the ordinance.

10. New Business –

- 1) **Consider authorizing 2012 Contract for Auditing Services with Barrow, Parrish, and Davenport – A motion was made by Commissioner**

Scarborough, seconded by Commissioner Shackleford, and carried unanimously to authorize Barrow, Parrish, & Davenport to perform the 2011-2012 Audit for the Town.

- 11. Closed Session – A motion was made by Commissioner Shackleford, seconded by Commissioner Hagans, and carried unanimously to go into closed session to discuss personnel issues. (7:30 p.m.)**

A motion was made by Commissioner Shackleford, seconded by Commissioner Hagans, and carried unanimously to reconvene to regular session. (7:50 p.m.)

- 12. Commissioner Comments – NONE**

- 13. Adjourn – There being no further business to come before the Board, a motion was made by Commissioner Shackleford, seconded by Commissioner Taylor and carried unanimously to adjourn. The meeting adjourned at 7:55 p.m.**

Mayor

Clerk