

MINUTES
SNOW HILL BOARD OF COMMISSIONERS
MONDAY, APRIL 8, 2013
MELVIN G. OLIVER TOWN HALL
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 Hagans. The Pledge was led by Commissioner Shackleford.**
- 2. Roll Call – the roll was called by Clerk, Cathy Webb. All members were present except Commissioner Scarborough. A quorum was declared.**
- 3. Consider Agenda Approval – Town Administrator, Dana Hill, asked that item #8 be added under his comments to include discussion of the membership to The East Carolina Council of Government. A motion was made by Commissioner Washington, seconded by Commissioner Shackleford, and carried unanimously to approve the agenda with the modification.**
- 4. Consider Minutes Approval – A motion was made by Commissioner Hagans, seconded by Commissioner Shackleford, and carried unanimously to approve the March 11, 2013 minutes as presented.**
- 5. Program: NONE**
- 6. Presentations – NONE**
- 7. Report of Officers:**
 - a. Town Administrator – Dana Hill**
 - 1) Test Well Update – Mr. Hill advised the Board that the test well had been completed and samples had been analyzed. He said everything looked good so far. Other testing will be done shortly.**
 - 2) Capacity Use Rules Update – Mr. Hill is considering getting a Capacity Land Use Plan done in the near future.**
 - 3) Proposal Request – Solid Waste and Audit – Mr. Hill said that he had sent proposals out for auditing services and solid waste. He said that he thought this needed to be done every couple of years just to see what other companies were charging for the same services.**
 - 4) Gift Deed – 111 SE Third St – He said that this property that was condemned and demolished last year has been offered to the Town in the form of a gift deed in lieu of payment. Demolition cost associated with this property were \$11,000. Greene County taxes in the amount of \$482.90 would have to be paid by the Town in order to take ownership. The tax value of the property is \$8790. He said that we could market The property in hopes of adding back collectible tax base and eliminate**

ongoing maintenance to the lot.

- 5) **Joint Meeting with Greene County Board – Mr. Hill said that he had talked with Mr. Hicks, Interim County Manager, about this. Mr. Hicks thought it would be better to have a separate meeting than there Board Meeting. Mr. Hill asked the Board to decide on a date and email him and let him know when to schedule it.**
- 6) **FY 13-14 Budget – Mr. Hill presented a draft of the fiscal year 2013-2014 proposed budget. He highlighted some of the items. He said that He was proposing a 2.5% cost of living adjustment for employees as well as a 10% increase in Health insurance. The insurance rates should be received by the last of April. He then may propose a decrease in COLA if the increase for the insurance is more. He noted that the Police Department Budget had increased because another full-time officer is needed. He asked for permission to advertise for another full-time officer. It was the consent of the Board to start this process. General fund expenditures increased by \$5,900 and Enterprise funds decreased by \$41,400. Mr. Hill announced that he would schedule a Budget Public Hearing for the May 13, 2013 meeting.**
- 7) **Land Use Plan –**
- 8) **Discuss ECOG Membership – Mr. Hill told the Board that if they wanted to withdraw from the ECOG that they must send a letter to them ninety days prior to July 1, 2013. A motion was made by Commissioner Taylor, seconded by Commissioner Washington, and carried unanimously to send a letter of intention to withdraw from the East Carolina Council of Government immediately. Mr. Robert Masters updated the Board on the financial status of the ECOG and various other comments.**

Finance Officer: Cathy Webb presented Budget Amendment #3 for Consideration. She said that she had begun early to “clean-up some of the line items-probably there would be more in June.

8. **Report of Boards – Development Advisory – Mr. Hill said that the Development Advisory Board had discussed placing a monument at the Boat Ramp (The original ball field) recognizing the “Snow Hill Billies”. A granite Marker depicting the field and the list of the players will cost about \$1200. It was also discussed the concept of a small RV Park located at the boat ramp with slots for 4-6 units.**
9. **Public Comments –**
 - 1) **Mr. Gene Smith read a proclamation from the North Carolina General Assembly commemorating the Tuscarora Indians killed in the 1713 Battle at the site of Fort Nooherooka in Greene County.**
 - 2) **David Jones – Mr. Jones thanked the Town for their efforts in repairing**

the sidewalks in town. Also, he would like to see the Police Department to do more in the way of Community Outreach in the Town. He said that he appreciated the work done by the Snow Hill PD.

10. Unfinished Business: NONE

11. New Business:

- 1) Consider Accepting Gift Deed of Property located at 111 SE Third Street- A motion was made by Commissioner Washington, seconded by Commissioner Shackelford, and carried unanimously to accept this Gift deed.**
- 2) Consider adopting Budget Amendment #3 as presented – A motion was made by Commissioner Taylor, seconded by Commissioner Shackelford, and carried unanimously to approve the budget amendment as presented.**

12. Closed Session – Personnel – A motion was made by Commissioner Washington, seconded by Commissioner Shackelford, and carried unanimously to enter into the closed session.

A motion was made by Commissioner Washington, seconded by Commissioner Shackelford, and carried unanimously to reconvene to regular session.

13. Commissioner Comments – NONE

14. Adjourn – A motion was made by Commissioner Taylor, seconded by Commissioner Shackelford, and carried unanimously to adjourn. The meeting adjourned at 8:25 p.m.

Mayor

Clerk