

**MINUTES  
SNOW HILL BOARD OF COMMISSIONERS  
G. MELVIN OLIVER TOWN HALL  
201 N. GREENE STREET  
SNOW HILL, NC 28580**

1. **Call to Order – Mayor Liles called the meeting to order at 6:30 p.m. The prayer was led Commissioner Hagans. The Pledge was led by Commissioner Wilkes.**
2. **Roll Call – The roll was called by Town Clerk, Cathy Webb. All members Were present. A quorum was declared.**
3. **Consider Agenda Approval – Town Administrator, Dana Hill, asked that item #5 Program/Presentations be removed from the agenda because the Auditor, John Pollard, was sick and was not able to be here tonight. Also, he asked that item #9-Action Items-that item 3 be removed –Consider Approval of Resolution 2014-3-Personnel policy be removed. Motion was made by Commissioner Washington, seconded by Commissioner Hagans, to approve the agenda with the removal of the items mentioned above. Motion carried.**
4. **Consider Minutes Approval – Motion made by Commissioner Washington, seconded by Commissioner Wilkes, to approve the October 13, 2014 minutes as presented. Motion carried.**
5. **Program/Presentations-FY 2014 Audit Presentation – Removed from Agenda**
6. **Report of Officers –**
  - a. **Mayor**
    1. **Veteran’s Day Ceremony – Mayor Liles announced that the Veterans’s Day Ceremony would be held on Tuesday, November 12, 2014 at 11:00 at the National Guard Armory. He encouraged al to attend if possible.**
    2. **Christmas Extravaganza – Mayor Liles announced that the Annual Christmas Extravaganza would be held on December 12, 2014 from 6-9 p.m.**
    3. **Staff Christmas Dinner – Mayor Liles announced that this would be held on December 8, 2014 at 6:30 p.m. The location will be decided and Mr. Hill will let everyone know.**
  - b. **Town Administrator/Public Works Director –**
    1. **Vehicle Maintenance –Mr. Hill gave the Board an update on on the Police cars. He said that he was dealing with the**

Chrysler dealer now and would let the Board know what He finds out. The cars have had a lot of repair-repairs thus Far have been under warranty

2. **Parade Plans** – The Christmas parade will be held on December 6th at 2:00. He would like to know who plans to ride in the Parade as soon as possible.
  3. **Personnel Policy Amendment** – Removed from Agenda
  4. **Tractor/Mower Purchase** – Mr. Hill explained that the Public Works Department needs a newer tractor and rotary mower. He explained that the equipment currently being used is more than 20 years old and maintenance costs are beginning to exceed the value of the tractor. He also would like to purchase a side mower to cut areas along the streets and sewer right-of-ways. He anticipates that the total cost would not exceed \$60,000. Funds Can be taken out of fund balance.
  5. **Funding for Creek Cleaning** – Mr. Hill has applied for a grant thru Duke Energy. He has talked with the Town of Hookerton and between the two towns they applied for the grant to clean out the creek from Snow Hill to Hookerton. This is a 100% grant- no matching monies.
7. Report of Boards – NONE
8. Public Comments – NONE
9. Action Items –
1. **Consider Adoption of Resolution 2014-2: Charter Amendment-**  
Motion made by Commissioner Washington, seconded by Commissioner Wilkes-Motion carried.
  2. **Consider Appointment of Dana Hill as Town Manager/Public Works Director** – Motion made by Commissioner Wilkes, Seconded by Commission Shackelford-Motion carried.
  3. Items deleted
  4. **Consider Authorizing the Purchase of Tractor/Mower Package-**  
Motion made by Commissioner Washington, seconded by Commissioner Wilkes-Motion carried.
10. Closed Session – Motion made by Commissioner Washington, seconded by Commissioner Wilkes to go into closed session. Motion carried  
Motion made by Commissioner Washington, seconded by Commissioner Hagans to reconvene to regular session.

**11. There being no further business to come before the Board, a motion was Made by Commissioner Wilkes, seconded by Commissioner Shackelford to adjourn.**

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**Mayor**

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**Clerk**