

**MINUTES**  
**Snow Hill Board of Commissioners**  
**Monday, 8 January 2018; 6:30 pm**  
**G. Melvin Oliver Town Hall**  
**908 SE Second Street**

1. **Call to Order** *Invocation / Pledge of Allegiance*  
Mayor Liles called the meeting to order at 6 p.m.
2. **Roll Call – Laquita Davis**  
Members present, Mayor Liles, Commissioners Hagans, Shackelford, Washington and Wilkes. A quorum was declared. Staff present: Dana Hill, Town Manager; Laquita Davis, Town Clerk.
3. **Consider Agenda Approval**  
Motion to approve agenda by Commissioner Washington, Second by Commissioner Shackelford. Motion carried.
4. **Consider Minutes Approval** *11 December 2017*  
Motion to approve minutes by Commissioner Hagans, Second by Commissioner Shackelford. Motion carried.
5. **Program / Presentations:**
  - Oath of Office- Chief of Police** *Laquita Davis, Town Clerk*
  - FYE 2017 Audit Report** *Andrew Harris, CPA*Mr. Harris reported the findings of the Audit as being an unqualified opinion. He summarized the Management Discussion and Analysis report (MD&A) and reported the fund balance of \$1,123,741.00. Commissioner Washington asked what the bond rating means, and Mr. Harris explained it's basically the towns credit score.
6. **Report of Officers:**
  - a. Mayor
  - b. **Town Manager / PW Director**
    1. **Offer to Purchase Property** *Action Request*  
Mr. Hill recommended to accept the bid for Hart St. and Pine St.
    2. **NC Commerce Grant** *Action Request*  
Mr. Hill said the grant was awarded in and no project has started. He has spoken with to the owner and the consultant and there is no update. He recommends to deobligate the town from being responsible for the funds. Business owner is eligible to reapply. The grant must be completed by December 2018.
    3. **Ethics Training** *Information*  
Mandatory ethics training can be provided by Brian Pridgen's firm or through a webinar that can be purchased. The training must be completed by November 2018.
    4. **General Updates** *Information*

Cemetery streets have been completed.

The gym has been purchased and the Public Works department has gone out and boarded up the gym and cleaned up the area around it.

Pump station #6 – FEMA awarded \$85,000.00 and Commerce awarded \$134,000 to move it.

Duke Project grant – Educational information centered around wastewater treatment plant and a public fishing deck/platform

**5. Planning Retreat**

*Consent Request*

Will be held at Brian Pridgen's office in February.

**c. Chief of Police**

**1. Shop with Cop Program**

*Information*

Chief Hobbs informed everyone about the success of Shop with a Cop for 2017. Over \$2300 was raised to help 9 children have a nice Christmas. Chief Hobbs thanked his family for assisting and stated he would like the program to continue.

**7. Public Comments**

**8. Action Items:**

**1. Consider Offers to Purchase Vacant Town Property**

Motion to approve by Commissioner Washington, Second by Commissioner Shackelford. Motion carried.

**2. Consider De-Obligating NC Commerce Building Reuse Grant Awarded to HELP**

Motion to approve by Commissioner Shackelford, Second by Commissioner Washington. Motion carried.

**9. Commissioner Comments**

Mayor Liles spoke on grants and said it was a good and productive meeting.

Commissioner Wilkes said she is excited about Chief Hobbs and the Shop with a Cop program.

Commissioner Washington said it is a blessing to give back to the community and good for the kids to get to know the Town Police,

Mayor Liles spoke about Public Works taking care of the streets and the leaks around town over the past week and thanked them.

**10. Adjourn**

Motion to adjourn by Commissioner Shackelford, Second by Commissioner Wilkes. Motion carried.