



**AGENDA**  
**SNOW HILL BOARD OF COMMISSIONERS**

Tuesday, 15 February 2022, 6:00 p.m.

*G. Melvin Oliver Town Hall*

908 SE Second St.

**Call to Order:** Mayor Dennis Liles  
**Invocation:** Mayor Liles will ask a Board Member to give the invocation  
**Pledge of Allegiance:** Mayor Dennis Liles

**I. Roll Call**

**II. Approval of Agenda**

**III. Public Comments (NCGS § 160A-81-1)** *Please state your name, topic you will be speaking, and your three (3) minutes will begin.*

**IV. Presentation:**

A. Board of Election Director, Trey Cash

**V. Public Hearing:**

A. Public Hearing in Consideration to Hold Election's in even years.

**VI. Consent Agenda:**

- A. Consider Approval of Minutes 10 January 2022
- B. Budget Ordinance Amendment – Cauley / Pridgen Law Firm \$13,300.00
- C. Budget Ordinance Amendment - Xylem \$6,472.23 for Emergency Sewer Bypass

**VII. Town Manager Report:**

- A. Resolution in Consideration to Hold Election's in even years.
- B. Resolution to Surplus Police Vehicle(s)
- C. Discussion: Extreme Vac DCL8031 Street Vacuum
- D. Informational: Splash Pad Funding; SCIF / PARTF
- E. Retreat Meeting 14 March 2022

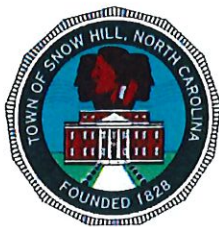
**VIII. Monthly Reports:**

- A. Police Report
- B. Public Works
- C. Financial Statements
- D. Project Information Updates

***/X* IX. Closed Session  
Comments from Mayor and Board:**

**XII. Adjournment**

*Any person who has a disability requiring a reasonable accommodation to participate in this meeting should contact Town Hall prior to the meeting date. Requests for an interpreter require five (5) working days' notice. Proposed agenda current as of 15 February 2022.*



**To:** Mayor and Board Members  
**From:** Todd Whaley  
**Date:** 15 February 2022

**REF:** IV Presentation

**Background:**

Presentation: Trey Cash, Director of Elections will be giving a small informational speech on the current opportunity to host elections in even years. *You may ask for clarification during this time.* Directly following this presentation will be a public hearing on this matter.

**Recommendation:** No action needed. Action will be taken later in the meeting.

**Now Therefore Be It Resolved,**

Moved: \_\_\_\_\_ Second: \_\_\_\_\_

Vote: Yes \_\_\_\_\_ No \_\_\_\_\_

Unanimous: \_\_\_\_\_



# GREENE COUNTY BOARD OF ELECTIONS

## Town of Snow Hill

### 2021 Municipal Election Bill

<b>Bill for Snow Hill</b>	
<b>Category</b>	<b>Town of Snow Hill</b>
Absentee Envelopes	\$ 60.00
Absentee Meetings	\$ 57.50
ATV Forms	\$ 43.40
Automark cartridges	\$ -
Ballot printing	\$ 165.00
Ballot programming	\$ 754.79
Ballot Supplies	\$ 30.26
Batteries	\$ -
Canvass	\$ -
<b>Credit for Filing Fees</b>	\$ (35.00)
Delivery /Pickup	\$ 45.13
Early Voting Part Time	\$ 812.77
ED roving	\$ -
Election Day assistant	\$ 92.50
Election Day meeting	\$ 28.75
Hand-eye recount	\$ 25.00
Legal Notice	\$ 175.50
Mileage	\$ 18.75
Office OT	\$ 941.87
Office P/T wOT	\$ -
One-Stop Rental Fee	\$ 125.00
Poll books	\$ 29.50
Poll worker Pay	\$ 975.00
Postage	\$ 272.00
Rental Equipment	\$ -
Sup. Absentee Meeting	\$ -
Training Misc Expenses	\$ 12.50
<b>Grand Total</b>	<b>\$ 4,630.22</b>

Voter Turnout for the 2021 Municipal Election for the  
Town of Snow Hill: 437

### 2019 Municipal Election Bill

<b>Bill for Snow Hill</b>	
<b>Category</b>	<b>Town of Snow Hill</b>
Absentee Envelopes	\$ 35.50
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Ballot printing	\$ 176.25
Ballot programming	\$ 624.21
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Canvass	\$ -
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Postage	\$ 216.15
Rental Equipment	\$ -
Sup. Absentee Meeting	\$ -
<b>Grand Total</b>	<b>\$ 3,371.93</b>

Voter Turnout for the 2019 Municipal Election for the  
Town of Snow Hill: 494



# GREENE COUNTY BOARD OF ELECTIONS

## Town of Snow Hill

2021 Municipal Election Bill

Same election bill if the election was in an even year (approximately)

Bill for Snow Hill		
Category		Town of Snow Hill
Ballot printing	\$	165.00
Ballot programming	\$	754.79
Ballot Supplies	\$	30.26
Credit for Filing Fees	\$	(35.00)
Grand Total	\$	915.05

Bill for Snow Hill	
Category	
Ballot printing	165.00
Ballot programming	754.79
Ballot Supplies	30.26
Credit for Filing Fees	(35.00)
Grand Total	915.05

Voter Turnout for the 2021 Municipal Election for the Town of Snow Hill: 437

Voter Turnout for the 2020 General Election for the Town of Snow Hill: 818

Voter Turnout for the 2019 Municipal Election for the Town of Snow Hill: 494

Voter Turnout for the 2018 General Election for the Town of Snow Hill: 569

Total Registered Voters in the Town of Snow Hill (as of December 2021): 1,065

Moving to even years will allow all voters to use absentee voting(One-Stop early voting) at no additional cost.



**To:** Mayor and Board Members  
**From:** Todd Whaley  
**Date:** 15 February 2022

**REF:** VI Consent Agenda

**Background:**

- A. Approval of last months meeting minutes
- B. The Budget Ordinance Amendment formally approves the cost of the civil suit filed on behalf of Cauley/Pridgen Law Firm regarding Devin Hodges. This money was not budgeted. It will be paid from fund balance appropriation. To my knowledge there has not been any additional complaints or interaction with Mr. Hodges since the court closing.
- C. On 1/7/2022 all pumps experienced a power failure at our Wastewater Influent Pump Station. OIC Drake Robart immediately responded after hours and worked through the night to establish a back up pumping alternative. This was the appropriate action necessary to prevent a sewer spill. Pumps have been repaired. The total cost for the bypass pumping was \$6,472.23.

**Recommendation:** It is my recommendation to approve the consent agenda

**Now Therefore Be It Resolved,** The Town of Snow Hill Board of Commissioners approves the consent agenda.

Moved: \_\_\_\_\_ Second: \_\_\_\_\_

Vote: Yes \_\_\_\_\_ No \_\_\_\_\_

Unanimous: \_\_\_\_\_



MINUTES  
SNOW HILL BOARD OF COMMISSIONERS

Monday, 10 January 2022, 6:00 p.m.

*G. Melvin Oliver Town Hall*

908 SE Second St.

**Call to Order:** Mayor Dennis Liles

**Invocation:** Commissioner Washington

**Pledge of Allegiance:** Mayor Dennis Liles

**Attendees:** Mayor Liles; Commissioner Wilkes, Mayor Pro-Tem; Commissioner Andrews; Commissioner Daniels; Commissioner Shackelford; Commissioner Washington, Town Manager Whaley, Town Clerk Davis, Attorney Pridgen

**I. Approval of Agenda**

Motion by: Washington

Motion Seconded by: Shackelford

Votes: Ayes - 5

Nays – 0

Abstained – 0

**II. Public Comments (NCGS § 160A-81-1)**  
**NONE**

**III. Presentation:**

A. Thompson & Price Audit FY 2020-2021

Town Manager contacted auditing firm via phone call for the presentation. Auditor notated no communication findings. Auditor notated a \$241,464 net change in general fund and a (\$10,879) net change after contribution in enterprise fund.

**IV. Proclamation:**

1. Proclamation of January 17, 2022, as the Martin Luther King Jr. Federal Holiday  
Read by Commissioner Wilkes

2. Proclamation of the month of February as Black History Month  
Read by Commissioner Washington



**V. Consent Agenda:**

- A. Consider Approval of Minutes 13 December 2021
- B. Consider Approval of Public Hearing Minutes
- C. Approval of Contract Beaman Mulching LLC – Sewer Right of Way Maintenance

**VI. Action Items:**

- A. Consideration to hold a Public Hearing in reference to holding Board of Commissioner Elections in even years to be held at 6 p.m. on February 15, 2022.

Motion by: Washington  
Motion Seconded by: Wilkes  
Votes: Ayes - 5  
Nays – 0  
Abstained – 0

***APPROVED***

- B. Consideration to adopt Information Technology Use and Data Breach Policy

Motion by: Washington  
Motion Seconded by: Wilkes  
Votes: Ayes - 5  
Nays – 0  
Abstained – 0

***APPROVED***

- C. Board of Commissioner Meeting Schedule 2022

Motion by: Washington  
Motion Seconded by: Andrews  
Votes: Ayes - 5  
Nays – 0  
Abstained – 0

***APPROVED***

- D. Town Employee Holiday Schedule 2022

Motion by: Wilkes  
Motion Seconded by: Shackelford  
Votes: Ayes - 5  
Nays – 0  
Abstained – 0

***APPROVED***



- E. Zoning Code Amendment in consideration to combine the Planning Board and Board of Adjustment into a new board entitled the "Town of Snow Hill Board of Planning and Adjustment".

Motion by: Washington  
Motion Seconded by: Andrews  
Votes: Ayes - 5  
Nays - 0  
Abstained - 0

***APPROVED***

- F. Town of Snow Hill Board of Planning and Adjustment member appointments:  
Ms. Joan Atkinson (Town rep) and Ms. Ernestine Sugg (ETJ rep)

Motion by: Washington  
Motion Seconded by: Shackelford  
Votes: Ayes - 5  
Nays - 0  
Abstained - 0

***APPROVED***

**VII. Monthly Reports:**

- A. Police Report
- B. Public Works
- C. Financial Statements
- D. Project Information Updates

**VIII. Comments from Mayor and Board: NONE**

**IX. Closed Session: § 143-318.11. Personnel, Legal**

Motion to enter Closed session made at 6:30 p.m.

Motion by: Wilkes  
Motion Seconded by: Andrews  
Votes: Ayes - 5  
Nays - 0  
Abstained - 0

***APPROVED***

Motion to exit Closed session made at 6:30 p.m.

Motion by: Andrews  
Motion Seconded by: Washington  
Votes: Ayes - 5  
Nays - 0  
Abstained - 0

***APPROVED***

X. Board Actions in open session

NONE

XI. Adjournment at 7:14 p.m.

Motion by: Wilkes


Motion Seconded by: Washington

Votes: Ayes - 5

Nays - 0

Abstained - 0

Approved:  Dennis Liles, Mayor

Respectfully Submitted:  Laquita Davis, Town Clerk

# Ordinance

Budget Amendment  
Fiscal Year 2021/2022

General Fund/Department Adjustments

**BE IT ORDAINED** by the Mayor and Board of Commissioners of the Town of Snow Hill, North Carolina, that pursuant to North Carolina General Statue 159-15, the following budget amendment be made for the Budget Ordinance adopted June 8, 2021

	(Decrease)	Increase
<u>FUND BALANCE APPROPRIATION</u> <u>100-004-03990-39900</u>	6,650.00	
<u>APPROPRIATION RETAINED EARNINGS</u> <u>600-004-03714-37980</u>	6,650.00	
<u>LEGAL</u> <u>100-005-04120-05191</u>		6,650.00
<u>LEGAL</u> <u>600-005-07130-05191</u> <u>600-005-07140-05191</u>		3,325.00 3,325.00
	(13,300.00)	13,300.00

Adopted this the 15 day of February,  
2022

ATTEST:

  
Mayor

  
Clerk

January 19, 2022

Todd Whaley, Town Manager  
Town of Snow Hill  
908 SE Second Street  
Snow Hill, NC 28580

Re: Statement for Legal Services Rendered

Dear Todd:

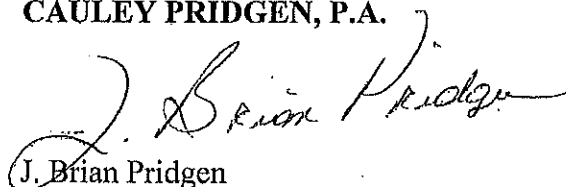
Enclosed please find my law firm's statements for services rendered and expenses advanced as shown below:

1.	General Matters (thru 12/31/21)	\$1,178.92
2.	Devin Hodges Litigation (thru 11/30/21)	12,104.90

Total Due: \$13,283.82

Thank you again for the opportunity to be of service and if you have any questions about the statements or other matters, please let us know. With best regards, I am,

Very truly yours,  
CAULEY PRIDGEN, P.A.

  
J. Brian Pridgen

JBP/bdl  
Enclosure

F:\Pridgen\Town of Snow Hill\Statements\2020\let to Snow Hill re statement thru 123121

# Ordinance

Budget Amendment  
Fiscal Year 2021/2022

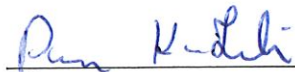
General Fund/Department Adjustments

**BE IT ORDAINED** by the Mayor and Board of Commissioners of the Town of Snow Hill, North Carolina, that pursuant to North Carolina General Statue 159-15, the following budget amendment be made for the Budget Ordinance adopted June 8, 2021

	(Decrease)	Increase
<u>APPROPRIATION RETAINED EARNINGS</u> <u>600-004-03714-37980</u>	6,472.23	
<u>SEWER EQUIPMENT REPAIRS AND</u> <u>MAINTENANCE</u> <u>600-005-07130-05352</u>		6,472.23
	(6,472.23)	6,472.23

Adopted this the 15 day of February  
2022

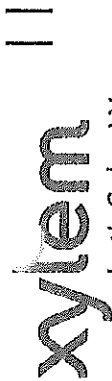
ATTEST:



Mayor



Clerk



Let's Solve Water



Sold by:

Invoice

Branch 012  
300 Sigma Drive  
Garner, NC 27529  
Tel: 919-661-6061  
Fax: 919-661-6062

22

Slower

Remit to: Xylem Dewatering Solutions, Inc.  
26717 Network Place  
Chicago, IL 60673-1267  
Phone: 1.855.278.2248 (opt 1)

NOTE: Valued customers, please note the NEW remit address change included on this invoice.

S H I P T O

S O L D T O  
Town of Snow Hill  
PO BOX 247  
SNOW HILL, NC 28580-0247

Cust. No.	Invoice Date	Invoice No.
00120150	01-28-2022	401145551

Page 1 of 1

Customer PO		Ordered By	Contract Date	Service Contract #	Sales Representative	Order Taken By	Payment Terms
908 SE Second Street			01-07-2022	212017050	Freddie Hudson, Jr.	Freddie Hudson, Jr.	Net 30
QTY	ITEM	DESCRIPTION				UNIT AMOUNT	EXTENDED AMOUNT
3	TRAVEL	Travel Charge					
5	LABOR	Labor Standard Rate					
		Comments					
		Supplied the technicians to setup emergency 6" bypass on 1/7/2022					
ALL PAST DUE INVOICES ARE SUBJECT TO 1 1/2% PER MONTH SERVICE CHARGE		Rental	Labor	Shipping	Misc. Charges	Taxes	
		\$ 0.00	\$ 815.00	\$ 0.00	\$ 0.00	\$ 57.05	
Important Information: Due to fraud attempts any communication for changes of bank account details have to be confirmed by a call-back with your respective Xylem contact person.						Total Invoice	\$ 872.05



Sold by:

Invoice

Braun 012  
300 Sigma Drive  
Garner, NC 27529  
Tel: 919-661-6061  
Fax: 919-661-6062

Remit to:  
26717 Network Place  
Chicago, IL 60673-1267  
Phone: 1.855.278.2248 (opt 1)

NOTE: Valued customers, please note the NEW remit address change included on this invoice.



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Town of Snow Hill  
PO BOX 247  
SNOW HILL, NC 28580-0247

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Town of Snow Hill  
908 SE Second Street  
SNOW HILL, NC 28580-0247

Cust. No.	Invoice Date	Invoice No.
00120150	01-27-2022	401145108

Page 1 of 2

Customer PO		Ordered By	Contract Date	Rental Contract #	Sales Representative	Order Taken By	Payment Terms
WWTP Clarifier		Joe Roberts	01-10-2022	212017051	Freddie Hudson, Jr.	Freddie Hudson, Jr.	Net 30
QTY	ITEM	DESCRIPTION			PER	DW/M	RATE
Rental 01/07/2022 Thru 02/03/2022							
1	D-63053	NC150 6" 4045T290-IT4 RGT			1	M	
1	CAPGMA005R	PrimeGuard 65' NM Mechanical Float Set			1	M	
3	HSCM040020F1NR	4" x 20' Composite Hose W/150#FL			1	M	
2	HSX060020QDPR	6" x 20' Lt Wt Helix Hose W/QD			1	M	
1	VLAR020PTY01R	2" Combination Air Valve ARI D-025-2			1	M	
1	HSCM040010F1NR	4" x 10' Composite Hose W/150#FL			1	M	
1	VLCK040F1C00R	4" Check Valve W/150#FL			1	M	
1	BN06090QDG000R	6" 90 Degree QD Bend			1	M	
1	BN06090QDG001R	6" 90 Degree MQD Bend x 150 #FL			1	M	
1	TE040F1F1F00R	4" Tee W/150#FL • with blind Flange and 2" valve			1	M	
1	EMERGENCYMOB	Emergency Mobilization					
					PER	DW/M	RATE
							AMOUNT

ALL PAST DUE INVOICES ARE SUBJECT TO  
1 1/2% PER MONTH SERVICE CHARGE

Important Information: Due to fraud attempts any communication for changes of bank account details have to be confirmed by a call-back with your respective Xylem contact person.





**Sold by:**

## Index

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300 Sigma Drive  
Garner, NC 27529  
Tel: 919-661-6061  
Fax: 919-661-6062

**Remit to:** Xylem Dewatering Solutions, Inc.  
26717 Network Place  
Chicago, IL 60673-1267  
Phone: 1.855.278.2248 (opt 1)

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SE - a TO

Town of Snow Hill  
PO BOX 247  
SNOW HILL, NC 28580-0247

50-10 1-0

Town of Snow Hill  
908 SE Second St  
SNOW HILL, NC 2

Cust. No.	Invoice Date	Invoice No.
00120150	01-27-2022	401145108

Page 2 of 2

Customer PO	Ordered By	Contract Date	Rental Contract #	Sales Representative	Order Taken By	Payment Terms
QTY	ITEM	DESCRIPTION	PER	D/W/M	RATE	AMOUNT
1	DZONEROLLBACK	Delivery Zone - Rollback				
1	ENV/FEE	Environmental Fee				

ALL PAST DUE INVOICES ARE SUBJECT TO  
1 1/2% PER MONTH SERVICE CHARGE

**Important Information:** Due to fraud attempts any communication for changes of bank account details have to be confirmed by a call-back with your respective Xylem contact person.

**Total Invoice**

**\$5,600.18**



**To:** Mayor and Board Members  
**From:** Todd Whaley  
**Date:** 15 February 2022

**REF:** Resolution in Consideration to Hold Election's in even years

**Background:**

Currently our Town elections are held on odd number years (ex. 2021, 2023). The option has presented itself to hold our elections in conjunction with the county and other elections. This is an opportunity for the Town to reduce the cost of an independent election while still allowing the same voter options. There will still be early voting, absentee voting, and election day voting. The only change would include: - current elected officials will not run until 2024; & the cost savings would be \$3,715.17. Attached in your packet is a document showing the cost and voter turn-out of previous elections. From a financial perspective, it would be recommended to lower the cost of elections by moving them to even years. From an elected official's perspective, each member would be encouraged to vote according to their opinion.

**Recommendation:** See two options below:

**Now Therefore Be It Resolved,**

- ☒ The Town of Snow Hill Board of Commissioners approves to host elections in even years.
- ☐ The Town of Snow Hill Board of Commissioners approves to leave elections in odd numbered years.

Moved: RW Second: LW

Vote: Yes 5 No \_\_\_\_\_

Unanimous: 1



**RESOLUTION OF THE TOWN OF SNOW HILL BOARD OF COMMISSIONERS**  
**METHOD OF ELECTION**

**WHEREAS**, the Town of Snow Hill

On \_\_\_\_\_ / \_\_\_\_ 2022 the Town of Snow Hill Board of Commissioners adopted the following resolution:

**NOW, THEREFORE, BE IT RESOLVED** by Town of Snow Hill Board of Commissioners that The Town of Snow Hill has voted to adopt that the regular municipal election shall be held in even-numbered years and for all and future elections held for the Town of Snow Hill by the Greene County Board of Elections until which time this resolution is repealed by the Town of Snow Hill in accordance with municipal election laws of North Carolina.

DULY ADOPTED, this \_\_\_\_ day of \_\_\_\_\_, 2022.

TOWN OF SNOW HILL

\_\_\_\_\_  
DENNIS K. LILES, Mayor

ATTEST:

\_\_\_\_\_  
LAQUITA DAVIS, Town Clerk

SEAL





# GREENE COUNTY BOARD OF ELECTIONS

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Office P/T wOT	\$ -
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# GREENE COUNTY BOARD OF ELECTIONS

## Town of Walstonburg

2021 Municipal Election Bill

<b>Bill for Walstonburg</b>	
Category	Town of Walstonburg
Absentee Envelopes	
Absentee Meetings	
ATV Forms	\$ 2.20
Automark cartridges	\$ -
Ballot printing	\$ 24.00
Ballot programming	\$ 754.79
Ballot Supplies	\$ 30.26
Batteries	\$ -
Canvass	\$ -
<b>Credit for Filing Fees</b>	<b>\$ (30.00)</b>
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Election Day meeting	\$ 28.75
Hand-eye recount	\$ 25.00
Legal Notice	\$ 175.50
Mileage	\$ 18.75
Office OT	\$ 329.12
Office P/T wOT	\$ -
Poll books	\$ 3.50
Poll worker Pay	\$ 790.00
Postage	\$ -
Rental Equipment	\$ -
Sup. Absentee Meeting	\$ -
Early Voting Part Time	
Election Day assistant	\$ 92.50
One-Stop Rental Fee	\$ -
Training/Misc Expenses	\$ 12.50
<b>Grand Total</b>	<b>\$ 2,301.99</b>

Voter Turnout for the 2021 Municipal Election for the  
Town of Walstonburg: 22

2019 Municipal Election Bill

<b>Bill for Walstonburg</b>	
Category	Town of Walstonburg
Absentee Envelopes	\$ -
Absentee Meetings	\$ 28.75
ATV Forms	\$ 1.35
Automark cartridges	\$ 28.24
Ballot printing	\$ 64.80
Ballot programming	\$ 624.21
Ballot Supplies	\$ 30.26
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Lunch	\$ -
Mileage	\$ 18.75
Office Assist.	\$ 333.55
Office OT	\$ 579.45
Office P/T wOT	\$ -
Poll books	\$ 11.50
Poll worker Pay	\$ 1,015.00
Postage	\$ 52.85
Rental Equipment	\$ -
Sup. Absentee Meeting	\$ -
<b>Grand Total</b>	<b>\$ 3,167.43</b>

Voter Turnout for the 2019 Municipal Election for the  
Town of Walstonburg: 27

Note: In 2021, the Town of Walstonburg did not participate in absentee by mail or One-Stop early voting.



# GREENE COUNTY BOARD OF ELECTIONS

## Town of Hookerton

2021 Municipal Election Bill

<b>Bill for Hookerton</b>	
<b>Category</b>	<b>Town of Hookerton</b>
Absentee Envelopes	
Absentee Meetings	
ATV Forms	\$ 3.20
Automark cartridges	\$ -
Ballot printing	\$ 24.00
Ballot programming	\$ 754.79
Ballot Supplies	\$ 30.26
Batteries	\$ -
Canvass	\$ -
<b>Credit for Filing Fees</b>	<b>\$ (15.00)</b>
Delivery /Pickup	\$ 45.13
ED roving	\$ -
Election Day meeting	\$ 28.75
Hand-eye recount	\$ 25.00
Legal Notice	\$ 175.50
Mileage	\$ 18.75
Office OT	\$ 329.12
Office P/T wOT	\$ -
Poll books	\$ 6.25
Poll worker Pay	\$ 790.00
Postage	\$ -
Rental Equipment	\$ -
Sup. Absentee Meeting	\$ -
Early Voting Part Time	
Election Day assistant	\$ 92.50
One-Stop Rental Fee	\$ -
Training/ Misc Expenses	\$ 12.50
<b>Grand Total</b>	<b>\$ 2,320.74</b>

Voter Turnout for the 2021 Municipal Election for the  
Town of Hookerton: 32

2019 Municipal Election Bill

<b>Bill for Hookerton</b>	
<b>Category</b>	<b>Town of Hookerton</b>
Absentee Envelopes	\$ 0.50
Absentee Meetings	\$ 28.75
ATV Forms	\$ 1.65
Automark cartridges	\$ 28.24
Ballot printing	\$ 32.55
Ballot programming	\$ 624.21
Ballot Supplies	\$ 30.26
Batteries	\$ 10.10
Canvass	\$ -
<b>Credit for Filing Fees</b>	<b>\$ (20.00)</b>
Delivery /Pickup	\$ 58.19
ED roving	\$ 97.50
Election Day meeting	\$ 28.75
Hand-eye recount	\$ 25.00
Legal Notice	\$ 189.19
Lunch	\$ -
Mileage	\$ 18.75
Office Assist.	\$ 333.55
Office OT	\$ 579.45
Office P/T wOT	\$ -
Poll books	\$ 18.00
Poll worker Pay	\$ 1,015.00
Postage	\$ 55.15
Rental Equipment	\$ -
Sup. Absentee Meeting	\$ -
<b>Grand Total</b>	<b>\$ 3,154.78</b>

Voter Turnout for the 2019 Municipal Election for the  
Town of Hookerton: 33

Note: In 2021, the Town of Hookerton did not participate in absentee by mail or One-Stop early voting.





**To:** Mayor and Board Members

**From:** Todd Whaley

**Date:** 15 February 2022

**REF:** Resolution to Surplus Police Vehicle(s)

**Background:**

Attached is a Resolution to surplus two police vehicles that are no longer utilized by our police department. Both vehicles will be posted for sealed bids. All markings to reflect the Town of Snow Hill will be removed prior to selling. Highest bidder will be awarded the bid. Bid will be posted for 30 days minimum.

**Recommendation: (Motion Required)** It is my recommendation to surplus two police vehicles

**Now Therefore Be It Resolved,** The Town of Snow Hill Board of Commissioners approves the resolution to surplus two (2) police crown victoria vehicles by sealed bid to the highest bid.

Moved: FD Second: LW

Vote: Yes / No         

Unanimous: ✓




## RESOLUTION AUTHORIZING THE DISPOSITION OF CERTAIN SURPLUS PERSONAL PROPERTY BY SEALED BID

**WHEREAS**, the Board of Commissioners of the Town of Snow Hill desires to dispose of certain surplus property of the Town of Snow Hill.

**NOW, THEREFORE, BE IT RESOLVED** by the Board of Commissioners that:

- (1) The following described property is hereby declared to be unnecessary for Town purposes and to be surplus property of the Town of Snow Hill:
  1. 2008 Ford Crown Victoria; Plate No. 84211V;  
VIN # 2FAHP71V18X109443
  2. 2010 Ford Crown Victoria; Plate No. 85347V  
VIN # 2FABP7BV1AX123305
- (2) The Town Manager is authorized to list all items with the third-party vendor for purchase of the above-described property after first publishing a notice informing the public.
- (3) The notice informing the public of the sale of said property by the third-party shall be published once at least ten (10) days prior to the date set for listing the property. The publication shall be in accordance with the provisions of N.C.G.S. 160A – 266 (a)(2).
- (4) The successful bidder will pay at the Town Office within three (3) business days and show an original receipt before removing property from the Town premises.
- (5) Interested persons may inspect the above-described equipment during normal business hours at the Snow Hill Town Hall, by contacting Todd Whaley, Town Manager at (252) 560-5949.

Adopted this 15<sup>th</sup> day of February, 2022.

  
Dennis Liles, Mayor

ATTEST:   
Laquita M. Davis, Town Clerk

SEAL







**To:** Mayor and Board Members  
**From:** Todd Whaley  
**Date:** 15 February 2022

**REF:** Discussion: Extreme Vac DCL8031 Street Vacuum

**Background:**

Attached in your packet is an information guide to an Extreme Vac Street Vacuum. After a year of disposing of our older street sweeper due to significant mechanical issues, it is time to revisit the continual need for a street vacuum. This unit is a pull behind unit that can be utilized for street curb/gutter and downtown sidewalks. This unit is powered by a small Kawasaki independent engine and dumb body which eliminates the larger potential for mechanical and mobility expense. This unit is located in Charlotte NC and sold by Carolina Industrial Equipment. The perks of the unit is its small and versatile, it has less moving parts to reduce the chance of high maintenance cost, and it fits our need. The company is based from Charlotte with numerous service technicians if the need for assistance arises in the future. The cost of the vacuum is \$45,845.00. If not purchased the delivery date for an ordered unit is 8-12 months.

The funding for this machine can be appropriated through our federal ARP funds. The best option for our town is to use this purchase as a revenue replacement item and it will be funded 100% through ARP funds. There are still numerous policies that will need to be in place prior to payment; however, after an onsite review and demonstration a purchase order number would be sufficient to hold the machine.

ARP Funding 2021(received)	ARP Funding 2022 (not received)	Total:
\$240,935.00	\$240,935.00	\$481.870

Total ARP funding after purchase of Street Vacuum: **\$436,025**

**Recommendation: (Motion Required)** It is my recommendation to approve the purchase of Extreme Vac DCL8031 Street Vacuum with ARP funds after onsite demonstration and approval in the amount of \$45,845.00

**Now Therefore Be It Resolved,** The Town of Snow Hill Board of Commissioners approves the purchase of Extreme Vac DCL8031 Street Vacuum after onsite demonstration and approval \$45,845.00

Moved: DA Second: LW

Vote: Yes / No       

Unanimous: /



**Carolina Industrial Equipment Inc.**

P.O. Box 667907 Charlotte, NC 28266 800.476.2434 f:704.588.2592

ciequipment.com

Town of Snow Hill  
Attn: Todd Whaley  
102 Daniels Street  
Snow Hill, NC 28580

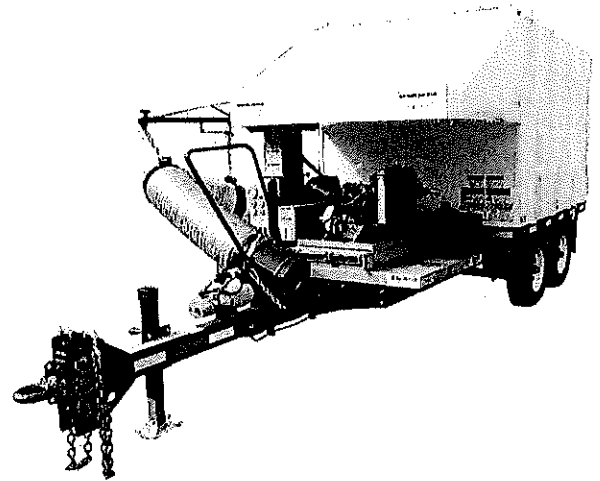
Phone: 252-560-5949

[manager@snowhillnc.com](mailto:manager@snowhillnc.com)

January 19, 2022

WE ARE PLEASED TO SUBMIT THIS **NORTH CAROLINA SHERIFFS' ASSOCIATION CONTRACT #22-06-0426 PROPOSAL**

**Xtreme Vac DCL8031** trailer mount self-contained leaf vacuum system  
10 cubic yard capacity self-dumping hopper  
Kubota 24 HP diesel engine  
12-gallon cross-link polyethylene fuel tank  
Pressurized heavy-duty radiator with pull out screen  
20" diameter impeller with six 3/8" thick steel blades  
11-gauge steel blower housing with replaceable 3/16" liners  
12" x 120" Urethane heavy-duty pick up hose  
Hopper constructed of 12-gauge steel  
Dual side-hinged doors lock in open position  
Top of hopper is equipped easily removeable exhaust screens  
LED stop lights, turn signals and clearance lights  
Dual 3.5" high speed rubber 6,000 lb. Torflex axles with electric brakes  
Four ST225-75R15 radial tires on steel white spoke rims with EZ lube hubs  
Heavy-duty height adjustable pintle eye  
Manual parking jack  
Paint: Hopper white / Engine and vacuum blower housing battleship grey



**North Carolina  
Sheriffs' Association**

Proudly Serving the Sheriffs and Citizens of North Carolina since 1922

**NC Sheriffs' Association  
Contract #22-06-0426  
Discounted Price**

	<u>MSRP</u>	
Total for above, <b>7% NCSA discount</b> ...	\$ 47,466.00	\$ 44,143.00
Optional equipment, <b>7% NCSA discount</b> :		
Hydraulic boom (up/down) in lieu of manual	1,831.00	<b>1,702.00</b>
Steel surcharge (net, no discount)	4,800.00	<b>4,800.00</b>
Freight, dealer prep, local delivery, and operator training	Included	<b>Included</b>
Total ...	\$ 54,097.00	\$ 45,845.00

Terms: Due upon receipt

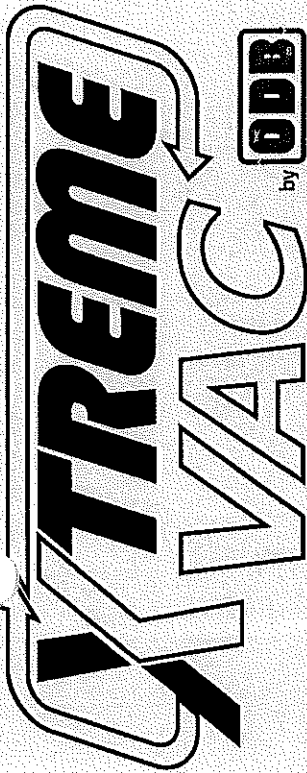
FOB destination

This is a titled trailer; sales tax is paid when registered

Prepared by: Bob O'Hara, Vice President  
9/21 Steve Brinkel, Area Manager

704-497-0455  
980-417-3058

[bob@ciequipment.com](mailto:bob@ciequipment.com)  
[steve@ciequipment.com](mailto:steve@ciequipment.com)



# DCL8027/ DCL8031

Choose between the

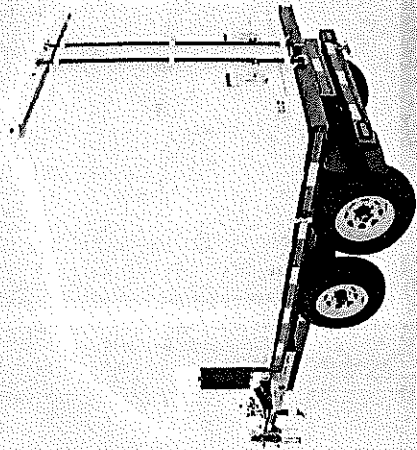
Kawasaki 27HP gas engine,  
or Kubota 24HP diesel engine.

- 20" suction impeller
- 12" x 120" urethane intake hose

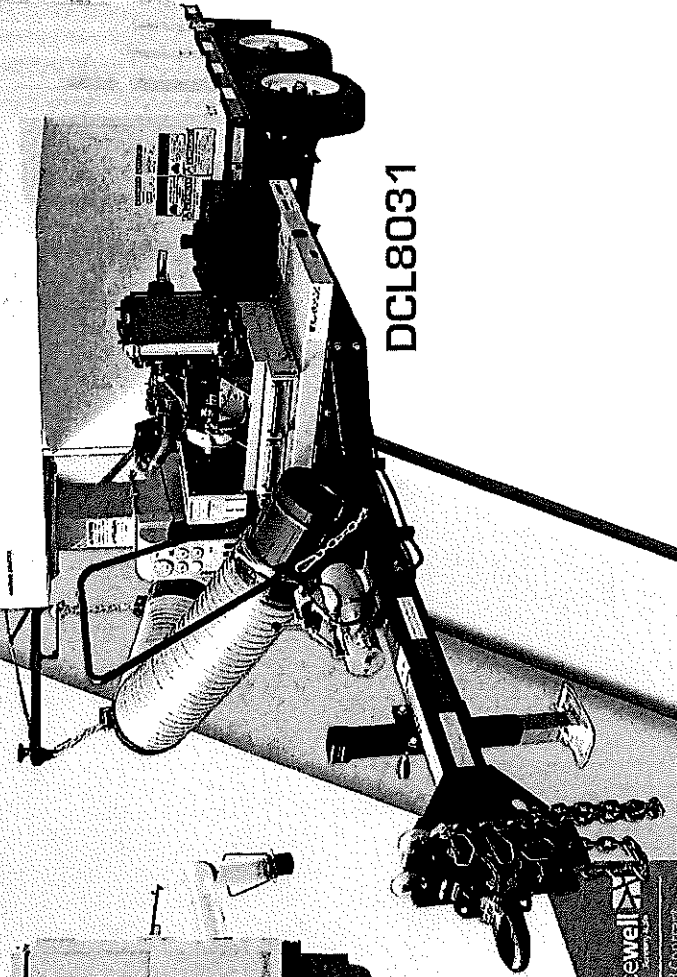
The DCL8027/8031 has the best  
suction of any unit in it's class.  
Contact your local Xtreme Vac  
dealer to order yours today!

\*Standard color is white.

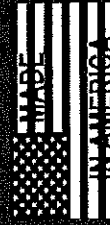
\*Units may be shown with options.



DCL8031



Sourcewell  
Awarded Contract  
Contract # 041272-ODR



Sold and Serviced by:



## Engine - 8027

Kawasaki FD750D liquid-cooled, 4-stroke OHV V-twin cylinder gasoline engine, 27HP.

## Engine Controls

Full display shows engine temperature, RPM, oil pressure, battery volts, fuel level and engine hours.

## Hoist

Hopper has an underbody hydraulic dumping hoist that tips to 52 degrees. Electric / hydraulic pump powers the 24,000 pound capacity hoist.

## Hose Boom

Manual swing overhead boom assembly.

## Hose

12" diameter x 120' urethane suction hose with steel nozzle is stored to the front of the unit.

## Axes

Tandem rubber Torflex axles with a combined 12,000 pound rating. Four ST225-75-R15 radial tires mounted on white spoke wheels. Electric brakes with break-away actuator.

## Pintle Eye

Heavy-duty height adjustable pintle eye with three quick release pins.

## Options

- Hydraulic boom in lieu of manual boom
- Litter kit including additional 10' x 8" hose with 4' long aluminum nozzle
- Also available in hook lift version

## Engine - 8031

Kubota D902 liquid-cooled, 3-cylinder diesel engine, 24HP, Final T4.

## Radiator

Pressurized, heavy duty. Trash style with 6-blade fan.

## PTO

Manual slide to engage/disengage the vacuum system.

## Drive

Belt drive via a 3-groove power band.

## Fuel Tank

12-gallon cross-link polyethylene fuel tank.

## Hopper

10 cubic yd. with dual side hinged rear doors for easy access to the hopper for dumping. Top of hopper is equipped with two easily removable exhaust screens.

## Impeller

20" dia. suction impeller with six 3/8" thick T-1 AR steel plate blades. Replaceable 1/4" thick steel liners.

## Parking Jack

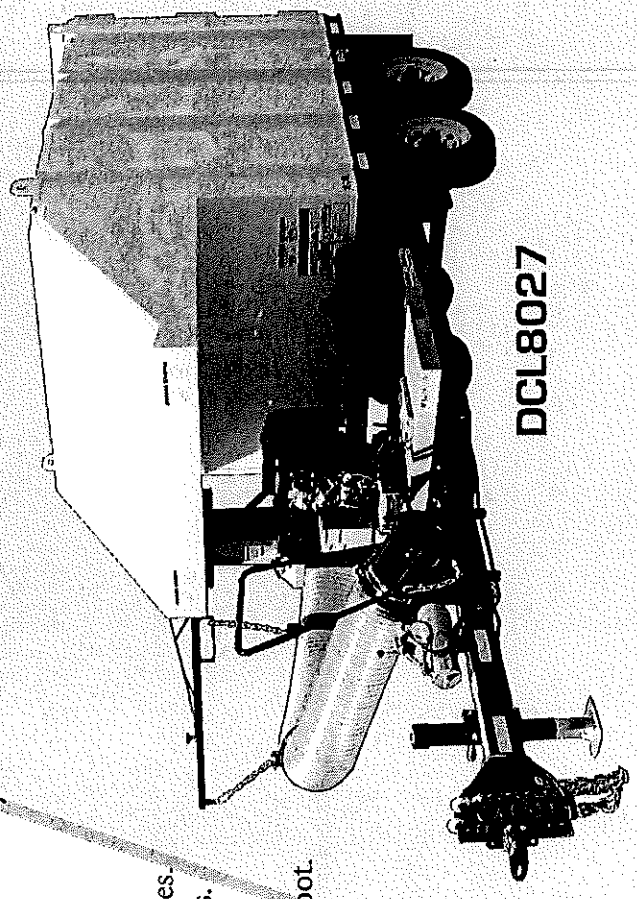
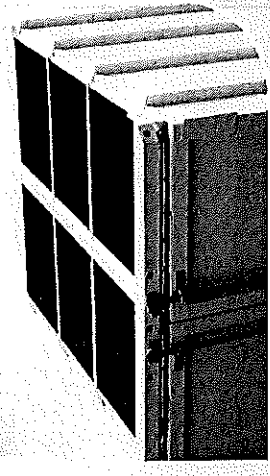
Manual parking jack with drop foot.

## Lights

LED type DOT trailer lights.

## Paint

All components are primed and painted with PPG paint. Hopper - standard white



DCL8027





Todd Whaley, Town Manager <manager@snowhillnc.com>

## ARP Question

2 messages

**Todd Whaley, Town Manager** <manager@snowhillnc.com>  
To: millonzi@sog.unc.edu

Mon, Jan 31, 2022 at 7:52 AM

Kara,

I will not waste your time as I know you are extremely busy! We are in need of a street sweeper/vacuum for curb and gutter maintenance. The cost is \$45k. We have ARP money available for this. I am a little confused on whether we can go ahead and pursue this with these funds or should we wait until the school of government gets all the draft policies drafted and we have them approved by our board?

Thanks,

--

**Todd Whaley**

*Town Manager*

Town of Snow Hill

PO Box 247 | 908 SE Second St.

Snow Hill, NC 28580-0247

(252) 747-3414 ext. 206 Phone | (252) 747-4269 Fax | (252-560-5949) Cell

**Millonzi, Kara Anne** <Millonzi@sog.unc.edu>

Mon, Jan 31, 2022 at 8:07 AM

Re: "Todd Whaley, Town Manager" <manager@snowhillnc.com>

Hi Toddy – I'm sorry for my delayed response. Have you decided to take the standard allowance and spend all your ARP funds as revenue replacement? If that is the case, then to spend the monies on a street sweeper/vacuum, you'll need to adopt/implement the following Uniform Guidance policies/procedures.

1. Written process for making project eligibility decisions (This will be easy for standard allowance. You'll just need to document that every expenditure falls under "general government services" – see this blog post for more info on this.)
2. Allowable costs policy (Sample [here](#))
3. Records retention policy (all ARP-related documentation must be retained for at least 5 years after termination of grant period)
4. Financial management / internal controls policy that complies with federal Green Book
5. Conflicts of interest policy
6. Federal procurement policy
7. Property management policy

We are working on samples for all of these categories. It is likely we will have samples for 3., 4., 5., & 7. Within the next month. Procurement will take longer b/c of our staffing shortages here at the SOG.

Note that you may want to consider supplanting to reduce this UG burden. You could use all of your allocation for salaries/benefits, freeing up general fund/enterprise fund monies to be spent on the street sweeper. If you do that, then you would not need the federal procurement or property management policies. You would only need to follow state law for procurement, not federal law. You would still need the other policies, but they are not as onerous as the procurement and property management ones.

Best,



**To:** Mayor and Board Members  
**From:** Todd Whaley  
**Date:** 15 February 2022

**REF:** Splash Pad Consideration

**Background:**

I am understanding the Board has been interested in the possibility of having a splash pad in the Town of Snow Hill. With that in mind, I am currently in the final application stages of receiving \$300,000 SCIF (State Capital Infrastructure Funding). I have also reached out to Green Engineering to assist with a PARTF (Parks and Recreation Trust Fund) grant process to make our application as competitive as possible. The deadline for the PARTF grant is 2 MAY. With that in mind I would like confirmation from the Board that this is the direction you would like to see the SCIF money and the PARTF money (if awarded) spent. It is too early to have plans, location, and exact cost until we have Board approval to apply and accept these funds. I would like to suggest if able, to apply for Splash pad funding, playground equipment and a walking trail while utilizing both grant cycles. If this is something the Board is open to, I would only need authorization to proceed. As more details follow, we will meet to discuss the final proposal.

**Recommendation: (Motion Required)** It is my recommendation to approve the Town Manager to proceed with PARTF grant funding and allocate SCIF monies for a splash pad proposal.

**Now Therefore Be It Resolved,** The Town of Snow Hill Board of Commissioners approves the Town Manager to proceed with PARTF grant funding and allocate SCIF monies for a splash pad proposal.

Moved: LW Second: DA

Vote: Yes / No         

Unanimous: /



Todd Whaley, Town Manager &lt;manager@snowhillnc.com&gt;

**Question**

4 messages

Todd Whaley, Town Manager &lt;manager@snowhillnc.com&gt;

Tue, Feb 1, 2022 at 2:33 PM

To: "Radford, Kay" &lt;kay.radford@osbm.nc.gov&gt;

Kay,

Our town is requesting the SCIF grant funding be allocated toward a splash pad for our recreation. Is this applicable for this grant? I am attempting to complete the scope of work for this funding.

Thanks,

--

**Todd Whaley**

Town Manager

Town of Snow Hill

PO Box 247 | 908 SE Second St.

Snow Hill, NC 28580-0247

(252) 747-3414 ext. 206 Phone | (252) 747-4269 Fax | (252-560-5949) Cell

Radford, Kay &lt;kay.radford@osbm.nc.gov&gt;

Tue, Feb 1, 2022 at 2:51 PM

To: "Todd Whaley, Town Manager" &lt;manager@snowhillnc.com&gt;

Note, these provisions refer to the definition of Capital Improvement in GS143C-1-1(d) sub 5: "Capital improvement - A term that includes real property acquisition, new construction or rehabilitation of existing facilities, and repairs and renovations over one hundred thousand dollars (\$100,000) in value."

Based on the definition, if the splash pad is new construction or rehabilitation of an existing facility it would qualify.

Kay

From: Todd Whaley, Town Manager &lt;manager@snowhillnc.com&gt;

Sent: Tuesday, February 1, 2022 2:33 PM

To: Radford, Kay &lt;kay.radford@osbm.nc.gov&gt;

Subject: [External] Question

**CAUTION:** External email. Do not click links or open attachments unless you verify. Send all suspicious email as an attachment to Report Spam.

[Quoted text hidden]

Email correspondence to and from this address may be subject to the North Carolina Public Records Law and may be disclosed to third parties by an authorized state official.

2/1/22, 3:00 PM

Town of Snow Hill Mail - Question

Tue, Feb 1, 2022 at 2:52 PM

**Todd Whaley, Town Manager** <manager@snowhillnc.com>

To: "Radford, Kay" <kay.radford@osbm.nc.gov>

So we own the property and it would be a new construction for a splash pad. The property is currently vacant. Sound eligible?

[Quoted text hidden]

---

**Radford, Kay** <kay.radford@osbm.nc.gov>

Tue, Feb 1, 2022 at 2:56 PM

To: "Todd Whaley, Town Manager" <manager@snowhillnc.com>

Yes, I spoke with Jack Gagnon who is heading up this grants project and he too agreed that the project is eligible.

[Quoted text hidden]



**To:** Mayor and Board Members

**From:** Todd Whaley

**Date:** 15 February 2022

**REF:** Retreat Meeting

**Background:**

In years past, we have tentatively reserved Cauley/Pridgen Law Firm in Kinston to host our Annual Budget Retreat Meeting 14 March 2022. There are two options:

1) Would the board like to continue holding the retreat in the conference room of the law firm with no social distancing, mask only; and

2) Would the Board be interested in changing the time to an afternoon meeting so there are no time constraints meeting in the evening?

If the Board chooses to not hold at the attorney's office, my suggestion would be to host this year at the Town Hall. Also, If the board can meet in the afternoon, I am willing to make those accommodations at either location. There is no definite answer; only each preference.

**Recommendation:**

**Now Therefore Be It Resolved,**

Moved: LW Second: rw

Vote: Yes / No \_\_\_\_\_

Unanimous: /

Board meeting: 14 March 2022 3pm Town Hall

**SNOW HILL POLICE DEPARTMENT**

**January 2022**

**MONTHLY CRIME SUMMARY**

1) Larceny-	1
2) Assaults-	0
3) Breaking/Entering	
a. Residential	2
b. Commercial	0
c. Motor Vehicle	3
d. Storage Buildings	0
4) Robbery-	0
5) Sex Offenses-	0
6) Homicide-	0
7) Fraud-	0
8) Damage to Property( Vandalism)	2
DWI arrests	0
State citations	6
Town citations	23
Traffic accidents	10



**Public Works / Utilities**  
**15 February 2022**

**A. Water:**

- Wells checked daily
- Samples taken daily
- Completed approximately 15-25 locates
- 2 water service repairs
- Repaired 2 angle stop shut offs
- Installed 4 meters

**B. Sewer:**

- Weekly lift station checks
- Weekly samples
- Bench and Calibration every Monday and Tuesday
- Monthly reporting
- Sewer lateral back up x2
- Xylem pumps have been returned. Pumps operational however are still in need of further repair

**C. Sanitation:**

- Weekly waste industries trash pick up
- Weekly debris removal
- 2 special pick up

**D. Streets:**

- Awaiting asphalt repair: Corbett, Hillendale, Pineshoal, Edgemont, and Carver Dr.

**E. Cemetery:**

- Removed flowers
- Approximately 11 grave burials.
- Holes filled
- Began Lot Information Data
- Flowers removed from the grounds.



**REVENUE -EXPENSE REPORT MONTH ENDING JANUARY 31, 2022**

PG1

**58.31%**

**Revenues**

100 GENERAL FUND  
Accounts

004 REVENUE  
Budgeted

Amended

Actual

YTD  
Pct  
percentage

100 GENERAL FUND

004 REVENUE

Property taxes	\$342,000.00	\$342,000.00	\$280,150.13	81.92%
03020 Mv Taxes	\$61,000.00	\$61,000.00	\$35,294.11	57.86%
Waste Collection Fees	\$149,725.00	\$149,725.00	\$77,400.00	51.69%
Special Pickups	\$500.00	\$500.00	\$575.00	115.00%
Sale of Lots	\$22,500.00	\$22,500.00	\$34,275.00	152.33%
Grave Openings	\$35,000.00	\$35,000.00	\$33,850.00	96.71%
Install Grave Markers	\$500.00	\$500.00	\$400.00	80.00%
Other Revenue	\$553,430.00	\$553,430.00	\$373,870.39	67.56%
03990 Fund Balance	\$86,870.00	\$86,870.00	\$0.00	0.00%

<b>Total GENERAL FUND</b>	<b>\$1,251,525.00</b>	<b>\$1,251,525.00</b>	<b>\$835,814.63</b>	<b>66.78%</b>
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POWELL BILL

STATE ALLOCATION	43,000.00	\$43,000.00	\$49,158.37	114.32%
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FUND BALANCE APPROPRIATION		\$17,291.00		0.00%
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<b>TOTAL POWELL BILL</b>		<b>\$60,291.00</b>		
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600 WATER/SEWER FUND

004 REVENUE

Water Fees	\$432,250.00	\$432,250.00	\$224,003.55	51.82%
Sewer Fees	\$527,145.00	\$527,145.00	\$252,289.58	47.86%
Other Revenue	\$147,800.00	\$147,800.00	\$56,812.83	38.44%
37980 APPR RETND EARNINGS	\$0.00	\$12,720.00		
039910 RETAINED EARNINGS		\$0.00		

<b>Total WATER/SEWER FUND</b>	<b>\$1,107,195.00</b>	<b>\$1,119,915.00</b>	<b>\$533,105.96</b>	<b>47.60%</b>
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<b><u>TOTAL ALL REVENUE FUNDS</u></b>	<b>\$2,401,720.00</b>	<b>\$2,431,731.00</b>	<b>\$1,418,078.96</b>	<b>58.32%</b>
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PG2

**Expenses**

100 GENERAL FUND

005 EXPENSE

04110 Governing Body	\$46,100.00	\$46,100.00	\$27,540.24	59.74%
04120 Administration	\$220,052.00	\$220,052.00	\$135,542.44	61.60%
04170 Election expense	\$4,000.00	\$4,000.00	\$4,630.22	115.76%

04300 Police	\$473,471.00	\$473,471.00	\$238,518.25	50.38%
04310 Fire Protection Contract	\$76,180.00	\$76,180.00	\$40,000.00	52.51%
04510 Streets	\$106,010.00	\$106,010.00	\$61,836.83	58.33%
04710 Solid Waste Collection	\$155,060.00	\$155,060.00	\$76,268.13	49.19%
04740 Cemetery	\$61,452.00	\$61,452.00	\$35,590.64	57.92%
04930 Community Development	\$109,200.00	\$109,200.00	\$41,837.12	38.31%

<b>Total GENERAL FUND</b>	<b>\$1,251,525.00</b>	<b>\$1,251,525.00</b>	<b>\$661,763.87</b>	<b>52.88%</b>
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110 Powell Bill	\$43,000.00	\$43,000.00	\$28,570.55	
<b>Total POWELL BILL</b>	<b>\$43,000.00</b>	<b>\$43,000.00</b>	<b>\$28,570.55</b>	<b>66.44%</b>

600 WATER/SEWER FUND

005 EXPENSE

07130 Water	\$492,590.00	\$498,950.00	\$229,212.20	45.94%
07140 Sewer	\$614,605.00	\$620,965.00	\$310,616.06	50.02%

<b>Total WATER/SEWER FUND</b>	<b>\$1,107,195.00</b>	<b>\$1,119,915.00</b>	<b>\$539,828.26</b>	<b>48.20%</b>
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<b><u>TOTAL EXPENSE ALL FUNDS</u></b>	<b>2,401,720.00</b>	<b>2,414,440.00</b>	<b>1,230,162.68</b>	<b>50.95%</b>
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## PROJECT INFORMATION UPDATES

### 1. **Greene County Parcel No. 0805535**

Waiting on NCDOT to move forward with this project before any further action needed.

### 2. **LED Sign:**

The LED sign for beautification circle in front of Bojangles has arrived. One issue I am currently facing is the NCDOT right-of-way. According to NCDOT the right of way extends almost to the new Walgreens building. Our existing sign is technically in their right of way. Engineers are working with me to make this sight work since we already have an existing sign on this property. We are looking at 75' set back from the front and 50' from Third Street. The new changes would reflect the current sign out of the state right-of-way. Current time frame before approval is March 2022

### 3. **Water / Sewer – Rate Study**

I met with UNC School of Government on 20 August regarding the rate study information. They have all our required documentation and have completed the process. I will be reviewing the results at our retreat meeting 14 March.

### 4. **SCADA System Replacement**

The SCADA equipment has arrived. Gopher Utilities are working with Nfinity Link on some IP issues. Once complete the remaining infrastructure will be installed. Again, this expenditure may be American Rescue Plan funding eligible. There is no set completion date at this time.

### 5. **American Rescue Plan Funding (COVID Money)**

The final rule for the American Rescue Plan Funding has been released. I am tentatively working on a retreat agenda to be presented in our 14 March Meeting. This will provide us further guidance on what we need as a town, what we are eligible for and lastly what we deem as high priority. Deadlines for spending have not changed with this announcement. ARP funds are still not required to be obligated until Dec. 31, 2024, and spent by Dec. 31, 2026.

### 6. **Parks and Recreation Trust Fund Grant**

I have spoken with Brittany Shipp with PARTF with regards to potentially applying for grant funds. There will be some significant pre-application checks and balances that will need to be reviewed on behalf of her staff prior to submittal. I have also reached out to

Green Engineering. They are assisting with a competitive and successful grant application. Once complete we can entertain their suggestions for the application so we can build on the possibility of a splashpad, playground, and walking trail.

#### **7. Copy Pro**

I have met with Copy Pro, who provide our printer services at the Town Offices. After review we are spending nearly \$800 monthly for a printer in each office, public works, and Police Department. In addition, we are billed quarterly for any overages that have occurred. With that in mind, I have concluded to reduce individual printers with one main printer at Town Hall that everyone can print/scan/fax from. The police department will still retain a copy pro printer for confidentiality and the service that may be needed for the 24/7 coverage. Public Works will also have only 1 printer for their water and sewer needs since their offices are at another location. In total we are reducing from 9 printers to 3. I will approve a small outsourced inexpensive printer to expedite customer service for the offices needed.

As of 30 January I am waiting for a revised contract to move forward with the new plan.

#### **8. SCIF – State Capital Infrastructure Fund**

I have completed all necessary pre-grant applications to successfully receive \$300,000 grant. This grant will be 100% infrastructure grant money. There is no loan portion. I have spoken with Kay Radford regarding expenditure eligibility. If the board so chooses; a splash pad up to \$300,000 is fund eligible. Once we receive the funds in hand, we will decide on the appropriate action to spend the funds.

#### **9. Precision Graphics (old Smart Play)**

As of 8 February 2022, the closing has taken place for Precision Graphics. Precision Graphics has signed the pay incentive and we have a copy on file at Town Hall.

1. Jackson Builders under contract to start renovations ASAP
  - a. Plan is rough start March 1<sup>st</sup>
2. Mechanical production will begin April 1<sup>st</sup> with a build of robots we were ordered a contract for
  - a. See here: [2021 highlight real - YouTube](#)