



MINUTES  
SNOW HILL BOARD OF COMMISSIONERS

Monday 14 November 2022, 6:00 p.m.

*G. Melvin Oliver Town Hall*

908 SE Second St.

**Call to Order:** Mayor Liles  
**Invocation:** Commissioner Daniels  
**Pledge of Allegiance:** Mayor Pro Tem Wilkes

**I. Roll Call**

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

**II. Approval of Agenda**

Motion by: Wilkes

Second by: Andrews

Votes: Ayes – 5

Nays – 0

Abstained – 0

*Approved*

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

**IV. Consent Agenda:**

- A. Consider Approval of Minutes 10 October 2022 – *Action*
- B. Holiday Schedule for Calendar year 2023
- C. Board of Commissioners Meeting Schedule for Calendar year 2023
- D. Police Vehicle Acquisition - \$43,112.06 Grant Funded
- E. Wastewater Data Acquisition for Influent and Effluent Flows Replacement – Carolina Technical Services Inc. \$3,910.85.
- F. Gopher Utility Services Inc. Sensa Phone Installation (upgrade) - \$19,376.60

Motion was made to approve the Consent Agenda

Motion by: Washington

Second by: Andrews

Votes: Ayes - 5

Nays- 0

Abstained- 0

*Approved*

## **V. Presentations**

### **A. David Bone, Executive Director – Eastern Carolina Council**

Executive Director Bone spoke about reaching out to managers in the 9 counties in his district to have partnerships and collaborations that will benefit the citizens; explained that some of the programs are grant funded; also explained the Senior Grocery Program that will reimburse Senior Citizens for groceries up to \$500.00.

## **VI. Chief of Police**

### **A. Special Recognition – Officer Payton**

Chief Smith presented Officer Payton with the first ever in the town of Snow Hill, Officer of the Year Award, due to her hard work and willingness to go above and beyond.

## **VII. Oath of Office**

### **A. Oma Bea Lockamy, Deputy Clerk**

Finance Officer Lockamy was sworn in as Deputy Clerk by Town Clerk Davis.

## **VIII. Town Manager Report:**

### **A. Contract Execution with N.C. Department of Natural and Cultural Resources –**

**PARTF Grant Award – *Action***

Motion was made to sign the contract for the grant award.

Motion by: Washington

Second by: Andrews

Votes: Ayes - 5

Nays- 0

Abstained- 0

*Approved*

### **B. Duke Energy Lighting Project Proposal – Town Hall – *Action***

Motion was made to move forward with the lighting upgrade project.

Motion by: Andrews

Second by: Washington

Votes: Ayes - 5

Nays- 0

Abstained- 0

*Approved*

- C. Town Hall / Public Works Shop Roof Repair – *Action*  
Motion was made to award the job to Barco.  
Motion by: Washington  
Second by: Andrews  
Votes: Ayes - 5  
      Nays- 0  
      Abstained- 0  
*Approved*
- D. December 12<sup>th</sup> Employee/Commissioners Annual Christmas Party  
Motion was made to approve the date and time of the Christmas party.  
Motion by: Andrews  
Second by: Wilkes  
Votes: Ayes - 5  
      Nays- 0  
      Abstained- 0  
*Approved*
- E. Non – Profit Funding Application – Greene County Interfaith - \$2,500.00  
Commissioner Andrews left the room during the discussion and vote.  
Motion was made to approve the request for \$2500.00.  
Motion by: Washington  
Second by: Wilkes  
Votes: Ayes - 4  
      Nays- 0  
      Abstained- 0  
*Approved*
- F. Non – Profit Funding Application – Greene County Public Library - \$1,500.00  
Motion was made to approve the request for \$1500.00.  
Motion by: Andrews  
Second by: Washington  
Votes: Ayes - 5  
      Nays- 0  
      Abstained- 0  
*Approved*
- G. Non-Profit Funding Policy  
Motion was made to adopt the non-profit allocation policy with the necessary revisions that were discussed.  
Motion by: Washington  
Second by: Daniels  
Votes: Ayes - 5  
      Nays- 0  
      Abstained- 0  
*Approved*

**IX. Monthly Reports:**

- A. Financial Report
- B. Police Report
- C. Public Works

**X. Comments from Mayor and Board:** Mayor Liles said the Veterans Day program was successful. Precision Graphics held their grand opening. Commissioner Andrews spoke on the Trunk or Treat event that was held and the collaboration with other departments in the county. Andrews also spoke about possibly replacing the trees downtown, having a mural painted downtown and having events and businesses downtown.

**XI. Closed Session: § 143-318.11. Legal / Personnel**

Motion was made to go into closed session at 6:54 p.m.

Motion by: Washington

Second by: Andrews

Votes: Ayes - 5

Nays- 0

Abstained- 0

*Approved*

Motion was made to return from closed session at 7:17 p.m.

Motion by: Washington

Second by: Wilkes

Votes: Ayes - 5

Nays- 0

Abstained- 0

*Approved*

**XII. Board Actions in open session**

Motion was made to award an employee bonus of \$500 to part-time staff and \$1,000 to full-time staff.

Motion by: Andrews

Second by: Wilkes

Votes: Ayes - 5

Nays- 0

Abstained- 0

*Approved*

**XIII. Adjournment**

Motion was made to adjourn the meeting at 7:17 p.m.

Motion by: Shackelford

Second by: Wilkes

Votes: Ayes - 5

Nays- 0

Abstained- 0

*Approved*

11/14/22

Approved: Dennis Liles Dennis Liles, Mayor

Respectfully Submitted: Laquita Davis Laquita Davis, Town Clerk