



MINUTES  
SNOW HILL BOARD OF COMMISSIONERS

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

*G. Melvin Oliver Town Hall*

908 SE Second St.

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

**I. Roll Call**

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

**II. Approval of Agenda** – Motion was made to amend the agenda to add as item E., the Greene County Alumni Association non-profit fund request of \$2500.00.

Motion by: Andrews

Second by: Washington

Votes: Ayes – 5

Nays – 0

Abstained – 0

*Approved*

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

**IV. Consent Agenda:**

- A. Consider Approval of Minutes 12 September 2022 - *Action*
- B. Consider Approval of Minutes 14 September 2022 - *Action*
- C. Budget Ordinance Amendment – Powell Bill Asphalt Repair \$9,000.00 - *Action*
- D. Budget Ordinance Amendment – Public Works Vehicle Acquisition – *Action*
- E. Nondiscrimination Policy, Town of Snow Hill – *ARPA spending requirement*
- F. Records Retention Policy: Documents Created or Maintained Pursuant to the ARP-CSLFRF Award - *ARPA spending requirement*
- G. Uniform Guidance Conflict of Interest Policy - *ARPA spending requirement*

H. Resolution for Allowable Costs and Cost Principles – *ARPA spending requirement*

I. Eligible Project Policy – *ARPA spending requirement*

Motion by: Andrews

Second by: Washington

Votes: Ayes - 5

Nays- 0

Abstained- 0

*Approved*

**V. Proclamation**

A. National Hispanic Heritage Month – Read by Mayor Pro Tem Wilkes  
Motion was made to accept the proclamation commemorating September 15 – October 15 as National Hispanic Heritage Month.

Motion by: Washington

Second by: Andrews

Votes: Ayes – 5

Nays – 0

Abstained – 0

*Approved*

**VI. Chief of Police:**

A. Introduction of New Police Officer

Chief Smith introduced new Snow Hill Police Officer Meagan Johnson who began her law enforcement career in 2015. Chief Smith announced Officer Corbitt has been promoted to Police Corporal.

**VII. Town Manager Report:**

A. Holiday Event Approval

i. Halloween Event – Town Manager Whaley informed the board of the plans for the event to be held at the Greene County Wellness Center on Monday, October 31 from 6 p.m. – 10 p.m. It is to be a collaborative effort between the Snow Hill Police Dept, Snow Hill Fire Department and the Greene County Sherriff's office.

ii. Veterans Day – The town will host the event at the Snow Hill Fire Department on Friday, November 11 from 11 a.m.- 12 p.m. with a BBQ sandwich lunch to follow.

Motion was made to hold the program as proposed by Whaley.

Motion by: Washington

Second by: Shackelford

Votes: Ayes – 5

Nays – 0

Abstained – 0

*Approved*

iii. Christmas Extravaganza - Motion was made to hold the event as proposed by Whaley.

Motion by: Washington

Second by: Daniels

Votes: Ayes - 5

Nays - 0

Abstained - 0

*Approved*

iv. Christmas Parade - Motion was made to hold the event as proposed by Whaley.

Motion by: Washington

Second by: Daniels

Votes: Ayes - 5

Nays - 0

Abstained - 0

*Approved*

B. American Rescue Plan Budget Ordinance Amendment

Motion by: Washington

Second by: Andrews

Votes: Ayes - 5

Nays - 0

Abstained - 0

*Approved*

C. Request for Qualifications - Well No. 4 Rehabilitation Project VUR-D-ARP-0060

Motion by: Washington

Second by: Andrews

Votes: Ayes - 5

Nays - 0

Abstained - 0

*Approved*

D. Southern Corrosion Interior Pipework - Well No. 1, 2 & 3. - Cost \$12,918.00 - Motion was made to accept the proposal as presented.

Motion by: Andrews

Second by: Washington

Votes: Ayes - 5

Nays - 0

Abstained - 0

*Approved*

- E. Greene County Alumni Association non-profit fund request of \$2500.  
Commissioner Shackelford stated that she is on the GC Alumni Association Board and she is going to recuse herself from the discussion and vote.

Motion to grant the request was made.

Motion by: Washington

Second by: Daniels

Votes: Ayes – 2 (Washington, Daniels)

Nays – 1 (Andrews)

Abstained – 0

*Approved*

**VIII. Monthly Reports:**

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

**IX. Comments from Mayor and Board:**

Commissioner Andrews commented that the Public Works Department has done a great job keeping the cemetery looking nice.

**X. Closed Session: § 143-318.11. Personnel**

**Closed Session: Go into closed session at 6:32 p.m.**

Motion by: Washington

Second by: Andrews

Votes: Ayes - 5

Nays- 0

Abstained- 0

*Approved*

**Closed Session: Return from closed session at 6:37 p.m.**

Motion by: Andrews

Second by: Washington

Votes: Ayes - 5

Nays- 0

Abstained- 0

*Approved*

**IX. Board Actions in open session - NONE**

**X. Adjournment at 6:40 p.m.**

Motion by: Washington

Second by: Shackelford

Votes: Ayes - 5

Nays- 0

Abstained- 0

Approved: Dennis Liles Dennis Liles, Mayor

Respectfully Submitted: Laquita Davis Laquita Davis, Town Clerk