

MINUTES
Town of Marshall Board of Alderman
Special Call Meeting
August 13th, 2018
5:00pm

Alderman in attendance were Billie Jean Haynie, Thomas Jablonski, Laura Ponder Smith, Dr. Christiaan Ramsey, Mayor Pro-Tem Aileen Payne, Town Administrator Nancy Allen, and Town Attorney William Leslie Thompson.

Item 1

Mayor Pro-Tem Aileen Payne called the special call board meeting to order at 5:18pm.

Item 2

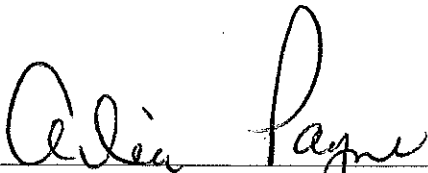
Mayor Pro-Tem Payne called for a motion to approve the agenda. Alderman Ponder Smith made the motion to approve the agenda. Alderman Haynie seconded the motion. Motion approved.

Item 3

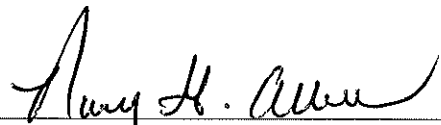
Mayor Pro-Tem Aileen Payne requested for Nancy Allen Town Administrator to present the recommendation from the review committee for the engineering services for preparation of application for Phase III CDBG Block Grant. Recommendation from the review committee was McGill Associates. Alderman Haynie made the motion to accept the recommendation of McGill Associates and Alderman Ramsey seconded the motion. Motion approved 3 yes and 2 no.

Public Comments

Mayor Pro-Tem Aileen Payne made the motion to adjourn the meeting and Alderman Ramsey seconded the motion. Motion approved. Meeting adjourned at 5:35pm.



Aileen Payne, Mayor Pro-Tem



Nancy G. Allen, Town Clerk

MINUTES
Town of Marshall Board of Alderman
Public Hearing For CDBG-I Program for Phase III
Monday, August 20th, 2018
5:00pm

Alderman in attendance were Billie Jean Haynie, Aileen Payne, Thomas Jablonski, Laura Ponder Smith, Dr. Christiaan Ramsey, Mayor Jack Wallin, Town Administrator Nancy Allen, and Town Attorney William Leslie Thompson.

Mayor Jack Wallin called the public hearing to order at 5:00pm. The hearing was properly advertised. Mayor Wallin presented the explanation and description of the 2018/2019 North Carolina Department of Environmental Quality (DEQ) Community Development Block-Infrastructure Grant (CDBG-I). Information and copies were provided to the public highlighting community development needs, development of the proposed activities, and a review of program compliance before the submission of the Town of Marshall's CDBG-I funding application to the state of North Carolina. The purpose of the public hearing is to obtain citizen's view and to allow the response from the public to funding proposals and answer any questions posed by the citizens of the Town of Marshall.

Mayor Wallin open the floor for Board of Alderman to comment.

Discussion concerning the inclusion of North Rollins Road into the project and the capital improvement plan.

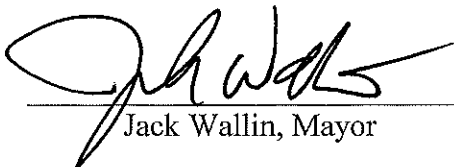
Clarification for the inclusion of the 25/70 Marshall By-Pass from AB Tech to Madison Pharmacy needs to be obtain.

Due date for capital improvement plan for review is Tuesday, September 4th, 2018.

Public Comments

Joann Allison addressed the need to include North Rollins Road. She questioned why North Rollins had been left off.

Alderman Ponder Smith made the motion to close the public hearing and Alderman Jablonski seconded the motion. Motion approved.



Jack Wallin, Mayor



Nancy G. Allen, Town Clerk

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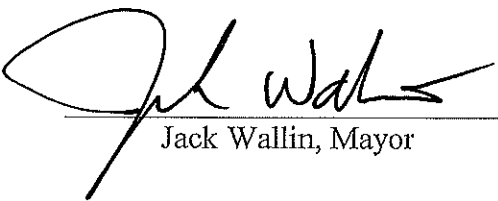
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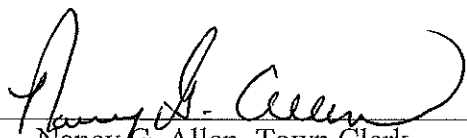
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Alderman Ponder Smith made the motion to close the public hearing and Alderman Jablonski seconded the motion. Motion approved.



Jack Wallin, Mayor



Nancy G. Allen, Town Clerk

MINUTES
Town of Marshall Board of Alderman
Regular Meeting
August 20th, 2018
6:00pm

Alderman in attendance were Billie Jean Haynie, Aileen Payne, Thomas Jablonski, Laura Ponder Smith, Dr. Christiaan Ramsey, Mayor Jack Wallin, Town Administrator Nancy Allen, and Town Attorney William Leslie Thompson.

Item 1

Mayor Wallin called the regular monthly board meeting to order at 6:03pm.

Item 2

Mayor Wallin called for a motion to amend the agenda adding 1.a. Closed Session for Legal Matters. Alderman Payne made the motion to approve the agenda and go into closed session. Alderman Ramsey seconded the motion. Motion approved. Mayor Wallin called for a motion to return to open session. Alderman Ponder Smith made the motion to return to open session and Alderman Jablonski seconded the motion. Motion approved.

Mayor Wallin stated the agenda item 1.a. was in reference to the vote taken last week, August 13th, 2018, for seeking assistance for engineering services needed to prepare grant application. The request for qualifications for professional services (RFQ) also included all engineer services for the entire project. Mayor Wallin asked Alderman Ponder Smith, "Do you want to rescind your vote?" Alderman Ponder Smith stated, "I want to rescind my vote." Mayor Wallin called for a motion for the vote on August 13th, 2018 to be rescinded for the engineering services for preparation of application FY 2018 North Carolina Community Development Block Grant-Infrastructure. Alderman Ramsey made the motion and Alderman Ponder Smith seconded. Motion approved by 4 yes and 1 no. Mayor Wallin stated the Town of Marshall had four proposals submitted for the purpose of seeking engineering services for the CDBG grant. The engineering firms were: Bell Engineering, McGill & Associates, Wooten Company, and Vaughn & Melton. Mayor Wallin call for a motion to secure professional engineering services for Phase III-CDBG. Alderman Payne made the motion for Vaughn & Melton. Mayor Wallin call for any other motions for engineering services. No other motions were made. Mayor Wallin called for a second. Alderman Ponder Smith seconded the motion. Motion approved 4 yes and 1 no. Alderman Ramsey requested for Mayor Wallin to restate the reason for rescinding the vote. Mayor Wallin restated the motion on August 13th, 2018 only indicated grant services only. The RFQ and advertisement stated engineering services grant preparation and entire project.

Item 3

Mayor Wallin called for a motion to approve the minutes from July 16th, 2018 Regular Monthly Meeting and August 13th, 2018 Special Call Meeting. Alderman Ramsey made the motion and Alderman Jablonski seconded the motion. Motion approved.

Item 4

The Water/Sewer Report for the month of July 2018 was presented to the Board of Alderman by Nancy Allen. Explained monthly operating reports for treatment facility and gave unaccountable water loss is 29.9% for the month. Water quality reports were presented to the board.

Item 5

Nancy Allen presented information stated from McGill Associates' letter received on August 16, 2018. The return and waste sludge pumps for the wastewater treatment plant have been delivered and are at the site ready for installation. The RSI's proposal for the demolition of the existing pumps and piping, new pump installation and is piping is \$27,280.00. This cost is not eligible to be paid for with grant funds (USDA) based upon discussions with the grant administrator. The grant funds have paid for the pumps and will pay for all valves, fittings, piping and accessories for the town. Recommendation from McGill Associates is to award RSI (Reynolds Services, Inc.) the contract for \$27,280.00. Mayor Wallin called for a motion to award the contract. Motion made by Alderman Ponder Smith and seconded by Alderman Jablonski. Motion approved.

Item 6

Sara Nichols, Land of Sky, presented the Resolution to Apply for Community Development Block Grant Phase III Funding 2018-2019 for approval. Mayor Wallin call for the motion to approve the resolution. Motion was made by Alderman Ramsey and seconded by Alderman Jablonski. Motion approved. Sara Nichols also presented an update on the application process that included the following: Commitment of Other Funds Form, Certification of Roles Form, Certification of Debarment Form, Disclosure Report, Federal Procurement Form, and Conflict of Interest. Mayor Wallin call for a motion to approve the listed forms/documents for the grant proposal. Motion was made by Alderman Ponder Smith and seconded by Alderman Jablonski. Motion approved.

Item 7

Zoning Request-Sammy Lunsford and Larry Harwood not present.

Item 8

Zoning Request-Chad Adamowski was present later in the meeting but decided no need to address the board.

Item 9

Connie Molland, Downtown Marshall Association, gave update on upcoming events in the Town of Marshall. The events are: Art on the Island-September 29th, 2018, Handmade Market (2 day) Show the Friday-Saturday before Thanksgiving, Christmas Crawl event will change name to Jingle Mingle on Main, December 14th, 2018, Safe Treat will be established during the administrator's report, 31 Days in Marshall film will be featured at the Depot, Sweet Monkey will be featured this Thursday, August 23rd, 2018 on WLOS, and presentation on the Western North Carolina's Premier Road and Mountain Bike Event in Tryon, NC that was August 4-5th, 2018. Mayor Wallin called for a motion to approve the Western North Carolina's Premier Road and Mountain Bike Event on the island in 2019. Alderman Jablonski made the motion and Alderman Ramsey seconded the motion. Motion approved. Mayor Wallin mentioned the presentation at the last county commissioner's meeting, "Your Charters of Freedom." County and Municipal Governments display The Declaration of Independence, The United States Constitution, and The Bill of Rights.

Item 10

Nancy Allen presented administrator's report for the month of July 2018 which included briefing the Board of Alderman of meetings, events, and monthly administrator calendar. Tax Collection and Water/Sewer Collection Report was will be presented next month. The following special events were established by the Board of Alderman as follows: Safe Treat, October 31st, 2018 beginning at 5:00pm, Veteran's Day Service, Friday, November 9th, 2018 11:00am.

Nancy Allen presented information to the Board of Alderman with a request from Rick Polak (742 Nix Drive) concerning the condition of the road. He requested consideration for paving the road and clarification of ownership/responsibility for paving. Nancy Allen stated the public comments section of May 17th, 2017 minutes that indicated Mr. Polak's concern. Jamie Chandler and Nancy Allen conducted a site visit, maintenance crew measured 1800 ft. would need to be considered

for paving. Currently the road is question does not meet Powell Bill standards. Current city street map indicates only 0.46 is on the map. Mr. Polak stated to Nancy Allen the town paved the road several years back, and is currently mowing and plowing/clearing the road in inclement weather. The road is in poor condition and deteriorating. Mayor Wallin requested for Nancy Allen to research ownership of the road in question.

Nancy Allen requested for the Board of Alderman to appoint a steering committee to begin planning phase of a maintenance building. Steering Committee would consist of Alderman Jablonski, Jamie Chandler, and Nancy Allen. Mayor Wallin called for a motion to establish the committee. Motion was made by Alderman Payne and seconded by Alderman Ponder Smith. Motion approved.

Nancy Allen requested the Board of Alderman to consider purchasing a used maintenance truck through Gov Deals. The approved maintenance budget has \$8,000.00 available for this item. Motion was made by Alderman Jablonski and seconded by Alderman Ponder Smith. Motion approved.

Interview committee for the new maintenance position were Alderman Jablonski, Jamie Chandler, and Nancy Allen. Nancy Allen presented the recommendation for new maintenance position from the interview committee, Justin Gantt. Motion was made by Alderman Ponder Smith and seconded by Alderman Jablonski. Motion approved.

Mayor Wallin call for a motion to approve a resolution to proclaim the week of September 17th-23rd, 2018 at "Constitution Week." Motion was made by Alderman Ramsey and seconded by Alderman Payne. Motion approved.

Boards Reports

Board of Adjustment – No Meeting.

Planning Board – Planning Board met August 14th, 2018 to review zoning permits and information. Chair, Garry Moore highlighted information.

Parks and Recreation – No Meeting.

Department Reports

Fire Department – Report is in packet. Total of 21 calls for June and 10 calls for July.

Police Department – Report is in packet. Chief Boone highlighted his report.

Water Department – Report is in packet.


Maintenance Department – Report is in packet. Jamie Chandler highlighted his report.

Zoning Department – Report was presented in the administrator's report.

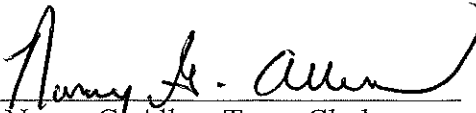
Finance Department - Report is in packet. Mayor Wallin called for a motion to approve the maintenance request for singer auto flusher from Fortline Waterworks in the amount of \$2,778.17. Motion was made by Alderman Ponder Smith and seconded by Alderman Jablonski. Motion approved. Nancy Allen presented budget amendment #2019-001 to allocate monies for purchase orders carried forward from FY 2017-18 to FY 2018-19. Motion was made by Alderman Ponder Smith and seconded by Alderman Jablonski. Motion approved. Copy of the budget amendment filed in minutes.

No Public Comment

Alderman Ramsey made the motion to adjourn the meeting and Alderman Ponder Smith seconded the motion. Motion approved. Meeting adjourned.



Jack Wallin, Mayor



Nancy G. Allen, Town Clerk