

MINUTES

Town of Marshall Board of Alderman

Regular Meeting

August 22, 2022
6:00pm

Aldermen in attendance were Billie Jean Haynie, Thomas Jablonski, Aileen Payne, Christiaan Ramsey, and Laura Ponder Smith. Also in attendance were Town Administrator Forrest Gilliam and Attorney Jamie Stokes.

Mayor Allen called the meeting to order at 6:01pm.

Item 1

Upon motion by Alderman Smith, seconded by Alderman Jablonski, the Board voted 5-0 to approve the agenda as presented.

Item 2

Upon motion by Alderman Ramsey, seconded by Alderman Payne, the Board voted 5-0 to approve the minutes from the July 18, 2022 regular meeting.

Item 3

Connie Molland, with the Local Organizing Committee for Cycle NC, provided an update to the Board regarding the event that took place in Marshall the weekend of August 5th through 7th. Ms. Molland reported that several downtown businesses reported increased customer flow as a result of the event, though the level of increase varied. Reports from Cycle NC state leadership and participants were generally positive about Marshall. Mr. Gilliam shared that the participants were respectful, with Police reporting no incidents of concern during the event, and that the Island was left in very good condition at the end of the event. Members of the Board thanked Ms. Molland and other volunteers who worked to make the event a success.

Item 4

The Board reviewed information regarding vacancies on the Parks and Recreation and Planning Boards. Action on board appointments was tabled for the September meeting.

Item 5

Forrest Gilliam, Town Administrator, presented a draft Temporary Road Closure Ordinance for Safe Treat (October 31st), the Christmas Pageant (December 2nd and 3rd) and the Christmas Parade (December 10th). Upon motion by Alderman Smith, seconded by Alderman Haynie, the Board voted 5-0 to approve the ordinance as presented.

Item 6

Forrest Gilliam, Town Administrator, presented the Tax Collection and Water/Sewer Collection Report for July, 2022.

A copy of the Unaccountable Water Report and Monthly Operating Report for the Town's wells from Byers Environmental was presented to the Board.

The financial report for the month of July was provided to the Board.

The Board discussed public comment and meeting procedures, following up on input that was received from a citizen regarding these matters. Mr. Gilliam shared that the agenda for each regular meeting, along with notices of special meetings, are sent via email to anyone requesting to receive those notifications. He has also recently begun to post a copy of the agenda on the front door of Town Hall on the Friday before each regular meeting, and is looking for a convenient way to post this information on the Town's website. There was consensus to make no immediate changes to the placement of Public Comment on the Board agenda. It will remain as the last item prior to closed session, but can be moved earlier in the meeting at the discretion of the Board when the agenda is set at the beginning of each meeting, based on any particular public interest in an item for that meeting.

Reports from Boards and Community Organizations

Downtown Marshall Association – No report
Board of Adjustment – No meeting
Planning Board – No meeting
Parks and Recreation – Meeting scheduled for September 14th

Department Reports

Fire Department – Report is in packet.
Police Department – Report is in packet.
Water Department – Jamie Chandler
Maintenance Department – Jamie Chandler
Zoning Department – Forrest Gilliam

Public Comment

There was no public comment.


Upon motion by Alderman Jablonski, seconded by Alderman Ramsey, the Board voted 5-0 to enter into closed session for the purposes of attorney-client privilege, personnel, and property.

Upon motion by Alderman Haynie, seconded by Alderman Ramsey, the Board voted 5-0 to return to open session.

Upon motion by Alderman Jablonski, seconded by Alderman Smith, the Board voted 5-0 to authorize the Town Administrator to extend an offer of employment to Daryl Penland in the position of Maintenance Worker, at an hourly rate of \$18.50. Employee must obtain required Commercial Drivers License within six months of employment and meet all other requirements during a six-month evaluation period as determined and observed by the Town Administrator and Maintenance Supervisor.

Upon motion by Alderman Smith, seconded by Alderman Jablonski, the Board voted 5-0 to authorize the Town Administrator to extend an offer of employment to Quentin Jensen in the position of Maintenance Worker, at an hourly rate of \$17.50. Employee must obtain required Commercial Drivers License within six months of employment and meet all other requirements during a six-month evaluation period as determined and observed by the Town Administrator and Maintenance Supervisor.

Upon motion by Alderman Payne, seconded by Alderman Jablonski, the Board voted 5-0 to adjourn at 8:10 p.m.



Nancy Allen, Mayor



Forrest Gilliam, Town Administrator