

# MINUTES

## Town of Marshall Board of Alderman

### Regular Meeting

### February 24<sup>th</sup>, 2020

### 6:00pm

Mayor Wallin announced to please stand for the Pledge of Allegiance and Moment of Silence.

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

Mayor Jack Wallin called the regular monthly board meeting to order at 6:05pm.

#### Item 1

Mayor Jack Wallin called for a motion to approve the agenda. Town Administrator Nancy Allen recommended to amend the agenda adding under the Administration Report item 9(e) Re-Appointment to Marshall Housing Authority. Alderman Thomas Jablonski made the motion to approve the amended agenda as stated and Alderman Laura Ponder Smith seconded the motion. Motion approved.

#### Item 2

Mayor Jack Wallin called for a motion to approve the minutes from Tuesday, January 21<sup>st</sup>, 2020 Town of Marshall Budget Work Session for Fiscal Year 2020-2021 and the Town of Marshall Regular Monthly Board Meeting of Tuesday, January 21<sup>st</sup>, 2020. Alderman Dr. Christiaan Ramsey made the motion to approve the minutes and Alderman Thomas Jablonski seconded the motion. Motion approved.

#### Item 3

Nancy Allen, Town Administrator, presented Water/Sewer Report for the month of January 2020 with detailed explanation of the monthly operating reports for treatment facility and gave unaccountable water loss as 35.5%. Jamie Chandler, Maintenance Supervisor, is continuing to search for any existing water leaks in the town system. Rural Water Division assisted the town in location of leaks. Water quality reports were included.

#### Item 4

Sara Nichols, Regional Planner of Economic and Community Development Land of Sky Regional Council, presented information on possible funding opportunity for a downtown wifi project through applying for a grant with the Appalachian Regional Commission. The presentation included the Madison County Broadband Community Profile, WESTNGN Broadband Information Handout and Basic Criteria for Consideration. Mayor Jack Wallin called for a motion for the Town of Marshall to participate and apply for the Appalachian Regional Commission Grant. Alderman Thomas Jablonski made the motion and Alderman Billie Jean Haynie seconded the motion. Motion approved.

#### Item 5

Jeff Hocz, Geographics, LLC. presented an update on the NC Commerce Local Capacity Grant that the town had received in 2019. Presentation included project overview, current infrastructure inventory, entrance/welcome sign lighting options, strategic locations, bridge lights and energy saving measures. This report included recommendations for expenditures of the grant allocation and designated areas for the lighting design.

#### Item 6

Nancy Allen, Town Administrator, presented Lowdermilk Church & Co., LLP Audit Contract for the fiscal year of 2019-2020 for the Town of Marshall. Mayor Jack Wallin called for a motion to approve the contract with an increase of \$400.00 more than the previous year stated as \$17,700.00. Alderman Thomas Jablonski made the motion and Alderman Laura Ponder Smith seconded. Motion approved.

#### Item 7

No additional information received from the Downtown Marshall Association.

#### Item 8

Garry Moore, Project Manager from Vaughn & Melton Consulting Engineers, presented the following updates in regards to the Comprehensive Water Study, Flood Damaged Areas related to the Road Infrastructure and Town Hall Building. Comprehensive Water Study is in progress. Reports should be forthcoming soon.

#### Item 9

Nancy Allen, Town Administrator, presented administrator's report for the month of January 2020 which included briefing the Board of Alderman of meetings, events, and monthly administrator calendar. Tax Collection and Water/Sewer Collection Report was presented for January 2020.

Nancy Allen, Town Administrator, recommended to the Board of Alderman Devin Nash for permanent full-time employment with the Town of Marshall. Motion was made by Alderman Billie Jean Haynie and seconded by Alderman Laura Ponder Smith. Motion approved.

Nancy Allen, Town Administrator, reminded the Board of Alderman for the next two months, March and April 2020, the Budget Work Session for Fiscal Year 2020-2021 and Regular Monthly Board of Alderman Meeting will be on the third Tuesday with Budget Work Session beginning at 5:00pm and the Regular Monthly Board of Alderman at 6:00pm. Budget Work Session for March 2020 will include Police, Maintenance and Water/Sewer Departments.

Nancy Allen, Town Administrator, briefed the Board of Alderman that we did not have significant or enough damage to claim reimbursement from the state. It was still beneficial to declare state of emergency.

Nancy Allen, Town Administrator, presented recommendation from Linda Payne, Executive Director of the Marshall Housing Authority, for Edith Overby to serve another term as the resident commissioner. Request was tabled to the March meeting.

### **Boards Reports**

Planning Board— Met on February 3<sup>rd</sup>, 2020—Finished the retreat work session and the Planning Board has a proposed text amendment on maximum building height on main street. Several Permit Applications were reviewed. Next meeting will be Monday, March 2<sup>nd</sup>, 2020.

Board of Adjustment—Meeting is scheduled for Monday, March 9<sup>th</sup>, 2020 at 6:00pm.

Parks and Recreation Board—Mayor Jack Wallin presented highlights from the MECHS Kick-off Event for the Recreation Site on Skyway Drive. Comments expressed students did a fantastic presentation and it was a great event.

### **Department Reports**

Fire Department— Nancy Allen, Town Administrator, presented the report stating 11 calls and 500 gallons of water used.

Police Department— Report is in packet. Chief Mike Boone highlighted his report. Completed the end of the year report.

Water Department— Report is in packet.

Maintenance Department – Report is in packet. Jamie Chandler, Maintenance Supervisor, highlighted his report. Presented information on securing the Recreation Site on Skyway Drive. Jamie Chandler presented quotes for installation of a gate at the entrance of the property. Mayor Jack Wallin called for a motion to approve Keith Rice in the amount of \$2,200.00. Motion was made by Alderman Aileen Payne and seconded by Alderman Thomas Jablonski. Motion approved.

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

Finance Department - Report is in packet.

### **Public Comment-No Public Comment**

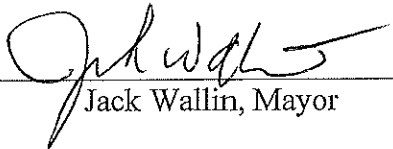
Mayor Jack Wallin called for a motion to go into Closed Session for legal matters and personnel. Alderman Dr. Christiaan Ramsey made the motion and Alderman Thomas Jablonski seconded. Motion approved.

Mayor Jack Wallin called for a motion to return to Open Session. Alderman Dr. Christiaan Ramsey made the motion and Alderman Aileen Payne seconded. Motion approved.

Mayor Jack Wallin called for a motion for \$33,290.90 that has been received from Substance Tax and requested to be designated to the Police Department. Alderman Laura Ponder Smith made the motion and Alderman Thomas Jablonski seconded the motion. Motion approved.

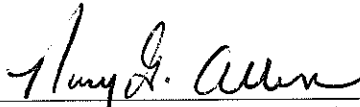
Mayor Jack Wallin called for a motion to increase Officer Jeff Sluder hourly rate of pay from to \$13.45 to \$15.00 an hour effective February 25, 2020. Alderman Laura Ponder Smith made the motion and Alderman Thomas Jablonski seconded. Motion approved by 3 yes and 2 no.

Mayor Jack Wallin called for a motion to adjourn. Alderman Thomas Jablonski made the motion to adjourn the meeting and Alderman Dr. Christiaan Ramsey seconded the motion. Motion approved. Meeting adjourned 9:00pm.



---

Jack Wallin, Mayor



---

Nancy G. Allen, Town Clerk