

Special Call Meeting/Budget Session

Minutes

Town of Marshall Board of Alderman

Tuesday, January 21st, 2020

5:30pm

In attendance were Mayor Jack Wallin, Alderman Aileen Payne, Alderman Billie Jean Haynie, Alderman Dr. Christiaan Ramsey, Alderman Laura Ponder Smith, Alderman Thomas Jablonski, Town Clerk Nancy Allen, and Town Attorney Jamie Stokes.


Meeting was called to order at 5:30pm by Mayor Jack Wallin.

Items presented in the budget session were as follows:

Review of current fiscal year 2019-2020 and status of town operations

Schedule presented for upcoming budget sessions

Mayor Jack Wallin adjourned the meeting at 6:00pm.



Jack Wallin, Mayor



Nancy Allen, Town Clerk

MINUTES

Town of Marshall Board of Alderman

Regular Meeting

January 21st, 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 Jamie Stokes.

Mayor Jack Wallin called the regular monthly board meeting to order at 6:01pm.

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 7(e) Appointment to Marshall Housing Authority, 7(f) Request to change March and April 2020 Regular Monthly Board of Alderman meeting date and 7(g) Park and Recreation Site Building. Alderman Laura Ponder Smith made the motion to approve the amended agenda as stated and Alderman Billie Jean Haynie seconded the motion. Motion approved.

Item 2

Mayor Jack Wallin called for a motion to approve the minutes from the Town of Marshall Regular Monthly Board of Alderman Meeting, Monday, December 16th, 2019. Alderman Dr. Christiaan Ramsey made the motion to approve the minutes and Alderman Thomas Jablonski seconded the motion. Motion approved.

Item 3

Don Byers, Byers Environmental, Inc. presented Water/Sewer Report for the month of December 2019 with detailed explanation of the monthly operating reports for treatment facility and gave unaccountable water loss as 31.1%. Jamie Chandler, Maintenance Supervisor, is currently searching for any existing water leaks in the town system. Water quality reports were included. Don Byers, updated the Board of Alderman, the status of Well #6 pertaining to the stages of the Corrective Action Plan. The reservoir level actuator valve update was presented with explanation of shipping the part back to the distributor for further analysis of the issue with recommended price for repair. Mayor Wallin recommended to the Board of Alderman to repair the valve as soon as possible. Alderman Thomas Jablonski questioned the concern if this will happen again and Mayor Wallin questioned the issue of the wet valve. A detailed discussion of the vault holding water and drain to daylight occurred. Also, a brief update on the repair at the Wastewater Treatment pertaining to one of the new aerators with no cost to the Town of Marshall. Don Byers also updated the Board of Alderman pertaining two local industries on water and sewer usage in the town.

Item 4

Vicki Eastland, Land of Sky Regional Council RPO Director and Hannah Cook NCDOT Division 13 Planning Engineer presented NCDOT Project Prioritization Overview highlighting capital mobility/expansion and modernization projects. A detailed PowerPoint Presentation described the project selection data-driven quantitative scoring scale which evaluated the projects that are scheduled for funding and displayed the MPO and RPO Boundaries. Explanation of the functions of the RPO were highlighted. They worked on the transportation plans for the area. STIP projects were explained. Madison County Projects and projects that have an effect on the Town of Marshall were presented. Emphasis on the HWY 25/70, NC 251 and the Marshall By-Pass area were presented in detail. Timeline was presented for the upcoming months for consideration of the projects.

Item 5

John Davis, President of the Downtown Marshall Association, highlighted the Jingle Mingle event. New businesses that are opening and Star Diner made the cover of Our State magazine. Planning for Marshall Gras, Mermaids Event and Fireworks for the 4th of July will be happening.

Item 6

Garry Moore, Project Manager from Vaughn & Melton Consulting Engineers, stated the status of three projects. Planning meeting has occurred for the comprehensive water study to begin. Team has started with water engineer to begin assessment. The issue for the structural damage of the Town Hall building is being analyzed. Old drain under the Town Hall is being evaluated for repair. Damages for repair are being submitted to the state. The Road Infrastructure Repair for Fortner Hollow, Nix Road, and Sunset Drive will be planned for next board meeting. Jack Wallin, Mayor, briefed the Board of Alderman the status of the submission damages from the two floods that occurred in December 2018 and April 2019.

Item 7

Nancy Allen, Town Administrator, presented administrator's report for the month of December 2019 which included briefing the Board of Alderman of meetings, events, and monthly administrator calendar. Tax Collection and Water/Sewer Collection Report was presented for December 2019.

Nancy Allen, Town Administrator, presented NC DOT information on renaming Back Street for review of the process.

Mayor Jack Wallin briefed the Board of Alderman of the status of the State Emergency Disaster Assistance pertaining to additional information had been sent to the office of the Governor.

Nancy Allen, Town Administrator, provided to the Board of Alderman a list of current board members of designated Town Boards.

Nancy Allen, Town Administrator, presented recommendation from Linda Payne, Executive Director of the Marshall Housing Authority, for Barbara Morton to replace Doris Higgins whose term expires March 2022. Mayor Jack Wallin call for a motion to approve the appointment. Alderman Dr. Christiaan Ramsey made the motion and Alderman Thomas Jablonski seconded. Motion approved.

Nancy Allen, Town Administrator, had received a request from Alderman Dr. Christiaan Ramsey consideration to move the Regular Board of Alderman Monthly Meeting for the months of March and April to the third Tuesday for the two months requested. Mayor Jack Wallin called for a motion to approve the change of date for the meeting. Motion was made by Alderman Billie Jean Haynie and seconded by Alderman Laura Ponder Smith. Motion approved.

Nancy Allen, Town Administrator, along with Jamie Chandler, Maintenance Supervisor, requested to remove the block pump house building at the Recreational Site on Skyway.⁴

Boards Reports

Board of Adjustment – Met on January 13th, 2020. Reviewed by-laws and voted to change their meeting date stated in the by-laws to the second Monday of each month at 6:00pm.

Planning Board –Met on January 16th, 2020. Second part of the work session occurred in reference to reviewing the Unified Development Ordinance of 2011. Several topics were discussed.

Parks and Recreation Board –Next scheduled meeting will be Tuesday, January 22, 2020 to discuss the Parks and Recreation Challenged Based Learning Project.

Department Reports

Fire Department – Nancy Allen, Town Administrator, presented the report stating 20 calls and 3,000 gallons of water used.

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

Water Department – Report is in packet.

Maintenance Department – Report is in packet. Jamie Chandler highlighted his report. Explained the remodeling of the well houses at Hunter Creek Site.

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

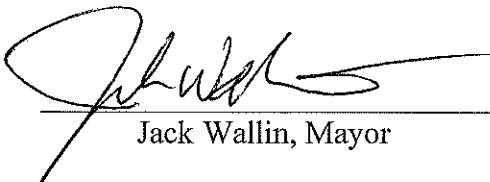
Finance Department - Report is in packet.

Public Comment-No Public Comment

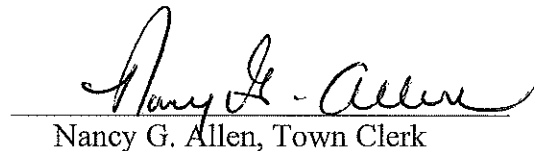
Mayor Jack Wallin called for a motion to go into Closed Session for legal matters. Alderman Laura Ponder Smith made the motion and seconded by Alderman Aileen Payne. Motion approved.

Mayor Jack Wallin called for a motion to return to Open Session. Alderman Billie Jean Haynie made the motion and Alderman Thomas Jablonski seconded. Motion approved.

Mayor Jack Wallin called for a motion to adjourn. Alderman Billie Jean Haynie made the motion to adjourn the meeting and Alderman Laura Ponder Smith seconded the motion. Motion approved. Meeting adjourned 8:24pm.



Jack Wallin, Mayor



Nancy G. Allen, Town Clerk