

MINUTES

Town of Marshall Board of Alderman

Regular Meeting

November 18th, 2019

6:00pm

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 6:03pm.

Item 1

Mayor Jack Wallin called for a motion to approve the agenda. Alderman Billie Jean Haynie made the motion and Alderman Dr. Christiaan Ramsey 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, October 21st, 2019. Motion was made Alderman Thomas Jablonski and seconded by Alderman Laura Ponder Smith. Motion approved.

Item 3

Nancy Allen, Town Administrator presented Don Byers, Byers Environmental, Inc. Water/Sewer Report for the month of October 2019 with detailed explanation of the monthly operating reports for treatment facility and gave unaccountable water loss as 30.1% presented. Water quality reports were included. Correspondence from Don Byers, Byers Environmental, Inc. stated the new electric actuator control valve repair parts have been order for about three weeks. Upon arrival, the installation will begin.

Item 4

Downtown Marshall Association was not represented. Mayor Jack Wallin announced the Marshall Handmade Market November 23rd, 24th, 2019 on the island.

Item 5

Nancy Allen presented a report from Garry Moore, Project Manager from Vaughn & Melton Consulting Engineers, for the Road Infrastructure Repair for Fortner Hollow, Nix Road, and Sunset Drive. The Geotechnical firm, ECS, has completed all the drilling on all three roads and have started reviewing the information from these drill sites. A report will be forwarded to the Board of Alderman in a few weeks. All surveys on all three roads will be completed by the week of November 15th, 2019. At the December regular board meeting, it is the desire to have the repair options with estimated costs available for discussion.

Item 6

Jeff and Jessica Hocz, Geographics, LLC., presented an update on the progress of the NC Commerce Local Capacity Grant for Lighting Design in the Marshall Downtown Area. Information presented included project background, partnerships, inventory of existing lighting, feasibility study, design considerations and input from the Board of Alderman. Jeff and Jessica Hocz provided information from the meeting with Marshall Planning Board on November 13th, 2019.

Item 7

Nancy Allen, Town Administrator, presented administrator's report for the month of October, 2019 which included briefing the Board of Alderman of meetings, events, and monthly administrator calendar. Jack Wallin, Mayor, briefed the Board of Alderman with an update from Emergency Assistance North Carolina Department of Public Safety in regards to our Floods in December 2018 and April 2019. Tax Collection and Water/Sewer Collection Report was presented for October 2019. Tax and Property Update was provided by Kristie Griffin, Tax Collector.

Nancy Allen, Town Administrator, presented the Board of Alderman a recommendation from Linda Payne, Executive Director of Marshall Housing Authority, for an appointment to the Marshall Housing Authority. Board of Alderman had requested Jamie Stokes, Town Attorney, to research eligibility for serving on the Marshall Housing Authority. Jamie Stokes, Town Attorney, stated information had been researched. Board of Alderman tabled item to next meeting. No action was taken.

Boards Reports

Board of Adjustment – No Meeting. Training is scheduled for November 25th, 2019. Ben Smith will be the presenter. Planning Board – The Planning Board met on October 22nd, 2019 and Planning Board Retreat on November 13th, 2019. Reviewed 7 permit applications and additional information.

Parks and Recreation Board – No meeting. Next meeting is scheduled for Wednesday, December 11th, 2019.

Department Reports

Fire Department – Nancy Allen, Town Administrator, presented the report stating 80 calls and 5,850 gallons of water used. Detailed discussion pertaining to the use of fire hydrants.

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.

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

Finance Department - Report is in packet.

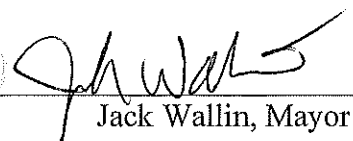
Public Comment-No Public Comment

Mayor Jack Wallin call for a motion to go into Closed Session for consideration of personnel and legal matters. Motion was made by Alderman Dr. Christiaan Ramsey and seconded by Alderman Billie Jean Haynie. Motion approved.

Alderman Billie Jean Haynie made a motion to return to open session and Alderman Dr. Christiaan Ramsey seconded the motion. Motion approved.

Mayor Jack Wallin called for a motion to approve base rate of pay \$15.00 an hour retroactive to first day of employment Tuesday, November 12th, 2019 for Devin Nash. Alderman Aileen Payne made the motion and Alderman Laura Ponder Smith seconded. Motion approved.

Mayor Jack Wallin called for a motion to adjourn. Alderman Dr. Christiaan Ramsey made the motion to adjourn the meeting and Alderman Thomas Jablonski seconded the motion. Motion approved. Meeting adjourned 8:20pm.



Jack Wallin, Mayor



Nancy G. Allen, Town Clerk