

# MINUTES

## Town of Marshall Board of Alderman

### Regular Meeting

### October 21<sup>st</sup>, 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 6:00pm.

#### Item 1

Mayor Jack Wallin called for a motion to approve the agenda. Alderman Thomas Jablonski made the motion and Alderman Laura Ponder Smith 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, September 16<sup>th</sup>, 2019. Motion was made by Alderman Aileen Payne and seconded by Alderman Laura Ponder Smith. Motion approved.

#### Item 3

Don Byers, Byers Environmental, Inc. presented Water/Sewer Report for the month of September 2019 with detailed explanation of the monthly operating reports for treatment facility and gave unaccountable water loss as 24.9%. Water quality reports presented to the board were presented by Don Byers, Byers Environmental, Inc. A copy of the Source Water Corrective Action Proposal Letter was presented with a corrective action steps stated the proposal had been approved by North Carolina Department of Environmental Quality. Also, information was presented to consider improvement to the well houses. Description to increase the height of the well houses to state standards was presented. Don Byers, Byers Environmental, Inc. updated the Board of Alderman addressing the concern of the repair to the control valve located on 25/70 Marshall By-Pass. Copy of the correspondence was in board packet for review stating the history of the operation of the valve. Recommendation was made by Don Byers to purchase a logic control PCB replacement card.

#### Item 4

Laura Boosinger, Executive Director of the Madison County Arts Council, presented information to the Board of Alderman pertaining to the opening of the new welcome center in Marshall located in the Arts Council building. Leigh Ann Wilder, Creative Economies Executive Director of the North Carolina Arts Council, representing the NC Smart Communities presented to the Board of Alderman Marshall's SmART Work Plan. The powerpoint presentation included the overview of the SmART Communities Program, Marshall SmART Team, Background and Context of the Project, Marshall SmART Opportunities, Art Markers Project, Two-Year Action Plan, Measuring SmART Impact and the SmART Advocacy and Fundraising Plan. The SmART Community Program will be a partner for a long time with Marshall.

#### Item 5

Hollie West and Dr. Lisa Pantzer, Downtown Marshall Association, gave update on upcoming events in the Town of Marshall. The events include Health and Wellness Fair October 5<sup>th</sup>, A Day for Downtown Businesses on October 12<sup>th</sup>, Business After Hours on Thursday, October 17<sup>th</sup> with Grand Opening of the Reclaim Store, Oktoberfest for October 19<sup>th</sup>

with lots of activities planned for the island and downtown area, planning grandma and children movie event on October 27<sup>th</sup> and December 22<sup>nd</sup>, Safe Treat on October 31<sup>st</sup>, Fall Clean Sweep planned for the October 28<sup>th</sup>-November 3<sup>rd</sup>, Christmas Jingle Mingle December 13<sup>th</sup> with Santa Claus.

#### Item 6

Leslie Schoof and Julie Young, Teachers from Madison County Early College High School, addressed the Board of Alderman with a Project Based Learning Proposal. Explanation for the learning proposal was given with the history of challenge-based learning and the reasons for selecting this project in a power point presentation. The project includes partnering with the Town of Marshall Parks and Recreation Board to revitalize the former Marshall Swimming Pool Site. Phase I- "Dive into Marshall Memories" which is collecting old photos and memories with a kick-off event to be held in January, 2020. Phase II will begin in the Spring 2020.

#### Item 7

Garry Moore, Vaughn & Melton Engineering Consultants, update on the road infrastructure included information on the geotechnical boring and surveying sites for roads damaged by flooding in Dec 2018 and April 2019. Presentation of a robotic camera examination of the stormwater drains under Marshall Town Hall Building has occurred. Garry Moore highlighted the findings in this drain pipe has been determined in sound condition. More investigation of other factors is ongoing.

#### Item 8

Betty Hurst presented a request to the Board of Alderman for consideration of re-naming Back to Street in memory of a life long resident of Madison County, Jerry Plemmons. After the reading the request, the Board of Alderman directed Jamie Stokes, Town Attorney, and Nancy Allen, Town Administrator, to research the procedure for naming a street/road.

#### Item 9

Nancy Allen, Town Administrator, presented administrator's report for the month of September 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 September 2019.

Viktoria Flynn requested for the Board of Alderman to consider a location for an After-School Program in the downtown Marshall area. A copy of her request was presented to the Board of Alderman.

Nancy Allen, Town Administrator, presented the Board of Alderman a recommendation from Linda Payne, Executive Director of Marshall Housing Authority, recommendation for an appointment to the Marshall Housing Authority. Board of Alderman tabled item to next meeting. No action was taken.

Christmas Parade information was in board packet.

## **Boards Reports**

Board of Adjustment – No Meeting. Training is scheduled for November, 2019. Ben Smith will be the presenter.

Planning Board – The Planning Board met on September 24<sup>th</sup>, 2019. Reviewed permit applications and information.

Planning Board is planning a one-day retreat to review the Unified Development Ordinance in November 2019.

Nancy Allen attended Zoning Practice Training October 16<sup>th</sup>-18<sup>th</sup>, 2019 at School Government.

Parks and Recreation Board – Parks and Recreation met on October 9<sup>th</sup>, 2019. The last two months the board has been very involved with Madison Early College High School on the previous stated project. The Parks and Recreation Board has a member vacancy.

## Department Reports

Fire Department – Report is in packet. The report stated 71 calls and did not receive 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.

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

Finance Department - Report is in packet. Nancy Allen, Town Administrator, presented information pertaining a Water System Capital Improvement Checking Account for Community Development Block Grants for Phase I and Phase II. Request to closed this account and transferred the remainder of \$189.00 into Water/Sewer Account. Mayor Jack Wallin called for a motion to approve this closure and transfer. Motion was made by Alderman Billie Jean Haynie and seconded by Alderman Thomas Jablonski. Motion approved.

## Public Comment-No Public Comment

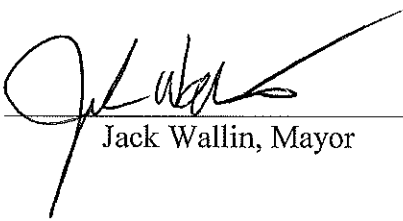
Mayor Jack Wallin call for a motion for Closed Session for consideration of personnel and legal matters. Motion was made by Alderman Dr. Christiaan Ramsey and seconded by Alderman Billie Jean Haynie. Motion approved.

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

Mayor Jack Wallin called for a motion to approve Devin Nash as Maintenance Position for the Town of Marshall at the rate of \$14.50 hourly rate on probationary employment for ninety days. Alderman Billie Jean Haynie made the motion and Alderman Thomas Jablonski seconded. Motion approved.

Mayor Jack Wallin called for a motion to approve Jeremy Altiums for part-time auxiliary police officer for the Town of Marshall at the rate of \$15.00 hourly rate. Motion was made by Alderman Thomas Jablonski and seconded by Alderman Dr. Christiaan Ramsey. Motion approved by 4 (yes) and 1 (no).

Mayor Jack Wallin called for a motion to adjourn. Alderman Thomas Jablonski made the motion to adjourn the meeting and Alderman Billie Jean Haynie seconded the motion. Motion approved. Meeting adjourned 8:46pm.



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Jack Wallin, Mayor



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Nancy G. Allen, Town Clerk