

Minutes
Town of Marshall Board of Aldermen
Regular Meeting
September 19, 2016

Aldermen in attendance were Thomas Jablonski, Billie Jean Haynie, Christiaan Ramsey and Aileen Payne, Town Clerk, Karen Kiehna, and Town Attorney, Larry Leake.
Aldermen Luther Nix was absent due to illness.

Item 1

Mayor Wallin called the meeting to order at 6:10. The Mayor asked for any changes to the agenda and the following items were added:

Administrator's

h. Water Department National Award -

Christiaan Ramsey made a motion to accept the Agenda with the noted changes. The motion was seconded by Billie Jean Haynie and approved 4 yes, 0 no and 1 absent.

Item 2

Mayor Wallin called for a motion to approve the minutes as written. Motion made by Aileen Payne and seconded by Cristiaan Ramsey and approved 4 yes, 0 no and 1 absent.

Item 3

Karen Kiehna gave the water report for the month of September. Ms. Kiehna stated that staff recognizes that unaccounted for water continues to be at 47%. Over the past week the maintenance team have repaired over 10 leaks. Rural Water will be coming on October 4th to assist the team in locating leaks. The Jamie Chandler explained the plan of action to strategically locating and repair leaks. The Board asked that the staff continue this process.

Item 4

Veterans Day Event, Friday, November 11, 2016 - Mayor Wallin is working with the a group of Veterans and organizations to organize a Madison County event on the Courthouse steps. More information will be provided next month.

Item 5

Officer Appreciation Event and Month -- Alderman Haynie stated that the Officer Appreciation Event will be on Sept. 22nd at the Fairgrounds at 6:00 pm. Many businesses and individuals have made contributions to the Officer Appreciation Fund. All donated funds will be equally distributed to the 49 officers that work in Madison County. Additionally, the organizing group has asked each town and the county to proclaim the month of October as Officer Appreciation Month. Mayor Wallin read the proclamation. Billie Jean Haynie made a motion to approve the Proclamation. Thomas Jablonskie seconded the motion. 4 yes, 0 no 1 absent.

Item 6

Administrator's Report

- a. Ms. Kiehna updated the Board on the Tax collection rate 96.6% and Water and Sewer collection rates June 99% July 98.3% and Aug. 93.7%.
- b. Water Improvement Project - Ms. Kiehna stated that the Town's Water Improvement Project is moving forward. The Project Bid and Construction documents have been submitted to the State

Dept. of Environmental Quality. DEQ has until January 17, 2016 to review the documents. Once approved by DEQ, the Town will put the project out to bid.

- c. WWTP – USDA Application – The Engineering Contract has been sent to USDA-Rural Development of their approval. Once approved, the contract will be signed and then put out to bid.
- d. ARC Emerging Opportunities grant is moving forward. The final project activity is to complete the streetscape planting along Main Street and in the Everett Barnett “Pocket Park”.
- e. Safe Treats will be on Halloween Day, Monday, October 31st starting at 5:30 pm to 7:30 pm
- f. Alcohol Beverage Commission - Resolution - After a brief discussion, a motion to approve the resolution was made by Billie Jean Haynie and seconded by Thomas Jablonski the motion passed. 3 yes, 1 no (Aileen Payne) and 1 absent.
- g. Juror Parking Passes – At the request of the Clerk of Court, Mark Cody has asked that the Town allow the Clerk of Court to provide the Jurors with Parking Passes. The Parking Passes will note the court dates. The Board of Aldermen recommended that the Town Administrator provide the Clerk of Court with the Parking Pass template, which will allow Jurors to park longer then the two hour limit. Motion was made by Billie Jean Haynie, Seconded by Christiaan Ramsey. The motion passed 4 yes, 0 no and 1 absent
- h. We are pleased announce that the Town has been named IMPACT Runner Up and will be acknowledged at the national public water association conference in New Orleans on Sept. 26th. Jamie Chandler wrote the original grant application to repair and paint the KenPak water storage tank. This project was then submitted for the IMPACT which is sponsored by Sherwin Williams.

Reports from the Boards

1. Board of Adjustments – one variance was approve for an accessory dwelling in August and a second variance is scheduled for Sept. 26th for an accessory dwelling.
2. Police Department – Chief Boone presented the monthly Police Dept. Activities Report and stated that a copy of same was in each Board members packet.
3. Parks and Recreation – Meeting will be rescheduled – the Board will be reviewing the proposed landscaping planting for the ARC grant, the design and installation of plants at the Pocket Park and discuss the next PARTF grant.

Department Reports

1. Fire Department - Report was presented
2. Police Department – Chief Boone presented the activities for the month of December.
3. Water Department – Jamie noted that the staff have installed a new sewer pump at the Jail and we have not had any alarms since the installation of this improved pump.
4. Maintenance – Report in packet
5. Zoning - New continue to process a steady flow of zoning permits.
6. Finance Department – Two budget Amendments
 - a. Year-end Adjustment -
 - b. Depot Grant Correction –A motion was made by Thomas Jablonski and seconded by Christiaan Ramsey. The motion passed 4 yes, 0 no, 1 absent.

Public Comment

Stevie Brown requested that the Board work with the Brown family to install a culvert over the creek that runs along Sams Road. He stated that the road paving that was repairs approximately 5 years ago is showing cracks and the installation of this culvert would eliminate this problem. The Board recommends that the Town Administrator contact an Engineering Firm to provide the town with a quote to review the proposed work and work with the Army Corp of Engineers.

Closed Session – for Legal and Personnel Items

Motion Billie Jean Haynie, Second Christiaan Ramsey. The Motion carried 4 yes, 0 no, 1 absent.

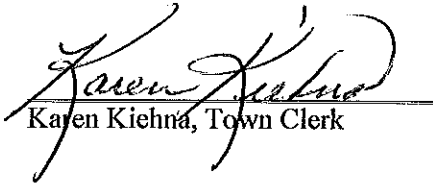
Return to Open Session

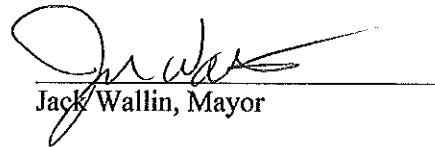
Billie Jean Haynie made a motion to return to open session and the motion was seconded by Thomas Jablonski. The motion carried 4 yes, 0 no, 1 absent.

Action:

1. Thomas Jablonski made a motion to hire Randy Hensley and Hicks as part-time police officers. The motion was seconded by Aileen Payne and passed 4 yes, 0 no and 1 absent.
2. Billie Jean Haynie made a motion to hire Kenneth Brown as a full-time police officer. The motion was seconded by Christiaan Ramsey and passed 4 yes, 0 no and 1 absent.
3. Billie Jean Haynie made a motion to approve an amendment to the Purchasing Policy which states that "all purchases must be pre-approved by the Town Administrator". The motion was seconded by Christiaan Ramsey and passed 3 yes, 1 no (Aileen Payne) and 1 absent.

Motion to Adjoin was made by Christiaan Ramsey, seconded by Billie Jean Haynie. Motion carried 4 yes, 0 no, 1 absent.


Kayen Kiehna, Town Clerk


Jack Wallin, Mayor