

MINUTES

Town of Marshall Board of Alderman

Regular Meeting

February 19, 2018

Mayor Wallin called for the Pledge of Allegiance and a Moment of Silence. Alderman in attendance were Billie Jean Haynie, Aileen Payne, Thomas Jablonski, Dr. Christiaan Ramsey, Laura Ponder Smith, Mayor Jack Wallin, Town Administrator Nancy Allen, Deputy Town Clerk Michelle Massey and Town Attorney Jamie Stokes.

Item 1

Mayor Wallin called for the regular monthly board meeting to order at 6:00pm.

Item 2

Mayor Wallin called for a motion to approve the agenda. Mayor Wallin stated Scott Greene would like to make public comment when he arrives. Alderman Ramsey made the motion to approve the agenda. Alderman Haynie seconded the motion. Motion approved.

Item 3

Mayor Wallin called for a motion to approve the minutes from January 15, 2018. Alderman Haynie requested for the January 15th minutes to reflect that the Land of the Sky report that was given in the meeting noted some question about North Rollins Road not being included in the project. Amended documentation was submitted in regards to include the North Rollins Road. Alderman Haynie would like to go on record in regards to that statement. Alderman Ponder-Smith made a motion to approve the Special Call Public Hearing and Regular Monthly Meeting January 15, 2018 minutes. Alderman Ramsey seconded the motion. Motion approved.

Item 4

Ken Ray, Chair of Marshall Board of Adjustment, presented nomination of Ben Smith to serve as a member of the Marshall Board of Adjustment. Motion was made by Alderman Jablonski. Alderman Ramsey seconded the motion. Motion approved.

Item 5

The Water/Sewer Report for the month of January 2018 was presented to the Board by Don Byers. Explained monthly operating reports for treatment facility and gave unaccountable water loss is at 38.3% for the month. Water quality reports were presented to the Board. Next meeting Don Byers will bring the summary of the 2017 report.

Item 6

Karen Kiehna, Representative from McGill Associates, provided the Board with request concerning authorization and approval of contracts of the wastewater plant improvements. The contracts were awarded to S&N Airoflo for \$78,175.00 which included the provision and installation of two floating brush aerators and Tencarva Machinery Company for one 3-horsepower and two 10-horsepower sludge pumps for \$53,987.00, not including the services of an electrician to connect the new pumps and control panels to the power supply. The funding agency agreed to allow us to use the grant money to also purchase the required valves and piping for the pumps. Tencarva Machinery has provided a price of \$7,500.00 for these items bringing the total of \$61,487.00. A motion is needed to authorize these two contracts. Motion was made by Alderman Payne and seconded by Alderman Jablonski. Motion approved.

Item 7

Kyle Guie, Land -of-the-Sky Regional Council, presented an update on the progress of Phase II CDBG-Water Improvement. On February 13, 2018, we had our pre-construction meeting to start the project. Project to begin March 5, 2018 and end by October 1, 2018. Contract amendment through McGill to reduce the amount from construction administration in the amount \$25,000.00(fee adjustment requested). Motion was made to approve the contract amendment by Alderman Jablonski and seconded Alderman Ponder-Smith. Motion approved.

Item 8

Michelle Massey, Deputy Town Clerk, presented the Lowdermilk Church and Company Financial Audit Contract for 2018. Motion was made by Alderman Payne and seconded by Alderman Ponder-Smith. Motion approved.

Item 9

Downtown Marshall Association update was given by Connie Molland. Connie stated they had received a \$7,000.00 grant. She stated Marshall Gras was a success. Next event will be St. Patrick's Day celebration. Nancy and Connie will be planning for Earth Day on April 21, 2018. Connie mentioned researching about an event in August 2019. Holly West presented an update on the activities happening during Mermaids event for June 2, 2018.

Item 10

Nancy Allen presented administrator's report for the month of February 2018 which included briefing the alderman of meetings, events, and monthly administrator calendar. Tax Collection and Water/Sewer Collection was presented.

First budget workshop was on Friday, February 16, 2018 at noon. Scheduled next budget workshop at 5:00pm on Monday, March 19, 2018 prior to regular scheduled board meeting.

Nancy also presented update from Institute of Government training she attended in January 2018. Installation of cameras update was given and request from the board to secure additional estimated cost proposals from electricians.

New employee leave form was presented. Motion to approve the use of leave form was made by Alderman Ramsey and seconded by Alderman Payne. Motion approved.

Capital Improvement request from Jamie Chandler, Maintenance Supervisor, for the purchase of a new backhoe. Three quotes from state contract vendors were presented. The recommendation from Jamie Chandler was for New Holland B95C for \$81,915.00 plus \$500.00 for South Carolina taxes. Motion made by Alderman Haynie and seconded by Alderman Jablonski. Motion approved. Motion was made by Alderman Payne to keep the current backhoe for use with the Sewer Treatment Plant and seconded Alderman Ramsey. Motion approved.

Report from Boards

Board of Adjustment – Board of Adjustment met on Monday, February 12, 2018 to discuss nomination of filling vacancy on board, appointment of officers, and operation of the board.

Planning Board – Planning Board met on Monday, February 5, 2018 to review zoning permits and information.

Parks and Recreation – No meeting

Department Reports

Fire Department – Report is in packet. 15 calls reported and 150 gallons of water usage for the month of January 2018.

Police Department – Report in packet

Water Department – Report in packet

Maintenance Department – Report in packet

Zoning Department – Report in administrator's report

Finance Department - Report was presented by Michelle Massey which included budget amendment/financial update on the Emergency Reimbursement from NCDPS. We are due back 75% of \$79,258.73 which is \$59,444.05. Michelle presented the total we would need to use from the Conservation Easement Money in the amount of \$147,398.70. \$13,500.00 was approved for transfer from the Water and Sewer to Wastewater Treatment Grant to cover expenses not allowed in the grant money. Three amendments were presented. The amendments were as follows:

Budget Amendment #2018-003, #2018-004, and #2018-005. Motion made by Alderman Ramsey and seconded by Alderman Payne. Motion approved.

Alderman Payne made a motion to go into closed session. Alderman Ponder-Smith seconded the motion. Motion approved.

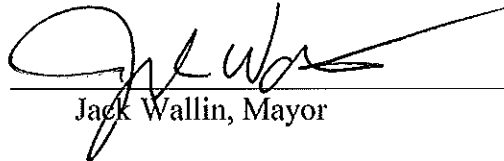
Alderman Ramsey made a motion to return to open session. Alderman Jablonski seconded the motion. Motion approved.

Alderman Ramsey made a motion to adjourn the meeting. Alderman Haynie seconded the motion. Meeting adjourned at 8:35pm.

Public Comments

Scott Greene requested the Board of Alderman to consider the use of the island and gym for the youth, and sport activities representing the Youth League. Information was presented for replacement of bulbs in the ballfield lights. The Youth League will pay for the replacement of bulbs.

Information was presented to consider the use of a batting cage. Board of Alderman requested a drawing of the item to be presented for review. Nancy Allen will review the unified development ordinance once the information is received.



Jack Wallin, Mayor



Nancy G. Allen, Town Clerk