

MINUTES
Town of Marshall Board of Alderman
Regular Meeting
July 22nd, 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 6:01pm.

Mayor Jack Wallin call for a motion for Closed Session for Legal Matters. Motion was made by Alderman Dr. Christiaan Ramsey and seconded by Alderman Billie Jean Haynie. Motion approved.

Alderman Laura Ponder Smith made a motion to return to open session and Alderman Billie Jean Haynie seconded the motion. Motion approved.

Item 1

Mayor Jack Wallin called for a motion to approve the agenda. Alderman Laura Ponder Smith made the motion and Alderman Aileen Payne seconded the motion. Motion approved.

Item 2

Mayor Jack Wallin called for a motion to approve the minutes from the Town of Marshall 2019-2020 Budget Public Hearing, Monday, June 17th, 2019 and the Regular Monthly Board of Alderman Meeting, Monday, June 17th, 2019 with the amendment to include Alderman Billie Jean Haynie's name to the list of attended Town of Marshall Alderman for the Budget 2019-2020 Public Hearing. Alderman Thomas Jablonski made the motion and Alderman Dr. Christiaan Ramsey seconded the motion. Motion approved.

Item 3

Mayor Jack Wallin requested for Town Administrator Nancy Allen present to the Town of Marshall Board of Alderman the recommendation for a vacancy to the Town of Marshall Board of Adjustment. Town Administrator Nancy Allen requested for Ben Smith, Vice Chair of the Town of Marshall Board of Adjustment, to present the recommendation from the Town of Marshall Board of Adjustment. Recommendation was Rich Polak to replace Winfred Ramsey which had moved out of the town limits. Motion was made by Dr. Christiaan Ramsey and seconded by Alderman Laura Ponder Smith to accept the recommendation of Rich Polak to serve the remaining term of Winfred Ramsey's vacancy on the Town of Marshall Board of Adjustment. Motion approved. Following the motion, the swearing in of the new Town of Marshall Board of Adjustment member, Richard Stanley Polak, conducted by Mayor Jack Wallin.

Item 4

Don Byers, Byers Environmental, Inc., presented the Water/Sewer Report for the month of June, 2019 with detailed explanation of the monthly operating reports for treatment facility and gave unaccountable water loss as 29.8%. Water quality reports were presented to the board. Mr. Byers has scheduled a meeting with Bill Conner to discuss the water capacity and the possibility of lifting the moratorium. Mr. Byers presented detailed information pertaining to the replacement of Bridge 66(Hunter Creek Road) over Walnut Creek Road. The description of the project presented included grading, paving, drainage and structure drawings from North Carolina Division of Highways. Mr. Byers

briefed the Board of Alderman that a planning meeting with Kevin Rogers, Project Utility Coordinator had occurred. A letter has been sent to North Carolina Department of Transportation for payment of the relocation of the water line improvements pertaining to the project. Letter is on file. The Board of Alderman will be updated as the project develops. Mr. Don Byers also explained the need of a comprehensive water study to be conducted.

Item 5

Hollie West, Downtown Marshall Association, gave update on upcoming events in the Town of Marshall. The 4th of July Celebration was a huge success. Hollie West stated next year the 4th of July is on a Saturday and requested for the town to plan more events for that day. The third Thursday night with the artists has been wonderful. Next event mentioned was Dog Daze scheduled for Friday, August 16th, 2019.

Item 6

Nancy Allen, Town Administrator, presented a letter from Terry Bellamy, Madison County Economic Development Director, pertaining to Madison County's Work Ready Community Initiative. More information will be obtained concerning this initiative.

Item 7

Hollie West presented for Bill Richards, information pertaining to downtown Marshall Parking Facility. Stated the need for parking in the downtown area. The Board of Alderman needs more information pertaining to the request.

Item 8

Jessica Hocz, Executive Director, Mountain Valleys Resource Conservation and Development, Inc., which focus on water quality, (Ivy River Partners), and Clean Water Management Trust Fund. Also highlighted in the presentation was the Marshall Watershed which included discussion of the Forest Management Plan for the mentioned area. Researching funding sources to begin a comprehensive management plan with agencies.

Item 9

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

Jamie Chandler, Maintenance Director, presented an update on the status of streets and roads. Sams Road and Island Road have been paved. Highlighted other roads that estimates have been obtained. Jamie Chandler made a request to the Board of Alderman to update the Town Cemetery plot map.

Nancy Allen, Town Administrator, presented information pertaining for approval to proceed and enter into a contract between Geographics, LLC. and the Town of Marshall for the development of a lighting design in regards to Downtown Strong Initiative Local Capacity Grant. Motion was made by Alderman Laura Ponder Smith and seconded by Alderman Aileen Payne. Motion approved.

Boards Reports

Board of Adjustment – The Board of Adjustment will meet on July 23rd, 2019 and conducted a public hearing is in regards to a variance application for Full Circle Marital Arts.

Planning Board – The Planning Board met on July 9th, 2019. Reviewed 4 permit applications and several requests.

Parks and Recreation – Parks and Recreation will meet in August 2019.

Department Reports

Fire Department – Report is in packet. Regina Bishop reported 13 calls and 1,600 gallons used. Attached to the report was a letter from the Marshall Community Volunteer Fire Department stating the reason for the decision of the Fire Department not available to provide the services for the fireworks on the 4th of July.

Police Department – Report is in packet.

Water Department – Report is in packet.

Maintenance Department – Report is in packet.

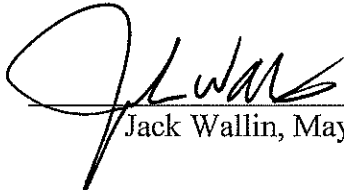
Zoning Department – Report was presented in the administrator's report.

Finance Department - Report is in packet. Nancy Allen, Town Administrator, presented Budget Amendment #2020-001 was presented for the reason to allocate monies for Purchase Orders carried forward from FY 2018-2019 to FY 2019-2020. Motion was made by Alderman Aileen Payne and seconded by Alderman Thomas Jablonski. Motion approved.

Alderman Billie Jean Haynie made the motion and Alderman Aileen Payne for Town Administrator Nancy Allen to secure a program for recording minutes. Motion approved.

No Public Comment

Alderman Aileen Payne made the motion to adjourn the meeting and Alderman Thomas Jablonski seconded the motion. Motion approved. Meeting adjourned.



Jack Wallin, Mayor



Nancy G. Allen, Town Clerk