

MINUTES
Town of Marshall Board of Alderman
Regular Meeting
January 21st, 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 William Thompson Leslie.

Mayor Pro-Tem Aileen Payne called the regular monthly board meeting to order at 6:00pm. Mayor Pro-Tem call for a motion for Closed Session for Personnel. Motion was made by Alderman Dr. Christiaan Ramsey and seconded by Alderman Thomas Jablonski. 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 Pro-Tem Aileen Payne asked Town Clerk Nancy Allen if we have any items to add to the agenda. Clerk Nancy Allen requested to add under Item 7, g. Personnel and scheduling a budget work session for the new fiscal year. Mayor Pro-Tem Aileen Payne called for a motion to approve the amended agenda with the added item. Alderman Thomas Jablonski made the motion and Alderman Laura Ponder Smith seconded the motion. Motion approved.

Item 2

Mayor Pro-Tem Aileen Payne called for a motion to approve the minutes from December 17th, 2018 Regular Monthly Meeting with the correction of paragraph 2, second sentence item 9 to read "budget amendment if necessary". Alderman Dr. Christiaan Ramsey made the motion and Alderman Thomas Jablonski seconded the motion. Motion approved.

Item 3

The Water/Sewer Report for the month of December 2018 was presented to the Board of Alderman. Don Byers explained monthly operating reports for treatment facility and gave unaccountable water loss is 24.9% for the month. Water quality reports were presented to the board.

Item 4

Joseph Meliski, McGill Associates, presented updates on Phase II Waterline Replacement Project which included the connection of the 25/70 Marshall By-Pass valve with electrical control panel. Final completion date was January 7th, 2019 and we did receive an extension. All other issues have been resolved. Valve is still not functional. Paving for damaged area in Rollins Road will be completed when asphalt is available. Warranty period for one year beginning that December 4th, 2018 for any issues that occur during that time frame. All issues need to be forwarded to McGill and Associates. Final completion by February 7, 2019 along with all payment expenditures.

Item 5

Mary Roderick, Land of Sky Grant Administrator, provided a report. Report stated the annual performance report was completed. Preparation for Colleen Simmons, Grant Representative from State of North Carolina Division of Water Infrastructure, monitoring visit scheduled for Friday, January 25, 2018. Mary Roderick is coordinating the final part of the project closeout.

Item 6

Connie Molland, Downtown Marshall Association, gave update on upcoming events in the Town of Marshall.

Downtown Marshall Association has applied for the Tourism Development Authority Grant and is waiting on approval. Starting a new event in the fall of 2019, Octoberfest. Mayor Pro-Tem requested for Connie Molland to research the possibility of bringing back Easter Egg. Downtown Marshall Association and Parks and Recreation Board are planning Earth Day event.

Item 7

Nancy Allen, Town Administrator, presented administrator's report for the month of December 2018 which included briefing the Board of Alderman of meetings, events, and monthly administrator calendar. Tax Collection and Water/Sewer Collection Report was presented for December 2018.

Nancy Allen, Town Administrator, presented recommendation from Marshall Planning Board, Emily Patrick Copus for a three-year term effective January 2019 as a Planning Board Member. Motion was made by Alderman Laura Ponder Smith and seconded by Alderman Thomas Jablonski. Motion approved. In reference to the number of zoning permits for calendar year 2018, we had 53.

Nancy Allen, Town Administrator, requested for the Board of Alderman to schedule the first budget work session for the new fiscal year for 5:00pm on February 18, 2019 prior to the regular monthly meeting.

Proposed Information for Section 6. Metering Ordinance of the Town of Marshall to Regulate Water and Sewer System was tabled.

Nancy Allen, Town Administrator, requested to the Board of Alderman for her and Jamie Chandler, Maintenance Supervisor, to meet with the Career Education Director and Principal of Madison High concerning a maintenance project.

Nancy Allen, Town Administrator, and Jamie Chandler, Maintenance Supervisor, gave an update of the flooding on December 28th, 2018 referencing the emergency management meetings stated on her monthly report. Analysis of the flood damage has been addressed and the process of clean-up has started.

Marshall Police Chief, Mike Boone, addressed the Board of Alderman and Nancy Allen, Town Administrator, with the resignation of Officer Patrick Sluder effective January 29th, 2019. Motion was made by Alderman Billie Jean Haynie and seconded by Alderman Dr. Christiaan Ramsey. Motion approved. Recommendation was made for Officer Conley W. Shelton, Jr. effective immediately with rate of pay \$16.00 an hour as a part-time auxiliary officer. Motion was made by Alderman Thomas Jablonski and seconded by Alderman Dr. Christiaan Ramsey. Motion approved.

Boards Reports

Board of Adjustment – January 7, 2019-Organizational Meeting for the new year and discussions for upcoming training sessions.

Planning Board – January 8, 2019-Organizational Meeting for the new year, recommendation for a new board member, discussions for upcoming training sessions and permit applications.

Parks and Recreation –No Meeting

Department Reports

Fire Department – Report submitted by Regina Bishop, Fire Chief of the Marshall Fire Department, included the December report. Water Usage was 0 gallons. The fire department responded to 63 calls.

Police Department – Report is in packet. Chief Boone highlighted his report. As of January 29, 2019, the Town of Marshall will have 3 full time officers and 13 part-time auxiliary officers. New computer is ordered.

Water Department – Report is in packet.

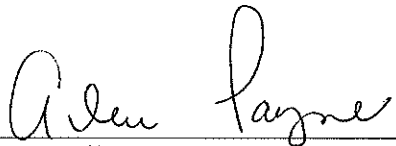
Maintenance Department – Report is in packet. Jamie Chandler highlighted his report. On call list is in the board packet.

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

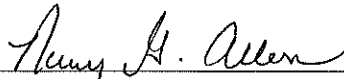
Finance Department - Report is in packet.

Public Comment-No Public Comment

Alderman Thomas Jablonski made the motion to adjourn the meeting and Alderman Dr. Christiaan Ramsey seconded the motion. Motion approved. Meeting adjourned at 7:28pm.



Aileen Payne, Mayor Pro-Tem



Nancy G. Allen, Town Clerk