

## **Special Call Meeting**

**Via Zoom**

**Minutes**

**Town of Marshall Board of Alderman**

**Wednesday, July 1<sup>st</sup>, 2020**

**5:30pm**

In attendance were Mayor Jack Wallin, Alderman Aileen Payne, Alderman Dr. Christiaan Ramsey, Alderman Laura Ponder Smith, Alderman Thomas Jablonski, and Town Clerk Nancy Allen. Alderman Billie Jean Haynie was absent.

Meeting was called to order at 5:44pm by Mayor Jack Wallin for the purpose of WIFI ARC Application and Marshall Volunteer Fire Department.

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

Mayor Jack Wallin requested Town Administrator Nancy Allen to address the ARC WIFI Application. Nancy Allen sent to the Board of Alderman that are zooming a final copy of the grant and hard copy is presented to the Board of Alderman that are present. Nancy Allen briefed the Board of Alderman from previous meetings concerning the grant application. Regional Planner of Economic and Community Development Land of Sky Regional Council Sara Nichols presented the grant application in detail including the monies that are available and requested. Clarification of the service area was stated with explanation of the process. Several technological questions were asked pertaining to access for the public. Questions concerning the cost after the 2-year period of free WIFI were addressed. After detailed discussion, it was determined the pre-application had been approved in the February 24<sup>th</sup>, 2020 and the final application needs approval. Motion was made by Alderman Dr. Christiaan Ramsey and seconded by Alderman Aileen Payne for approval of the final application for the WIFI grant. Motion passed with 3(yes) and 1(no).

Mayor Jack Wallin called for Fire Chief Regina Bishop to address the Board of Alderman regarding the Marshall Volunteer Fire Department. Chief Bishop requested for Tammy Boyd to present the following information:

Copy of the Marshall Community Volunteer Fire Department 2019-2020 Chief and Board of Directors.

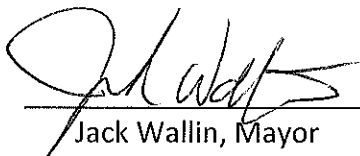
Marshall Community Volunteer Fire Department 2019-2020 Current Operating Budget

Town of Marshall Contract and Anticipated Requested Revenues and Budget 2020-2021

Copy of Marshall Community Volunteer Fire Department, Inc. Financial Statements dated June 30, 2019 prepared by Nix Accounting and Tax Service.

Tammy Boyd and Fire Chief Regina Bishop requested consideration to increase the Marshall Community Volunteer Fire Department to the amount of \$125,000.00. The adopted fiscal year budget for the Marshall Community Volunteer Fire Department for 2020-2021 is the amount of \$70,000.00. After a discussion of the revenues, expenditures, training program, additional personnel coverage for 24 hr. service, number of calls during this current year and additional information provided for fire personnel quarters made available for the 24-hr. coverage, a request from Alderman Aileen Payne was for a CPA to review the financial information. Alderman Thomas Jablonski made a motion to allocate \$100,000.00 for fiscal year 2020-2021 for the Marshall Community Volunteer Fire Department. Alderman Laura Ponder Smith seconded the motion. Mayor Jack Wallin called for the vote (2) yes and (3) no. Motion denied. Alderman Dr. Christiaan Ramsey made a motion for the allocated budget amount for the Marshall Community Volunteer Fire Department to remain at \$70,000.00. Motion was withdrawn by Alderman Dr. Christiaan Ramsey. Motion was made by Alderman Dr. Christiaan Ramsey to pro-rate the Marshall Community Volunteer Fire Department based on the \$70,000.00 allocated in the 2020-2021 Town of Marshall Budget by a monthly rate until a contract for fiscal year 2020-21 is approved with a review from a CPA. Motion passed by (3) yes (2) no.

Motion was made by Alderman Dr. Christiaan Ramsey and seconded by Alderman Aileen Payne for the meeting to adjourn. Motion approved. Meeting adjourned at 7:12pm.

  
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Jack Wallin, Mayor

  
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Nancy Allen, Town Clerk

**MINUTES**  
**Town of Marshall Board of Alderman**  
**Virtual Meeting via Zoom**  
**Regular Meeting**  
July 20<sup>th</sup>, 2020  
6:00pm

Mayor Wallin announced to please stand for the Pledge of Allegiance and Moment of Silence.

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 as stated. Alderman Billie Jean Hayne made the motion and Alderman Dr. Christiaan Ramsey seconded the motion. Motion approved.

Item 2

Mayor Jack Wallin called for a motion to approve the minutes from Regular Monthly Board of Alderman Meeting, Monday, June 22<sup>nd</sup>, 2020 via zoom, Public Hearing for Town of Marshall Budget 2020-21 via zoom and Special Call Meeting Wednesday, July 1<sup>st</sup>, 2020 via zoom. Alderman Aileen Payne made the motion and Alderman Billie Jean Haynie seconded the motion. Motion approved.

Item 3

The Water/Sewer Report for the month of June 2020 was presented to the Board of Alderman. Town Administrator Nancy Allen explained monthly operating reports for treatment facility and gave unaccountable water loss is 28.5% for the month. Water quality reports were presented to the board. Update from Don Byers, Environmental, Inc. stated the Don Byers had met with Brian Lee, the Service Representative, on July 2, 2020 on site at the location of the reservoir level control actuator valve. Copy of the field report is on file at town hall. Recommendation to return and modify valve voltage. Don Byers will continue to monitor this project until completion.

Item 4

Rhesa Edwards, Downtown Marshall Association, presented information on "Find Your Way" Grant Signage. Demonstration by share screening displayed the actual signs. Locations of signage were presented. Based on the information presented, Mayor Jack Wallin called for a motion to approve the signage. Motion was made by Alderman Laura Ponder Smith and seconded by Alderman Thomas Jablonski. Motion approved.

Item 5

Downtown Marshall Association reported no updates.

Item 6

Garry Moore, Project Manager from Vaughn & Melton Consulting Engineers, presented the following updates: Comprehensive Water Study-Hydrant Testing this Thursday, July 23<sup>rd</sup>, 2020.

Town Hall Building-SKA will be providing a report on the process of leveling the building. Currently working on scheduling the culvert completion. Schedule for the road infrastructure involving the dates for RFP process were provided. Information for presentation at the next board meeting is scheduled.

Item 7

Nancy Allen, Town Administrator, presented Tax Collection and Water/Sewer Collection Report was for June 2020.

Nancy Allen, Town Administrator, and Jamie Chandler, Maintenance Supervisor, presented three estimates for paving on Hill Street. The following estimates were: Lonesome Mountain Paving, Inc. in the amount of \$69,800.00, Tarheel Paving & Asphalt Co. in the amount of \$86,435.00 and French Board Paving in the amount of \$101,797.50. Mayor Jack Wallin called for a motion. Motion was made by Alderman Thomas Jablonski and seconded by Alderman Billie Jean Haynie to approve Lonesome Mountain Paving, Inc. contingent upon manholes secured properly and performance bond. Motion approved.

Terry Bellamy, Economic Development Director for Madison County, presented updated for the Hwy 213 Sewer Expansion ARC Grant by shared screen via zoom. Detailed explanation of the project was given with projected cost. \$300,000.00 application to ARC is currently being developed which does required a 30% match. Other grants are being pursued. Grants can be the match needed. Mayor Jack Wallin called for a motion for Terry Bellamy to continue moving forward. Alderman Thomas Jablonski made the motion to continue moving forward with the grants as long as the funding sources are available. Alderman Aileen Payne seconded the motion. Motion approved.

Nancy Allen, Town Administrator, presented three Budget Amendments stated as follows for approval:

Budget Amendment #2021-001 in the amount of \$5,000.00 from "Find Your Way" Grant made to the annual budget ordinance for fiscal year ending June 30, 2021. Motion was made by Alderman Laura Ponder Smith and seconded by Alderman Christian Ramsey. Motion approved.

Budget Amendment #2021-002 is to budget the remaining amount of the contract with Vaugh & Melton for the "Comprehensive Water Study" in the amount of \$4,225.00. Motion was made by Alderman Dr. Christiaan Ramsey and seconded by Alderman Ponder Smith. Motion approved.

Budget Amendment #2021-003 is to budget Purchase Orders carried forwarded from FY 2019-2020 to FY 2020-21. This amendment stated as follows:

Administration-Office Supplies \$1,413.55

Police-Capital Vehicle \$32,399.54

Paving-Hill Street \$69,800.00 Total: \$103,613.09

Water/Sewer-Capital Equipment/Improvements \$20,520.00

Water/Sewer-Non-Capital Equipment/Improvements \$1,250.00

Water/Sewer-Maintenance of Line \$5,975.00 Total \$27,745.00

Motion was made by Alderman Laura Ponder Smith and seconded by Alderman Aileen Payne. Motion approved.

Marshall Community Volunteer Fire Department Contract information was presented by Tammy Boyd and Fire Chief Regina Bishop. Financial Information was based on fire tax and financial statement. Mayor Jack Wallin called for a motion. Alderman Thomas Jablonski made the motion to approve \$100,000.00 for the Marshall Community Volunteer Fire Department Yearly Budget 2020-21 and revisit in six months. Motion was seconded by Alderman Laura Ponder Smith. Mayor Wallin called for the vote: 2(yes) and 3(no). Motion denied.

Alderman Aileen Payne made the motion to approved \$85,000.00 for the Marshall Community Volunteer Fire Department Yearly Budget 2020-21 with a revisit to the budget in January 2021. Motion was seconded by Alderman Thomas Jablonski. Motion approved.

Nancy Allen, Town Administrator, stated a budget amendment would need to occur for an addition of \$15,000.00 since \$70,000.00 was approved effective July 1, 2020 for the Marshall Community Volunteer Fire Department. Motion was made by Alderman Dr. Christiaan Ramsey and seconded by Alderman Laura Ponder Smith to amend the Town of Marshall Budget from the appropriated fund balance in the amount of \$15,000.00 making the total budget at this time for the Marshall Community Fire Department \$85,000.00 which would be Budget Amendment #2021-004. Motion approved. Marshall Community Volunteer Fire Department Contract will be reviewed by attorneys.

Chief Regina Bishop requested a copy of the fire hydrants report and if she could participate in the testing of the hydrants. Jamie Chandler, Maintenance Supervisor, stated the system will be on GIS mapping. Discussion of recent Fire Department Survey involved parking places that the Town of Marshall had been charging individuals a fee. After discussion, Jamie Stokes, Town Attorney will review survey with deed information and notify parking individuals with advisement of the situation.

## **Boards Reports**

**Board of Adjustment** – No Meeting.

**Planning Board** – The Planning Board met on July 6<sup>th</sup>, 2020.

**Parks and Recreation** – No Meeting.

## **Department Reports**

**Fire Department** – No report given.

**Police Department** – Report is in packet. Discussion of street parking and rules/regulations of parking issues.

**Water Department** – Report is in packet.

**Maintenance Department** – Report is in packet.

**Zoning Department** – Report was presented during Board Reports.

**Finance Department** - Report is in packet.

## **Public Comment-No Comment**

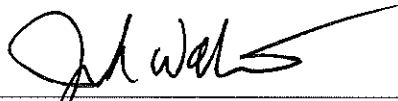
Mayor Jack Wallin call for a motion for Closed Session for Legal Matters and Personnel. Motion was made by Alderman Thomas Jablonski and seconded by Alderman Dr. Christiaan Ramsey. Motion approved.

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

Motion was made by Alderman Aileen Payne and seconded by Alderman Billie Jean Haynie to approve the preliminary plat that has been recommended for approval by the Town of Marshall Planning Board in September 4, 2018 for Phase I Deerfield Development Subdivision survey/plat for four single residential units. Motion approved.

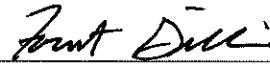
Nancy Allen, Town Administrator, read her resignation letter effective July 31, 2020 and expressed her gratitude to the Board of Alderman, Advisory Boards, Town Employees and the Citizens of Marshall. Motion was made by Alderman Aileen Payne and seconded by Alderman Thomas Jablonski. Motion approved.

Alderman Billie Jean Haynie made the motion to adjourn the meeting and Alderman Aileen Payne seconded the motion. Motion approved. Meeting adjourned at 8:42pm.

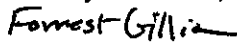


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Jack Wallin, Mayor



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Nancy G. Allen, Town Clerk  


**Closed Session**

**Town of Marshall Board of Alderman**

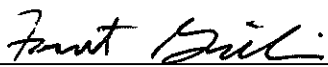
**Monday, July 20<sup>th</sup>, 2020**

In attendance were Mayor Jack Wallin, Alderman Aileen Payne, Alderman Billie Jean Haynie, Alderman Laura Ponder Smith, Alderman Thomas Jablonski, Alderman Dr. Christiaan Ramsey, Town Clerk Nancy Allen, and Attorney Jamie Stokes.

Legal Matters-Carl Firley and Stephanie Firley Lawsuit  
Personnel-Town Administrator Resignation-Nancy Allen  
Survey Plat for Deerfield Subdivision

No action taken.

  
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Jack Wallin, Mayor

  
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Nancy Allen, Town Clerk  
