

MINUTES
Town of Marshall Board of Alderman
Regular Meeting
November 16, 2020
6:00pm

Mayor Wallin asked everyone to please stand for the Pledge of Allegiance and moment of silence.

Alderman in attendance were Billie Jean Haynie, Thomas Jablonski (via Zoom), Aileen Payne, Christiaan Ramsey, and Laura Ponder Smith (via Zoom). Also in attendance were Town Administrator Forrest Gilliam and Town Attorney Jamie Stokes.

Mayor Jack Wallin called the regular monthly board meeting to order at 6:02pm.

Alderman Laura Ponder Smith lost connection at 6:03pm.

Item 1

Mayor Jack Wallin called for a motion to approve the agenda as presented. Alderman Christiaan Ramsey made the motion and Alderman Billie Jean Haynie seconded the motion. The motion was approved by a vote of 4-0.

Item 2

Mayor Jack Wallin called for a motion to approve the minutes from Regular Monthly Board of Alderman Meeting, Monday, October 19, 2020. Alderman Aileen Payne made the motion and Alderman Billie Jean Haynie seconded the motion. The motion was approved by a vote of 4-0.

Item 3

Mayor Jack Wallin presented a proclamation declaring the month of November as Lung Cancer Awareness Month in the Town of Marshall, and recognizing the need for research in lung cancer affecting women and lung cancer health disparities, and encouraging all citizens to learn about lung cancer and early detection through lung cancer screening. Mayor Wallin stated that he would sign the proclamation on behalf of the Town.

Alderman Laura Ponder Smith re-established her Zoom connection at 6:07pm.

Item 4

Carol Avery, with Lowdermilk, Church, and Co. Certified Public Accountants, presented Marshall's 2019-2020 audit results. The Town received an unqualified opinion on the audit, which has been approved by the Local Government Commission.

The General Fund had cash investments at the end of the fiscal year of \$1,617,292, which is an increase of about \$18,000. Total assets at the end of the year equaled \$1,725,155, which is an increase of approximately \$14,000, mainly due to an increase in cash. Fund Balance at the end of the year was \$1,690,464, an increase of \$14,381. Available Fund Balance is 154.08 percent of General Fund expenditures, compared to a state average for the Town's population group of 139.35 percent. The Local Government Commission's minimum Fund Balance Available percentage is eight percent.

The Enterprise Fund had cash investments at the end of the year of \$1,074,209, an increase of approximately \$222,000. Total assets at the end of the year total \$8,912,561, a decrease of approximately \$140,000 due to a change in accumulated depreciation of \$326,000 and an increase in cash of approximately \$222,000.

Item 5

Garry Moore presented bid information for flood damage repairs to Sunset and Nix Drives. Only one bid was received. After discussion, Alderman Thomas Jablonski moved to reject the bid. The motion was seconded by Alderman Christiaan Ramsey. The motion passed 5-0.

Alderman Thomas Jablonski made a motion to re-advertise the bid for repairs to Sunset and Nix Drives, seconded by Alderman Laura Ponder Smith. The motion passed 5-0.

Item 6

Forrest Gilliam, Town Administrator, presented the Tax Collection and Water/Sewer Collection Report for September 2020.

Alderman Laura Ponder Smith lost connection at 6:23pm.

A copy of the Unaccountable Water Report and Monthly Operating Report for the Roberts Wells from Don Byers was presented to the Board.

Alderman Laura Ponder Smith regained her meeting connection at 6:26pm.

Forrest Gilliam, Town Administrator, inquired to the Board about their desire to declare any Town owned property surplus for listing for auction on GovDeals. Discussion took place regarding the potential sale of the old fire truck stored at the wastewater treatment plant as well as the portable stage on the Island. Alderman Thomas Jablonski made a motion to declare the old fire truck stored at the wastewater treatment plant surplus and post on GovDeals with a minimum starting bid of \$500.00. The motion was seconded by Alderman Christiaan Ramsey. The motion passed 5-0.

Forrest Gilliam, Town Administrator, shared a copy of Board Minutes from October 15, 2018 which declared Nix Road a town road for the purpose of maintaining the road to the point of the last water meter. Those same minutes defined "maintain" as patching, paving, mowing, and scraping, but each of these actions depends on availability of funds and the way the project falls in the context of other street maintenance needs throughout Town. Jamie Chandler, Maintenance Supervisor, described the condition and possible solutions to make immediate repairs to the road as well as the condition of other streets in Town. There was consensus for the Town to patch the potholes that exist on the road prior to winter. Mr. Chandler and Mr. Gilliam will make an inventory of all Town streets and their condition for review for prioritization by the Board based on budget availability.

Forrest Gilliam, Town Administrator, provided updates to the Board on various projects:

Funds for the Downtown Wi-Fi project, applied for in July, have been awarded by the Appalachian Regional Commission. Mr. Gilliam will follow up to make sure that the Town is not obligated to any ongoing subscription costs for the service under the proposed grant agreement that has been sent to him.

Scope of work/specifications for the new Maintenance Building are being put together. The project falls under the statutory threshold for informal bidding.

Boards Reports

Board of Adjustment – Met November 9

Planning Board – Met November 4

Parks and Recreation – No Meeting.

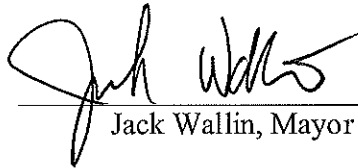
Department Reports

Fire Department – Report is in packet.
Police Department – Report is in packet.
Water Department – Report is in packet.
Maintenance Department – Report is in packet.
Zoning Department – Report is in packet.
Finance Department - Report is in packet.

Upon motion by Alderman Christiaan Ramsey, seconded by Alderman Aileen Payne, the Board voted 5-0 to enter into closed session for the purpose of Legal Matters and Personnel.

Upon motion by Alderman Christiaan Ramsey, seconded by Alderman Aileen Payne, the Board voted 5-0 to return to open session.

Upon motion by Alderman Thomas Jablonski, seconded by Alderman Laura Ponder Smith, the Board voted 5-0 to adjourn.



Jack Wallin, Mayor



Forrest Gilliam, Town Clerk