

MINUTES
Town of Marshall Board of Alderman
Regular Meeting
September 22, 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, Thomas Jablonski, Aileen Payne, Christiaan Ramsey, and Laura Ponder Smith. 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 6:03pm.

Item 1

Mayor Jack Wallin called for a motion to approve the agenda as presented. Alderman Laura Ponder Smith made the motion and Alderman Thomas Jablonski seconded the motion. The motion was approved by a vote of 5-0.

Item 2

Mayor Jack Wallin called for a motion to approve the minutes from Regular Monthly Board of Alderman Meeting, Monday, August 17, 2020. Alderman Christiaan Ramsey made the motion and Alderman Laura Ponder Smith seconded the motion. The motion was approved by a vote of 5-0.

Item 3

Mayor Jack Wallin presented a proclamation submitted by the Rebecca Sevier Waddell Chapter of the Daughters of the American Revolution of Madison County proclaiming September 17 through 23 as Constitution Week. September 17, 2020 marks the two hundred and thirty-third anniversary of the drafting of the U.S. Constitution. Mayor Wallin stated that he would sign the proclamation. \

Item 4

Alderman Christiaan Ramsey presented a request from the Madison County Public Schools for the allocation of \$5,000 in the Town of Marshall's allocation of Federal Coronavirus Relief Funds for the purchase of wireless hotspots for students at Brush Creek Elementary to assist with access to virtual learning during the pandemic. The towns of Hot Springs and Mars Hill are also being asked to make an allocation toward the effort. The request for funding came in after the Board's discussion in August of plans for the use of Marshall's CRF dollars. Forrest Gilliam, Town Administrator, stated that the requested use of funds was an eligible expense of CRF dollars, and he had submitted the Town's CRF Funding Plan to the County in a way that reserved the \$5,000 once the Board gave final approval. Upon motion from Alderman Billie Jean Haynie, seconded by Alderman Thomas Jablonski, the Board voted 4-0 to approve the allocation of \$5,000 in Federal Coronavirus Relief Fund dollars to the Madison County Public Schools for the purchase of wireless hotspots for Brush Creek Elementary. Alderman Christiaan Ramsey abstained from the vote.

Item 5

Forrest Gilliam, Town Administrator, presented the Tax Collection and Water/Sewer Collection Report for August 2020, a list of all delinquent taxpayers, and the Water/Sewer Loss Report and Water Quality Report for August.

A copy of the Sanitary Survey Summary from the North Carolina Department of Environmental Quality was also shared with the Board. No major items were identified during the State's August inspection, and all minor corrections that were identified have since been addressed.

Discussion took place regarding whether to hold Safe Treat and other scheduled Town-sponsored events for the remainder of 2020 in light of COVID-19 pandemic restrictions and public health guidance. There was consensus from the Board to cancel all remaining Town-sponsored events for the remainder of the year.

Forrest Gilliam, Town Administrator, presented a Resolution Regarding Law Enforcement Officer Separation Allowance for Lieutenant George Cole. Upon motion from Alderman Aileen Payne, seconded by Alderman Christiaan Ramsey, the Board voted 5-0 to approve the resolution directing that Lieutenant George Cole is entitled to and shall be paid a lump sum buyout Law Enforcement Separation Allowance, pursuant to N.C.G.S. 143-166.42 and 143-166.43, in the amount of \$26,284.50, as his Law Enforcement Separation Allowance, upon his retirement effective October 1, 2020.

Upon motion from Alderman Laura Ponder Smith, seconded by Alderman Aileen Payne, the Board voted 5-0 to add Forrest Gilliam, Town Administrator, as an authorized signer on banking and financial documents for the Town.

Forrest Gilliam, Town Administrator, presented two budget amendments for approval:

Budget Amendment #021-007 records the revenues and expenses from the Federal Coronavirus Relief Fund (CRF) allocation to the Town of Marshall. Upon motion from Alderman Christiaan Ramsey, seconded by Alderman Aileen Payne, the Board voted 5-0 to approve the budget amendment.

Budget Amendment #021-008 budgets the Law Enforcement Officer Separation Allowance for Lieutenant George Cole. Upon motion from Alderman Laura Ponder Smith, seconded by Alderman Billie Jean Haynie, the Board voted 5-0 to approve the budget amendment.

Forrest Gilliam, Town Administrator, provided an update regarding construction of maintenance facilities at two locations – one at the corner of Redmon Road and North Main Street for housing supplies and equipment that need to be in the center of town, and a shed adjacent to the Derringer Reservoir for housing larger equipment that is not needed as often. The facility at Redmon would also serve as an indoor maintenance work area. Mr. Gilliam explained that firm cost estimates are not yet available but that consideration should be given to which building is the highest priority in the event that estimates are significantly higher than expected and only one building can be constructed at this time. It is not feasible to significantly expand a building in the future at either location due to unique characteristics of each site. Discussion took place regarding fencing and cameras necessary at the Derringer site as well as what steps would be needed to get sewer service to the site in the event that a shop area and bathroom needed to be added in the future. Discussion also took place regarding the Town-owned parking lot across from the Depot, how far back the property goes into the bank, how to protect against flooding, and how to account for right-of-way access for the residence behind the lot. A 1997 recorded survey of the property was briefly reviewed and discussed. It was agreed that Forrest Gilliam, Jamie Chandler, and Garry Moore would do more investigation of this site and get better estimates for building at each of the locations and report back at the next meeting, with final determination of location being made at that time.

Upon motion from Alderman Christiaan Ramsey, seconded by Alderman Aileen Payne, the Board voted 5-0 to appoint Forrest Gilliam as the Town of Marshall's Alternate on the Land of Sky Regional Council of Governments Board of Delegates.

Boards Reports

Board of Adjustment – No Meeting.
Planning Board – September 17, 2020

Parks and Recreation – No Meeting. Forrest Gilliam will check in with the team from Madison Early College High School to let them know that the Parks and Recreation Board has not been meeting due to COVID-19 but that the Town is still very interested in continuing the collaboration with Early College students on the Marshall Recreation Park project.

Department Reports

Fire Department – No report given.

Police Department – Report is in packet.

Water Department – Report is in packet.

Maintenance Department – Report is in packet.

Discussion took place regarding the Town's ability to provide grave markers for those plots that do not have permanent markers at the City Cemetery and the need to work with the Madison High Vocational Department on constructing an attractive sign at the entrance. Forrest Gilliam, Town Administrator, will follow up with the high school and check in with potential vendors to get some cost estimates after finding out how many markers would be needed.

Zoning Department – Report was presented during Board Reports.


Finance Department - Report is in packet.

Upon motion by Alderman Billie Jean Haynie, seconded by Alderman Thomas Jablonski, the Board voted 5-0 to enter into closed session for the purpose of Legal Matters and Personnel.

Upon motion by Alderman Billie Jean Haynie, seconded by Alderman Laura Ponder Smith, 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 4-1 to authorize the employment of Kenneth Brown at a rate of \$16.75 per hour as an officer with the Marshall Police Department. Aldermen Haynie, Jablonski, Ramsey, and Smith voted in the affirmative, Alderman Payne voted in the negative.

Upon motion by Alderman Christiaan Ramsey, seconded by Billie Jean Haynie, the Board voted 5-0 to adjourn.



Jack Wallin, Mayor



Forrest Gilliam, Town Clerk