

Special Call Meeting/Budget Workshop

Minutes

Town of Marshall Board of Alderman

Monday, April 16th, 2018

5:00pm

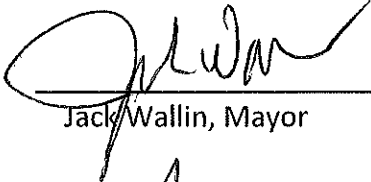
In attendance were Mayor Jack Wallin, Alderman Aileen Payne, Alderman Billie Jean Haynie, Alderman Dr. Christiaan Ramsey, Alderman Laura Ponder Smith, Alderman Thomas Jablonski, Town Clerk Nancy Allen, Deputy Town Clerk Michelle Massey, and CPA Consultant Sidney Mashburn.

Mayor Jack Wallin call for a motion at 5:00pm to open the meeting.

Motion made by Alderman Dr. Christiaan Ramsey and seconded by Alderman Billie Jean Haynie to open the Special Call Meeting/Budget Workshop. Motion approved.

Open discussion concerning proposed draft budget.

Mayor Jack Wallin call for a motion to adjourn the meeting at 6:00pm. Alderman Billie Jean Haynie made the motion and seconded by Alderman Dr. Christiaan Ramsey. Motion approved.



Jack Wallin, Mayor



Nancy Allen, Town Clerk

MINUTES

Town of Marshall Board of Alderman

Regular Meeting

April 16, 2018

6:00pm

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

Item 1

Mayor Wallin called the regular monthly board meeting to order at 6:04pm.

Item 2

Mayor Wallin called for a motion to approve the agenda. Alderman Ponder Smith made the motion to approve the agenda. Alderman Jablonski seconded the motion. Motion approved.

Item 3

Mayor Wallin called for a motion to approve the minutes from March 19, 2018 Special Called Meeting/Budget Workshop and the March 19, 2018 Regular Monthly Meeting. Alderman Ramsey made a motion to approve the minutes. Alderman Haynie seconded the motion. Motion approved.

Item 4

Ben Smith presented a request made by Madison County Youth League for the application fee to be waived pertaining to a conditional use application received on 4/9/2018. Ben Smith explained the process. Public Hearing will be scheduled next month with the Board of Adjustment. Motion was made by Alderman Ramsey and seconded by Alderman Jablonski. Motion approved.

Item 5

The Water/Sewer Report for the month of March 2018 was presented to the Board of Alderman by Town Administrator Nancy Allen. Explained monthly operating reports for treatment facility and gave unaccountable water loss is 36.3% for the month. Water quality reports were presented to the board. Resolution for Approving Local Water Supply Plan was presented. Motion was made by Alderman Payne and seconded by Alderman Ponder Smith. Motion approved.

Item 6

Keith Webb, McGill Associates, updated the Board of Alderman with the Phase II Water Line Replacement Project. Project update included Ledford and Parker has begun on Walnut Creek Road with the water replacement line. Contracts for aerators and pumps have been approved and installation will begin in May. Information was presented concerning the Wastewater Repair Project on Island Road. Project is scheduled to begin April 26th or 27th with Faith Underground.

Item 7

Mary Roderick, Grant Administrator, presented updates on the current projects. Mary explained the need to have an updated signatory form in placed. Alderman Jablonski signature had been added to the signature list in October 2017. Mary recommends having Nancy Allen to be a signatory due to her being available in the office. Motion was made by Alderman Payne and seconded by Alderman Ponder Smith to approve the signature form to have the Town Administrator's name, Nancy Allen. Motion approved.

Item 8

Nancy Allen informed Will Beights, resident on Hardwick Branch Road, request to be placed on the agenda. His request was to see if the street could become a private drive. He had called and stated he was unable to attend tonight. He requested to be placed on next month's agenda. Item tabled for next month's agenda.

Item 9

Downtown Marshall Business Association update was given by Connie Molland and Holly West. Connie Molland asked if the town would like to participate in a Memorial Day Program for Marshall this year. Connie and Nancy gave an update about Earth Day. Thursday through Saturday event is scheduled, and each day was highlighted. Resolution and Ordinance to co-sponsor Mermaids in Marshall Special Event was presented to the Board of Alderman. An ordinance declaring a road closure for the special event which included the route description to be US 25/70 Business-Main Street, from SR 1001-Bailey's Branch Road to Back Street in downtown Marshall was read by Nancy Allen. Motion was made by Alderman Jablonski and seconded by Alderman Ramsey. Motion approved.

Item 10

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

Boards Reports

Board of Adjustment – Board of Adjustment met April 9, 2018 to review request of a conditional use permit. Referral was made by the Planning Board.

Planning Board – Planning Board met April 2, 2018 to review zoning permits and information.

Parks and Recreation – Parks and Recreation Board met on April 11, 2018 to finalize Earth Day plans.

Department Reports

Fire Department – Report is in packet. 16 calls reported and 2,000 gallons of water usage for the month of March 2018.

Police Department – Report is in packet. Officer Sluder has started with the town.

Water Department – Report is in packet.

Maintenance Department – Report is in packet. Jamie Chandler has started to provide visual information to share with the board concerning the projects. Nancy Allen gave update on Fortner Hollow Rd.

Zoning Department – Report was presented in the administrator's report. Currently working on annexations that have applied. Nancy requested to have all the hearings at one time.

Finance Department - Report is in packet. Nancy Allen presented Budget Amendment #2018-005 which is to allocate monies from the Water Shed Conservation Easement funds in the amount of \$70,000.00 to be allocated as \$9,000.00 designated for the wastewater spill expenditures line item and \$61,000.00 to be designated for wastewater line-capitalized for the New Force Main Sewer Line under the French Broad River from Island Road to Wastewater Treatment Plant and the second Wastewater Spill that occurred on March 2nd, 2018. Motion was made by Alderman Ponder Smith and seconded by Alderman Jablonski. Motion approved. Waiting to receive the emergency money from the state, North Carolina Department of Public Safety, in the amount \$59,444.05 between now and June 30, 2018.

Public Comments


Mary Pat Franklin requested for the Board of Alderman to consider giving Madison Has Heart the Freewill Baptist Church. She explained about the possibility of a consignment store in the church. She explained areas inside to make it more accessible. Mayor Wallin recommended to have Jamie Stokes research the options for use of the church property.

Alderman Haynie made a motion to go into closed session for personnel and legal matters. Alderman Ramsey seconded the motion. Motion approved.

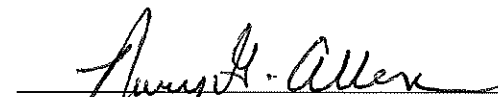
Alderman Haynie made the motion to return to open session and seconded by Alderman Jablonski. Motion approved.

Alderman Ramsey made the motion to authorize the payment for a lease agreement between the Town of Marshall and Kathryn Roberts Henry and Anne Roberts for a portion of property for the purpose of maintaining wells to supply water to the Town of Marshall Municipal Water System at of the price of \$40,000.00 for fiscal year 2017-2018. Alderman Payne seconded. Motion approved.

Alderman Jablonski made the motion to adjourn the meeting. Alderman Ramsey seconded the motion. Motion approved. Meeting adjourned at 7:36pm.



Jack Wallin, Mayor



Nancy G. Allen, Town Clerk