

**MINUTES**  
**Town of Marshall Board of Alderman**  
**Regular Meeting**  
June 21, 2021  
6:00pm

Mayor Nancy Allen invited everyone to stand for the Pledge of Allegiance and moment of silence.

Aldermen 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 Allen called the meeting to order at 6:03pm.

Item 1

Upon motion by Alderman Jablonski, seconded by Alderman Haynie, the Board voted 5-0 to approve the agenda as presented, with the removal of Item 3 – Proposed UDO Amendments.

Item 2

Upon motion by Alderman Ramsey, seconded by Alderman Jablonski, the Board voted 5-0 to approve the minutes from the May 17, 2021 Regular Meeting and the May 24, 2021 Special Meeting and June 14, 2021 Special Meeting.

Item 3

Forrest Gilliam, Town Administrator, presented the proposed Town of Marshall budget for Fiscal Year 2021-2022, including \$1,614,621 for the General Fund, \$726,850 for the Water and Sewer Fund, and \$225,000 for the Capital Improvement Budget. The budget includes no increase to taxes or fees in the General Fund, and increases all water and sewer rates by one and one-half percent for the Water and Sewer Fund.

Upon motion by Alderman Payne, seconded by Alderman Smith, the Board voted 5-0 to approve the Budget Ordinance for FY 2021-2022 for the General Fund and Water and Sewer Fund.

Upon motion by Alderman Ramsey, seconded by Alderman Haynie, the Board voted 5-0 to approve the Budget Ordinance for the Capital Improvement Fund.

Upon motion by Alderman Smith, seconded by Alderman Jablonski, the Board voted 5-0 to approve the Water and Sewer Rates for FY 2021-2022, reflecting a one-and-one-half percent increase to all rates.

Item4

Upon motion by Alderman Payne, seconded by Alderman Ramsey, the Board voted 3-0-2 to appoint Wanda Allen to a 3-year term on the Planning Board. Aldermen Haynie, Payne, and Ramsey voted in the affirmative. Aldermen Jablonski and Smith abstained.

Upon motion by Alderman Payne, seconded by Alderman Jablonski, the Board voted 5-0 to accept the resignation of Edith Overby from the Marshall Housing Authority Board.

Upon motion by Alderman Payne, seconded by Alderman Ramsey, the Board voted 5-0 to appoint Imogene Hughes to the Marshall Housing Authority Board, for a term to expire on April 30, 2026.

#### Item 5

Forrest Gilliam, Town Administrator, presented the Tax Collection and Water/Sewer Collection Report for May, 2021.

A copy of the Unaccountable Water Report and Monthly Operating Report for the Roberts Wells from Don Byers was presented to the Board. Jamie Chandler, Maintenance Director, updated the Board regarding a major leak that was recently repaired, which should show a reduction in the unaccountable water percentage on next month's report.

The financial report for the month of April was provided to the Board.

Forrest Gilliam, Town Administrator, presented an update regarding funds the Town will be receiving as part of the American Rescue Plan Act. The Town is estimated to receive \$270,000, which will be distributed in two equal amounts over the next two fiscal years. Mr. Gilliam shared information on the eligible use of the funds as well as reporting requirements for the funds. Upon motion by Alderman Haynie, seconded by Alderman Jablonski, the Board voted 5-0 to authorize the acceptance of the American Rescue Plan Act funds.

Forrest Gilliam, Town Administrator, presented a list of Tax Releases and Discoveries for FY 2020-2021 submitted by Kristie Griffin, Tax Collector. Upon motion by Alderman Smith, seconded by Alderman Jablonski, the Board voted 5-0 to approve the Tax Releases and Discoveries as submitted.

Forrest Gilliam, Town Administrator, presented an agreement with the City of Asheville that formally incorporates the Town of Marshall as a member of the Asheville Regional Housing Consortium. Upon motion by Alderman Ramsey, seconded by Alderman Haynie, the Board voted 5-0 to approve the agreement modification with the Asheville Regional Housing Consortium.

Forrest Gilliam, Town Administrator, presented a \$2,000 offer for a parcel owned by the Town (PIN#9706-65-7893). Upon motion by Alderman Payne, seconded by Alderman Haynie, the Board voted 4-0-1 to accept the offer and authorize the start of the statutory upset bid process, with the understanding that the prospective buyer will pay for the cost of publication of the upset bid notice. Aldermen Haynie, Payne, Ramsey, and Smith voted in the affirmative. Alderman Jablonski rescued himself from the vote.

The Board discussed the calendar for Town-sponsored events for the remainder of the calendar year. Since Halloween falls on a Sunday, there was consensus to hold Safe Treat on Friday, October 29. The Veterans Day program will be held at 11:00 a.m. on Thursday, November 11 at the courthouse. The Christmas Parade will be held at 11:00 a.m. on the second Saturday in December. The Board discussed the desire to have fireworks and activities for children on Labor Day Saturday on the Island. Mr. Gilliam will pursue the effort to confirm cost and pursue matching funds from the Tourism Development Authority.

### **Boards Reports**

**Board of Adjustment** – No meeting.

**Planning Board** – No meeting.

**Parks and Recreation** – No meeting.

### **Department Reports**

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

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

There was discussion about the enforcement of parking limits on Main Street, and the need to evaluate the installation of additional signs or replacement of missing signs. Chief Boone and Jamie Chandler will replace any missing signs and add any signs necessary to indicate that the spaces on the north side of the street from the courthouse fire lane to the first spots in front of the Housing Authority are limited to 2 hours during weekday business hours.

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

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

**Zoning Department** – Forrest Gilliam

### **Public Comment**

There was no public comment.

Upon motion by Alderman Ramsey, seconded by Alderman Haynie, the Board voted 5-0 to enter into closed session for the purposes of attorney-client privilege and personnel.

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

Upon motion by Alderman Haynie, seconded by Alderman Jablonski, the Board voted 5-0 to approve the Town's contract with the Marshall Community Volunteer Fire Department for Fiscal Year 2021-2022.

Upon motion by Alderman Jablonski, seconded by Alderman Smith, the Board voted 5-0 to authorize an additional 25 hours for the Town Administrator for the remainder of June.

Upon motion by Alderman Haynie, seconded by Alderman Jablonski, the Board voted 5-0 to adjourn at 7:36pm.

  
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Nancy Allen, Mayor

  
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Forrest Gilliam, Town Clerk