

Special Called Meeting
Minutes
Town of Marshall Board of Alderman
Friday, November 9th, 2018
12:00 pm

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

Meeting was called to order at 12:00 pm by Mayor Jack Wallin for the purpose of approval of two Budget Amendments for the WWTP Grant and CDBG Phase II/ NC Commerce Grant and CDBG Phase II Waterline Replacement Project Update. Alderman Laura Ponder Smith made a motion to approve the agenda seconded by Alderman Billie Jean Haynie.

Motion was made by Alderman Laura Ponder Smith and seconded by Alderman Dr. Christiaan Ramsey to approve Budget Amendment # 2019-002 in the amount of \$32,000 to allocate monies for the WWTP Project. These monies are for the pipe and fittings needed for the installation of the equipment. The Board approved the contract with Reynolds Services, Inc. at the August 20th, 2018 Board meeting but a Budget Amendment was not presented at that time.

Motion was made by Alderman Thomas Jablonski and seconded by Alderman Laura Ponder Smith to approved Budget Amendment # 2019-003 in the amount of \$ 500,000 to allocate monies for the ND Dept of Commerce part of the Phase II Water Project. The NC Dept. of Commerce Grant is a reimbursement grant. The Conservation Easement monies rolled over into appropriated fund balance at the end of the 2017-18 fiscal year.


Mayor Jack Wallin requested J Meliski, McGill Associates, to present an update on CDBG Phase II Waterline Replacement Project. The discussion included the following items:

- (1) Financial Update including CDBG and NC Commerce Grant Monies
- (2) Discussion of 90 Meters placed, Redmon Road and Walnut Creek Road
- (3) Completion date of the project
- (4) Project progress meeting scheduled November 14th, 2018 at 10:00am.
- (5) Date of CDBG construction completion of December 7th, 2018 and final completion of January 5, 2019
- (6) Gerris Drive on Rollins will not be completed due to significant overruns in project with explanations of the overruns in the project
- (7) Discussion of DOT right-of-way, placement of valve, explanation of what is included for the installation of valve, existing tanks, and easement on US Highway 25/70 Bypass


- (8) Possible date for water outage will be Saturday, November 24th at 9:00am.
- (9) Two representatives from the town for the progress meeting will be Alderman Thomas Jablonski and Alderman Laura Ponder Smith.

No Public Comment

Motion was made to adjourn the meeting by Alderman Aileen Payne and seconded by Alderman Laura Ponder Smith. Motion approved and meeting adjourned at 1:23pm.



Jack Wallin, Mayor



Nancy Allen, Town Clerk

Public Hearing for Economic Development Incentives for Project Patriot

Minutes

Town of Marshall Board of Alderman

Monday, November 19th, 2018

5:30pm

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


Public Hearing for consideration of a proposal to appropriate and expend town funds for an economic development project for Project Patriot.

Mayor Jack Wallin asked the Town Clerk, Nancy Allen, if the hearing was properly advertised and Nancy Allen stated it was.

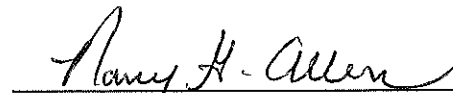
No questions from the Board of Alderman.

No public comment. Mayor Jack Wallin requested a motion to close the public hearing.

Motion was made to close the public hearing by Alderman Ramsey and seconded by Laura Ponder Smith. Motion approved. Public Hearing closed at 5:40pm.



Jack Wallin, Mayor



Nancy Allen, Town Clerk

MINUTES

Town of Marshall Board of Alderman

Regular Meeting

November 19th, 2018
6:00pm

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

Item 1

Mayor Jack Wallin called the regular monthly board meeting to order at 6:05pm.

Item 2

Mayor Jack Wallin asked Town Clerk Nancy Allen if we have any items to add to the agenda. Clerk Nancy Allen requested for Sara Nichols to be added to the agenda under Item 4 as 4a. and to add the date to the Special Call Meeting for Budget Amendments for CDBG and NC Commerce Grants that occurred on November 9th. Mayor Wallin called for a motion to approve the agenda with the added items. Alderman Laura Ponder Smith made the motion and Alderman Dr. Christiaan Ramsey seconded the motion. Motion approved.

Item 3

Mayor Jack Wallin called for a motion to approve the minutes from October 15th, 2018 Regular Monthly Meeting and Special Call Meeting for Budget Amendments for CDBG and NC Commerce Grants CDBG Phase II Waterline Project Updates from November 9th, 2018. Alderman Aileen Payne made the motion and Alderman Thomas Jablonski seconded the motion. Motion approved.

Item 4

Mayor Jack Wallin asked for Clerk Nancy Allen to read the report from McGill Associates on the Phase II Project updates. Town Clerk Nancy Allen requested for Don Byers, Byers Environment, Inc. to present the report on the wastewater project. Don Byers highlighted the town obtained a grant from USDA in the amount of \$200,000 for the improvements at the wastewater treatment plant. The work completed to date is \$222,822.08. Replacement of aerators, return/waste sludge pumps, electrical improvements and the installation of the control panels including third pump for the waste sludge transfer from the digester tanks to the sludge holding tank has not been installed to date. Piping modifications at the current transfer pump has been completed by Reynolds Services. A summary of cost as of date is completed.

Mayor Jack Wallin stated addressed two issues pertaining to the Phase II Water Replacement Project. One in the Rollins area pertaining to accessibility to a private mailbox and the other area was replacement of pavement at North Main Street.

Detailed discussion on proposed date for valve replacement on Highway 25/70-Marshall By-Pass occurred including final closeout date requesting final cost of the Phase II Water Improvement Project.

The Water/Sewer Report for the month of October 2018 was presented to the Board of Alderman. Don Byers explained monthly operating reports for treatment facility and gave unaccountable water loss is 32.7% for the month. Water quality reports were presented to the board. Higher water loss is connected to the Phase II Waterline Replacement Project.

Sara Nichols, Land of Sky, reported the closeout information on financial matters of CDBG and NC Commerce Grants.

Item 5

Connie Molland and Holly West, Downtown Marshall Association, gave update on upcoming events in the Town of Marshall. Safe Treat was a great success. Veteran's Day was really special. Marshall Handmade Market was a huge two-day event. Jingle Mingle on Main is scheduled for Friday, December 14th and the Holiday Sale will begin on Friday night, December 14th and continue through Saturday, December 15th.

Item 6

Nancy Allen presented administrator's report for the month of October 2018 which included briefing the Board of Alderman of meetings, events, and monthly administrator calendar. Tax Collection and Water/Sewer Collection Report was presented for October 2018. Island Stage Update currently securing estimates to repair the damage.

Mayor Wallin called for a motion to approve the lease agreement for the Roberts Wells. Alderman Laura Ponder Smith made the motion and Alderman Dr. Christiaan Ramsey seconded. Motion approved.

Chief Boone presented the proposed posted speed limits for city streets. Board attorney, Jamie Stokes, recommended a public hearing is required. Possible hearing date would be set before the next board meeting.

Town Clerk, Nancy Allen, presented a proposed amendment to Section 6 Ordinance of the Town of Marshall Policy to Regulate Water and Sewer System. After discussion, Nancy Allen, Town Clerk will edit the proposed amendment and present the revised amendment at the next meeting.

Town Clerk, Nancy Allen, presented a proposed Economic Incentive Development Policy for the Town of Marshall. The Board of Alderman will continue to develop and establish a policy in regards to this matter.

Boards Reports

Board of Adjustment – No Meeting.

Planning Board – No Meeting.

Parks and Recreation – No Meeting.

Department Reports

Fire Department – Report submitted by Tammy Boyd, Representative from the Fire Department, included the October report. Water Usage was 1,250 gallons. The fire department responded to 69 calls.

Police Department – Report is in packet. Chief Boone highlighted his report.

Water Department – Report is in packet.

Maintenance Department – Report is in packet. Jamie Chandler highlighted his report.

Zoning Department – Report was presented in the administrator's report.

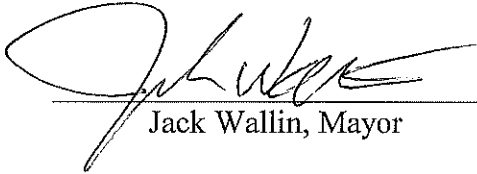
Finance Department - Report is in packet.

Public Comment-No Public Comment

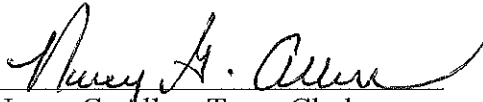
Mayor Wallin called for a motion for closed session for personnel matters. Alderman Dr. Christiaan Ramsey made the motion and Alderman Jablonski seconded the motion. Motion approved.

Alderman Dr. Christiaan Ramsey made a motion to return to open session and Alderman Ponder Smith seconded the motion. Motion approved.

Alderman Dr. Christiaan Ramsey made the motion to adjourn the meeting and Alderman Haynie seconded the motion. Motion approved. Meeting adjourned.



Jack Wallin, Mayor



Nancy G. Allen, Town Clerk