

MINUTES
Town of Marshall Board of Alderman
Regular Meeting
July 18, 2022
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 Attorney Jamie Stokes.

Mayor Allen called the meeting to order at 6:01pm.

Item 1

Upon motion by Alderman Haynie, seconded by Alderman Smith, the Board voted 5-0 to approve the agenda as presented.

Item 2

Upon motion by Alderman Payne, seconded by Alderman Ramsey, the Board voted 5-0 to approve the minutes from the June 20, 2022 regular meeting and the June 27, 2022 special meeting.

Item 3

A property advertised public hearing regarding the Planning Board's recommended updates to the Town's Comprehensive Land Use Plan was held on June 27, 2022. The Planning Board recommendation includes updates on the status of each of the goals outlined in the 2009 Comprehensive Plan, a summary recommendation to review land use ordinances for their impact on affordable housing and development costs, and updates to all demographic data contained in the Plan. Upon motion by Alderman Smith, seconded by Alderman Jablonski, the Board voted 5-0 to approve the recommended updates to the Comprehensive Land Use Plan.

Item 4

The Board reviewed the draft contract for the Marshall Community Volunteer Fire Department for fiscal year 2022-2023. The \$90,000 contract is identical to the contract from the previous fiscal year. The contract is for service within the corporate limits of the Town of Marshall. The Marshall Community Volunteer Fire Department also serves residents of the unincorporated area surrounding Marshall, for which the County collects a \$.08 fire property tax that goes to the MCVFD for providing fire protection to those citizens. The projected County fire tax revenue for the service in the unincorporated area is projected to be \$175,000 in FY 2022-2023. The \$90,000 budgeted in the Town contract is the equivalent of \$.08 in property tax revenue for citizens within the Town's corporate limits. The \$90,000 in the Town's contract will make up 34% of the fire department budget, while 31% of the department's calls were within Town limits for the one-year period between April 1, 2021 and March 31, 2022. Upon motion by Alderman Ramsey, seconded by Alderman Haynie, the Board voted 5-0 to approve the contract with the Marshall Community Volunteer Fire Department as presented.

Item 5

The Board reviewed information regarding vacancies and reappointments for the Board of Adjustment and Planning Board.

Upon motion by Alderman Jablonski, seconded by Alderman Ramsey, the Board voted 5-0 to reappoint Suzanne DuVall and Rich Polak to the Board of Adjustment, with their terms expiring in January of 2025.

Upon motion by Alderman Smith, seconded by Alderman Jablonski, the Board voted 5-0 to reappoint Betty Hurst to a term on the Planning Board that will expire in January of 2024, Emily Copus to a term on the Planning Board that will expire in January of 2025, and Linda DuVall Jarvis to a term on the Planning Board that will expire in January of 2023.

Action on a remaining vacant seat on the Planning Board was tabled.

Item 6

Forrest Gilliam, Town Administrator, presented the Tax Collection and Water/Sewer Collection Report for June, 2022.

A copy of the Unaccountable Water Report and Monthly Operating Report for the Town's wells from Byers Environmental was presented to the Board.

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

The Board reviewed upcoming dates for annual Town-sponsored events. Halloween Safe Treat will be held on Monday, October 31st from 5:00 to 7:00, the Veterans Day Observance will be held on Friday, November 11th at 11:00am at the courthouse, and the Christmas Parade will be held on Saturday, December 10th at 11:00am.

Mr. Gilliam presented Budget Amendment #2023-001, which budgets \$16,706.72 in Purchase Orders carried forward from FY 2021-2022 to FY 2022-2023. Upon motion by Alderman Jablonski, seconded by Alderman Payne, the Board voted 5-0 to approve Budget Amendment #2023-001.

Reports from Boards and Community Organizations

Downtown Marshall Association – No report

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.

Water Department – Jamie Chandler

Maintenance Department – Jamie Chandler

Zoning Department – Forrest Gilliam

Public Comment

There was no public comment.

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

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

Upon motion by Alderman Jablonski, seconded by Alderman Smith, the Board voted 5-0 to approve Budget Amendment #2023-002, which budgets funds from Water and Sewer retained earnings/reserves for the purchase of the Roberts Wells property, as agreed to in the contract to purchase approved by the Board at its May 16, 2022 meeting.

Upon motion by Alderman Smith, seconded by Alderman Ramsey, the Board voted 5-0 to authorize the execution of all legal documents required for closing on the Roberts Wells property transaction, with a target closing date of August 1, 2022.

Upon motion by Alderman Payne, seconded by Alderman Haynie, the Board authorized any necessary extension of the contract for the Roberts Wells property, and the execution of a month-to-month lease in the amount of \$4,000 per month for the Roberts Wells property in the event that closing does not occur by August 1, as agreed to in the contract to purchase approved at the Board's May 22, 2022 meeting. The amount of the monthly payment will be pro-rated for any closing date that takes place part-way through the month, as agreed to in the contract.

Upon motion by Alderman Jablonski, seconded by Alderman Smith, the Board voted 5-0 to authorize the application to the Appalachian Regional Commission for funds to replace and upgrade the Town's sewer line from Walnut Creek Rd. to the Madison County Schools Bus Garage on Derringer Drive, with the stipulation that the source of non-federal match for the grant must be found from non-Town funds.

Upon motion by Alderman Haynie, seconded by Alderman Ramsey, the Board voted 5-0 to approve a contract with Land of Sky Regional Council of Governments to provide zoning administration services to the Town of Marshall. The initial contract will run for three months and will include 10 hours per week of service at a monthly rate of \$2,470. Funds for the contract were included in the budget for the current year.

Upon motion by Alderman Haynie, seconded by Alderman Jablonski, the Board voted 5-0 to approve the contract addendum for Forrest Gilliam for contracted service as Town Administrator. The contract addendum reflects the five percent cost of living adjustment that was included in the budget for regular full-time employees of the Town.

Upon motion by Alderman Payne, seconded by Alderman Jablonski, the Board voted 5-0 to authorize the execution of the Interlocal Agreement between the Town of Marshall and County of Madison regarding the conveyance of property owned by both entities on Blannahassett Island, as well as to authorize Town execution on a deed of property currently owned by the Town of Marshall comprising a portion of the gym and property immediately to the gym's south to the County of Madison. As part of the Interlocal Agreement the County will deed the remaining portion of vacant land on the Island to the Town for the Town's use as park space. The County intends to declare the gym building surplus and attempt to sell it. Any proceeds from the sale of the gym will be held in a special account by the County reserved for parks and recreation projects in the North Marshall and South Marshall townships, with such projects to be planned and undertaken by the Town.

Upon motion by Alderman Haynie, seconded by Alderman Jablonski, the Board voted 5-0 to adjourn at 7:19 p.m.



Nancy Allen, Mayor



Forrest Gilliam, Town Administrator