

**MINUTES**  
**Town of Marshall Board of Alderman**  
**Regular Meeting**  
March 21, 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 Town Attorney Jamie Stokes.

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

Item 1

Upon motion by Alderman Haynie, seconded by Alderman Smith, the Board voted 4-0 to approve the agenda with the addition of Item 6 - Hollie West: Downtown Marshall Association. Voting in the affirmative were Aldermen Haynie, Payne, Ramsey, and Smith. Alderman Jablonski was not present at the time of the vote.

Item 2

Alderman Jablonski arrived at 6:05 pm. Upon motion by Alderman Ramsey, seconded by Alderman Haynie, the Board voted 5-0 to approve the minutes from the February 21, 2022 regular meeting.

Item 3

Regina Bishop and Tammy Boyd provided an update for the Marshall Volunteer Fire Department. They shared with the Board that a recent inspection of the department resulted in an improvement in the department's rating that should lower homeowners insurance rates for residents of the Town of Marshall who are within the fire district. Chief Bishop also shared that the department hopes to have 24/7 coverage by May 1. The Town increased its appropriation to the fire department in FY 2020-2021 and FY 2021-2022 in order to fund the 24/7 service.

Item 4

Discussion took place regarding compliance with the Town's Dog Ordinance, specifically the requirement that people have dogs on a leash and that they clean up after their dog when on public property. Waste stations and trash cans are spread throughout the downtown area as well as the Island. Chief Boone stated that the Police Department will continue to enforce the ordinance when they see an offense, but it is difficult to catch when there is only one officer on duty at a time. There was agreement to send a reminder and copy of the Dog Ordinance with the appropriate section highlighted out with water bills, and through other reasonable means. During discussion it was noted that there are some grammatical errors in the ordinance as adopted in 2009. Upon motion by Alderman Jablonski, seconded by Alderman Smith, the Board voted 5-0 to authorize the town administrator to make necessary grammatical corrections to the 2009 ordinance before a copy is sent out.

Item 5

Forrest Gilliam, Town Administrator, presented the Tax Collection and Water/Sewer Collection Report for February, 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 February was provided to the Board.

Forrest Gilliam, Town Administrator, shared a timeline for potential special board meetings to develop the Town's budget for FY 2022-2023. The Board agreed to meet at 5:30pm on Tuesday, April 12 and Tuesday, April 26, and schedule additional meetings in May when closer to that date.

Mr. Gilliam shared with the Board that the bid opening for Fortner Hollow repairs will be Monday, February 28 at 2:00pm. Vaughn and Melton missed the publication deadline for the bid notice, which kept it from being ready at the March regular meeting. The Board will consider the bids at their first budget meeting on April 12.

Mr. Gilliam also updated the Board regarding the Cycle NC event, previously approved by the Board. Connie Molland is leading local planning for the event, which will be held Friday, August 5, Saturday, August 6, and Sunday, August 7. Tent camping will take place on the old baseball field, as previously approved by the Board of Aldermen. Ms. Molland has also asked about the option for camper and RV camping on the portion of property starting at the fork in the roads headed toward the gym or playground and the dugouts. Mr. Gilliam also recommended a \$2,500 deposit to address any repairs that might be needed in the event that it is muddy that weekend. The consensus of the Board was to allow the camper and RV parking in the area discussed, while also requiring the \$2,500 deposit.

#### Item 6

Hollie West, representing the Downtown Marshall Association, updated the Board regarding planning for the Mermaid Parade and 4<sup>th</sup> of July. Ms. West is working to complete paperwork for a special events permit that must go through Chief Boone and Mr. Gilliam. Mr. Gilliam will follow up with Ms. West regarding fireworks for the 4<sup>th</sup> of July.

## Boards Reports

**Board of Adjustment** – No meeting

**Planning Board** – Met February 1

Mr. Gilliam shared with the Board that the master copy of the UDO has been updated to include all previously adopted amendments within the document. Previously, as amendments were adopted, they were attached to the end of the document with no reference on the page that was being amended to it having been changed. This made understanding of the ordinance difficult for citizens, staff, and board members. The Planning Board will now continue its review of the ordinance for substantive updates that will be formally recommended by the Planning Board before coming to the Board of Aldermen for approval.

**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 Jablonski, the Board voted 5-0 to enter into closed session for the purposes of attorney-client privilege, personnel, and property.

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

Upon motion by Alderman Haynie, seconded by Alderman Ramsey, the Board voted 5-0 to accept the resignation of Police Officer Randy Hensley.

Upon motion by Alderman Payne, seconded by Alderman Haynie, the Board voted 5-0 to approve a Resolution Regarding Law Enforcement Officer Separation Allowance for Officer Randy Hensley.

Upon motion by Alderman Jablonski, seconded by Alderman Haynie, the Board voted 5-0 to advertise for a full time police officer position as well as for auxiliary officers.

Upon motion by Alderman Jablonski, seconded by Alderman Ramsey, the Board voted 5-0 to adjourn at 8:25 p.m.

  
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Nancy Allen, Mayor

  
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Forrest Gilliam, Town Clerk