

**Town of Marshville  
Town Council Meeting  
Monday November 4, 2013, 7:00 PM  
Marshville Town Hall – 201 West Main Street**

**REGULAR MEETING MINUTES**

**Council Members Present:** Mayor Franklin Deese, Mayor Pro-Tempore Matthew Jefferson, Council Members Margaret Bivens, Gary Huntley and Dora Bridget. Council Member Norma Carpenter arrived at approximately 7:05 pm, after the meeting was called to order.

**Staff Present:** Town Manager, Amanda Reid; Town Clerk/Finance Officer, Tonya Johnson; Town Attorney, Bobby Griffin; Director of Public Works, Bivens Steele; Park Director, Alan Thifault and Police Chief, Carl Webber

**Call to Order/Invocation/Pledge of Allegiance**

Mayor Deese called the meeting to order at 7:00 p.m. Council Member Bivens offered the invocation. The Pledge of Allegiance was offered by all in attendance.

**Adoption of Agenda for the Meeting**

A motion to adopt the agenda as received was made by Council Member Bridget, seconded by Council Member Bivens and passed unanimously.

**Introduction of Reserve Officer**

Chief Webber introduced Officer Wayne Maske as the new reserve officer to the Marshville Police Department.

**Public Comment**

Ned Beachum of 404 Ross Street, Marshville, presented a Marshville Museum & Cultural Center brochure and updated the council on events taking place at the Marshville Museum.

**Consent Agenda**

- October 7, 2013 Town Council Minutes – Regular Meeting
- Budget Report as of September 30, 2013
- Proclamation in Honor of the Military Order of the Purple Heart
- Street Closure Request: Christmas Parade, November 23

A motion to approve the consent agenda and the items thereon was made by Council Member Bridget, seconded by Council Member Huntley and passed unanimously.

**Presentation of Information, EPA Brownfields Assessment Grants**

Ms. Mary Beck, Anson County Economic Development, presented information regarding EPA Brownfields Assessment Grants. The Brownfields Program supports revitalization efforts by funding environmental assessment, cleanup, and job training activities for potential reuse of economic development sites. Ms. Beck explained there is no financial commitment required by the Town in applying for funding. A public hearing must be held to notify the public of the Town's intent to apply for EPA Brownfield Assessment funds as well as sending out Request for Proposals (RFP) for engineering for Phase I and/or Phase II Environmental Assessment Reports. Ms. Beck recommended applying for \$200,000 in grant funds. The grant is highly competitive and the deadline for application is January 2014. A motion to call for a public hearing for December 2, 2013 to receive public input on the Town's intent to apply for an EPA Brownfields Assessment Grant and to authorize staff to send out Requests for Proposals concerning this grant was made by Mayor Pro-Tem Jefferson, seconded by Council Member Bivens and passed unanimously.

### **Discussion and possible action regarding Job Descriptions**

#### **Customer Service Representative; Public Works Crew Leader**

The Town Manager referenced the job descriptions included in the agenda packet and stated these positions were budgeted for in the FY2013-2014 Budget. The Public Works Crew Leader position has been vacant since 2010. Council Member Bridget asked what positions are vacant in the Public Works department. The Town Manager stated two positions, Meter Reader and Equipment Operator II, are not currently filled. There was some discussion regarding the need for a Customer Service Representative at this time and job duties of current Town Hall staff. When Council Member Carpenter asked how soon the positions will be advertised the Town Manager replied as soon as the descriptions are approved. A motion to approve the job descriptions as received was made by Mayor Pro-Tem Jefferson, seconded by Council Member Huntley and passed unanimously.

### **Discussion and possible action regarding Planning Board & Board of Adjustment Terms**

Mayor Deese requested to table this item until the December 2, 2013 meeting due to the November 5 2013 election. A motion to table Item 7, Discussion and possible action regarding Planning Board and Board of Adjustment Terms, was made by Council Member Bivens, seconded by Council Member Carpenter and passed unanimously.

### **Discussion regarding Solid Waste Collection fees and policies**

Mayor Deese requested to table this discussion until the December 2, 2013 meeting in order to obtain more information on the subject from the UNC School of Government staff. A motion to table Item 8, Discussion regarding Solid Waste Collection fees and policies was made by Council Member Carpenter, seconded by Council Member Bridget and passed unanimously.

At this time it was the consensus of the Marshville Town Council to hear the Town Manager's Report and Mayor and Town Council Member Comments prior to the Closed Session.

### **Town Manager's Report**

The Town Manager reported there will be a Small Town Main Street Meeting on Tuesday, November 5, 2013. She will be attending NC Small Town Main Street basic training from Wednesday through Friday of this week. The Town Manager reported the Planning Board will be meeting every Thursday as they work to finalize the Town Plan 2030. The Town Manager addressed upcoming meetings & events and Town Hall closings as disclosed on the agenda.

Town Clerk/Finance Officer reported that the auditor, J.B. Watson and Co., PLLC, submitted the Town's annual AFIR report to the state as of October 31, 2013. Financial reports should be available within the next month or two.

### **Mayor and Town Council Member Comments**

Council Member Huntley wished everyone a Happy Veterans' Day and a Happy Thanksgiving. Mayor Pro-Tem Jefferson commented that East Union Middle School is inviting Veterans to speak at a program on Friday, November 8, 2013.

Mayor Deese, on behalf of the Town Council, expressed sympathy to the Town Manager at the passing of her grandfather. He reminded everyone that election day was November 5, 2013.

**Closed Session** - NCGS 143-318.11. (5) To establish, or to instruct the public body's staff or negotiating agents concerning the position to be taken by or on behalf of the public body in negotiating (i) the price and other material terms of a contract or proposed contract for the acquisition of real property by purchase, option, exchange, or lease

A motion to go into closed session per this statute was made by Council Member Bivens, seconded by Council Member Huntley and passed unanimously. Members of the public were excused.

At 7:56 pm the Town Council returned to open session to discuss four preferred sites for the location of a pump station all being located east of High Road. Mr. Lester recommended site 3 stating it was divided by a right of way and may be more feasible to purchase since it appears to be a trapped piece of land. A motion to direct the Town Manager to move into negotiating position for several properties by High Road for the best deal on the best piece of property for a pump station and for such negotiations to be contingent upon a survey of the proposed site was made by Council Member Bridget, seconded by Council Member Bivens and passed unanimously.

At this time a motion return to closed session per the statute cited above was made by Council Member Bridget, seconded by Council Member Bivens and passed unanimously. At 8:11 pm council returned to open session.

### **Adjourn**

A motion to adjourn was made by Council Member Huntley and seconded by Council Member Bivens. The meeting adjourned at 8:11 pm.

These minutes approved this 2<sup>nd</sup> day of December, 2013.

By: \_\_\_\_\_

Franklin Deese, Mayor

Attest: \_\_\_\_\_

Tonya D. Johnson, Town Clerk