

**Town of Robbinsville
Public Hearing & Board Meeting Minutes
March 2, 2022
Town Hall**

A Regular Town of Robbinsville Board Meeting was called to order by Mayor Shaun Adams at 1:00 PM at the Town Hall on March 2, 2022.

Council present: Brian Johnson, Debbie Beasley, Kenneth Hyde

Approval of Agenda:

Kenneth Hyde made a motion to approve the Agenda with the change to table old business #4 - Old Town Hall exterior; old business #7 - Town Cellphone/Debbie Beasley; and new business #10 – Town laptop request. Debbie Beasley seconded the motion. Vote unanimous.

Public Hearing – Malt Beverages & Unfortified Wine at Special Events:

Brian Johnson made a motion to open the Public Hearing for Malt Beverages & Unfortified Wine at Special Events at 1:05 PM. Kenneth Hyde seconded the motion. Vote unanimous. Scott Roper and William Wayne Adams addressed the Board with their concerns about the Board passing the Ordinance. Scott Roper asked the Board who was going to regulate these events. The Board did not respond. William Wayne Adams asked if this would include the Graham County Festival. Brian Johnson stated that this will only be allowed for businesses within the Town limits that have their alcohol license and the Special Event will be within their business property. William Wayne Adams stated that this Ordinance will just bring in people to drink. Kenneth Hyde stated that this is a step to regulate the Special Events. Kenneth Hyde made a motion to close the Public Hearing at 1:12 PM. Debbie Beasley seconded the motion. Vote unanimous.

Ordinance – Malt Beverages & Unfortified Wine at Special Events:

Debbie Beasley made a motion to adopt the Malt Beverages & Unfortified Wine at Special Events. Brian Johnson seconded the motion. Vote unanimous.

Approval of meeting minutes:

Brian Johnson made a motion to approve the February 2, 2022 Regular Board meeting minutes. Kenneth Hyde seconded the motion. Vote unanimous.

Public Comment:

Brian Johnson made a motion to open public comment at 1:18 PM. Kenneth Hyde seconded the motion. Vote unanimous. There was no public comment. Kenneth Hyde made a motion to close public comment at 1:19 PM. Debbie Beasley seconded the motion. Vote unanimous.

Old Business:

State Capital & Infrastructure Grant – Contract:

Brian Johnson made a motion to approve the State Capital & Infrastructure Grant with the approval for Mayor Adams to sign the contract. Kenneth Hyde seconded the motion. Vote unanimous.

CDBG Sewer line Grant:

Allison Heim, McGill Associates Grants Administrator, presented the Affirmatively Furthering Fair Housing (AFFH) Plan and the Impediments to Fair Housing Choice (AI) for the CDBG-I Grant #20-I-3611 to the Board. Brian Johnson made a motion to approve the AFFH and the AI with the approval for the Mayor to sign both. Kenneth Hyde seconded the motion. Vote unanimous.

Eller Branch - survey:

Shaun Adams updated the Board on the status of the survey.

Old Town Hall Exterior:

Tabled.

Board of Elections – Budget Amendment:

Brian Johnson made a motion to approve Budget Amendment #9 to appropriate funds for 2021 Board of Elections additional expense, \$1,326. Debbie Beasley seconded the motion. Vote unanimous.

ARP Funds – Budget Amendment:

Brian Johnson made a motion to approve Budget Amendment #5, #6, #7, #8 to appropriate funds for the American Rescue Plan COVID pay and Premium/Essential pay. Kenneth Hyde seconded the motion. Vote unanimous.

Town Cellphone/Debbie Beasley:

Tabled.

Robbinsville High School – Softball Field waterline:

Debbie Beasley made a motion for the maintenance department to run a waterline to the RHS softball field and the Town will provide the tap/meter/and materials required to complete the project. Brian Johnson seconded the motion. Vote unanimous.

Fence repair – quotes:

Kenneth Hyde made a motion to table. Debbie Beasley seconded. Vote unanimous.

Atoah Street and Circle Street speed humps:

A petition for speed bumps on Atoah Street was presented to the Board. There was not a petition for Circle Street. Debbie Beasley made a motion to install three speed humps and signs on Atoah Street. Kenneth Hyde seconded the motion. Vote unanimous.

Town Hall Crosswalks – safety issue:

Mayor Adams has discussed the Town Hall crosswalk safety issue with the Department of Transportation.

New Business:

Mayor Update:

The Mayor stated that the streetlight has been installed at the Robbinsville Elementary School. He is continuing to work with McGill on projects for the Town.

Finance Update:

The Finance Director stated that the current tax collection rate for the Town of Robbinsville is at 93%. The Budget vs Actual for January 31, 2022 was presented to the Board. The Finance Director presented a list of her job duties as the Finance Director/Clerk to the Board. She requested that Board address any questions regarding her list of duties directly to her, not other employees.

Budget Schedule:

The Finance Director presented the Budget meeting schedule to the Board and requested that they notify her of any changes that need to be made.

Bill Young – Road issues:

Bill Young addressed the Board about his Laurel Street dip concerns. Kenneth Hyde stated that the Board will look into the issue and get back in touch with him.

On Solve – Code Red System:

Brian Johnson stated that more employees need to be trained to send the Code Red alerts. He suggests that the Town continue the system for another year.

Tank Maintenance:

Scott Icenhower and Coy Jordan stated that they have reviewed the Town’s current Tank Maintenance contract and said that the Town is overpaying by a significant amount. They stated that a \$398,559 contract should have been bid out with sealed bids. They said that they preform Tank Maintenance and have inspected our tanks for free. They stated that they were not asked to present a bid to the Board. They are concerned about the customers that are having to pay such high water bills due to this contract. Brian Johnson said that he would review the current contract and get back in touch with Scott and Coy.

RTA – Tourism Director/Chairman/Board Members:

Debbie Beasley told the Board that she would like to be paid for the Tourism Director position. Brian Johnson stated that she will have to make that request to the Robbinsville Tourism Board.

Tourism Director Resignation/ RTA Board Member Resignation:

Brian Johnson made a motion to add Tourism Director resignation and RTA Board member resignation to the agenda. Kenneth Hyde seconded the motion. Vote unanimous. Karen Taylor’s letter of resignation as Tourism Director and letter of concerns were presented to the Board. Brian Johnson made a motion to accept the resignation. Kenneth Hyde seconded the motion. Vote unanimous. Teresa Garland’s letter of resignation as RTA Board member and letter of concerns were presented to the Board. Brian Johnson made a motion to accept the resignation. Kenneth Hyde seconded the motion. Vote unanimous.

Ward Street – Speed bump:

Mayor Adams told the Board that someone had installed a speed bump on Ward Street without the Town’s permission. Brian Johnson stated that the Mayor needs to find out who installed the speed bump and ask them to request permission from the Town Board or to remove the speed bump.

DOT – sidewalk project:

Debbie Beasley made a motion to approve the \$2,677 DOT sidewalk project. Kenneth Hyde seconded the motion. Vote unanimous. The Finance Director stated that this will be included in the 2022-2023 Budget.

Town laptop - request:

Tabled.

Lawn mower quotes:

Debbie Beasley made a motion to approve the Z-Master 4000 lawn mower quote from Lovin Equipment for \$9,885. Kenneth Hyde seconded the motion. Vote unanimous. The Finance Director will bring a Budget Amendment to the next Board meeting.

NCGFOA – Finance Officers Spring Conference - Raleigh:

Brian Johnson made a motion for the Finance Director to attend the NCGFOA Finance Officer Spring Conference. Kenneth Hyde seconded the motion. Vote unanimous.

Graham Star – Sports Ads:

Debbie Beasley made a motion to approve the 1/8-page Graham Star ad for Spring Sports, Mountain Hoops, and Pigskin Preview. Kenneth Hyde seconded the motion. Vote unanimous.

RFP - Audit:

Kenneth Hyde made a motion to send out RFP's for a new Auditor for the Town 2021-2022 audit. Brian Johnson seconded the motion. Vote unanimous.

Medical Insurance quotes:

The Finance Director stated that the Town has been having some issues with the current employee medical insurance policy and will be requesting medical insurance quotes for the next Budget.

Part-time employees benefit policy:

Debbie Beasley made a motion to change the Town's personal policy to state that only full-time employees qualify for medical insurance benefits. This will be effective immediately for all employees hired after this date. Kenneth Hyde seconded the motion. Vote unanimous.


Alcohol Sales – Local License fees:


Debbie Beasley made a motion to approve the Local License for Beer and Wine fees as follows: On-premises malt beverage - \$15.00, Off-premises malt beverage - \$10.00, On-premises unfortified wine - \$15.00, and Off-premises unfortified wine - \$10.00. Kenneth Hyde seconded the motion. Vote unanimous.

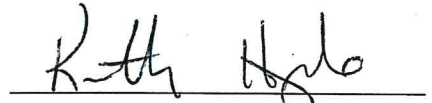
Closed Session:

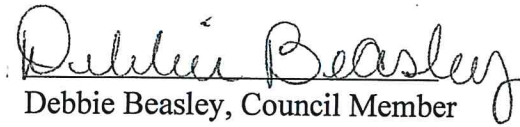
Brian Johnson made a motion to go into closed session at 3:00 PM. Kenneth Hyde seconded the motion. Vote unanimous. Brian Johnson made a motion to come out of closed session at 3:26 PM. Kenneth Hyde seconded the motion. Vote unanimous. There were no decisions made during closed session.

Brian Johnson made a motion to adjourn the meeting at 3:28 PM. Debbie Beasley seconded the motion. Vote unanimous.

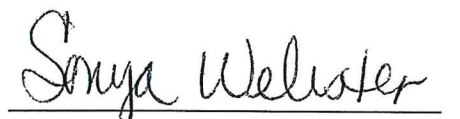

Shaun Adams, Mayor


Brian Johnson, Council Member


Kenneth Hyde, Council Member


Debbie Beasley, Council Member

ATTEST:


Sonya Webster, Clerk to the Board