

**Town of Robbinsville
Board Meeting Minutes
October 5, 2022
Town Hall**

A regular Town of Robbinsville Board meeting was called to order by Mayor Shaun Adams at 1:00 p.m. at the Town Hall on October 5, 2022.

Council present:

Brian Johnson, Kenneth Hyde, Debbie Beasley (M. Ellen Davis – Town attorney - absent)

Approval of Agenda:

Debbie Beasley motioned to add to New Business after #5 – Sponsorship Graham Star 150th Magazine. Kenneth Hyde seconded the motion. Vote unanimous.

Brian Johnson motioned to approve the agenda with the following amendment:

Add New Business: After #5 - Sponsorship of Graham Star 150th Magazine

Kenneth Hyde seconded the motion. Vote unanimous.

Approval of Meeting Minutes:

Brian Johnson motioned to approve the September 7, 2022 Regular Board Meeting Minutes. Kenneth Hyde seconded the motion. Vote unanimous.

Brian Johnson motioned to approve the September 7, 2022 Closed Session Meeting Minutes. Kenneth Hyde seconded the motion. Vote unanimous.

Public Comment:

Brian Johnson motioned to open public comment at 1:02 p.m. Kenneth Hyde seconded the motion. Vote unanimous.

With no public comment, Kenneth Hyde motioned to close public comment at 1:02 p.m. Debbie Beasley seconded the motion. Vote unanimous.

Old Business:

Water Structure Improvements – Joel Storrow – McGill Associates:

Joel Storrow discussed a time sensitive grant funding application that needs to be in by next week for Water Structure Improvements. Joel stated that the top priority is the automatic meter system and second is property to drill a couple of wells to supplement what have already. Identify property to purchase and have an appraisal done. Brian Johnson motioned to support the project. Kenneth Hyde seconded the motion. Vote unanimous.

Tank Maintenance – Scott Icenhower/American Tank:

Scott Icenhower discussed current pictures he had taken of the Towns water tanks and a quote for maintenance of the tanks. American Tank discussed their contract and stated would like the Town to compare the contracts of both parties. Debbie Beasley motioned to table until the next meeting to discuss with the Town attorney. Kenneth Hyde seconded the motion. Vote unanimous.

Revved Up – Wayfinding Signs/DOT encroachment – Old Town Hall – John Colwell:

John Colwell informed the Board of CPNI (Construction Professionals Network Institute), a group that has helped thirty different small towns across the state with undeveloped/underdeveloped property and would like to get input from Town officials as to what people here would like to see done. This would be

similar to the study done in 2012 but on a smaller scale. John stated that CPNI will do a tour of the Town on October 7th and would like for Town officials to participate.

John Colwell updated the Board on the Wayfinding signs, stating that still waiting on the encroachment from DOT Andy Russell, to proceed.

John Colwell updated the Board on the Old Town Hall building, stating that Kenneth Wheeler has a written offer for the building. Brian Johnson stated that the offer will be given to the Town attorney and see what the next step is.

Rental – Ground penetrating radar to Town of Lake Santeetlah:

Town of Lake Santeetlah Mayor Connie Gross updated the Board that their attorney would have an agreement prepared and she would provide the agreement to Mayor Adams for the upcoming November Board meeting. Brian Johnson stated would have the Town attorney to look at it.

Junaluska Tank fence – Maintenance Supervisor Chadd Carpenter:

Maintenance Supervisor Chadd Carpenter informed the Board that movement of sections of the Junaluska Tank fence is too big of a job for Town maintenance to do. Brian Johnson stated to get at least three quotes and Mayor Adams stated he would reach out for quotes also.

New Business:

Mayor update:

Mayor Adams informed the Board still working on submitting what is needed for the Main Street rock wall project – making progress.

Mayor Adams informed the Board that a sign has been ordered for the hill on Morphew Street.

Graham County Saddle Club – Bonnie Price:

Bonnie Price informed the Board that a Graham County Saddle Club was being started with the focus on children and youth. She stated that she had been inquiring with individuals on a location for the arena and would like to ask the Town Board for a letter of support stating that the Town is in approval of the Graham County Saddle Club. Brian Johnson stated that the Town could do a letter of support and check into finances to see if can donate any funds.

Backflow/Cross Connection ORC/Tester:

Maintenance Supervisor Chadd Carpenter discussed the Towns need for a backflow/cross connection ORC/tester. Brian Johnson stated that the State requires we have to have one until we can get one certified. Brian Johnson motioned to contact Robert Patterson to be the Backflow/Cross Connection ORC Tester. Kenneth Hyde seconded the motion. Vote unanimous.

Budget Amendment #3 – to amend previous Budget Amendment #16:

Per the Towns current auditors, RH CPA, due to Budget Amendment #16 (Budget year July 1, 2021 - June 30, 2022) work was done in the current Budget year July 1, 2022 – June 30, 2023 this would count as an expenditure for year end June 30, 2023. Brian Johnson motioned to do Budget Amendment #3. Debbie Beasley seconded the motion. Vote unanimous.

Graham Star 150th Magazine sponsorship – Debbie Beasley:

Debbie Beasley asked if the Town would want to be a part of the Graham County 150th Anniversary magazine being done by the Graham Star. After discussion, due to no line item for public relations, no decision was made.

Debbie Beasley asked to amend the agenda to add Michelle Shiplet with GREAT. Debbie Beasley motioned to add Michelle Shiplet with Great. Kenneth Hyde seconded the motion. Vote unanimous.

Rural Transformation/ARCA funds – Michelle Shiplet – GREAT:

Michelle Shiplet with GREAT informed the Board of ARCA funds for Rural Transformation that is time sensitive – has to be applied for before the end of October – no matching funds/no financial expense for the Town or administration of the grant. Michelle asked if the Town would be interested in applying. Debbie Beasley motioned to put our municipality in for the grant. Kenneth Hyde seconded the motion. Vote unanimous. Michelle stated she would update the Board on progress of the grant.

Brian Johnson mentioned to Michelle Shiplet in regards to the Downtown Wi-Fi project – the Town attorney asked who actually owns the Wi-Fi. Michelle stated that GREAT owns it and has a five year maintenance contract with Balsam West – after the five years it is the Towns. Brian Johnson stated would let the Town attorney be aware of this and will discuss at the next meeting.

Closed Session – GS143-318.11(c), (a)3:

Brian Johnson motioned to go into closed session at 2:35 p.m. regarding GS143-318.11(c), (a)3
Debbie Beasley seconded the motion. Vote unanimous.

Closed Session decisions:

Brian Johnson motioned to come out of closed session at 3:12 p.m. Kenneth Hyde seconded the motion. Vote unanimous.

After coming out of closed session, Brian Johnson motioned to proceed to try to find MAI appraisal/survey. Debbie Beasley seconded the motion. Vote unanimous.

Recess:

Debbie Beasley motioned to recess at 3:13 p.m. until 4:00 p.m. Kenneth Hyde seconded the motion. Vote unanimous.

Meeting called back to order:

Mayor Shaun Adams called the meeting back to order at 3:50 p.m.

Closed Session – GS143-318.11(c), (a)3:

Brian Johnson motioned to go into closed session at 3:50 p.m. regarding GS143-318.11(c), (a)3
Kenneth Hyde seconded the motion. Vote unanimous.

Closed Session decisions:

Brian Johnson motioned to come out of closed session at 5:02 p.m. Kenneth Hyde seconded the motion. Vote unanimous.

After coming out of closed session, Brian Johnson motioned, pending her accepting the position, the Board selected Annette Carver for the Finance Officer – ninety day probationary period – starting pay \$19 hour – go up to \$20 hour after ninety days. Debbie Beasley seconded the motion. Vote unanimous.

Adjourn:

With no further business, Brian Johnson motioned to adjourn at 5:03 p.m. Debbie Beasley seconded the motion. Vote unanimous.

Shaun Adams, Mayor

Brian Johnson, Council

Kenneth Hyde, Council

Debbie Beasley, Council

Attest:

Shari Birchfield, Deputy Clerk and Interim Clerk to the Board