

**Town of Robbinsville  
Regular Meeting Minutes  
October 7, 2020  
Town Hall**

A Regular Town of Robbinsville Board Meeting was called to order by Mayor Steve Hooper at 1:00 PM at the Town Hall on October 8, 2020. The Mayor lead the Pledge of Allegiance and Prayer.

**Council present:** Brian Johnson, Debbie Beasley

**Public Hearing – Sewer Improvement Grant:**

Brian Johnson made a motion to open the public hearing. Debbie Beasley seconded the motion. Motion passed. Karen Kiehna with McGill presented an explanation and description of the Sewer Improvement Grant proposed request for funding from NCDEQ’s CDBG-I program. She will bring the minutes for this presentation to the November 4, 2020 meeting for approval. Brian Johnson made a motion to close the public hearing. Debbie Beasley seconded the motion. Motion passed.

**Public Hearing – Old Town Hall Lease:**

Brian Johnson made a motion to open the public hearing. Debbie Beasley seconded the motion. Motion passed. Steve Hooper read the Resolution for the Lease of the Old Town Hall. Brian Johnson and Debbie Beasley voted to approve the Resolution. The Clerk to the Board asked if a motion is required, Attorney Davis stated it was not required.

**Opening of Bids – 1996 Ford Truck:**

Mayor Hooper opened seven bids. Brian Johnson made a motion to approve the highest bid, \$805 from Michael Kennedy. Debbie Beasley seconded the motion. Motion passed.

**Approval of meeting minutes:**

Brian Johnson made a motion to approve the September 2, 2020 Regular Board meeting minutes. Debbie Beasley seconded. Motion passed.

**Approval of agenda:**

Brian Johnson added the GREAT request to new business #8. Brian Johnson added new business #11 – Veteran’s Ad – Graham Star and moved Closed session to #12. Brian Johnson made a motion to approve the Agenda as amended. Debbie Beasley seconded the motion. Motion passed.

**Public Comment:**

Brian Johnson made a motion to open public comment at 1:31 PM. Debbie Beasley seconded the motion. Motion passed. There was no public comment. Brian Johnson made a motion to close public comment at 1:32 PM. Debbie Beasley seconded the motion. Motion passed.

## **Old Business:**

### **Town Hall Mold Issue:**

Brian Johnson made a motion to approve John Jewell stucco repairs and new bathroom vanity (\$1,900) if the repairs include remove stucco, replace stucco and paint wall by bathroom at Town Hall and 8x12 wall in storage room. Debbie Beasley seconded the motion if the changes to the quote are made. Motion passed. Brian Johnson made a motion to approve the John Jewell quote (\$1,000) for two new metal basement doors. Debbie Beasley seconded the motion. Motion passed.

### **Collins – drainage update:**

Brian Johnson presented two quotes for the Ford Street drainage repairs: ACE Clearing & Construction, Inc. - \$13,985.75 and Adams Contracting Company - \$14,359. Debbie Beasley stated that since the Town cannot afford to give the Town employees raises this year, she does not want to approve these repairs at this time. She suggested Bo Collins to contribute to the expense of this project. Brian Johnson tabled the repairs.

### **Town alleyway – off Morpew Street:**

Attorney Davis discussed the procedures for closing alleys. The attorney will adjust the Resolution and bring it to the November 4, 2020 Board meeting. She stated that she will need the whole survey from Terry James. Brian Johnson tabled this until the November 4, 2020 Board Meeting.

## **New Business:**

### **RHS – Yearbook Advertisement:**

Brian Johnson made a motion to approve a ¼ page Robbinsville High School yearbook ad, \$130. Debbie Beasley seconded the motion. Motion passed.

### **Sidewalk Project:**

Brian Johnson tabled.

### **Morpew Street Drainage Project:**

Debbie Beasley made a motion to approve the quote from Tim Creasman, \$5,600, for the Morpew Street drain. Brian Johnson seconded the motion. Motion passed.

### **Meeting Minutes Request:**

Debbie Beasley made a motion to remove the employee's name in reference to the Auditor's concerns from the August 14, 2020 Board meeting minutes. The Clerk to the Board asked if she only wanted to remove the employee's name, or the entire sentence. Debbie Beasley stated that she only wanted to remove the employee's name. Brian Johnson seconded the motion. Motion passed. Brian Johnson made a motion to approve the August 14, 2020 Regular Board meeting minutes with the change. Debbie Beasley seconded the motion. Motion passed.

### **NC 811 Membership Agreement:**

Brian Johnson tabled this agreement until the November 4, 2020 Board meeting.

### **Online Payment Upgrade:**

Brian Johnson made a motion to upgrade the online utility payment program to the Southern Software integrated version, for an additional \$100 cost per month. Debbie Beasley seconded the motion. Motion passed.

**American Flag power pole project:**

Brian Johnson made a motion to pay \$1,300 to paint the American flag on 26 power poles in Town. Debbie Beasley seconded the motion. Motion passed.

**Veteran's Ad – Graham Star:**

Brian Johnson made a motion to approve a ½ page Veteran's Ad, \$250 in the Graham Star. Debbie Beasley seconded the motion. Motion passed.

**Auditor Presentation:**

Nancy Lux with the Ray, Bumgarner, Kingshill & Assoc., PA presented the June 30, 2020 Financial Statements and Audit report. She stated that the Town is in a good financial standing and had no compliance violations this year. She made four recommendations that would help the Town improve internal controls:

- (1) **No Personal Use of Town Property.**
- (2) **No blank purchase orders.**
- (3) **Create a policy for use of comp and vacation time.**
- (4) **Perform inventory count of Water/Sewer maintenance stock.**

Steve Hooper explained to the Auditor that since the audit he has now put the Wex card in the Town vehicle and that the Town Visa card remains at the Town Hall to avoid accidental personal credit card use in the future.

**Finance Update:**


The Finance Director presented the Budget vs Actual for period ending 9/30/2020. She stated that the Town's revenue has exceeded the expenses to date by \$7,698 in the General Fund and revenue has exceeded the expenses to date by \$58,353 in the Water & Sewer Fund.

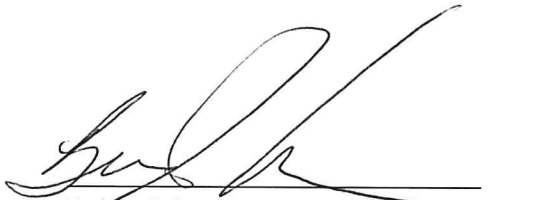
**Closed Session:**

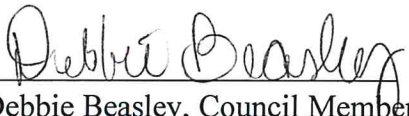
Debbie Beasley made a motion to go into closed session at 3:10 PM. Brian Johnson seconded the motion. Brian Johnson made a motion to come out of closed session at 3:52 PM. Debbie Beasley seconded the motion. Motion passed.

There were no decisions made in closed session.

Brian Johnson made a motion to adjourn the meeting at 3:54 PM. Debbie Beasley seconded the motion. Motion passed.

  
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Steve Hooper, Mayor

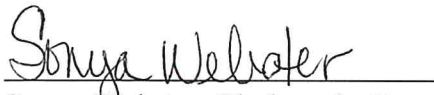
  
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Brian Johnson, Council Member

  
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Debbie Beasley, Council Member

ABSENT

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Shaun Adams, Council Member

ATTEST:

  
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Sonya Webster, Clerk to the Board