

**Town of Robbinsville  
Regular Meeting Minutes  
December 2, 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 December 2, 2020.

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

**Approval of meeting minutes:**

Debbie Beasley made a motion to approve the November 4<sup>th</sup>, 2020 Regular Board meeting minutes. Brian Johnson seconded. Motion passed.

**Approval of Agenda:**

Brian Johnson made a motion to approve the agenda with the following additions: Old Business #6 – Close Alleyway Update, New Business #11 – Water Plant air compressor and #12 – Employee Raises. Debbie Beasley seconded the motion. Motion passed.

**Public Comment:**

No motion was made to open public comment. Roma Gail Collins requested that her property be put back to the condition it was prior to the sidewalk project, Brian Johnson stated that he would make sure this is taken care of. Brian Johnson made a motion to close public comment at 1:04 PM. Debbie Beasley seconded the motion. Motion passed.

**Old Business:**

**Town Hall Mold Issue:**

Brian Johnson made a motion to approve the Savnac Canvas \$963 quote for the awning over basement door behind Town Hall. Debbie Beasley seconded the motion. Motion passed.

Steve Hooper updated the Board on the progress and additional steps necessary to remove the mold at the Town Hall. He stated that he still needed to put the dehumidifiers in the basement, put up a retaining wall, clean out the trash in the basement, and bring in the mold machine in the basement. Brian Johnson stated that the maintenance department needs to block the opening in the air conditioning pipe.

**Tax Release – Christine Crisp:**

The Finance Director will investigate personal property write-offs and will bring documentation to the January Board meeting.

**Old Town Hall Lease:**

Brian Johnson tabled until the January Board meeting.

**Long Creek Survey - Quote:**

Brian Johnson tabled until the January Board meeting.

**Fire Hydrants – update - \$7,500 – Budget Amendment:**

Brian Johnson made a motion to approve the purchase and Budget Amendment #8, \$7,050 to replace the three damaged fire hydrants. Debbie Beasley seconded the motion. Motion passed.

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

There will be a Public Hearing for the Close of the Alley January 6<sup>th</sup>, 2021, 1:00 PM at the Town Hall. Attorney Davis will post a notice in the Graham Star and send letters to notify the surrounding property owners about the Town’s alleyway closing.

**New Business:**

**Mayor Update:**

Mayor Hooper updated the Board on issues with the Town.

**Handheld Meters - \$11,350 – Budget Amendment:**

Debbie Beasley made a motion to approve the purchase and Budget Amendment #7, \$11,350, to purchase three handheld meter reading systems. Brian Johnson seconded the motion. Motion passed.

**Finance Update:**

The Finance Director presented the 11/30/2020 Budget vs Actual and explained that the Town has spent \$58,637 more than we brought in for the General Fund to date. And that the Town’s revenues have exceeded the expenses for the Water and Sewer Fund by \$124,478 to date.

**Collins Drainage agreement:**

Brian Johnson tabled until January Board meeting.

**Water Plant Clearwell Tank Transmitter – Budget Amendment:**

Brian Johnson made a motion to approve the purchase and Budget Amendment #9, \$2,290, to replace the clear well tank transmitter and add to the SCADA system. Debbie Beasley seconded the motion. Motion passed.

**RTA Chairman:**

Brian Johnson reappointed Debbie Beasley as the Robbinsville Tourism Authority Chairman.

**NCGFOA – 2020 Virtual Fall Conference:**

Brian Johnson made a motion to approve the \$80 fee for the NCGFOA 2020 Virtual Fall Conference for the Finance Director. Debbie Beasley seconded the motion. Motion passed.

**Water Plant COVID comp time pay-out – Budget Amendment:**

Brian Johnson made a motion to approve the COVID comp time pay-out for the Water Plant, down to 80 hours, \$1,667, and Budget Amendment #10. These funds will be reimbursed through the Cares Act. Debbie Beasley seconded the motion. Motion passed.

**Maintenance Supervisor comp time pay-out – Budget Amendment:**

Brian Johnson made a motion to approve the comp time pay-out for the Maintenance Supervisor down to 80 hours, \$1,038, and Budget Amendment #11. These funds will be appropriated from the Water & Sewer Fund Balance. Debbie Beasley seconded the motion. Motion passed.

**Water Plant air compressor:**

Brian Johnson made a motion to approve Budget Amendment #12 for the Water Plant air compressor. These funds will be appropriated from the Water & Sewer Fund Balance. Debbie Beasley seconded the motion. Motion passed.

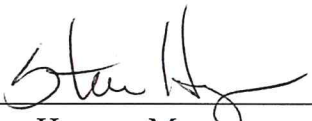
**Employee raises:**

Brian Johnson made a motion to approve a 3% raise for all Town employees which will be retroactive from July 1, 2020, delayed due to COVID-19. (excluding the Mayor and Town Council) Debbie Beasley seconded the motion. Motion passed.

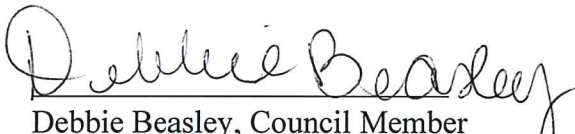
**Closed session:**

Brian Johnson made a motion to go into closed session at 1:55 PM. Debbie Beasley seconded the motion. Motion passed. Brian Johnson made a motion to come out of closed session at 2:09 PM. Debbie Beasley seconded the motion. No decisions made in closed session.

Brian Johnson made a motion to adjourn the meeting at 2:10 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