

**Town of Robbinsville
Regular Meeting Minutes
April 22, 2020
Teleconference**

A Regular Town of Robbinsville Board Meeting was called to order by Mayor Steve Hooper at 1:00 PM via GoToMeeting teleconference April 22, 2020.

Council present via teleconference: Brian Johnson, Debbie Beasley

Others present via teleconference: Ellen Davis, Town Attorney; Sonya Webster, Finance Director; Kevin Hensley, John Colwell.

Approval of meeting minutes:

Debbie Beasley made a motion to approve the March 4th, 2020 Regular Board meeting minutes. Brian Johnson seconded. Motion passed.

Debbie Beasley made a motion to approve the March 11th, 2020 Special Board meeting minutes. Brian Johnson seconded. Motion passed.

Debbie Beasley made a motion to approve the March 26th, 2020 Emergency Board meeting minutes. Brian Johnson seconded. Motion passed.

Approval of agenda:

Brian Johnson added (4) New Business – Surplus vehicles, Mayor Hooper added (5) New Business – Update COVID-19, and Mayor Hooper added (6) Maintenance expense request. Brian Johnson made a motion to approve the Agenda as amended. Debbie Beasley seconded. Motion passed.

Old Business:

Fort Hill – road to water tank:

Brian Johnson made a motion to table this until the next meeting, Debbie Beasley seconded the motion. Motion passed.

Cody Street property clean-up:

Mayor Hooper stated that this project has been completed.

Zoning and NC Main Street Conference update – John Colwell:

John Colwell thanked the Board for helping send him to the NC Main Street Conference and updated the Board on some information that he learned. He will give the Board copies of his notes.

New Business:

Public Comment:

Brian Johnson made a motion to open public comment, Debbie Beasley seconded the motion. Motion passed. There was no public comment. Debbie Beasley made a motion to close public comment, Brian Johnson seconded the motion. Motion passed.

Finance Update:

The Finance Director presented the February and March 2020 Budget vs Actual. She stated that the Town has brought in more than they have spent for both the General Fund and the Water & Sewer Fund. She explained to the Board that since we are not sure how the COVID-19 situation will affect the Town's revenue that the Town should be conservative with all expenses, and only spend what is necessary until the situation has been resolved.

She presented a Comp Hour spreadsheet for the four employees that still have more than a 40 comp hour balance. She said that the only way that comp hours save the Town money over paying out overtime is if the employees use the comp hours, and would like for the Board to encourage the Maintenance Department Supervisor to schedule as many hours as possible for him and his employees to remove the hours before the end of the fiscal year to save the Town money.

She reminded the Board of the important dates: Wednesday, May 6th – 12:00 PM – Budget Workshop (prior to the May Board meeting) and Wednesday, May 20th – 1:00 PM – Proposed Budget Meeting.

Surplus Vehicles:

Brian Johnson made a motion to put a Graham Star ad requesting sealed bids for the 1996 Ford Truck, 2014 Chevy Traverse, and the 1992 Dump Truck. The bids will be opened at the June 3rd, 2020 Board meeting and there will be a minimum amount allowed to accept on all the vehicles. Debbie Beasley seconded the motion. Motion passed.

COVID-19 Update:

Mayor Hooper updated the Board on the COVID-19 situation in Graham County and the State of North Carolina.

Maintenance Department Request:

Brian Johnson made a motion to include the requested road signs - \$2053 in the 2020-2021 Budget. Debbie Beasley seconded the motion. Motion passed.


Debbie Beasley made a motion to approve the \$1400 Volvo Backhoe repairs. Brian Johnson seconded the motion. Motion passed.

Debbie Beasley made a motion to table the Sewer Jet repairs discussion until the May 6th, 2020 Board Meeting. Brian Johnson seconded the motion. Motion passed.

Closed Session:

Debbie Beasley made a motion to go into closed session at 2:05 PM. Brian Johnson seconded the motion. Motion passed. Debbie Beasley made a motion to come out of closed session at 2:26 PM. Brian Johnson seconded the motion. Motion passed. There were no decisions made in closed session.

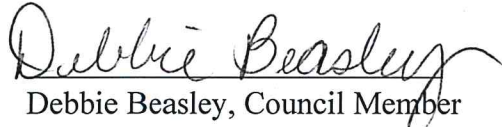
Brian Johnson made a motion to adjourn the meeting at 2:27 PM. Debbie Beasley seconded the motion. Motion passed.



Steve Hooper, Mayor



Brian Johnson, Council Member

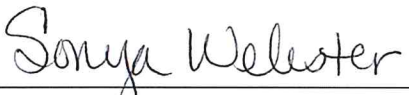


Debbie Beasley, Council Member

ABSENT

Shaun Adams, Council Member

ATTEST:



Sonya Webster, Clerk to the Board