

**Town of Robbinsville
Regular Meeting Minutes
August 14, 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 August 14, 2020.

Council present: Brian Johnson

Council present via telephone: Debbie Beasley

Opening of Bids – 1996 Ford Truck:

No bids received. Brian Johnson made a motion to re-advertise for the 1996 Ford Truck sealed bids. (Bids due by September 1, 2020 4:30 PM – will be opened at the next Board meeting September 2, 2020) Debbie Beasley seconded the motion. Motion passed.

Approval of meeting minutes:

Brian Johnson made a motion to approve the July 1, 2020 Regular Board meeting minutes. Debbie Beasley seconded. Motion passed.

Approval of agenda:

Brian Johnson removed (5) Old Business – Sludge press repairs. Brian Johnson made a motion to approve the Agenda as amended. Debbie Beasley seconded the motion. Motion passed.

Public Comment:

Debbie Beasley made a motion to open public comment at 1:06 PM. Brian Johnson seconded the motion. Motion passed. One person addressed the Board during public comment. Debbie Beasley made a motion to close public comment at 1:08 PM. Brian Johnson seconded the motion. Motion passed.

Old Business:

Town Hall Mold Issue:

Brian Johnson made a motion to approve the Cox Roofing new roof, gutter, chimney removal, and spray seal quote for \$26,650 and to approve the Cliff Hall broken window replacements and pressure wash quote for \$2,860. Debbie Beasley seconded the motion. The Finance Director will bring a Budget Amendment to the next Board meeting for approval. Motion passed.

Old Town Hall Leasing:

Attorney Davis discussed next steps that will need to be taken.

Collins – drainage update:

Waiting on bids.

Online payment update:

Brian Johnson made a motion to put the color ad (\$205) in the Graham Star to make the customers aware of the new online payment option. Debbie Beasley seconded the motion. Motion passed.

New Business:

Auditor concerns:

The auditor said that the Town should not issue any more blank purchase orders. The Finance Director stated that the Town will not be issuing anymore blank purchase orders, the detail and cost will be required from now on. The Finance Director stated that all employees are following the Town's procedures except one employee. Debbie Beasley requested that the Town's Auditor train the Maintenance Supervisor on the correct purchase order procedures.

Emma Stinnett – Concerns:

She requested that the Town clean the Town property near her house. She had concerns about seeing the Maintenance Supervisor, Chadd Carpenter mow his home lawn with the Town equipment. Brian Johnson said that the Town's procedures state that he can use the Town's equipment with approval and that he had approval.

Reservoir clean-out:

Brian Johnson made a motion to approve the Eddie Stewart \$4,000 quote to create a retention pond for the Long Creek Water Plant, removing trees at Burgen's Creek, and Budget Amendment #2 for the reservoir clean-out expense. Debbie Beasley seconded the motion. Motion passed.

Sludge pump rebuild:

Brian Johnson made a motion to approve the Briggman Electric Sludge pump rebuild quote, \$2,800 with one year warranty per Steve Hooper. Debbie Beasley seconded the motion. Motion passed.

Sewer Jet hose:

Brian Johnson made a motion to approve the Car Quest Sewer Jet hose quote of \$1,453 to replace the old hose. Debbie Beasley seconded the motion. Motion passed.

Septic Receiving - camper fees:

Brian Johnson made a motion to allow the County to keep the septic receiving camper fees only. Debbie Beasley seconded the motion. Motion passed.

Water Bills – late fees and shut off's:

The Finance Director told the Board that the Governor's Executive Order 124 and 142, prohibiting utility shutoffs and late fees, have expired. The Town will resume the regular procedures concerning shutoffs and late fees on August 17, 2020. The Town will not be charging credit card fees temporarily.

Recycle Announcement:

Brian Johnson requested that the Finance Director ask the County what they recycle and then announce that the Town will resume recycle pick-ups but will only pick up the items that the County recycles.

Customer additional leak credit:

Brian Johnson made a motion to approve a third leak credit for Steve & Sherida Lewis for \$114.01. Debbie Beasley seconded the motion. Motion passed.

Code Red Agreement:

Brian Johnson made a motion to approve the Code Red agreement, \$1,200 annual fee for the customer alert system. Debbie Beasley seconded the motion. Motion passed.

RTA Council Appointment:

Brian Johnson made a motion to replace Ann Phillips Robbinsville Tourism Authority Board seat with Quality Inn manager, Becky Ward for a 1 year term. Debbie Beasley seconded the motion. Motion passed. Brian Johnson made a motion to reappoint Shaun Adams for another 1 year term to the Robbinsville Tourism Authority Board. Debbie Beasley seconded the motion. Motion passed.

West Fort Hill Road Improvements:

Brian Johnson made a motion to approve the \$11,500 West Fort Hill Road improvements. Debbie Beasley seconded the motion. Motion passed.

Maintenance Supervisor Comp Pay Out:

Brian Johnson made a motion to approve Budget Amendment #1 to pay out Chadd Carpenter half of his comp hour balance as of July 1, 2020. Debbie Beasley seconded the motion. Motion passed.

Finance Update:

The Finance Director presented the Budget vs Actual for the General Fund at year end June 30, 2020. She stated that the General Fund had an excess at year-end of \$103,854 and that this amount will help pay for the mold issue at the Town Hall. She stated that the Town’s tax collection rate at June 30, 2020 was 95.16%.


Town Hall front desk computer:

Debbie Beasley made a motion to replace the hard drive for the front desk computer at the Town Hall (\$250). Brian Johnson seconded the motion. Motion passed.

Closed Session:

No closed session.

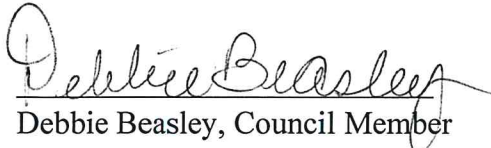
Brian Johnson made a motion to adjourn the meeting at 2:30 PM. Debbie Beasley seconded the motion. Motion passed.



Steve Hooper, Mayor



Brian Johnson, Council Member




Debbie Beasley, Council Member

ABSENT

Shaun Adams, Council Member

ATTEST:



Sonya Webster, Clerk to the Board