



# Town of Mars Hill

## MAYOR AND BOARD OF ALDERMEN

John L. Chandler  
*Mayor*  
Nicholas A. Honeycutt  
*Vice-Mayor*  
Robert W. Zink  
*Treasurer*  
Stuart L. Jolley  
*Clerk*  
Larry H. Davis  
*Secretary*

### MINUTES REGULAR MEETING Mars Hill Town Hall – Conference Room April 3, 2023 at 6:00 p.m.

The Town of Mars Hill Mayor and Board of Aldermen met in regular session on Monday, April 3, 2023, at 6:00 p.m. in the Mars Hill Town Hall.

**MEMBERS PRESENT:** Mayor John Chandler; Aldermen Larry Davis, Nicholas Honeycutt, Stuart Jolley and Robert W. (Bob) Zink.

**STAFF PRESENT:** Nathan R. Bennett, Town Manager; Larry Leake, for Town Attorney; Police Cpt. Chad Wilson

**OTHERS PRESENT:** Johnny Casey, Madison News-Record & Sentinel; Ryan Bell, Tony Ponder, and Bill Sewell.

#### Call to Order

The meeting was called to order by Mayor John Chandler. Mayor Chandler welcomed those in attendance.

#### Approval of the Agenda

Mayor Chandler asked the Board to review the proposed agenda for approval. Upon review of the agenda, Mayor Chandler called for a motion. **Alderman Nicholas Honeycutt made a motion that the agenda be approved as presented.** Alderman Larry Davis seconded the motion. Upon a call for a vote on the motion by the Mayor, the agenda was approved unanimously. (Attachment A)

#### Approval of Minutes

Mayor Chandler then asked the Board to review the minutes of the regular meeting held on March 13, 2023. There being no modifications to the minutes, **Alderman Davis made a motion that the minutes for March 13, 2023, be approved as presented by management.** Alderman Stuart Jolley seconded the motion. Upon a call for a vote on the motion by the Mayor, the minutes were approved unanimously.

#### Old Business

Mayor Chandler then moved to address old business. There was no old business.

#### New Business

Mayor Chandler then moved to address new business.

**AGREEMENT – 2023 Fiscal Year Audit Contract – Gould Killian CPA Group**

Mr. Bennett provided the Board information concerning the Gould Killian Audit Services Contract for FY 2023. This contract is required to meet the regulations of the N.C. Local Government Commission (LGC) and to set the requirements and expectations between the Town and the audit firm contracted by the Town to audit financial activities completed during the FY 2023 budget year. The proposed agreement is consistent with the approved template required by the LGC and is consistent with the agreement approved last year. Upon completion of discussion, Mayor Chandler called for a motion. **Alderman Jolley made a motion to approve the “Agreement to Provide Services AND Contract to Audit Accounts” by Gould Killian CPA Group, P.A. for Fiscal Year 2022-2023 as presented.** Alderman Honeycutt seconded the motion. Upon a call for a vote by the Mayor, the motion was approved unanimously.

**ORDINANCE – MHU Graduation Temporary Street Closure**

Mayor Chandler then recognized Mr. Bennett to present information to the Board concerning the temporary street closure ordinance for the MHU Graduation. Mr. Bennett summarized the ordinance the Town is required to implement pursuant to NC Department of Transportation regulations to allow the intermittent closure of NC Highway 213/Cascade Street to facilitate the safe passage of pedestrians attending graduation ceremonies at Mars Hill University in and around Moore Auditorium. The draft ordinance, in keeping with prior years, is for the date of MHU graduation on Saturday, May 6, 2023, between the hours of 9:00 a.m. and 2:00 p.m. These closures will only be exercised as needed during the times of the event to protect participants and guide vehicles around the event route. Upon completing discussion of the matter by the Board, Mayor Chandler called for a motion. **Alderman Honeycutt made a motion to approve “RESOLUTION – 2023-006 – An Ordinance Declaring a Road Closure for the Mars Hill University Graduation Ceremony” as presented.** Alderman Jolley seconded the motion. Upon a call for a vote by the Mayor, the motion was approved unanimously. (Attachment B)

**Town Manager Report – Nathan Bennett, Town Manager**

Mayor Chandler then recognized Mr. Bennett to provide the Town Manager Report. Mr. Bennett provided the Board with a general update of Town operations and other items of interest to the Board. Specifically, Mr. Bennett advised the Board that the Town did not suffer any damage to town-owned properties, and no known significant damage to private properties, from the severe windstorm that hit the area over the past weekend. He advised the Board that items discussed and authorized last month have been implemented, including purchase of a replacement police vehicle, execution of the audit contract with Gould Killian CPA group, and execution of the contract with Revize Government Websites for the new town website. Mr. Bennett provided an update on the PARTF grant project at the Smith Farm to advise that the engineers are finalizing construction documents and the project is on schedule. At the request of Alderman Zink, Mr. Bennett provided an update to the Board concerning the phone system upgrade at Town Hall, which is nearly fully complete, but does include three stations yet to be made operational, however that units will be addressed in the coming week by the contractor. Alderman Jolley asked if there was an update on NCDOT landscaping project for NC 213 corridor from the interstate to Main Street intersection. Mr. Bennett advised he has not heard from NCDOT recently on the status of their design activity but will follow up with DOT and provide a report as soon as possible.

**Public Comment**

Mayor Chandler then moved to public comment. Mayor Chandler recognized Tony Ponder who made an introduction of himself and made general comments regarding his appreciation of the Town efforts to conduct the annual audit and provide transparency for operations. Mayor Chandler then recognized Mr. Bill Sewell who updated the Board on the pickleball fundraiser for the nonprofit organization Neighbors in Need that is scheduled for May 20 and 21, 2023, at the Recreation Park courts. He provided a poster with registration information and asked the Town to spread the word. Mr. Sewell stated he appreciated all of the Town support for this event.

Ryan Bell noted that the first, First Friday event of the year is this coming Friday, April 7, 2023, and they are looking forward to a great year of events and appreciate all of the Town support. Mr. Bell invited everyone to enjoy the Main Street festivities.

There being no additional public comments, Mayor Chandler moved to the next agenda item.

#### **Closed Session (Pursuant to N.C.G.S. 143-318.11)**

Mr. Bennett advised the Board that there are personnel items to address in closed session. Mayor Chandler called for a motion to enter closed session to consider items relating to personnel. **Alderman Zink made a motion to enter into closed session pursuant to N.C.G.S. 143-318.11(a)(6) to discuss personnel.** Alderman Honeycutt seconded the motion. Upon a call for a vote on the motion by the Mayor, the motion to enter closed session was unanimously approved.

#### ***CLOSED SESSION***

Upon completion of discussion of the items subject to the closed session, Mayor Chandler called for a motion to end the closed session. **Alderman Zink made a motion to end the closed session and return to open session.** Alderman Jolley seconded the motion. Upon a call for a vote on the motion by the Mayor, the motion to return to open session was unanimously approved.

#### **Open Session**

Upon return to open session, Mayor Chandler stated that action is necessary regarding the discussion of personnel for the police and fire departments. Mayor Chandler then stated that management and the fire chief recommend a salary adjustment for deputy fire chief Bennie Gaddy, in the amount of \$2,000 per annum, for completion of training to obtain Fire Inspector - Level 1 certification from the N.C. Code Officials Qualifications Board, a copy of the certificate is provided. Upon completion of discussion by the Board, Mayor Chandler called for a motion. **Mayor Chandler made a motion to approve a salary increase of \$2,000 per annum to deputy fire chief Bennie Gaddy for obtaining Fire Inspector - Level 1 certification from the N.C. Code Officials Qualifications Board, as discussed.** Alderman Honeycutt seconded the motion. Upon a call for a vote on the motion by the Mayor, the motion was unanimously approved. Mayor Chandler then stated that management had presented a career development ladder for the police department to be used to classify positions in the police department and to provide a standardized pay schedule for same. Mr. Bennett advised that this career ladder was developed in full cooperation and input from the police chief and police captain and all agree it will provide a method to organize the department and lead to long-term stability in personnel management. Upon completion of discussion by the Board, Mayor Chandler called for a motion. **Alderman Honeycutt made a motion to approve the Mars Hill Police Department Career Development Ladder and it be effective immediately, as discussed.** Alderman Jolley seconded the motion. Upon a call for a vote on the motion by the Mayor, the motion was unanimously approved.

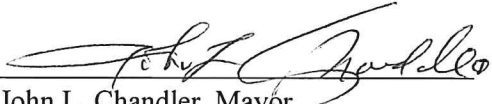
#### **May Regular Meeting Date Change**

Alderman Jolley advised the Board that he had a personal conflict that would prevent his attendance on the regular meeting date on May 1, 2023. Alderman Jolley asked the Board to consider delaying the regular meeting one week, or other appropriate date, to accommodate his conflict and allow him to attend the meeting. Upon completion of discussion by the Board, Mayor Chandler called for a motion. **Alderman Zink made a motion to reschedule the May regular board meeting for May 8, 2023, at 6:00 p.m.,” as discussed.** Alderman Davis seconded the motion. Upon a call for a vote by the Mayor, the motion was approved unanimously.

**Adjourn**

There being no further business before the Board, Mayor Chandler called for a motion to adjourn. **Alderman Zink made a motion to adjourn.** Alderman Davis seconded the motion. Upon a call for a vote on the motion by the Mayor, the motion to adjourn was unanimously approved.

Approved and authenticated this the 8<sup>th</sup> day of May, 2023.

  
John L. Chandler, Mayor

ATTEST:



Nathan R. Bennett,  
Town Manager





ATTACHMENT A

# Town of Mars Hill

MAYOR AND BOARD OF ALDERMEN

John L. Chandler  
*Mayor*  
Nicholas A. Honeycutt  
*Vice-Mayor*  
Robert W. Zink  
*Treasurer*  
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## AGENDA

### REGULAR MEETING

*Mars Hill Town Hall Conference Room*

*April 3, 2023 at 6:00 p.m.*

1. Call to Order – *Mayor John L. Chandler*
2. Approval of Agenda
3. Approval of Minutes: March 13, 2023 Regular Meeting
4. Old Business
5. New Business
  - a. **AGREEMENT** – 2023 Fiscal Year Audit Contract – Gould Killian CPA Group
  - b. **ORDINANCE** – MHU Graduation Temporary Street Closure
6. Town Manager Report – Nathan Bennett, Town Manager
  - a. General Update
7. Public Comment

[Policy: Each speaker shall be limited to a maximum of three (3) minutes. The public comment period is not intended to require the Board of Aldermen or staff to answer any impromptu questions. The Board will not take action on an item presented during the public comment period. The Board may refer inquiries made during the public comment period to the Town Manager to address as appropriate. If necessary, the item may be placed on the agenda of a future meeting.]
8. Closed Session (*Pursuant to N.C.G.S. 143-318.11 – if needed*)
9. Adjourn

## Mars Hill Town Hall

280 North Main Street • P.O. Box 368  
Mars Hill, North Carolina 28754  
Phone: (828) 689-2301 • Fax: (828) 689-3333



# Town of Mars Hill

ORDINANCE #: 277

## AN ORDINANCE DECLARING A ROAD CLOSURE FOR THE MARS HILL UNIVERSITY GRADUATION CEREMONY


- WHEREAS,** the Town of Mars Hill Mayor and Board of Aldermen acknowledge the long tradition of providing support for Mars Hill University graduation activities for the pleasure to its citizens, including MHU students, faculty, staff, and the parents of graduation students; and
- WHEREAS,** the Town of Mars Hill Mayor and Board of Aldermen acknowledge citizens and businesses realize a financial benefit from the graduation ceremonies; and
- WHEREAS,** the Town of Mars Hill Mayor and Board of Aldermen acknowledge the Mars Hill University graduation ceremony requires approximately 30 minutes to install signage and traffic control devices, and requires approximately 30 minutes for removing signage, traffic control devices, and litter.

### NOW, THEREFORE, BE IT ORDAINED BY THE MAYOR AND BOARD OF ALDERMEN OF THE TOWN OF MARS HILL THE FOLLOWING:

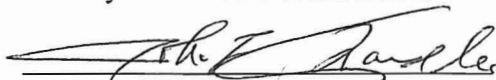
1. That pursuant to the authority granted by N.C.G.S. 20-169 that a temporary road closure is hereby declared during the day and time set forth below on the following described portion of State Highway System routes and Town streets.
2. **Date:** Saturday, May 6, 2023
3. **Time:** 9:00 a.m. to 2:00 p.m.
4. **Route Description:** From NC Highway 213/ Cascade Street to Athletic Street to SR 1355/Bailey Street to SR 1609/North Main Street and South Main Street to NC Highway 213/Carl Eller Road, all within the Town of Mars Hill, North Carolina.
5. This ordinance shall become effective when signs are erected giving notice of the limits and times of the event and implementation of adequate traffic control to protect participants and to guide vehicles around the event route.

**ADOPTED** this the 3<sup>rd</sup> day of April, 2023 by the Town of Mars Hill Mayor and Board of Aldermen.

Attest:

  
 STUART L. JOLLEY,  
 Town Clerk



  
 JOHN L. CHANDLER,  
 Mayor