

**VILLAGE OF MARVIN**  
Special Council Meeting Minutes  
March 24, 2016 -Village Hall  
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TS = audio time stamp

Mayor Pollino called the meeting to order at 11:30 a.m.

Quorum was determined with the following members in attendance: Mayor Joe Pollino, Councilman Nick Dispenziere, Councilman Robert Epps and Councilman Ron Salimao.

Mayor Pro Tern Brian Beaty was absent.

The following staff was present:

Lisa Thompson, Administrator/Senior Planner.

Melody Graham, Clerk.

**ADOPTION OF AGENDA**

TS:18            ***Motion:***            Councilman Salimao moved to adopt the agenda as presented.  
***Vote:***                The motion passed with a unanimous vote.

TS:25            **CONTINUED DISCUSSION AND CONSIDERATION OF PERSONNEL RESOURCES AND PLANNING FOR ORDINANCE REVIEW, LAND USE PLAN REVISIONS AND GENERAL PLANNING**

Staff presented a draft contract for possible contract employment for a special planning project to include crafting of commercial development standards, conditional district review process and design review board, and other submittal application processes.

The Council reviewed the contract and discussed it in depth. Council agreed to amend the contract to state that it could be amended for additional projects or change in scope by a vote of the Council. They discussed budgeting for the special project and the process for the work to be completed.

The Council agreed that the consultant will work independently, but will provide regular updates to staff and Council and will report directly to the Administrator.

Councilman Epps would like to ensure that the current commercial development applicant is aware of the Council's efforts to move the project along as expediently as possible.

TS 31:59            ***Motion:***            Councilman Epps moved to go into closed session at 11:55 a.m. pursuant to NCGS 143-318.11 (a)(5)(6) to discuss the amount of compensation and other material terms of an employment contract or proposed employment contract and to discuss personnel issues.  
***Vote:***                The motion passed with a unanimous vote.

***Motion:***            Councilman Salimao moved to reconvene into open session at 12:23 p.m.  
***Vote:***                The motion passed with a unanimous vote.

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The Council further discussed the contract position. They agreed that Mary Shkut is the best possible candidate for this special project due to her knowledge of the Ordinances and because of her previous work on these topics. They agreed to an hourly rate of \$30/hour with a not to exceed amount of \$5000.

- TS 8:43        **Motion:**        Councilman Epps moved to award the proposed contract for planning services, as amended, to Mary Shkut and authorized the Village Administrator to sign the contract.
- Vote:**            The motion passed with a unanimous vote.

TS 9:20        **DISCUSSION ON FUTURE VILLAGE HALL PROJECT**

Councilman Epps explained that he and Councilman Salimao are ready to begin sketching out a tentative design plan for the Village Hall but they would like additional input and suggestions from the Council before proceeding.

The Council discussed room options, the possibility of a small children's library or public meeting space and public rest room options. They agreed that a fireplace in the facility was not a viable option.

Councilman Epps and Councilman Salimao agreed to meet on Tuesday, 3/29/2016 at 11 a.m. to continue the discussion, prepare some preliminary drawings and to work on a RFP for Architectural Services.

**COUNCIL COMMENTS**

- TS 38:41        Councilman Dispenziere stated: This was a good meeting. The Council addressed some important issues that will assist staff and will help us get caught up on some projects. He looks forward to a smooth transition. He is excited to move forward with the Village Hall project.
- TS 39:18        Councilman Salimao stated: He agrees with Councilman Dispenziere concerning the contract employee. All agreed it is important and will make the Village stronger and help us move forward and work through our list of items to be accomplished. Ms. Thompson did a good job putting this all together. Thanks to everyone.
- TS 40:16        Councilman Epps stated: He agrees with the previous comments. Thanks to staff for putting this together. He hopes it pays off and eases the burden. He hopes that Councilman Beaty is pleased with the decision. He is looking forward to moving forward with the Village Hall project.
- TS 41:29        Mayor Pollino stated: Thanks to everyone for taking time out of your schedules to be able to attend this special meeting. He agrees with all the stated sentiment on the contract. He is glad to be able to compensate Ms. Shkut for all of her hard work on behalf of the Village. He hopes the project moves forward well. He is pleased with the Village Hall project. He has requested that staff prepare a formal response to the Marcolese family regarding their water complaint. He has heard from Mr. Burman that he will be resigning from the Planning Board due to a move out of the Village limits. Finally, he hopes everyone has a nice holiday and a good spring break.

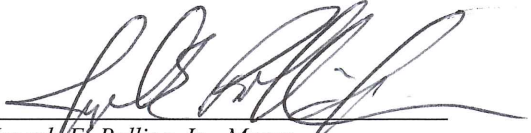
**ADJOURNMENT**

TS 44:23

**Motion:**  
**Vote:**

Councilman Salimao moved to adjourn the special meeting at 1:10 p.m.  
The motion passed with a unanimous vote.

Adopted: April 12, 2016

  
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Joseph E. Pollino Jr., Mayor



  
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Melody A. Graham, Clerk