

**VILLAGE OF TOBACCOVILLE  
COUNCIL MEETING MINUTES  
Thursday, May 7, 2020**

Due to the threat of spreading the COVID-19 virus, the May Council meeting was conducted through remote conference call access facilitated by Attorney Amy Lanning. Mayor Mark Baker called the meeting to order at 7 p.m. and turned the meeting over to Attorney Lanning who established protocol for the meeting. The following elected officials and staff members joined the meeting remotely: Attorney Lanning, Council Members Lee Ault and Lori Shore-Smith, and Clerk Robin Key. The following elected officials and staff were on site in Village Hall: Mayor Mark Baker, Mayor Pro Tem Marion, Council Member Boyce Shore and Administrator Dan Corder. Council Member Boyce Shore gave the invocation and led the Pledge of Allegiance. The following individual joined the meeting remotely: Jesse Needham – 5345 Tobaccoville Road, Tobaccoville. Total attendance: 9

**APPROVAL OF MINUTES**

Mayor Pro Tem Marion made a motion to approve the April 2, 2020 Council Meeting Minutes. Council Member Shore-Smith seconded. The vote was unanimous.

**ADMINISTRATOR’S UPDATE**

Administrator Corder advised the Council that budgeted paving projects are proceeding, and the DOT will begin work on May 12, 2020, subject to weather. Work should be complete within a week or so and all billing will take place prior to the end of June.

Mayor Baker advised the Council that Governor Cooper’s Executive Order #138 begins Phase 1 of gradually re-opening the State on Friday, May 8, 2020 at 5 p.m. He suggested opening the tennis courts to the public since tennis is not a contact sport, and gatherings inside this court area can be limited to 10 while practicing social distance. There was a consensus to open the tennis courts but to keep the basketball courts locked. All other actions taken by the Village in response to the Village Park, all properties, reservations and events will be re-evaluated on May 22, 2020.

**PUBLIC COMMENT TIME**

Jesse Needham – 5345 Tobaccoville Road. Mr. Needham expressed concern over several deteriorating properties located near his home. Mayor Baker advised Mr. Needham that he and Administrator Corder will review the properties described by his concerns and determine further action.

**MARCH FINANCIAL REPORT**

Administrator Corder reviewed the March financial report. Mayor Pro Tem Marion conducted an internal audit of the records and found no discrepancies. (Attachments)

**PLANNING & DESIGN SERVICES PROPOSAL FOR THE VILLAGE PARK**

In order to determine the actual costs of developing the new 9.5 acre parcel and to apply for a grant to develop the parcel, additional architectural services are needed. A proposal was presented to allow McGill Associates to prepare a *Recreational Trail Program Grant* in the

amount of \$250,000 and to determine construction costs for the trail project on the new property. The match necessary for the \$250,000 grant is 25%. McGill Associates has proposed a lump sum of \$24,850 to prepare the grant and construction costs and to submit it to the RTP program in the fall. Administrator Corder advised the Council that work should begin immediately in order to meet the grant application deadline. Council Member Shore made a motion to approve the proposal from McGill Associates in the amount of \$24,850 and to begin immediately in order to meet the grant application deadline. Mayor Pro Tem Marion seconded. The vote was unanimous. (Attachments)

**DISCUSSION OF BUDGET FOR FISCAL 2020-2021**

As directed by the Council at the April meeting, Administrator Corder presented the revised Budget for Fiscal 2020-2021. Mayor Pro Tem Marion made a motion to schedule a Budget Hearing at the June 4, 2020 Council Meeting. Council Member Ault seconded he motion. The vote was unanimous. (Attachments)

**ADJOURNMENT**

Council Member Ault made a motion to adjourn. Mayor Pro Tem Marion seconded. The meeting adjourned at 7:27 p.m.

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Robin S. Key, Village Clerk

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Mark Baker, Mayor

SEAL