

**TUESDAY, AUGUST 20, 2024
TOWN OF SAWMILLS REGULAR COUNCIL MEETING
6:00PM**

COUNCIL PRESENT

Mayor Keith Warren
Melissa Curtis, Mayor Pro Tem
Clay Wilson
Bobby Mosteller
Rebecca Johnson

STAFF PRESENT

Chase Winebarger
Julie A Good
Terry Taylor
Kelly Melton

COUNCIL ABSENT

Joe Wesson

CALL TO ORDER: Mayor Keith Warren called the meeting to order at approximately 6:00pm.

INVOCATION: Pastor Zach Kennedy gave the invocation.

PLEDGE OF ALLEGIANCE: Mayor Keith Warren led the Pledge of Allegiance.

ADOPT AGENDA: Mayor Keith Warren asked for a motion to adopt the August 20, 2024 Agenda.

Rebecca Johnson made a motion, and Melissa Curtis seconded, to adopt the August 20, 2024 Agenda. All were in favor.

APPROVE JULY 16, 2024 REGULAR MEETING MINUTES: Mayor Keith Warren asked for a motion to approve the July 16, 2024 regular meeting minutes.

Bobby Mosteller made a motion, and Clay Wilson seconded, to approve the July 16, 2024 regular meeting minutes. All were in favor.

APPROVE JULY 16, 2024 CLOSED SESSION MEETING MINUTES: Mayor Keith Warren asked for a motion to approve the July 16, 2024 closed session meeting minutes.

Rebecca Johnson made a motion, and Clay Wilson seconded, to approve the July 16, 2024 closed session meeting minutes. All were in favor.

PUBLIC COMMENT: Mayor Keith Warren asked if anyone had any questions or comments at this time.

Jo Ann Miller wanted to thank Council for the donation that was made to American Legion Post 392.

RECOGNITIONS:

AUGUST RECYCLE REWARDS WINNER: Mayor Keith Warren announced Sue Hall as the August Recycle Rewards Winner. A credit of forty dollars (\$40.00) will be added to the current sanitation bill.

No Council action was required.

FINANCE:

REQUEST FOR DONATION TO CALDWELL COUNTY SCHOOLS: Mayor Keith Warren stated that the Caldwell County Schools requested a donation in the amount of fourteen thousand dollars (\$14,000.00).

Clay Wilson made a motion, and Rebecca Johnson seconded, to give a donation in the amount of fourteen thousand dollars (\$14,000.00) to Caldwell County Schools. All were in favor.

REVIEW RFP RESPONSES: FINANCING FOR TOWN HALL: Finance Officer Kelly Melton stated that the Town of Sawmills intends to enter into an Installment Purchase Contract pursuant to Section 160A-20 of the General Statutes of North Carolina, as amended, in a principal amount not to exceed \$5,000,000 for the purpose of providing funds to construct a new Town Hall.

The Town of Sawmills received the following responses:

Capital One Public Funding, LLC	4.81%	10 years	\$6,322,750.00
Capital One Public Funding, LLC	4.83%	15 years	\$6,932,000.00

Rebecca Johnson made a motion, and Melissa Curtis seconded, to authorize the filing of the application with Capital One Public Financing, LLC, an amount to be not to exceed five million dollars (\$5,000,000.00) for the purpose of construction of a new Town Hall. All were in favor.

CALL FOR PUBLIC HEARING FOR FINANCING FOR TOWN HALL CONSTRUCTION: Town Finance Officer Kelly Melton stated that the Town of Sawmills intends to enter into an Installment Purchase Contract pursuant to Section 160A-20 of the General Statutes of North Carolina, as amended, in a principal amount not to exceed \$5,000,000 for the purpose of providing funds to construct a new Town Hall. The Town

Council must hold a public hearing in order to authorize the filing of an application for approval of a financing contract with the Local Government Commission (the "LGC"). The LGC is responsible for approving Installment Purchase Contracts in excess of \$500,000 and with a term greater than 5 years.

Clay Wilson made a motion, and Rebecca Johnson seconded, call for a public hearing at the next regularly scheduled meeting of the Town of Sawmills Council on September 17, 2024, to authorize the filing of the application with Capital One Public Funding, LLC, in an amount not to exceed five million dollars (\$5,000,000.00) for the purpose of construction of a new Town Hall, with the Local Government Commission. All were in favor.

PLANNING:

YEARLY PLANNING REVIEW: Town Planner Dustin Millsaps stated that in the Planning Ordinance Section 151.06 it is stated that: An annual report shall be prepared and submitted to the Town Council by May of each year. The report shall include a comprehensive and detailed review of the activities, problems and actions of the Planning Board as well as any budget requests and/or recommendations.

Town Planner Dustin Millsaps stated that the Planning Board met six (6) times between July 2023 and June 2024.

Town Planner Dustin Millsaps stated that the board-related did not have any expenses that occurred in the reporting period. In FY 23-24 Sawmills contracted with the WPCOG for one (1) day a week of planning services until August 5, 2024, when the Town of Sawmills hired Town Planner Dustin Millsaps full time.

Town Planner Dustin Millsaps stated that the Board of Adjustments did not meet between July 2023 and June 2024.

Town Planner Dustin Millsaps stated that he wrote fifty-six (56) zoning permits and provided zoning assistance to customers, consisting of various prospective buyers, realtors, property owners, developers, and concerned citizens during the last fiscal year.

No Council action was required.

CALL FOR PUBLIC HEARING FOR REZONING OF 4016 AND 4054 LOWER CEDAR VALLEY ROAD:

Town Planner Dustin Millsaps stated that the planning department has received a rezoning application from Ruth K. Bolick Property, LLC. This is to rezone the property located at 4016 Lower Cedar Valley Rd, Hudson, NC 28638 or Parcel Identification Number 2776-18-5163. There was also another rezoning application turned in for Mark and Heidi Terry for the property addressed 4054 Lower Cedar Valley Rd, Hudson, NC 28638 or Parcel Identification Number: 2776-17-9748. This property was annexed into the Town of Sawmills on June 18, 2024, because of this, it does not currently have a Sawmills Zoning Classification. These properties were annexed from the Town of Hudson's ETJ, which it is still zoned for.

This property is being considered to be rezoned to R-15 (Residential High Density District), which is defined and described below from the Sawmills Zoning Ordinance:

R-15 Residential High Density District

The R-15 Residential High Density District is established as a district in which the principal use of land is for single-family, two-family, modular homes and manufactured homes on individual lots, and manufactured home parks. The regulations are intended to prohibit any use, which, because of its character, would interfere with the residential nature of this district. It is expected that municipal water and sewage facilities will be available to each lot in such districts.

Current Zoning and Land Use:

Both 4016 and 4054 Lower Cedar Valley Road are both currently zoned H-B or Highway-Business for the Town of Hudson's Zoning Jurisdiction. 4016 Lower Cedar Valley Road currently has one single family home located on the property, which is the only use of the property. 4054 Lower Cedar Valley Road currently has no land use, with the entirety of the property being vacant.

Surrounding Zoning and Land Use:

North: R-15 (Hudson), Single Family Residential

West: R-15 (Hudson), Single Family Residential

East: R-15 (Hudson), Single Family Residential

South: H-B (Sawmills), Commercial

Rebecca Johnson made a motion, and Clay Wilson seconded, to hold a public hearing for the rezoning of 4016 and 4054 Lower Cedar Valley Road at the regularly scheduled Town Council meeting on September 17, 2024. All were in favor.

CALL FOR PUBLIC HEARING FOR PLANNED UNIT DEVELOPMENT FOR 4016 AND 4054 LOWER CEDAR VALLEY ROAD: Town Planner Dustin Millsaps stated that the planning department has received a planned unit development (PUD) application from Ruth K. Bolick Property, LLC. This is for a PUD to take place on the property located at 4016 Lower Cedar Valley Rd, Hudson, NC 28638 or Parcel Identification Number 2776-18-5163, and also a PUD application that was turned in for Mark and Heidi Terry for the property addressed 4054 Lower Cedar Valley Rd, Hudson, NC 28638 or Parcel Identification Number: 2776-17-9748. These applicants are seeking approval to combine these properties to create a new high-density single-family residential neighborhood on a property that has been recently annexed and Zoned by the Town of Sawmills.

Rebecca Johnson made a motion, and Bobby Mosteller seconded, to hold a public hearing for the Planned Unit Development of 4016 and 4054 Lower Cedar Valley Road at the regularly scheduled Town Council meeting on September 17, 2024. All were in favor.

APPOINT ZONING ADMINISTRATOR: Town Manager Chase Winebarger stated that with the hiring of Town Planner Dustin Millsaps full-time, Council would have to reappoint Town Planner Dustin Millsaps as the Zoning Administrator for the Town of Sawmills.

Rebecca Johnson made a motion, and Bobby Mosteller seconded, to reappoint Town Planner Dustin Millsaps as the Town of Sawmills Zoning Administrator. All were in favor.

ORDINANCE DIRECTING TOWN OFFICIALS TO VACATE AND CLOSED 4463 RUAL DRIVE: Town Manager Chase Winebarger stated that code enforcement is not ready to move forward with this matter tonight and would ask for additional time to contact parties regarding 4463 Rual Drive.

Clay Wilson made a motion, and Bobby Mosteller seconded, to table this matter until the regularly scheduled Town Council meeting on November 19, 2024. All were in favor.

PUBLIC COMMENT: Mayor Keith Warren asked if anyone had any questions or comments at this time.

No one wished to speak.

UPDATES:

AUGUST CODE ENFORCEMENT REPORT: Town Code Enforcement Officer Curt Willis stated that there are sixteen (16) code enforcement cases that are open.

No Council action was required.

TOWN MANAGER UPDATES: Town Manager Chase Winebarger had the following updates:

- Town Manager Chase Winebarger stated that there have been two (2) break ins to the Musco container at Veterans Park which is pushing the project out for an additional three (3) weeks. Town Planner Chase Winebarger stated that Musco will continue installing the lights and equipment at Veterans Park when the equipment comes in and Town Manager Chase Winebarger stated that he has talked with the Caldwell County Sheriff's Department for a deputy to patrol Veterans Park so there will be no more break ins.
- Town Manager Chase Winebarger stated that the indoor batting facility at Baird Park should begin construction within the month.
- Town Manager Chase Winebarger stated that Special Olympics will be hosting a disc golf tournament at the Veterans Park Disc Golf Course on September 28, 2024, a

softball tournament at Baird Park on October 26, 2024, and a cruise in during the month of November at Baird Park. Town Manager Chase Winebarger stated that all proceeds will go to Special Olympics.

- Town Manager Chase Winebarger stated that he has been contacted by the South Caldwell Boosters to be a partner for a 50/50 raffle. Town Manager Chase Winebarger stated that there will be a qr code on the website for people to donate to Sawmills Elementary School to help pay for new playground equipment.
- Town Manager Chase Winebarger stated that the Sawmills Parks and Recreation Department has received their new mower. Town Manager Chase Winebarger stated that there is a used mower that can be donated to the South Caldwell Boosters. All Council were in favor of donating the used mower to the South Caldwell Boosters.
- Town Manager Chase Winebarger stated that the Town is in the process of starting auto draft for customers. Town Manager Chase Winebarger stated that staff is looking for ten (10) volunteers before September 25, 2024, to test the new auto draft system to make sure there will be no issues and will offer the auto draft system to all town residents beginning January 1, 2025.
- Town Manager Chase Winebarger stated that the property located at 2520 Sigmon Drive that the Town foreclosed on is not big enough to put a home on. Town Manager Chase Winebarger stated that the best alternative is to offer the property to adjoining property owners to see anyone is interested in purchasing the property.
- Town Manager Chase Winebarger stated that the NCDOT has pushed the Cajah Mountain Road widening project to FY 2024-2025.
- Town Manager Chase Winebarger stated that the owner of South Caldwell Mobile Home Park is talking to engineers at West Consultants to install a waterline around his mobile home park. Town Manager Chase Winebarger stated that after the water line is completed, the Town would take over maintenance of the water line. Town Manager Chase Winebarger stated that there are thirteen (13) homes in South Caldwell Mobile Home Park and, with Council's approval, he would like to only charge the park owner cost for thirteen (13) taps. All Council were in favor of charging cost only for thirteen (13) taps in South Caldwell Mobile Home Park.
- Town Manager Chase Winebarger stated that Code Enforcement Officer Curt Willis had received multiple complaints regarding Kane Circle and Millstone Creek Place and had sent letters out to all home owners. Town Manager Chase Winebarger stated that Caldwell County Environmental Health has been contacted due to septic tank failures.
- Town Manager Chase Winebarger stated that he would like to get Council's thoughts on a ATM machine outside of Town Hall. Council was not interested in putting in a ATM machine at this time.

COUNCIL COMMENTS:

Melissa Curtis wanted to thank everyone for coming to the meeting.

Bobby Mosteller wanted to thank everyone for coming to the meeting.

Rebecca Johnson wanted to thank everyone for coming to the meeting.

Clay Wilson wanted to thank everyone for coming to the meeting.

Keith Warren wanted to thank everyone for coming to the meeting.

CLOSED SESSION PURSUANT TO N.C.G.S. §143.318-11(A)(3): Mayor Keith Warren asked for a motion to go into closed session.

Clay Wilson made a motion, and Rebecca Johnson seconded, to go into closed session pursuant to N.C.G.S. § 143.318-11(a)(3) at approximately 6:40pm. All were in favor.

Clay Wilson made a motion, and Bobby Mosteller seconded, to come out of closed session at approximately 7:04pm. All were in favor.

COUNCIL ADJOURN: Mayor Keith Warren asked for a motion to adjourn.

Clay Wilson made a motion, and Melissa Curtis seconded, to adjourn the meeting. All were in favor.

The meeting was adjourned at approximately 7:08pm.

Keith Warren, Mayor

Julie A. Good, Town Clerk