

**TUESDAY, FEBRUARY 18, 2025
TOWN OF SAWMILLS REGULAR COUNCIL MEETING
6:00PM**

COUNCIL PRESENT

Mayor Keith Warren
Clay Wilson
Bobby Mosteller
Melissa Curtis
Joe Wesson

STAFF PRESENT

Chase Winebarger
Julie A Good
Terry Taylor
Kelly Melton
Dustin Millsaps

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

INVOCATION: Pastor Danny Wright gave the invocation.

PLEDGE OF ALLEGIANCE: Harrison Ford led the Pledge of Allegiance.

ADOPT AGENDA: Mayor Keith Warren asked for a motion to adopt the February 18, 2025 Agenda.

Melissa Curtis made a motion, and Bobby Mosteller seconded, to adopt the February 18, 2025 Agenda. All were in favor.

APPROVE JANUARY 21, 2025 REGULAR MEETING MINUTES: Mayor Keith Warren asked for a motion to approve the January 21, 2025 regular meeting minutes.

Bobby Mosteller made a motion, and Melissa Curtis seconded, to approve the January 21, 2025 regular meeting minutes. All were in favor.

APPROVE JANUARY 21, 2025 CLOSED SESSION MEETING MINUTES: Mayor Keith Warren asked for a motion to approve the January 21, 2025 closed session meeting minutes.

Joe Wesson made a motion, and Melissa Curtis seconded, to approve the January 21, 2025 closed session meeting minutes. All were in favor.

APPROVE FEBRUARY 4, 2025 BUDGET RETREAT MEETING MINUTES: Mayor

Keith Warren asked for a motion to approve the February 4, 2025 budget retreat meeting minutes.

Melissa Curtis made a motion, and Bobby Mosteller seconded, to approve the February 4, 2025 budget retreat meeting minutes. All were in favor.

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

Tony Potter wanted to speak regarding his property at 4463 Rual Drive. Mr. Potter stated, “I know the house is in disarray and needs to be fixed.” Mr. Potter stated that he has had health issues, but will make every effort to repair the property if staff will work with him.

Darryl Potter wanted to speak about the property located at 4463 Rual Drive. Mr. Potter stated that the house is in three (3) different children and three (3) grandchildren’s names, and he has spoken with all parties and he has been given permission to oversee the cleanup of 4463 Rual Drive. Mr. Potter stated that he will be in touch with town staff to see what needs to be done.

RECOGNITIONS:

FEBRUARY RECYCLE REWARDS WINNER: Mayor Keith Warren announced Pamela Eckard as the February Recycle Rewards Winner. A credit of forty dollars (\$40.00) will be added to the current sanitation bill.

No Council action was required.

FINANCE:

SOUTH CALDWELL HIGH SCHOOL FUNDING REQUEST: Mayor Keith Warren stated that the South Caldwell High School Archery Team has requested a donation for the purchase of new archery equipment.

Melissa Curtis made a motion, and Bobby Mosteller seconded, to make a donation in the amount of two hundred dollars (\$200.00) to the South Caldwell High School Archery Team. All were in favor.

HELENE DISASTER RESPONSE AND RECOVERY GRANT PROJECT ORDINANCE: Finance Director Kelly Melton stated that through its Public Assistance (PA) Program, FEMA provides federal grant assistance for debris removal, emergency protective measures, and the restoration of disaster-damaged, publicly owned facilities. Most funding under the program is administered using a reimbursement model. The Town of Sawmills is seeking assistance under the following categories:

- CAT A-Debris Removal

- CAT B-Emergency Protective Measures
- CAT D-Water Control
- CAT G-Parks and Recreation
- CAT Z-Management Costs

Council will need to approve the Grant Project Ordinance for staff to receive funds in the amount of three million one hundred twenty-five thousand dollars (\$3,125,000.00). The Grant Project Ordinance will be updated as needed and presented to Council for approval.

Clay Wilson made a motion, and Joe Wesson seconded, to approve the Grant Project Ordinance in the amount of three million one hundred twenty-five thousand dollars (\$3,125,000.00). All were in favor.

DISCUSSION:

SAWMILLS ELEMENTARY SCHOOL FUNDRAISER PRESENTATION: Sawmills Elementary School Principal Dawn DeMauro stated that the Sawmills Elementary School playground needs to be repaired and new playground equipment purchased. Ms. DeMauro stated that the North Carolina school system does not provide the schools with funds in the budget to purchase such equipment. Ms. DeMauro stated that Ms. Trivett's third (3rd) grade class made a presentation to go with an online fundraiser that the school will be starting in March and will last for one (1) month. Ms. DeMauro shared the presentation with Council.

No Council action was required.

ACCESSIBLE PARKS GRANT FUNDING: Town Manager Chase Winebarger stated that the prior amount approved for the Accessible Parks Grant was in July 2024. Since then, the costs of the pour-in-place surfacing and concrete have increased. The staff has also opted to add an additional 85x20 area at the front of the playground to allow for more direct accessibility from the walking trail, along with a five percent (5%) contingency. This will bring the total cost of the project to roughly three hundred twenty-seven thousand four-hundred eighteen dollars (\$327,418.00), bringing the town's twenty percent (20%) matching contribution up to sixty-two thousand four hundred (\$62,400.00). The initial town contribution was forty thousand (\$40,000.00). The grant project would be completed in FY 25-26 if awarded.

Clay Wilson made a motion, and Bobby Mosteller seconded, to approve the Accessible Parks Grant funding in the amount of sixty-two thousand four hundred dollars (\$62,400.00). All were in favor.

PLANNING:

CALL FOR PUBLIC HEARING: TEXT AMENDMENT FOR TOWN OF SAWMILLS CODE OF ORDINANCE CHAPTER 151: PLANNING: Planning Director Dustin Millsaps stated that The Town of Sawmills has recently expanded its planning

capabilities by introducing a full-time Planning and GIS Director position. As part of this enhancement, a comprehensive review of our ordinances was initiated to ensure more clarity, consistency, and accuracy, while also refining the language, addressing any inconsistencies, and incorporating necessary updates.

The first phase of this review will concentrate on the town's planning chapter of the ordinance, Chapter 151: Planning. If this proposed chapter is eventually adopted, then we will move onto the other chapters or phases of this review process involving planning (zoning, subdivision, etc.).

Clay Wilson made a motion, and Joe Wesson seconded, to call for a public hearing for Text Amendment for Town of Sawmills Code of Ordinance Chapter 151: Planning at the regularly scheduled March 18, 2025 Council meeting. All were in favor.

ADOPT THE UNIFOUR REGIONAL HAZARD MITIGATION PLAN UPDATE 2024

RESOLUTION: Planning Director Dustin Millsaps stated that as part of the state's initiative to maintain up-to-date regional hazard mitigation plans, it is time to update the Town of Sawmills' contingency procedures for the Town's hazard mitigation plan. The state both funds and provides this plan to help regional areas prepare for natural disasters more effectively. Our updated plan is being developed on a regional basis, following the boundaries of the Western Piedmont Council of Governments. Which will cover Alexander, Burke, Caldwell, and Catawba Counties, along with all the municipalities within them. This plan will ensure that the Town of Sawmills complies with all required hazard mitigation processes.

Melissa Curtis made a motion, and Clay Wilson seconded, to adopt the Resolution for the Unifour Regional Hazard Mitigation Plan Update 2024. All were in favor.

PLANNING BOARD MEMBERSHIP: Planning Director Dustin Millsaps stated that he Town of Sawmills over the past year has experienced a large change in the Planning Board Membership. With the death of our Planning Board Chairman Steve Duncan, members moving residences, other members deciding to step down, or just no communication.

The Planning Board is now to have six (6) regular members and two (2) alternates. One (1) of the regular members is to be from the Extraterritorial Jurisdiction (ETJ), as well as one (1) of the alternate members shall be from the ETJ.

The Planning Board is currently made up of the regular members: Adam Wilson (needs to be reappointed) (ETJ), David Powell, and Kelly Price. The Planning Board will need to appoint two (2) regular members and a ETJ alternate.

Clay Wilson made a motion, and Joe Wesson seconded, to reappoint Adam Wilson for a three (3) year term, appoint J. Lynn Crump and Jimmy Baldwin to the Town of Sawmills Planning Board as regular members for an initial one (1) year terms and appoint Jeffery Plummer as an alternate Planning Board Member for the ETJ for an initial one (1) year term. 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:

FEBRUARY CODE ENFORCEMENT REPORT: Town Code Enforcement Officer Curt Willis stated that there are two (2) code enforcement cases that are open.

No Council action was required.

ORDINANCE DIRECTING TOWN OFFICIALS TO DEMOLISH THE PROPERTY HEREIN DESCRIBED AS AN IMMINENT DANGER TO THE PUBLIC AND DIRECTING THAT A NOTICE BE PLACED THEREON THAT THE SAME MAY NOT BE OCCUPIED: Mayor Keith Warren stated that Town Code Enforcement Officer Curt Willis has served the Owner(s) of 4463 Rual Drive regarding the minimum housing complaints. Mayor Keith Warren stated that Town Code Enforcement Officer Curt Willis has drafted an Ordinance Directing Town Officials to Vacate and Close 4463 Rual Drive As An Imminent Danger To The Public And Directing That A Notice Be Placed Thereon That The Same May Not Be Occupied.

Clay Wilson made a motion, and Joe Wesson seconded, to approve the Ordinance Directing Town Officials to Vacate and Close 4463 Rual Drive As An Imminent Danger To The Public And Directing That A Notice Be Placed Thereon That The Same May Not Be Occupied as written, and staff to meet with the owners of 4463 Rual Drive to set a specific date for which repairs should be made and if repairs are not completed by the agreed upon date, that the Town of Sawmills will move forward with the abatement process. All were in favor.

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

- Town Manager Chase Winebarger stated that the staff has not will not beginning on any of the Helene related projects until FEMA approves reimbursement for all the projects that have been discussed. Town Manager Chase Winebarger stated that once REMA approves reimbursement, then the projects and clean up will begin. Town Manager Chase Winebarger stated that staff was still getting estimates on the tree removal at Veterans Park, but the estimates were coming in astronomical.
- Town Manager Chase Winebarger stated that Mueller had a contract company in the Town fixing the plunger issue on the water meters. Town Manager Chase Winebarger stated that if there were any problems to call Town Hall.
- Town Manager Chase Winebarger stated that staff is working on getting amounts needed for the budget.

- Town Manager Chase Winebarger stated that staff has not had a lot of complaints regarding the property revaluation from the Caldwell County Tax Office.
- Town Manager Chase Winebarger stated that staff will be on a two (2) hour delay on February 19, 2025, because of the prediction of inclement weather. Town Manager Chase Winebarger stated that the weather will be assessed during those two (2) hours and a decision will be made for the remainder of the day and for Thursday, February 20, 2025.

COUNCIL COMMENTS:

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

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

Joe Wesson wanted to thank everyone for coming to the meeting and appreciates all that the Town of Sawmills staff does for the Town.

Mayor Keith Warren wanted to thank everyone for coming to the meeting. Mayor Keith Warren wanted to inform everyone that the Sawmills Café building was sold to a Mr. Thorne, who is going open a sandwich and soup shop that he hopes to be open by May, Tuesday through Friday from 10:00am-6:00pm.

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

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

The meeting was adjourned at approximately 7:01pm.

Keith Warren, Mayor

Julie A. Good, Town Clerk