

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

COUNCIL PRESENT

Mayor Keith Warren
Clay Wilson
Bobby Mosteller
Rebecca Johnson
Joe Wesson

STAFF PRESENT

Chase Winebarger
Julie A Good
Terry Taylor
Kelly Melton

COUNCIL ABSENT

Melissa Curtis

CALL TO ORDER: Mayor Keith Warren called the meeting to order at approximately 9:02am.

INVOCATION: Pastor Danny Wright 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 February 6, 2024 Agenda with the following amendments: move Item 11A Code Enforcement Report to Item 6.

Clay Wilson made a motion, and Bobby Mosteller seconded, to adopt the February 6, 2024 amended Agenda. All were in favor.

APPROVE DECEMBER 19, 2023 REGULAR MEETING MINUTES: Mayor Keith Warren asked for a motion to approve the December 19, 2023 regular meeting minutes.

Clay Wilson made a motion, and Bobby Mosteller seconded, to approve the December 19, 2023 regular meeting minutes. All were in favor.

UDATES:

CODE ENFORCEMENT REPORT: Town Code Enforcement Officer Curt Willis stated

that he had received a code enforcement violations regarding Cloninger Way from the Caldwell County Sheriff's Department. Town Code Enforcement Officer Curt Willis stated that he has looked at the property and sent Notice of Violations letters out with a time limit of two (2) weeks. Town Code Enforcement Officer Curt Willis stated that he would have an update during the regularly scheduled February 20, 2024 Town of Sawmills Council meeting.

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

No one wished to speak.

RECOGNITIONS:

JANUARY RECYCLE REWARDS WINNER: Mayor Keith Warren announced James Lail as the January Recycle Rewards Winner. A credit of forty dollars (\$40.00) will be added to the current sanitation bill.

No Council action was required.

FINANCIAL MATTERS:

APPROVE AUDITOR CONTRACT FOR FY 2023-2024: Mayor Keith Warren stated that stated that the current contract with the Town auditors Lowdermilk, Church & Co., L.L.P. needs to be renewed. The renewal contract will cover the period of July 1, 2023 to June 30, 2024.

Clay Wilson made a motion, and Rebecca Johnson seconded, to approve a renewal contract with the Town auditors Lowdermilk, Church & Co, L.L.P. in the amount of \$13,500.00 (thirteen thousand five hundred dollars), will cover the period of July 1, 2023 to June 30, 2024. All were in favor.

FINANCIAL REPORT AS OF DECEMBER 31, 2023: Finance Officer Kelly Melton stated that as of December 31, 2023 that:

In the General Fund the Revenue Line item has used 37.79% (thirty-seven point seventy-nine percent) of the FY 2023/2024 budget and the Expenditures Line item has used 31.83% (thirty-one point eighty-three percent) of the FY 2023/2024 budget.

In the Water/Sewer Fund the Revenue Line item has used 44.96% (forty-four point ninety-six percent) of the FY 2023/2024 budget and the Expenditures Line item has used 45.16% (forty-five point sixteen percent) of the FY 2023/2024 budget.

In the Capital Project-Town Hall Line item Architect has used 10.33% (ten point thirty-three percent) of the FY 2023/2024 budget.

In the Capital Project-South Caldwell Sewer Pump Station Elevation Project Line item has used 0% (zero percent) of the FY 2023/2024 budget.

**FEMA BUILDING RESILIENT INFRASTRUCTURE & COMMUNITIES (BRIC)
PROJECT SOUTH CALDWELL SEWER PUMP STATION ELEVATION
PROJECT STATEMENT OF QUALIFICATIONS FOR ENGINEERING**

SERVICES: Mayor Keith Warren stated that on November 16, 2023, the Town of Sawmills was awarded the Building Resilient Infrastructure and Communities (BRIC) Grant. The project is for the South Caldwell Sewer Pump Station Elevation Project. The grant agreement is between the State of North Carolina, Department of Public Safety ("Grantee") and the Town of Sawmills, North Carolina ("SubGrantee").

In accordance with the Uniform Guidelines, there must be some formal publication of the Request For Qualifications (RFQ) for Engineering Services. Staff posted the BRIC Engineering Services RFQ on the North Carolina Electronic Vendor Portal and the Town of Sawmills Website, with qualifications being due by 2:00pm on Thursday, January 4, 2024.

The Town received one qualification statement from West Consultants, PLLC.

Clay Wilson made a motion, and Rebecca Johnson seconded, to award West Consultants, PLLC, the engineering contract for the South Caldwell Sewer Pump Station Elevation Project. All were in favor.

PLANNING MATTERS:

CALL FOR PUBLIC HEARING FOR TEXT AMENDMENT: Town Planner Dustin Millsaps stated that this text amendment was done to make changes to the existing Watershed Ordinance for various things. This is anything from small changes that clarify language and particular ordinances with just minor changes. Mostly all changes that are being recommended, were recommended by the state model ordinance. Planning Board also recommended these changes to the Watershed Ordinance. Refreshing this document will help ensure that the citizens of Sawmills can have more clarification when pertaining to the interpretation of the Watershed Ordinance, and we have the best possible recommendations from the state.

Clay Wilson made a motion, and Rebecca Johnson seconded, to hold a public hearing for text amendment at the regularly scheduled February 20, 2023 Council meeting. All were in favor.

REZONING OF PIN NUMBERS 2766657929, 2766666171, 2766667200, 2766668126, 2766659938 AND 2766658939: Mayor Keith Warren stated that a public hearing for the

rezoning of pin numbers 2766657929, 2766666171, 2766667200, 2766668126, 2766659938 and 2766658939, was held during the regularly scheduled Town of Sawmills Council meeting on August 15, 2023, at which time Council tabled this matter to the regularly scheduled Town of Sawmills Council meeting on September 19, 2023. During the regularly scheduled Town of Sawmills Council meeting on September 19, 2023, Council agreed to table this matter until the December 19, 2023 regularly scheduled Town of Sawmills Council meeting. During the December 19, 2023 regularly scheduled Town of Sawmills Council meeting, Council agreed to table this matter until the regularly scheduled January 16, 2024 Town of Sawmills Council meeting.

Clay Wilson made a motion, and Bobbly Mosteller seconded, to table this matter until the regularly scheduled Town of Sawmills Council meeting on May 21, 2024. All were in favor.

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

Joe Wesson made a motion, and Rebecca Johnson seconded, to adjourn the meeting. All were in favor.

The meeting was adjourned at approximately 9:37am.

Keith Warren, Mayor

Julie A. Good, Town Clerk