

**TUESDAY, JULY 16, 2019
TOWN OF SAWMILLS REGULAR COUNCIL MEETING
6:00 PM**

COUNCIL PRESENT

Mayor Johnnie Greene
Keith Warren
Rebecca Johnson
Clay Wilson

STAFF PRESENT

Karen Clontz
Terry Taylor
Julie A Good

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

INVOCATION: Retired Pastor Ed Warren gave the invocation.

PLEDGE OF ALLEGIANCE: Mayor Johnnie Greene led the Pledge of Allegiance.

ADOPT AGENDA: Mayor Johnnie Greene asked for a motion to adopt the July 16, 2019 Agenda.

Rebecca Johnson made a motion, and Clay Wilson seconded, to adopt the July 16, 2019 Agenda. All were in favor.

APPROVE JUNE 18, 2019 REGULAR MEETING MINUTES: Mayor Johnnie Greene asked for a motion to approve the June 18, 2019 regular meeting minutes.

Clay Wilson made a motion, and Keith Warren seconded, to approve the June 18, 2019 regular meeting minutes. All were in favor.

APPROVE JUNE 18, 2019 CLOSED SESSION MINUTES: Mayor Johnnie Greene asked for a motion to approve the June 18, 2019 closed session minutes.

Rebecca Johnson made a motion, and Clay Wilson seconded, to approve the June 18, 2019 closed session minutes. All were in favor.

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

No one wished to speak

RECOGNITIONS:

RECYCLE REWARDS WINNER: Mayor Johnnie Greene announced Mr. Byron Rice, Jr. as the July Recycle Rewards winner. A credit of thirty-two dollars (\$32.00) will be added to his sanitation bill.

No Council action was required.

PUBLIC HEARING: AMENDING TOWN CHARTER:

OPEN PUBLIC HEARING: Mayor Johnny Greene asked for a motion to open the public hearing.

Rebecca Johnson made a motion, and Clay Wilson seconded, to open the public hearing. All were in favor.

STAFF COMMENTS/RECOMMENDATIONS: Town Attorney Terry Taylor stated that in order to promote a high level of professionalism and long-term sustainability within the professional staff of the Town of Sawmills, the Town Council is currently considering a charter amendment, pursuant to North Carolina General Statute 106A-102, to change the form of government from Mayor-Council to Council-Manager. The Town of Sawmills currently employs a Town Administrator who acts in a similar role to a Town Manager. The Town Manager would have all of the duties described in North Carolina General Statute 160A-148, and any other duties as determined by the Town Council.

PUBLIC COMMENT: Mayor Johnny Greene asked if anyone wished to speak on the Town Charter Amendment.

Roger Teague spoke against amending the Town Charter, stating that the Town has operated under the Mayor-Council Form of Government since it was incorporated in July 1988 and the Town has been just fine.

CLOSE PUBLIC HEARING: Mayor Johnny Greene asked for a motion to close the public hearing.

Rebecca Johnson made a motion, and Keith Warren seconded, to close the public hearing. All were in favor.

COUNCIL ACTION:

Clay Wilson made a motion, and Keith Warren seconded, to discuss signing a Resolution adopting an Ordinance amending the Town Code of Ordinances and the Charter of the Town of Sawmills to adopt the Council-Manager Form of Government during the regular scheduled August 20, 2019 meeting. All were in favor.

FINANCIAL MATTERS:

CALDWELL COUNTY D.A.R.E. DONATION REQUEST: Mayor Johnnie Greene stated that the Caldwell County D.A.R.E. had requested a donation in the amount of two hundred dollars (\$200.00).

Keith Warren made a motion, and Clay Wilson seconded, to give a donation in the amount of two hundred dollars (\$200.00) to the Caldwell County D.A.R.E. All were in favor.

PLAYGROUND EQUIPMENT PURCHASE: Mayor Johnnie Greene stated that during the 2019/2020 budget discussions, Council approved the purchase of new playground equipment for Baird Drive Municipal Park.

Town staff has received a quote in the amount of one hundred fifty-eight thousand three hundred eighty-two dollars and eighty-nine cents (\$158,382.89) from Game Time/Cunningham Recreation in Charlotte, North Carolina, for the set up and installation of the Henderson ADA Inclusive playground set.

There will be additional set up and installation costs to be provided by the Town's Public Work's staff as soon as it is available.

Keith Warren made a motion, and Rebecca Johnson seconded, to proceed with the purchase of the Henderson ADA Inclusive playground set from Game Time/Cunningham Recreation in Charlotte, North Carolina, in the amount of one hundred fifty-eight thousand three hundred eighty-two dollars and eighty-nine cents (\$158,382.89) and any additional set up and installation costs as provided from the Town's Public Work's staff. All were in favor.

BANK SIGNATURE CARDS: Mayor Johnnie Greene stated that due to Town Administrator Christopher Todd's resignation there needed to be new signature cards on file at the bank. The bank requires a new signature card to be on file whenever there are changes in the staff and/or Council. The signature cards will authorize Finance Officer Karen Clontz, Mayor Johnnie Greene and Councilman Joe Norman to sign on behalf of the Town regarding banking transactions. The Town requires 2 (two) signatures for accounts payable checks, and the purchase and/or sale of Public Funded Certificates of Deposits. The Town also maintains a lockbox for important/sensitive documents. In order to add, or retrieve, any documents from the lockbox, staff would need to add Deputy Finance Officer Ronnie Coffey as a co-signer.

Rebecca Johnson made a motion, and Keith Warren seconded, to have new signature cards on file at the bank giving Finance Officer Karen Clontz, Mayor Johnnie Greene and Joe Norman authorization to sign on behalf of the Town regarding accounts payable checks, and the purchase and/or sale of Public Funded Certificates of Deposits and giving Finance Officer Karen Clontz and Deputy Finance Officer Ronnie Coffey authorization to add, or retrieve, any documents from the lockbox. All were in favor.

SAWMILLS COMMUNITY OPTIMIST DONATION REQUEST: Mayor Johnnie Greene stated that the Sawmills Community Optimist had requested a donation in the amount of two hundred dollars (\$200.00).

Clay Wilson made a motion, and Rebecca Johnson seconded, to give a donation in the amount of two hundred dollars (\$200.00) to Sawmills Community Optimist. All were in favor.

DISCUSSION:

AMI WATER METER SYSTEM REVIEW: Mayor Johnnie Greene stated that the Town has partnered with MeterSys to conduct a feasibility and business analysis of installing an Advanced Metering Infrastructure water metering system in the Town of Sawmills.

Andy Honeycutt of MeterSys gave a presentation on an AMI Water Meter System and the options for implementation of the system.

Clay Wilson made a motion, and Rebecca Johnson seconded, for MeterSys to start the bid process for the Town of Sawmills to go to an AMI Water Meter System. All were in favor.

PLANNING MATTERS:

PLANNING BOARD ANNUAL REPORT: Town Planner Hunter Nestor 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 Hunter Nestor stated that the Planning Board did not meet between July 2018 and June 2019. However, the Sawmills Comprehensive Plan was adopted during January 2019, which was recommended for approval by the Board.

Town Planner Hunter Nestor stated that the Board of Adjustments did not meet between July 2018 and June 2019.

Town Planner Hunter Nestor stated that he wrote forty-one (41) zoning permits, approved nine (9) subdivisions and provided zoning assistance to over one hundred (100) customers, consisting of various prospective buyers, realtors, property owners, developers, and concerned citizens during the last fiscal year.

Town Planner Hunter Nestor stated that there were thirty (30) Code Enforcement cases that have been completed.

No Council action was needed.

PUBLIC COMMENT:

No one wished to speak

JULY CODE ENFORCEMENT REPORT: There are seven (7) code enforcement cases open:

- Chaney Carter, owner of 4361 Sawmills School Rd. Overgrown vegetation. Town Planner Hunter Nestor stated that a letter was sent on July 19, 2018, with a deadline of August 3, 2018. Town Planner Hunter Nestor stated that the nuisance was abated by the Town on August 10, 2018. Town Planner Hunter Nestor stated that a lien will be placed on the property for the cost of the mowing. Town Planner Hunter Nestor stated that a hearing was held on September 6, 2018, and Ms. Carter did not show so Town will proceed to demolish house;
- Carolyn Bray/Robyn Brittan, 2570 Baker Circle. Abandoned mobile home. Town Planner Hunter Nestor states that he is working with Town Attorney Terry Taylor to abate;
- Horror Fields, Kiser-Sawmills, Helena St. Fence/buffer. Town Planner Hunter Nestor stated that a complaint was received on April 10, 2019. Town Planner Hunter Nestor stated that the property is not in compliance with the conditions set in CUP. Town Planner Hunter Nestor stated that a NOV letter was sent out on April 11, 2019, with a deadline of May 10, 2019. Town Planner Hunter Nestor stated that he made a site visit on May 30, 2019 and owner is working to get property in compliance but there are still some other areas that need to be addressed;
- Charles and Patsy Crotts, 4200 Crotts Mobile Home Park Dr. Overgrown vegetation. Town Planner Hunter Nestor received a written complaint on May 21, 2019. Town Planner Hunter Nestor sent a NOV letter with a deadline of June 3, 2019. Town Planner Hunter Nestor stated that the letter came back and was resent to updated address on May 28, 2019. Town Planner Hunter Nestor stated that he has not received a response and no progress has been made at the property as of July 9, 2019. Town Planner Hunter Nestor stated that he will work to get the property abated and a lien set on property;
- Debra Baker, 4476 Rual Dr. Overgrown vegetation/garbage and rubbish. Town Planner Hunter Nestor received a written complaint on May 22, 2019. Town Planner Hunter Nestor sent a NOV letter with a deadline of June 11, 2019. Town Planner Hunter Nestor stated that he has received no response and no progress has been made at the property as of July 9, 2019. Town Planner Hunter Nestor stated that he will work to get the property abated and a lien set on the property;
- Nancy Greene, 4446 Villa Woods. Overgrown Vegetation/Garbage and Rubbish. Town Planner Hunter Nestor received a written complaint on June 26, 2019. Town Planner Hunter Nestor stated that he sent a NOV letter on June 26, 2019 to clean up the property with a deadline of July 12, 2019. Town Planner Hunter Nestor stated that the property has been mowed and homeowner is working on cleaning the property as of July 9, 2019;

- Paul West, 2514 Crest Ln. Overgrown Vegetation/Garbage and Rubbish. Town Planner Hunter Nestor received a complaint on July 5, 2019. Town Planner Hunter Nestor stated a NOV letter was sent on July 5, 2019 with a deadline of July 29, 2019.

No Council action was required.

COUNCIL COMMENT: Mayor Johnnie Greene asked if anyone on Council had any comments or questions at this time:

Keith Warren wanted to thank everyone for coming out.

Rebecca Johnson wanted to thank everyone for coming.

COUNCIL ADJOURN: Mayor Johnnie Greene asked for a motion to adjourn.

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

The meeting was adjourned at approximately 7:05pm.

Johnnie Greene, Mayor

Julie A. Good, Town Clerk