

TUESDAY, JULY 16, 2024
TOWN OF SAWMILLS REGULAR COUNCIL MEETING
6:00PM

COUNCIL PRESENT

Mayor Keith Warren
Melissa Curtis, Mayor Pro Tem
Clay Wilson
Bobby Mosteller
Joe Wesson

STAFF PRESENT

Chase Winebarger
Julie A Good
Terry Taylor
Kelly Melton

COUNCIL ABSENT

Rebecca Johnson

CALL TO ORDER: Mayor Keith Warren called the meeting to order at approximately 6:01pm.

INVOCATION: Councilman Bobby Mosteller 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 July 16, 2024 Agenda with the following amendments: Agenda Item 11B: Accessible Parks Grant.

Joe Wesson made a motion, and Bobby Mosteller seconded, to adopt the July 16, 2024 amended Agenda. All were in favor.

APPROVE JUNE 18, 2024 REGULAR MEETING MINUTES: Mayor Keith Warren asked for a motion to approve the June 18, 2024 regular meeting minutes.

Bobby Mosteller made a motion, and Melissa Curtis seconded, to approve the June 18, 2024 regular meeting minutes. All were in favor.

APPROVE JUNE 18, 2024 CLOSED SESSION MEETING MINUTES: Mayor Keith Warren asked for a motion to approve the June 18, 2024 closed session meeting minutes.

Melissa Curtis made a motion, and Clay Wilson seconded, to approve the June 18, 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.

No one wished to speak.

PUBLIC HEARING: TEXT AMENDMENT FOR NONCONFORMING MANUFACTURED HOME PARKS

OPEN PUBLIC HEARING: Mayor Keith Warren asked for a motion to open the public hearing.

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

STAFF COMMENTS/RECOMMENDATIONS: Town Manager Chase Winebarger stated that this text amendment is to include language that specifies stricter guidelines for nonconforming manufactured home parks. The additional language affects the conditions required if nonconforming manufactured home parks are looking to replace or add additional manufactured homes to lots or numbered spaces that have been unused and vacant for one hundred eighty (180) days or more. This text amendment will help bring nonconforming manufactured home parks into compliance if they wish to expand.

PUBLIC COMMENT: No one wished to speak.

CLOSE PUBLIC HEARING: Mayor Keith Warren asked for a motion to close the public hearing.

Joe Wesson made a motion, and Bobby Mosteller seconded, to close the public hearing. All were in favor.

COUNCIL ACTION: Clay Wilson made a motion, and Joe Wesson seconded, to approve the text amendment for nonconforming manufactured home parks as written. All were in favor.

PUBLIC HEARING: TEXT AMENDMENT FOR ACCESSORY BUILDING LOCATION ON LAKEFRONT LOTS

OPEN PUBLIC HEARING: Mayor Keith Warren asked for a motion to open the public hearing.

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

STAFF COMMENTS/RECOMMENDATIONS: Town Manager Chase Winebarger stated that that this text amendment will bring nonconforming accessory structures into compliance that are located on lakefront property.

PUBLIC COMMENT: No one wished to speak.

CLOSE PUBLIC HEARING: Mayor Keith Warren asked for a motion to close the public hearing.

Melissa Curtis made a motion, and Clay Wilson seconded, to close the public hearing. All were in favor.

COUNCIL ACTION: Joe Wesson made a motion, and Bobby Mosteller seconded, to approve the text amendment for accessory building locations on lakefront lots. All were in favor.

RECOGNITIONS:

JULY RECYCLE REWARDS WINNER: Mayor Keith Warren announced Debra Land as the July 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 SOUTH CALDWELL HIGH SCHOOL: Mayor Keith Warren stated that that South Caldwell High School requested a donation in the amount of two hundred dollars (\$200.00).

Melissa Curtis made a motion, and Joe Wesson seconded, to give a donation in the amount of two hundred dollars (\$200.00) to South Caldwell High School. All were in favor.

FINANCIAL REPORT AS OF JUNE 30, 2024: Finance Officer Kelly Melton stated that as of June 30, 2024 that:

In the General Fund the Revenue Line item has used 92.60% (ninety-two point sixty percent) of the FY 2023/2024 budget and the Expenditures Line item has used 80.71% (eighty point seventy-one percent) of the FY 2023/2024 budget.

In the Water/Sewer Fund the Revenue Line item has used 91.47% (ninety-one point forty-

seven percent) of the FY 2023/2024 budget and the Expenditures Line item has used 79.38% (seventy-nine point thirty-eight percent) of the FY 2023/2024 budget.

In the Capital Project-Town Hall Line item Architect has used 19.05% (nineteen point five percent) of the FY 2023/2024 budget.

In the Capital Project-South Caldwell Sewer Pump Station Elevation Project Phase One (1) Line item has used 2.67% (two point sixty-seven percent) of the FY 2023/2024 budget.

In the Capital Project-South Caldwell Sewer Pump Station Elevation Project Phase Two (2) Line Item has used 0% (zero percent) of the FY 2023/2024 budget.

No Council action was required.

CAPITAL IMPROVEMENT PROGRAM (CIP): Town Finance Officer Kelly Melton stated that the Town's formal Capital Improvement Program (CIP) covers a span of ten (10) years and is a long term plan that is updated on an annual basis. Town Finance Officer Kelly Melton stated that the following purchases/projects were completed: Message Boards, Daktronics Scoreboard, Switch 'n Go Hoist System, Tractor, Snow Plows (2), Traffic Control Device, Baker Circle Waterline Extension, and a new Sewer Pump. Town Finance Officer Kelly Melton stated that the following projects have been stated: new Town Hall, Veterans Park lights and Baird Park lights. Town Finance Officer Kelly Melton stated that the annual operating budget for July 1, 2024-June 30, 2025 was approved by the Governing Board on June 18, 2024 and contains all of the items listed in the CIP except the new Town Hall. The construction of the new Town Hall is included in the CIP document and is budgeted via a Capital Project Budget Ordinance approved on September 19, 2023. Town Finance Officer Kelly Melton stated that the General Fund CIP expenditures total \$3,552,981.00 (three million five hundred fifty-two thousand nine hundred eighty-one dollars) and the Utility Fund CIP expenditures total \$1,739,993.00 (one million seven hundred thirty-nine thousand nine hundred ninety-three dollars). Town Finance Officer Kelly Melton stated that the CIP serves as a planning tool to project future needs for the addition of new capital assets and the replacement of existing capital assets.

Clay Wilson made a motion, and Bobby Mosteller seconded, to approve the Town of Sawmills Capital Improvement Plan for the 10 (ten) year period of July 1, 2024 through June 30, 2034. All were in favor.

DISCUSSION:

UTILITY CONSTRUCTION AGREEMENT WITH NORTH CAROLINA

DEPARTMENT OF TRANSPORTATION: Town Manager Chase Winebarger stated that the North Carolina Department of Transportation has forwarded a proposed Utility Construction Agreement for project costs, project delivery and/or maintenance of an intersection upgrade to the superstreet design at US Highway 321 and Mission Road. The estimate cost for the Town to do this project with the North Carolina Department of Transportation is two hundred nine thousand seven hundred thirty-seven dollars and fifty cent (\$209,737.50).

Clay Wilson made a motion, and Joe Wesson seconded, to not enter into the Utility Construction Agreement with the North Carolina Department of Transportation. All were in favor.

ACCESSIBLE PARKS GRANT: Town Manager Chase Winebarger stated that the Parks and Recreation Department would like to pursue an accessible parks grant to resurface the playground at Barid Park and replace the pea gravel with a pour-in place padded surfacing. Town Manager Chase Winebarger stated that the application will open in September of 2024 and will close in March of 2025, with the recipients for funding being awarded in June 2025 by the Parks and Recreation Authority. Town Manager Chase Winebarger stated that the grant is a 20% (twenty percent) match of state funds. Town Manager Chase Winebarger stated that Parks and Recreation Director Tanner Greene has gotten a quote for the total cost of the project and the approximate cost for the project is \$205,000.00 (two hundred five thousand dollars) with the approximate cost for the Town being \$40,000.00 (forty thousand dollars).

Joe Wesson made a motion, and Melissa Curtis seconded, for Parks and Recreation Director Tanner Greene to pursue the Accessible Parks Grant for the purpose of resurfacing the playground at Baird Park and replace the pea gravel with a pour-in place padded surface. 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:

JULY CODE ENFORCEMENT REPORT: Town Code Enforcement Officer Curt Willis stated that there are eleven (11) 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 on August 5, 2024, the Town will have an in-house full time planner.
- Town Manager Chase Winebarger stated that there has been a slight delay with one engineer for the new Town Hall project, but that the project is moving forward.
- Town Manager Chase Winebarger stated that he had spoken with one of the Directors with Special Olympics regarding a partnership with the Town to do fundraisers for

raising money for Special Olympics. Town Manager Chase Winebarger stated that the Town will let Special Olympics use Town facilities. Town Manager Chase Winebarger stated that they have spoken about a softball tournament and a car show with all proceeds going to Special Olympics. Town Manager Chase Winebarger stated that he will keep Council updated with dates for events.

- Town Manager Chase Winebarger stated that the North Carolina Department of Transportation Cajah Mountain Road project has been pushed out for one year.
- Town Manager Chase Winebarger stated that he went to a second meeting regarding the Charlotte Interbasin Transfer at the Comma in Morganton. Town Manager Chase Winebarger stated that nothing has changed and that Charlotte wants to know what problems that people have with the Interbasin Transfer so that they can address them or try to fix the problems so that they can move forward with the project.

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 hopes everyone has a great week.

Clay Wilson 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 Joe Wesson seconded, to go into closed session pursuant to N.C.G.S. § 143.318-11(a)(3) at approximately 6:33pm. All were in favor.

Clay Wilson made a motion, and Joe Wesson seconded, to come out of closed session at approximately 6:43pm. 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 7:02pm.