

**TUESDAY, MARCH 22, 2016
TOWN OF SAWMILLS REGULAR COUNCIL MEETING
6:00 PM**

COUNCIL PRESENT

Joe Wesson
Gerelene Blevins
Jeff Wilson
Joe Norman
Keith Warren
Reed Lingerfelt

STAFF PRESENT

Christopher Todd
Julie Good
Terry Taylor

CALL TO ORDER: Mayor Joe Wesson called the meeting to order.

INVOCATION: Pastor Eddie Tapper gave the invocation.

PLEDGE OF ALLEGIANCE: Mayor Joe Wesson led the Pledge of Allegiance.

ADOPT AGENDA: Mayor Joe Wesson asked for a motion to adopt the March 22, 2016 Agenda.

Joe Norman made a motion, and Reed Lingerfelt seconded, to adopt the March 22, 2016 agenda. All were in favor.

APPROVE FEBRUARY 16, 2016 REGULAR MEETING MINUTES: Mayor Joe Wesson asked for a motion to approve the February 16, 2016 regular meeting minutes.

Gerelene Blevins made a motion, and Joe Norman seconded, to approve the February 16, 2016 regular meeting minutes. All were in favor.

APPROVE FEBRUARY 16, 2016 CLOSED SESSION MINUTES: Mayor Joe Wesson asked for a motion to approve the February 16, 2016 closed session minutes.

Reed Lingerfelt made a motion, and Joe Norman seconded, to approve the February 16, 2016 closed session minutes. All were in favor.

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

No one wished to speak.

RECOGNITIONS:

RECYCLE REWARDS WINNER: Mayor Joe Wesson announced Ms. Misty Vess, as the March Recycle Rewards winner. A credit of twenty-eight dollars (\$28.00) will be added to her sanitation bill. Mayor Joe Wesson stated that her certificate would be available at the Town Hall for pick up.

No Council action was required.

PUBLIC HEARING: DUFF DRIVE SEWER PROJECT:

OPEN PUBLIC HEARING: Mayor Joe Wesson asked for a motion to open the public hearing.

Jeff Wilson made a motion, Gerelene Blevins seconded, to open the public hearing. All were in favor.

STAFF COMMENTS/RECOMMENDATIONS: Lisa Helton, with the WPCOG, stated that the Public Hearing is required by the Department of Commerce. The Town received one million seven hundred thousand one hundred one dollars and eighty-nine cents (\$1,700,101.89) for the Duff Drive Sewer Project that was a Community Development Block Grant. The grant made public sanitary sewer available to seventy (70) households. The CDBG funds provided ninety-five percent (95%) of the total expenditures and the Town provided five percent (5%) of the project cost.

PUBLIC COMMENT: Mayor Joe Wesson asked if anyone wished to speak on the Duff Drive Sewer Project.

No one wished to speak.

CLOSE PUBLIC HEARING: Mayor Joe Wesson asked for a motion to close the public hearing.

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

COUNCIL ACTION: Jeff Wilson made a motion, and Keith Warren seconded, to close the Community Development Block Grant. All were in favor.

FINANCIAL MATTERS:

DISABLED AMERICAN VETERANS CHAPTER 6 DONATION REQUEST: Mayor Joe Wesson stated that the Disabled American Veterans Chapter 6 requested a donation.

Gerelene Blevins made a motion, and Jeff Wilson seconded, to give a donation in the amount of \$200.00 (two hundred dollars) to the Disabled American Veterans Chapter 6. All were in favor.

PUBLIC WORKS NEW MOWER QUOTES: Mayor Joe Wesson stated the Town of Sawmills Public Works Department is in need of a new mower. The Town has received the following quotes:

Massey Ferguson	\$65,359.00
NJPA	\$69,731.25
Parker Farm Service	\$90,020.00

Joe Norman made a motion, and Jeff Wilson seconded, to award the informal bid to Pennell & Sons, Inc. for the Massey Ferguson Mower in the amount of sixty-five thousand three hundred fifty-nine dollars (\$65,359.00). All were in favor.

DISCUSSION:

FARMERS MARKET GAZEBO: Mayor Joe Wesson stated that, as discussed during the February Council meeting, the Town was presented with the idea of placing a gazebo at the Farmers Market location. Council asked for more design and build information on the gazebo before a decision was made. The gazebo idea was originally presented by a citizen during this year's Coffee with Council. As a structure, this building would provide an aesthetically pleasing aspect, shelter during some weather events and a venue for people to use during non-market events.

Staff has received a cost estimate for the gazebo from Morgan's.

The gazebo will be a 10' x 20' with:

Floor Joists will all be 2"x 6" on 16" center

Rafters will be 2"x 6" on 16" center

4"x 4" posts all around

4"x 4" Skids under gazebo keeping it close to the ground

All wood is pressure treated

Felt on plywood under metal roof

40 year warranty on metal roof (will match color to roof on Town Hall)

Gazebo will have a 3 year warranty

Jeff Wilson made a motion, and Reed Lingerfelt seconded, to accept the bid from Morgan's in the amount of six thousand seven hundred ninety-nine dollars and ninety-eight cents (\$6,799.98). All were in favor.

FARMERS MARKET RULES: Town Administrator Christopher Todd stated that the

following changes in the proposed Farmers Market Rules from last year are:

- Annual Market Membership Fee-\$10.00 (This fee is due and payable upon acceptance of vendor application)
- Market Manager: The Town of Sawmills Town Administrator will appoint a designated person to serve as Market Manager. The Market Manager may deny the privilege of operating at the Market to any vendor who violates the guidelines, or who otherwise takes actions determines to be detrimental to the Market. The Market Manager reserves the right to request additional information before making a decision to allow, deny, or limit access to the Market, but it is not required by these guidelines to do so. The privilege of selling on the Market site is not an entitlement. In utilizing his/her discretion to suspend, revoke, or otherwise terminate a vendor's privilege to sell at the Market, the Market Manager may consider a vendor's history of cooperation with Market staff and the vendor's good faith effort to obey the Market guidelines.
- Handcrafted Products: An item which an observer of the craft can appreciate the technique and employment of manual skill in the production of the product. To be considered "handmade," the item must show evidence of manual skills obtainable only through a significant period of experience and dedication. All work must be original and executed by the vendor or a member of the vendor's farm or craft unit. All products, as well as the majority of components making up the product, must be handcrafted.
- Each vendor must provide a sign that identifies his/her business.
- Pets must be on a leash at all times and supervised by their owners. Aggressive and unruly pets will be required to leave the farmers market immediately and to not be brought back to the farmers market. Owners are responsible for cleaning up after their pets.
- It is up to the discretion of the Market Manager to allow late vendors the privilege to participate. Any late vendors will forfeit their assigned spot, and be placed where the Market Manager deems appropriate.
- Conflict Resolution: Vendors should direct their concerns regarding the market's operation, vendor issues and/or their complaints to the Market Manager immediately for quick resolution.
- If the market management finds any of the guidelines not being followed, the penalties will be:
 - 1st Offense: Verbal Warning
 - 2nd Offense: Banned from all use of Market for 30 days
 - 3rd Offense: Banned from use of the Market until January 1st of the following year
 - 4th Offense: Banned from Market indefinitely

Jeff Wilson made a motion, and Gerelene Blevins seconded, to adopt the Farmers Market Rules. All were in favor.

RESTRUCTURING OF WATER PAYMENT SCHEDULE AND NOTIFICATION:

Town Administrator Christopher Todd stated that the current water and sewer payment schedule and notification process should be discussed in order to provide a better service to residents and reduce staff time and costs. Currently we mail utility bills out at the beginning of the month. The utility payment is due upon receipt. A late penalty is added on the 16th of the month, and if the bill is not paid by the 26th of the month, the utility is disconnected. This has become confusing for utility customers and does not facilitate an easy schedule for them to remember.

Also, the town currently places red door hangers as a final notice three (3) days before disconnects. The process of hanging the final notices takes an average of twenty (20) staff hours and ten (10) truck hours.

It is believed that a change of policy would alleviate some of these issues.

The proposed changes to the policy are:

- Disconnect delinquent accounts on the last day of the month;
- No extensions as customers have until the last day of the month;
- No more red door hanger final notices;
- Compensate for red door hanger final notices by using Code Red Phone system;
- Give the customer the choice to pay the past due bill and a reconnect fee, or pay both the past due and current bills.

Joe Norman made a motion, and Reed Lingerfelt seconded, to change the disconnect policy to the last day of the month, do away with extensions, give the customer the choice to pay the bill and the reconnect fee or pay both the late and current bill starting April 2016, and to let customers know that as of July 1, 2016, the town will no longer give out red door hangers as a final notice. All were in favor.

IN GOD WE TRUST SIGN: Mayor Joe Wesson stated that during the February Council meeting, Council voted to put the US Motto, “In God We Trust,” in Council Chambers and on the Town Hall building. Council needs to decide where they would like the placement of the motto.

Joe Norman made a motion, and Gerelene Blevins seconded, to place the US Motto, “In God We Trust,” under the Town Seal at the Mayor’s seat in Council Chambers and above the Sawmills Town Hall on the outside of the building. All were in favor.

UPDATES:

SBEA FEBRUARY PROGRESS REPORT: Town Administrator Christopher Todd stated that Sherry Long, from the Western Piedmont Council of Governments, has enclosed a progress report for the SBEA project 12-C-2443.

No Council action was required.

DUFF DRIVE SEWER PROJECT REPORT: Town Administrator Christopher Todd stated that Lisa Helton, from the Western Piedmont Council of Governments, has enclosed a progress report for the Duff Drive Sewer project. With the Public Hearing during the March meeting this project is now finished.

No Council action was required.

MARCH CODE ENFORCEMENT REPORT: Town Planner Elinor Hiltz stated that there are three (3) code enforcement cases open:

- Steven Killian at 4801 Helton Road. Customer is working on getting the vehicle towed voluntarily. All of the furniture was removed from the porch.
- Wendy Hadchin is the owner of a dilapidated house located at 4476 Sawmills School Road. Code Enforcement Officer Elinor Hiltz emailed the homeowner on February 18, 2016 and February 23, 2016 and has received no response on posting “for sale” signs or allowing a minimum housing inspection. On March 10, 2016 Code Enforcement Officer Elinor Hiltz drafted a letter about repairing the walls.
- Tim Hart at 1940 Leah Drive #4. A Code Enforcement meeting is needed regarding having the owner remove the abandoned mobile home.

No Council action was required.

COUNCIL COMMENT: Mayor Joe Wesson asked if anyone on the Council had any questions or comments at this time.

Joe Norman stated that everything went well and he appreciates everyone coming out and putting your input in. Invited everyone to come back in April.

Keith Warren stated that it was a good meeting and appreciates everyone that came out. He stated that he would like to see more of the public at the meetings. Have a safe trip home. Happy Easter everyone.

Gerelene Blevins stated that she was glad to see everyone at the meeting and was glad the public had input on where they would like to see the US Motto in Council Chambers. The public is the one that elects the Council and if the Council knows what the public wants they can try to get it done, but if they don't know then it can't get done.

Jeff Wilson thanked everyone for coming out.

Reed Lingerfelt thanked everyone for coming out and be careful going home. Reed Lingerfelt wanted to let Public Works Director, Ronnie Coffey, know that he has a super crew. They go above their expectations of their job to help the people in the community. They take care of the people of Sawmills. Couldn't ask for any better. Reed Lingerfelt would also like to thank the office staff for all they do.

Mayor Joe Wesson stated that he would like to thank everyone for coming and would like to encourage more people to come out and participate and make comments because some of the best ideas come from the citizens. He commended the Council for approving the US Motto, "In God We Trust." When it was first announced there was a great response in support. There were a few that didn't want it but they were outnumbered. Also like to commend Council on the budget process for working hard together and Town Attorney Terry Taylor for what she is doing to help. Also like to commend Town Administrator Christopher Todd and the town staff for all that they do.

COUNCIL ADJOURN: Mayor Joe Wesson asked for a motion to adjourn.

Jeff Wilson made a motion, and Joe Norman seconded, to adjourn the meeting. All were in favor.

Julie A Good, Town Clerk

Joe Wesson, Mayor