

**TUESDAY, MAY 16, 2017
TOWN OF SAWMILLS REGULAR COUNCIL MEETING
6:00 PM**

COUNCIL PRESENT

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

STAFF PRESENT

Christopher Todd
Terry Taylor
Julie A Good

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

INVOCATION: Councilman Reed Lingerfelt 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 May 16, 2017 Agenda.

Keith Warren made a motion, and Reed Lingerfelt seconded, to adopt the May 16, 2017 Agenda. All were in favor.

APPROVE APRIL 18, 2017 REGULAR MEETING MINUTES: Mayor Joe Wesson asked for a motion to approve the April 18, 2017 regular meeting minutes.

Joe Norman made a motion, and Gerelene Blevins seconded, to approve the April 18, 2017 regular meeting minutes. All were in favor.

APPROVE APRIL 18, 2017 CLOSED SESSION MEETING MINUTES: Mayor Joe Wesson asked for a motion to approve the April 18, 2017 closed session meeting minutes.

Reed Lingerfelt made a motion, and Joe Norman seconded, to approve the April 18, 2017 closed session meeting minutes. All were in favor.

APPROVE MARCH 9, 2017 BUDGET MEETING MINUTES: Mayor Joe Wesson asked for a motion to approve the March 9, 2017 budget meeting minutes.

Gerelene Blevins made a motion, and Joe Norman seconded, to approve the March 9, 2017

budget meeting minutes. All were in favor.

APPROVE APRIL 6, 2017 BUDGET MEETING MINUTES: Mayor Joe Wesson asked for a motion to approve the April 6, 2017 budget meeting minutes.

Joe Norman made a motion, and Reed Lingerfelt seconded, to approve the April 6, 2017 budget meeting minutes. All were in favor.

APPROVE APRIL 20, 2017 BUDGET MEETING MINUTES: Mayor Joe Wesson asked for a motion to approve the April 20, 2017 budget meeting minutes.

Keith Warren made a motion, and Gerelene Blevins seconded, to approve the April 20, 2017 budget meeting 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 Mrs. Mary Eller Helton as the May Recycle Rewards winner. A credit of twenty-eight dollars (\$28.00) will be added to her sanitation bill.

No Council action was required.

FINANCIAL MATTERS:

BAD DEBT WRITE-OFF: Town Administrator Christopher Todd stated that the Town had a list of 2013 accounts that have gone unpaid for Utility and Sanitation services. The Town does not expect to collect payment for these accounts and recommends that Council approve the write off of the accounts. The total amount of these accounts is six thousand four hundred sixty-seven dollars and twenty-one cents (\$6,467.21). Town Administrator Christopher Todd also advised Council that included in the list are twenty-six (26) accounts the Town has submitted to the NC Debt Setoff Program for Collection. Town Administrator Christopher Todd stated the Town had recovered five thousand four hundred seventy-four dollars (\$5,474.00) from previous years). There are sufficient funds in the budget to cover this.

Reed Lingerfelt made a motion, and Joe Norman seconded, to approve staff to write off the 2013 list of bad debts accounts in the amount of six thousand four hundred sixty-seven dollars and twenty-one cents (\$6,467.21). All were in favor.

PRESENTATION OF FY 2017-2018 BUDGET AND CALL FOR PUBLIC HEARING: Town Administrator Christopher Todd presented to Council a proposed budget for Fiscal Year 2017-2018. Town Administrator Christopher Todd stated that the budget is balanced as required by the NC Local Government Budget and Fiscal Control Act. The Town's overall budget for FY 2017-2018 totals three million five hundred sixty-two thousand two hundred nine dollars (\$3,562,209.00). A few highlights of the proposed budget include no property tax increase; twenty-five percent (25%) increase for the water and sewer rates; an appropriation of General Fund unrestricted reserves, in the amount of eighty-six thousand dollars (\$86,000.00), will be transferred to the Utility Fund for Capital Improvement; an appropriation of Water and Sewer Fund reserves will be made this fiscal year; maintains current level of services; maintains current levels of benefits for employees. The Town will also maintain its current levels of service to the citizens. Council must hold a public hearing on June 20, 2017, to adopt the budget.

Joe Norman made a motion, and Gerelene Blevins seconded, to hold a public hearing on June 20, 2017, to adopt the budget for FY 2017-2018. All were in favor.

WPCOG PLANNER/CODE ENFORCEMENT OFFICER AGREEMENT: Mayor Joe Wesson stated that the current contract with the Western Piedmont Council of Governments (WPCOG) for planning services will expire on June 30, 2017 and will need to be renewed. The renewal of the services would be for twenty-two thousand two hundred fifty dollars (\$22,250.00).

Reed Lingerfelt made a motion, and Joe Norman seconded, to accept the contract with the WPCOG for a total of twenty-two thousand two hundred fifty dollars (\$22,250.00). All were in favor.

DOT MOWING CONTRACT: Town Administrator Christopher Todd stated that the Town helps the Department of Transportation with mowing and clean-up of the right of ways of certain State maintained roads with reimbursement of up to three thousand three hundred fifty-eight dollars (\$3,358.00) made quarterly to the Town.

Joe Norman made a motion, and Gerelene Blevins seconded, to accept the contract with the Department of Transportation. All were in favor.

SALES TAX REINVESTMENT AGREEMENT: Town Administrator Christopher Todd stated that the current contract with Caldwell County for the Sales Tax Reinvestment program will expire on June 30, 2017 and will need to be renewed. Town Administrator Christopher Todd stated that the contract will not exceed one hundred ninety-four thousand dollars (\$194,000.00) annually. The funds would be used by Caldwell County and the Caldwell County Economic Development Commission as incentive moneys for job growth and development.

Joe Norman made a motion, and Gerelene Blevins seconded, to accept the Sales Tax

Reinvestment Contract. All were in favor.

DISCUSSION:

NEW UTILITY APPLICATION POLICY: Town Administrator Christopher Todd stated that the current policy allows an account to be finalized five (5) days after disconnection due to non-payment. Once this happens, a new application must be filled out, along with a new deposit, to reopen the account. If the current resident opens the account in the same name, the old balance and a new deposit must be paid before the account can be reopened.

Town Administrator Christopher Todd stated that staff has noticed an increase where the old occupant is still at the same location but a different occupant is opening the account. This leaves the old balance unpaid and non-collectable. Town Administrator Christopher Todd stated that since the Town does not require proof of ownership or a rental agreement, the Town is losing monies owed for the old accounts. Town Administrator Christopher Todd stated that staff proposes the following changes to the current policy:

- New customers must show proof of ownership, lease agreement, or have a notarized letter from the owner, when opening an account;
- All persons on the proof of ownership, lease agreement, or notarized letter, needs to be listed as responsible parties;
- All persons listed on the proof of ownership, lease agreement, or notarized letter, must sign the application;
- If the account is a final account due to non-payment, any person who is listed on the account, and wants services reconnected at that address, must start over with the application process, pay another deposit and pay any monies due.

Keith Warren made a motion, and Reed Lingerfelt seconded, to adopt the new utility application policy. All were in favor.

PARKS MASTER PLAN: Town Administrator Christopher Todd stated that Town Staff and the Western Piedmont Council of Governments has worked over the past eight (8) months to create an updated Parks Master Plan. The plan was created in conjunction with a Parks Master Plan Committee, public outreach, and staff recommendation.

Joe Norman made a motion, and Reed Lingerfelt seconded, to adopt the Parks Master Plan. All were in favor.

NC STATEWIDE EMERGENCY MANAGEMENT MUTUAL AID AND ASSISTANCE AGREEMENT: Town Administrator Christopher Todd stated that the

current agreement with the North Carolina Department of Public Safety for Mutual Aid and Assistance will expire in September and will need to be renewed. The Caldwell County Emergency Services division is working to collect all the local agreements and get them filed with the State. The previous agreement was adopted by the Town Council in 2009.

Keith Warren made a motion, and Gerelene Blevins seconded, to renew the agreement with the North Carolina Department of Public Safety for Mutual Aid and Assistance. All were in favor.

PLANNING MATTERS:

ANNUAL PLANNING BOARD REPORT: Town Planner Leslie M. Meadows 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 Leslie M. Meadows stated that the Planning Board has met one (1) time from April 2016 to April of this year. Town Planner Leslie M. Meadows also stated that the Planning Board met in July 2016.

Town Planner Leslie M. Meadows stated that the Board of Adjustments met one (1) time from April 2016 to April of this year. Town Planner Leslie M. Meadows also stated that the Board of Adjustments met in September 2016.

Town Planner Leslie M. Meadows stated that she wrote thirty-nine (39) zoning permits, met about nine (9) subdivisions and provided zoning assistance to over eighty (80) customers, consisting of various prospective buyers, realtors, property owners, developers, and concerned citizens since August 2016.

Town Planner Leslie M. Meadows stated that there were nineteen (19) Code Enforcement cases that have been completed.

No Council action was needed.

BOARD OF ADJUSTMENT REAPPOINTMENTS: Town Administrator Christopher Todd stated that there are three (3) seat on the Board of Adjustment Committee that expire June of this year. Danny Hamby, a regular Board of Adjustment member, has agreed to serve another term and both alternates, Johnnie Greene (an in-town alternate) and Walter Moore (an ETJ alternate) have both agreed to serve another term as alternates.

Keith Warren made a motion, and Reed Lingerfelt seconded, to reappoint Danny Hamby, Johnnie Greene and Walter Moore to the Board of Adjustment Committee. All were in favor.

UPDATES:

MAY CODE ENFORCEMENT REPORT: Town Planner Leslie M. Meadows stated that there are ten (10) code enforcement cases open:

- Teresa Annas Compton is the owner of a dilapidated house located at 4476 Sawmills School Road. Town Planner Leslie M. Meadows checked with Caldwell County on April 11, 2017, who verified that owner had a 2011 building permit for remodel changed over into her name. Caldwell County stated they would honor the permit if a new contractor takes over;
- WNC Properties, LLC owner of 4209 Creekview Pl. Minimum housing complaint. Town Planner Leslie M. Meadows stated that she has contacted Caldwell County Building Inspectors about meeting to investigate and follow-up on minimum housing complaint;
- David Graham (Landlord) owner of 4176 US Highway 321A. Minimum housing complaint. Town Planner Leslie M. Meadows stated that she has contacted Caldwell County Building Inspectors about meeting to investigate and follow-up on minimum housing complaint;
- Casey Lynn Wallace, owner of 3950-1 Walters MHP Drive. Minimum housing complaint. Town Planner Leslie M. Meadows stated that she has contacted Caldwell County Building Inspectors about meeting to investigate and follow-up on minimum housing complaint;
- Dwayne and Bridget Mann, owner of 4353 Eli Lane/Fancy Place. Garbage, trash, refuse complaint. Town Planner Leslie M. Meadows stated that she verified the complaint on April 27, 2017 and mailed out a letter with a deadline of May 16, 2017. As of May 9, 2017 there has been no response or change;
- Carolyn Bray, owner of 2570 Baker Cir. Abandoned mobile home. There has been no reply and no change in the status of this case;
- Andrew Dehart, owner 4036 US Highway 321A. High grass and junked vehicles. High grass/weeds still need to be tended. Town Planner Leslie M. Meadows stated she had spoken with the local contact, Leslie Kenworthy, on May 16, 2017 and Ms. Kenworthy stated she had paid someone to finish the outside work on the property and they had not completed that work yet;
- Cheney Carter, owner of 4361 Sawmills School Road. Abandoned/dilapidated home. Town Planner Leslie M. Meadows stated that there are no trespassing signs now in place, there was a new high grass/landscaping complaint received on May 9, 2017. Town Planner Leslie M. Meadows stated she spot checked the property on May 9, 2017 and will begin the procedure to get mowers to the property;
- Gena Edwards and Buster Price, owners of 4492 Mayfield Drive. Outdoor storage, junk vehicles and pool complaint. Town Planner Leslie M. Meadows stated that the complaint was verified on April 27, 2017 and a violation letter was mailed with a

deadline of May 16, 2017. Town Planner Leslie M. Meadows stated that she spoke with the homeowner on May 9, 2017 and homeowner has begun removing vehicles and trash. Town Planner Leslie M. Meadows also stated that homeowner agreed to cover the pool until officially treating it to open for use in June. Town Planner Leslie M. Meadows will continue to spot check;

- Arnold and/or Jeff Wilson, owners of 1769 Cahah Mountain Road. Outdoor storage and junk vehicles. Town Planner Leslie M. Meadows stated that the complaint was verified on April 27, 2017 and a violation letter was mailed with a deadline on May 16, 2017. Owner had called and agreed to speak with current tenants. Town Planner Leslie M. Meadows stated that there was little change as of May 9, 2017.

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 thanked everyone for coming out and stated that the meeting had been interesting.

Keith Warren stated that he appreciated everyone who came out to the meeting. Keith Warren stated he hoped everyone had a safe trip home.

Gerelene Blevins thanked everyone for coming out and hoped no one was upset about the meeting.

Jeff Wilson stated that he hoped everyone had a good evening.

Reed Lingerfelt thanked everyone for coming out and hoped everyone had a safe trip home. Reed Lingerfelt also stated that it had been an interesting meeting.

Mayor Joe Wesson wanted to thank everyone for coming out. Mayor Joe Wesson stated that he thought the Town had a great budget and Council had worked hard to make sure there was no tax increase, which is always good.

Mayor Joe Wesson wanted to remind everyone of the Memorial Day celebration on May 29, 2017 at Veterans Park. Mayor Joe Wesson stated that the ceremony will begin at approximately 7:30 p.m.

CLOSED SESSION: PERSONAL MATTERS: Mayor Joe Wesson asked for a motion to go into closed session.

Reed Lingerfelt made a motion, and Joe Norman seconded, to go into Closed Session at 6:59 pm. All were in favor.

Keith Warren made a motion, and Joe Norman seconded, to come out of Closed Session at 7:23 pm. All were in favor.

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

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

Joe Wesson, Mayor

Julie A. Good, Town Clerk