

**TUESDAY, MAY 17, 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
Terry Taylor
Julie A Good

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

INVOCATION: Associate Pastor Paul Puett 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 17, 2016 Agenda.

Keith Warren made a motion, and Reed Lingerfelt seconded, to adopt the May 17, 2016 agenda. All were in favor.

APPROVE APRIL 19, 2016 REGULAR MEETING MINUTES: Mayor Joe Wesson asked for a motion to approve the April 19, 2016 regular meeting minutes.

Gerelene Blevins made a motion, and Joe Norman seconded, to approve the April 19, 2016 regular meeting minutes. All were in favor.

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

Jo Ann Miller wanted to thank Council for the donation of two hundred dollars (\$200.00) to the DAV Chapter 6. The fundraiser raised over fifty-five hundred dollars (\$5,500.00) for the DAV Chapter 6.

Lex Menz, Lenoir News Topic Reporter, wanted to let Council know she is leaving the Lenoir News Topic and has taken a job in Florida. Ms. Menz wanted to thank Council for all that they have done for her to make her feel welcome. The News Topic is in the hiring process for someone to take over as reporter and come to the Sawmills Council meetings.

RECOGNITIONS:

RECYCLE REWARDS WINNER: Mayor Joe Wesson announced Mr. Chip Duncan, as the May Recycle Rewards winner. A credit of twenty-eight dollars (\$28.00) will be added to his sanitation bill. Mrs. Dare Duncan accepted the certificate on Chip Duncan's behalf.

No Council action was required.

PUBLIC HEARING: SMALL BUSINESS ENTREPRENEURIAL ASSISTANCE GRANT:

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

Joe Norman made a motion, Reed Lingerfelt seconded, to open the public hearing. All were in favor.

STAFF COMMENTS/RECOMMENDATIONS: Lisa Helton, with the WPCOG, stated that the purpose of the Public Hearing is to close out the Small Business Entrepreneurial Assistance Grant (SBEA) project. The Town assisted McGee Wood Products. McGee Wood Products purchased new equipment which was a 2012 Peterbuilt truck and two (2) band saws and created ten (10) new jobs. There was two hundred fifty thousand dollars (\$250,000.00) awarded to the Town, two hundred twenty-five thousand dollars (\$225,000.00) was used for equipment and machinery, twenty thousand dollars (\$20,000.00) for administration and five thousand dollars (\$5,000.00) for planning.

PUBLIC COMMENT: Mayor Joe Wesson asked if anyone wished to speak on the SBEA 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 Reed Lingerfelt seconded, to close the public hearing. All were in favor.

COUNCIL ACTION: Reed Lingerfelt made a motion, and Gerelene Blevins seconded, to close the Small Business Entrepreneurial Assistance Grant (SBEA). All were in favor.

DISCUSSION:

RESOLUTION IN SUPPORT FOR FIRE APPRECIATION WEEK:

The Town of Sawmills would like to recognize the efforts and works of the Sawmills Fire Department by adopting a Resolution that the first full week of September will be considered Sawmills Fire and Rescue Appreciation week in order to honor those who have served in the past and are currently serving our local community.

COUNCIL ACTION: Reed Lingerfelt made a motion, and Keith Warren seconded, to adopt the Resolution making the first week of September every year as Town of Sawmills Fire and Rescue Appreciation Week.

FINANCIAL MATTERS:

SAWMILLS ELEMENTARY SCHOOL FUNDING REQUEST: Mayor Joe Wesson stated that Sawmills Elementary School had requested a donation in the amount of one thousand dollars (\$1,000.00).

Gerelene Blevins made a motion, and Joe Norman seconded, to give a donation in the amount of one thousand dollars (\$1,000.00) to Sawmills Elementary School. All were in favor.

BAD DEBT WRITE-OFF: Town Administrator Christopher Todd stated that the Town had a list of 2012 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 three thousand three hundred sixty-two dollars and sixty-six cents (\$3,362.66). Town Administrator Christopher Todd also advised Council that included in the list are twenty (20) accounts the Town has submitted to the NC Debt Setoff Program for Collection. Town Administrator Christopher Todd stated the Town had recovered four thousand one hundred sixty dollars and seventy-four cents (\$4,160.74) from previous years, and currently has collected three hundred seventy-one dollars and thirty-three cents (\$371.33), totaling four thousand five hundred thirty-two dollars and seven cents (\$4,532.07). There are sufficient funds in the budget to cover this.

Jeff Wilson made a motion, and Joe Norman seconded, to approve staff to write off the 2012 list of bad debts accounts in the amount of three thousand three hundred sixty-two dollars and sixty-six cents (\$3,362.66). All were in favor.

PRESENTATION OF FY 2016-2017 BUDGET AND CALL FOR PUBLIC HEARING: Town Administrator Christopher Todd presented to Council a proposed budget for Fiscal Year 2016-2017. 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 2016-2017 totals two million nine hundred ninety-two thousand six dollars (\$2,992,006.00). A few highlights of the proposed budget include no property tax increase; minor increases of the water and sewer rates; no appropriation of

General Fund unrestricted reserves will be made for the fiscal year; 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 21, 2016, to adopt the budget.

Joe Norman made a motion, and Keith Warren seconded, to hold a public hearing on June 21, 2016, to adopt the budget for FY 2016-2017. All were in favor.

PLANNING MATTERS:

ANNUAL PLANNING BOARD REPORT: Town Planner Elinor Hiltz 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 Elinor Hiltz stated that the Planning Board has met two (2) times from February 2015 to April of this year. Town Planner Elinor Hiltz also stated that the Planning Board met in February 2015 and April 2015.

Town Planner Elinor Hiltz stated that she wrote thirty-two (32) zoning permits, met about five (5) subdivisions, wrote twelve (12) zoning verification letters and communicated by email to discuss twenty-three (23) additional properties.

Town Planner Elinor Hiltz stated that there were twenty-one (21) Code Enforcement cases that have been completed.

BOARD OF ADJUSTMENTS MEMBER APPOINTMENTS: Town Planner Elinor Hiltz stated that The Planning and Administration departments propose to stagger the Board of Adjustments terms because at this time six (6) out of seven (7) members' terms expire at the same time. If the terms are staggered there is a potential for more consistency on the Board. Each term will last three (3) years. The following is a suggested way to stagger the terms:

Initial term ending June 2017	Initial term ending June 2018	Initial term ending June 2019
In-Town member (Danny Hamby)	In-Town member (Todd Hess)	In-Town member (Carolyn Evert)
In-Town alternate (Johnnie Greene)	ETJ member (vacant)	ETJ member (Dino DiBernardi)
ETJ alternate (Walter Moore)		

Town Planner Elinor Hiltz stated that she has contacted all Board Members. There will be only one (1) vacancy for an ETJ Member. Council will need to think of a nominee before June's Council Meeting to fill the vacancy on the Board of Adjustments.

ETJ members and alternates will need to be appointed by the Caldwell County Commissioners at their July 18, 2016 meeting.

Joe Norman made a motion, and Gerelene Blevins seconded, to approve the terms and names for Board of Adjustments and stagger the terms as presented to Council. All were in favor.

PLANNING BOARD MEMBER REAPPOINTMENT: Town Planner Elinor Hiltz stated that Clyde Miller's Planning Board term expires in June. Town Planner Elinor Hiltz stated that Clyde Miller is willing to serve again. As an ETJ member, Clyde Miller's appointment will need to go to Caldwell County Commissioners for approval in June 2016.

Jeff Wilson made a motion, and Reed Lingerfelt seconded, to reappoint Clyde Miller to the Planning Board. All were in favor.

UPDATES:

MAY CODE ENFORCEMENT REPORT: Town Planner Elinor Hiltz stated that there are eight (8) code enforcement cases open:

- Steven Killian at 4801 Helton Road. Opportunity for meeting with Town Administrator on May 19, 2016 at 4:30 pm.
- Wendy Hadchin is the owner of a dilapidated house located at 4476 Sawmills School Road. Property may be sold. Town Planner Elinor Hiltz will contact new owners by end of May.
- Tim Hart at 1940 Leah Drive #4. Owner did not remove the mobile home by his deadline. Town will take the next steps to abate the nuisance or fine the owner.
- Caldwell Ready Mix at 2823 Mission Road. Town Planner Elinor Hiltz has offered to meet the complainant after May 20, 2016.
- Matt Yergen address unknown. This is an apartment unit minimum housing complaint. The telephone number is not in service to request further information.
- Janice Cornett, complaint about 2173 Oaktree Lane Apartment #2. Dead animal nuisance and minimum housing complaint. Need code enforcement committee meeting.
- Randall Hamby at 3632 Coble Dairy Road. Falling trees in zoning buffer. Town Planner Elinor Hiltz issued a letter on May 5, 2016 to replace trees by May 31, 2016.
- Rebecca Michael at 4393 Chantilly Drive. Parked car in public right-of-way. Car was removed, case closed.

No Council action was required.

STEERING COMMITTEE MONTHLY REPORT: Town Planner Elinor Hiltz stated that in May the Steering Committee learned about water and sewer systems from Town of

Sawmills Public Works Director Ronnie Coffey. The committee learned that the majority of the water system was funded all at once. The water system covers about ninety percent (90%) of the Town's road frontages and is replaced systematically. The sewer system is funded one small project at a time and covers four hundred eighty-five (485) users (as opposed to two thousand one hundred thirty-nine (2,139) water users). The sewer system rarely needs to be replaced because of its young age.

The committee heard the recommendations from the draft Comprehensive Plan and will receive the text in full in June.

The committee reviewed a draft of the Future Land Use Map and planned the next public input meeting for June 16, 2016 at the Farmers Market Gazebo at 6:00 pm.

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 so far it has been interesting and successful and the budget is going to work and everything else seem to be in order. The Town is making progress.

Keith Warren stated that it was a good meeting. Keith Warren stated he appreciated each and every one that has come to the Council Meetings.

Gerelene Blevins stated that she wanted to thank everyone for coming out tonight and she thinks the Town's budget has went really good and the Council got through another budget season. Gerelene Blevins stated that everyone did a really good job on the budget.

Jeff Wilson stated that he would like to thank everyone for coming out.

Reed Lingerfelt stated that he would like to thank everyone for coming and stated he wished we could get more people to the meetings.

Mayor Joe Wesson stated that he would like to thank everyone for coming and also stated that, as proven, the Council gets some of their best ideas from the citizens. Also Mayor Joe Wesson wanted to thank everyone that came out to the dedication ceremony of the US Motto "In God We Trust" on Sunday. There has been a lot of support for the US Motto on and in the Town Hall. Mayor Joe Wesson wanted to encourage everyone to come to more Council Meetings. So the Council can keep everyone informed.

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

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

Julie A Good, Town Clerk

Joe Wesson, Mayor