

**TUESDAY, NOVEMBER 19, 2024  
TOWN OF SAWMILLS REGULAR COUNCIL MEETING  
6:00PM**

**COUNCIL PRESENT**

Mayor Keith Warren  
Melissa Curtis, Mayor Pro Tem  
Joe Wesson  
Rebecca Johnson  
Bobby Mosteller

**STAFF PRESENT**

Chase Winebarger  
Julie A Good  
Terry Taylor  
Kelly Melton

**COUNCIL ABSENT**

Clay Wilson

**CALL TO ORDER:** Mayor Keith Warren called the meeting to order at approximately 6:00pm.

**INVOCATION:** Landon Hines gave the invocation.

**PLEDGE OF ALLEGIANCE:** Landon Hines led the Pledge of Allegiance.

**ADOPT AGENDA:** Mayor Keith Warren asked for a motion to adopt the November 19, 2024 Agenda.

Melissa Curtis made a motion, and Bobby Mosteller seconded, to adopt the November 15, 2024 Agenda. All were in favor.

**APPROVE OCTOBER 15, 2024 REGULAR MEETING MINUTES:** Mayor Keith Warren asked for a motion to approve the October 15, 2024 regular meeting minutes.

Joe Wesson made a motion, and Rebecca Johnson seconded, to approve the October 15, 2024 regular meeting minutes. All were in favor.

**PUBLIC COMMENT:** Mayor Keith Warren asked if anyone had any questions or comments at this time.

Jody McRary spoke about his code enforcement citation letter.

Sue Hall spoke about code enforcement citations beside her property.

Ann Oakley spoke about her zoning violation.

## **RECOGNITIONS:**

**NOVEMBER RECYCLE REWARDS WINNER:** Mayor Keith Warren announced Kenneth Hodge as the November Recycle Rewards Winner. A credit of forty dollars (\$40.00) will be added to the current sanitation bill.

No Council action was required.

## **DISCUSSION:**

**ORDINANCE DIRECTING TOWN OFFICIALS TO DEMOLISH THE PROPERTY HEREIN DESCRIBED AS AN IMMINENT DANGER TO THE PUBLIC AND DIRECTING THAT A NOTICE BE PLACED THEREON THAT THE SAME MAY NOT BE OCCUPIED:** Mayor Keith Warren stated that Town Code Enforcement Officer Curt Willis has served the Owner(s) of 2514 Crest Lane regarding the minimum housing complaints and held a hearing for the complaints. Mayor Keith Warren stated that Town Code Enforcement Officer Curt Willis has drafted an Ordinance Directing Town Officials to Demolish 2514 Crest Lane As An Imminent Danger To The Public And Directing That A Notice Be Placed Thereon That The Same May Not Be Occupied.

Rebecca Johnson made a motion, and Melissa Curtis seconded, to approve the Ordinance Directing Town Officials to Demolish 2514 Crest Lane As An Imminent Danger To The Public And Directing That A Notice Be Placed Thereon That The Same May Not Be Occupied as written. All were in favor.

**ADA TRANSITION PLAN:** Averi Ritchie, with the Western Piedmont Council of Governments (WPCOG) stated that the Town was presented with a proposed ADA Transition Plan at the regularly scheduled October 15, 2024 Council meeting and a comment period of thirty (30) days has been posted. Averi Ritchie stated that there have been no public comments made in the thirty (30) day period.

Rebecca Johnson made a motion, and Melissa Curtis seconded, to adopt the proposed ADA Transition Plan as written. All were in favor.

## **FINANCE:**

**CSLFRF GRANT PROJECT BUDGET AMENDMENT:** Finance Officer Kelly Melton stated that the Grant Project Ordinance for the Town of Sawmills American Rescue Plan Act of 2021: Coronavirus State and Local Fiscal Recovery Funds adopted April 5, 2022

established a budget for a project to be funded by the Coronavirus State and Local Fiscal Recovery Funds of H.R. 1319 American Rescue Plan Act of 2021 (CSLFRF). The total allocation is one million six hundred fifty-three thousand seven hundred twenty-one dollars and four cents (\$1,653,721.04). The Town of Sawmills received the first tranche in the amount of eight hundred twenty-six thousand eight hundred sixty dollars and fifty-two cents (\$826,860.52) of CSLFRF funds in July 2021 and the second tranche in the amount of eight hundred twenty-six thousand eight hundred sixty dollars and fifty-two cents (\$826,860.52) of CSLFRF funds in July 2022. All grant funds have been expended as of October 2023.

The funds were deposited into an interest-bearing account which produced interest income in the amount of one thousand eighty-eight dollars and twenty cent (\$1,088.20).

The purpose of the budget amendment is of recognizing the interest proceeds as additional revenue and appropriating the revenue to Administration Salaries expenditures.

Rebecca Johnson made a motion, and Bobby Mosteller seconded, to approve the CSLFRF Grant Project Budget Amendment and move one thousand eighty-eight dollars and twenty cents (\$1,088.20) the interest-bearing account to Administration Salaries expenditures. All were in favor.

Finance Officer Kelly Melton stated that the Fiscal Year 2023/2024 audit has not been completed due to Hurricane Helene and a ransomware attack on the offices of the auditors. Finance Officer Kelly Melton stated that the audit will be turned in late, but she doesn't expect any problems with the auditors turning the audit in to the LGC soon. Finance Officer Kelly Melton stated that she spoke with the LGC and informed them of the circumstances and why the Town of Sawmills audit will be late.

**PUBLIC COMMENT:** Mayor Keith Warren asked if anyone had any questions or comments at this time.

No one wished to speak.

#### **UPDATES:**

**NOVEMBER CODE ENFORCEMENT REPORT:** Town Code Enforcement Officer Curt Willis stated that there are three (3) 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 the speed humps have been installed on Waterworks Road and signs have been installed. It was recommended that the speed

humps not be painted for at least one (1) week. The speed humps will be painted withing the next week.

- Town Manager Chase Winebarger stated that all flag football games are now being played at Veterans Park on the football field. Town Manager Chase Winebarger stated that it has been brought to staff's attention that there is not enough parking for all the flag football games. Town Manager Chase Winebarger stated that starting next week that that games will be staggered farther apart for some of the parking to be cleared out to help with the parking situation this season and Town Manager Chase Winebarger stated that he would like to put lights up on the walking trail between the upper and lower parking lots in the off season so that the lower parking lot can be utilized for more parking.
- Town Manager Chase Winebarger stated that the flag football jerseys were not delivered from FedEx for the start of the season. Town Manager Chase Winebarger stated that during the last week said jerseys were posted on Facebook Marketplace for sale. As of Monday, November 18, 2024 a FedEx employee was fired and arrested to stealing the flag football jerseys. The NFL Flag Football League overnighed the Town new flag football jerseys.
- Town Manager Chase Winebarger stated that the real Christmas Tree that was planted at the Farmers Market Field is now dead. Town Manager Chase Winebarger stated that he would like to add money to the Fiscal Year 2025/2026 Budget to buy a Christmas Tree and other miscellaneous Christmas items to put up for next Christmas.
- Town Manager Chase Winebarger stated that Caldwell County's brush removal contract deadline is approaching. Town Manager Chase Winebarger stated that he is not sure if or when Caldwell County will renew the contract. Town Manager Chase Winebarger stated that he will keep Council informed as he learns the information.
- Town Manager Chase Winebarger stated that the Dingo purchased for Parks and Recreation came in last week and is helping tremendously with the cleanup of the waling trail at Veterans Park.
- Town Manager Chase Winebarger stated that the North Carolina Forestry Service came to do a chainsaw class with staff today. Town Manager Chase Winebarger stated that overall, the class went well and there were lots of debris that was cleared off the walking trail at Veterans Park.
- Town Manager Chase Winebarger stated that Christmas in the Market is Saturday, November 23, 2024 from 2:00pm to 8:00pm at the Farmers Market Field. Town Manager Chase Winebarger stated that there are forty-six (46) vendors, food trucks, an ugly sweater contest beginning at 4:00pm, Santa will be arriving at 5:00pm, the Christmas Tree Lighting at 5:30pm, and Christmas Carols from area churches directly after the Christmas Tree Lighting. Town Manager Chase Winebarger also stated that the event company has their own snow machine and will me running the snow machine throughout the event.
- Town Manager Chase Winebarger stated that the scoreboards at Veterans Park will be installed the end of this week or the beginning of next week. Town Manager Chase Winebarger also stated that the grass infield at Veterans Park has now been completed.

- Town Manager Chase Winebarger stated that the TimberKings baseball team announced they were coming to the Town of Sawmills on November 1.

### **COUNCIL COMMENTS:**

Melissa Curtis wanted to thank everyone for coming to the meeting.

Bobby Mosteller wanted to thank everyone for coming to the meeting and thank Landon Hines for the great job he did on the prayer.

Rebecca Johnson water to thank everyone for coming to the meeting.

Joe Wesson wanted to thank everyone for coming to the meeting. Joe Wesson stated that the Veterans Ceramony turned out good. Joe Wesson asked Mayor Keith Warren to thank the singers from Sunrise Baptist Church for the singing of God Bless America and to let them know they did a great job. Joe Wesson thanked Jason and Landon Hines for all their help during the Veterans Ceramony.

Mayor Keith Warren wanted to thank everyone for coming to the meeting and wanted to thank Town Manager Chase Winebarger for the great job he is doing for the Town and for having a good mouth on him. Mayor Keith Warren also wanted to thank Landon Hines for great job he did on the prayer.

**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.

Melissa Curtis made a motion, and Bobby Mosteller seconded, to go into closed session pursuant to N.C.G.S. § 143.318-11(a)(3) at approximately 7:18pm. All were in favor.

Rebecca Johnson made a motion, and Bobby Mosteller seconded, to come out of closed session at approximately 7:48pm. All were in favor.

**AFTER COMING OUT OF CLOSED SESSION,** Town Manager Chase Winebarger stated that the Town Hall, Public Works and Parks and Recreation will be closed Wednesday, November 27, 2024 beginning at 11:30am until Monday, December 2, 2024 at 8:00am.

Town Manager Chase Winebarger stated that the state closing schedule for Christmas is Tuesday, December 24-Thursday, December 26 2024. Town Manager Chase Winebarger stated that Council has given town employees an extra day for the Christmas holidays in the past, which would be Friday, December 27, 2024. Town Manager Chase Winebarger stated that the town employees would be working only one day during the week of Christmas, which would be Monday, December 23, 2024. Town Manager Chase Winebarger stated that, with Council approval, he would like to offer the employees the option of taking Monday, December 23, 2024 as long as eight (8) hours vacation is taken by the employee. Town Council informed Town Manager Chase Winebarger to let employees have Monday, December 23, 2024 as a holiday also.

Town Manager Chase Winebarger stated that the Town of Sawmills employee Christmas

lunch will be on Friday, December 20, 2024 at 11:00am. Town Manager Chase Winebarger stated that he will inform Council of the location as soon as it is determined.

**COUNCIL ADJOURN:** Mayor Keith Warren asked for a motion to adjourn.

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

The meeting was adjourned at approximately 7:58pm.

---

Keith Warren, Mayor

---

Julie A. Good, Town Clerk