

Minutes

Sawmills Town Council Meeting Sawmills Town Hall

Tuesday, October 21, 2025
6:00 PM



Council Attendance:

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

Staff Attendance:

Chase Winebarger, Town Manager
Dustin Millsaps, Planning Director/Assistant Town Manager
Kelly Melton, Finance Officer
Abby Rich, Town Clerk

1. Call to Order

Mayor Keith Warren called the October 21, 2025, meeting to order at 6:04 pm.

2. Invocation

Councilman Mosteller conducted the invocation for those in attendance.

3. Pledge of Allegiance

Planning Director/Assistant Town Manager Dustin Millsaps led the Pledge of Allegiance.

a. Appointment of Clerk

Councilman Wesson made the motion to appoint Abby Rich as the Town Clerk.
Councilwoman Rebecca Johnson made a second to the motion. The motion carried unanimously.

4. Adopt Agenda

Councilman Wilson made the motion to adopt the agenda with a second provided by Councilman Mosteller. The motion carried unanimously.

5. Approve Meeting Minutes

- a. September 16, 2025, Regular Meeting Minutes.

Councilman Wilson made the motion to adopt the meeting minutes with a second provided by Councilwoman Johnson. The motion carried unanimously.

- b. September 16, 2025, Special Meeting Minutes

Councilman Wilson made the motion to adopt the special meeting minutes with a second provided by Councilman Mosteller. The motion carried unanimously.

6. Public Comment

JoAnn Miller came to the podium to speak during the public comment portion. Ms. Miller thanked the town for their donation made to the Rock Creek Coon Club in support of Veterans.

7. Recognitions

There were no recognitions to be made.

8. Finance

- a. Quarterly Update

Finance Officer Kelly Melton came to the podium to provide the Council with a financial update. Ms. Melton began with highlighting the capital purchases made this budget year. Those purchases include paving at Veteran's Park, HVAC at the Baird indoor facility, a service truck, and the Mill Drive project. Ms. Melton continued by informing the Council there have been no invoices received this budget year for the Town Hall Project. Councilwoman Curtis asked if any work has been completed on the project. Work has been completed, but invoices have not been submitted. Ms. Helton provided an update on the BRIC Grant as well as the Helene project at Veteran's Park. Ms. Helton reviewed the cash balances and told the Council that the Town is doing well with a total cash balance of approximately \$14,000,000.

9. Public Comment

None

10. Updates

- a. Brightspeed Encroachment Agreement

Attorney Taylor told the Council the Town has received a check and Brightspeed has signed the encroachment agreement. Once the Council approves the agreement, Town Manager Winebarger can issue the Notice to Proceed. There was a brief discussion about the crews' operation times and the Council asked for a reminder of the name of other fiber provider, which is Ripple Fiber.

- b. Manager Updates:

- i. The first update was concerning FEMA's request for documentation to validate the Town's responsibility for maintenance of the Veterans Park. Manager

Winebarger informed the Council the Town may need to look at reaching out to local congressional representation for project support.

- ii. The second update concerned Republic Services potentially having an inaccurate rooftop count for the Town. The inaccuracy could show a \$100,000 discrepancy in the amount the Town is supposed to pay based on fee structure. Town Staff are currently working to compare counts.
- iii. In the third update, Manager Winebarger told the Council the 321-A waterline project will go out to bid in the Spring.
- iv. Other updates included the indoor recreational facility opening November 3rd, attendance of 4,000+ individuals at the Autumn in the Park event, the Christmas parade taking place on December 6th, the Town's tree lighting taking place on November 22nd, the Town Thanksgiving meal being held on November 25th, the Town Christmas celebration being held December 19th, and code fines being mailed out in the upcoming weeks.
- v. Manager Winebarger requested the Council vote on allowing staff to have December 22 off. Councilman Wesson made the motion to approve the day off for employees. Councilman Mosteller provided a second to the motion and the motion carried unanimously.

c. Council Comments:

- i. All council members thanked those in attendance and Councilman Wesson reminded everyone of the upcoming Veterans Day Celebration on November 8th.

d. Additional Manager Updates:

- i. Manager Winebarger had two additional updates for the Council. The first noted there would be a delay of one week for the Sawmills Fire Department's vote on being taken over by the Town. The second update required Council input regarding paving the remainder of Jett Drive to connect it to Sonnet Drive. After a brief discussion, the Council requested to table this matter for the time being.

11. Adjourn

With there being no more business to attend to, Councilman Wilson made the motion to adjourn. After a second from Councilwoman Johnson, the motion carried unanimously.

Keith Warren, Mayor

Abigail Rich, Town Clerk