

March 21, 2006
Minutes of Town Council Regular Meeting
6:00 P.M.

COUNCIL PRESENT

Bobby Austin
Bob Gibbs
Eddie Bowman
Gerelene Blevins
Joe Wesson
Joe Norman

STAFF PRESENT

Robert Frye
Terry Taylor
Jennifer Nichols

CALL TO ORDER: Mayor Bobby Austin called the meeting to order.

INVOCATION: Pastor Mark Dula gave the invocation.

PLEDGE OF ALLEGIANCE: Mayor Bobby Austin led in saying the Pledge of Allegiance.

APPROVE MEETING MINUTES: February 21, 2006 Regular Meeting minutes were approved on a motion made by Joe Wesson and seconded by Eddie Bowman. All were in favor.

ADOPT AGENDA: Mayor Bobby Austin requested current agenda item 8: Request for Speed Bumps; be dropped with the following item replacing it as Agenda Item 8: Letter of Support for Sawmills Fire Department. Mayor Austin also requested that a Proclamation be declared that the week of April 17 will be Clean Sweep Week as agenda item 9a. On a motion by Eddie Bowman and seconded by Joe Norman the agenda was approved with the changes. All were in favor.

FINANCIAL MATTERS:

FIRST ITEM: Budget Amendment Request: Town Administrator Robert Frye requested a budget amendment in the amount of \$5,731.11 to cover an invoice from NCDOT for the Town's share of an enhancement grant originally awarded to the town in 1999. Administrator Frye recommended pulling funds from the Town's Investment Revenue line item to cover this expenditure. A motion for approval of the appropriation was made by Joe Norman and was seconded by Eddie Bowman. All were in approval.

PLANNING MATTERS:

FIRST ITEM: Planning Board Appointments: Town Administrator Robert Frye informed Council that the members of the Planning Board whose terms ended in February were contacted in regards possible re-appointment. All the members were willing to continue to serve the Town in this capacity. A motion was made by Gerelene Blevins to re-appoint the Planning Board members with terms ending. A second was made by Joe Norman and all were in favor.

REQUESTS:

FIRST ITEM: Letter of Support for Sawmills Fire Department: Councilman Bob Gibbs spoke regarding Sawmills Fire Department's application for a grant from FEMA to purchase Air Pacs. He suggested a letter of support to attach to the application would be beneficial. The grant application is for \$65,000 and is needed by June. A motion was made by Joe Wesson for the Town to draft a letter of support with each councilman's signature. The motion was seconded by Gerelene Blevins and all were in favor.

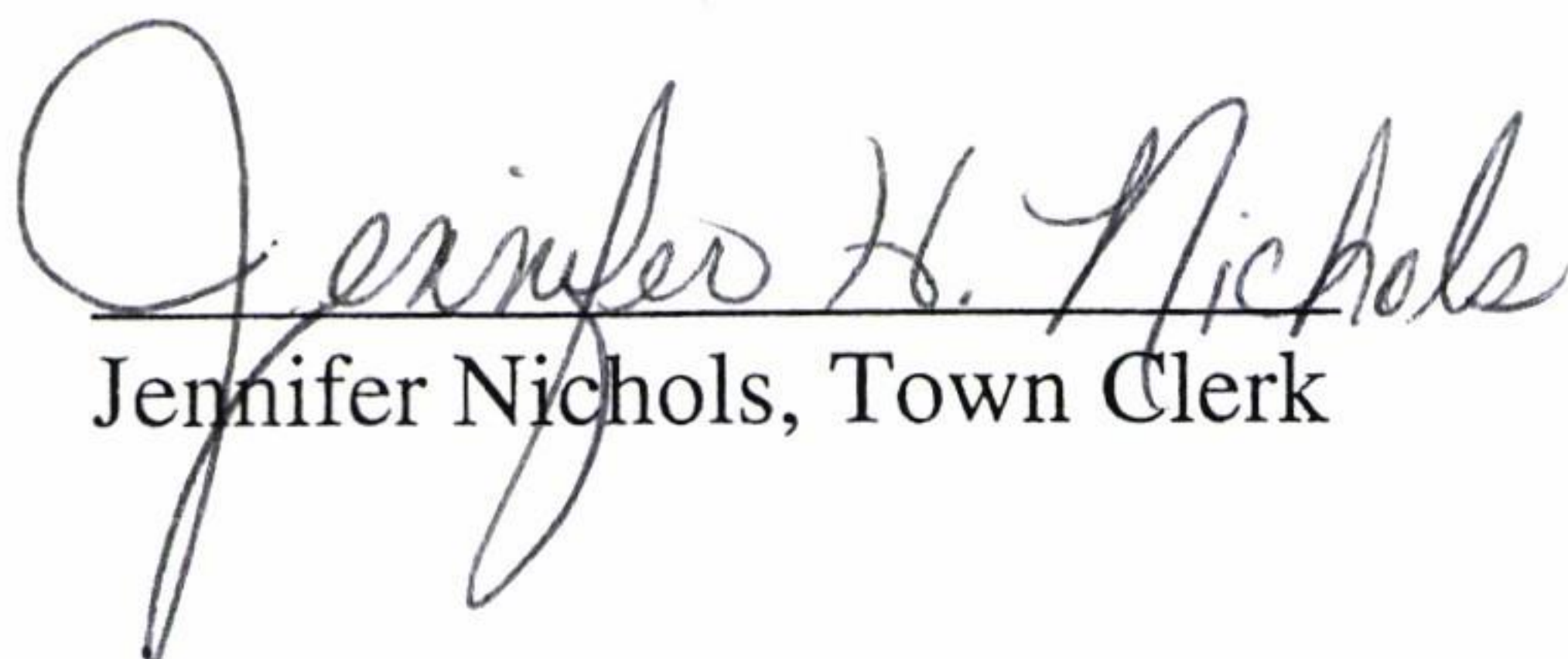
DISCUSSION:

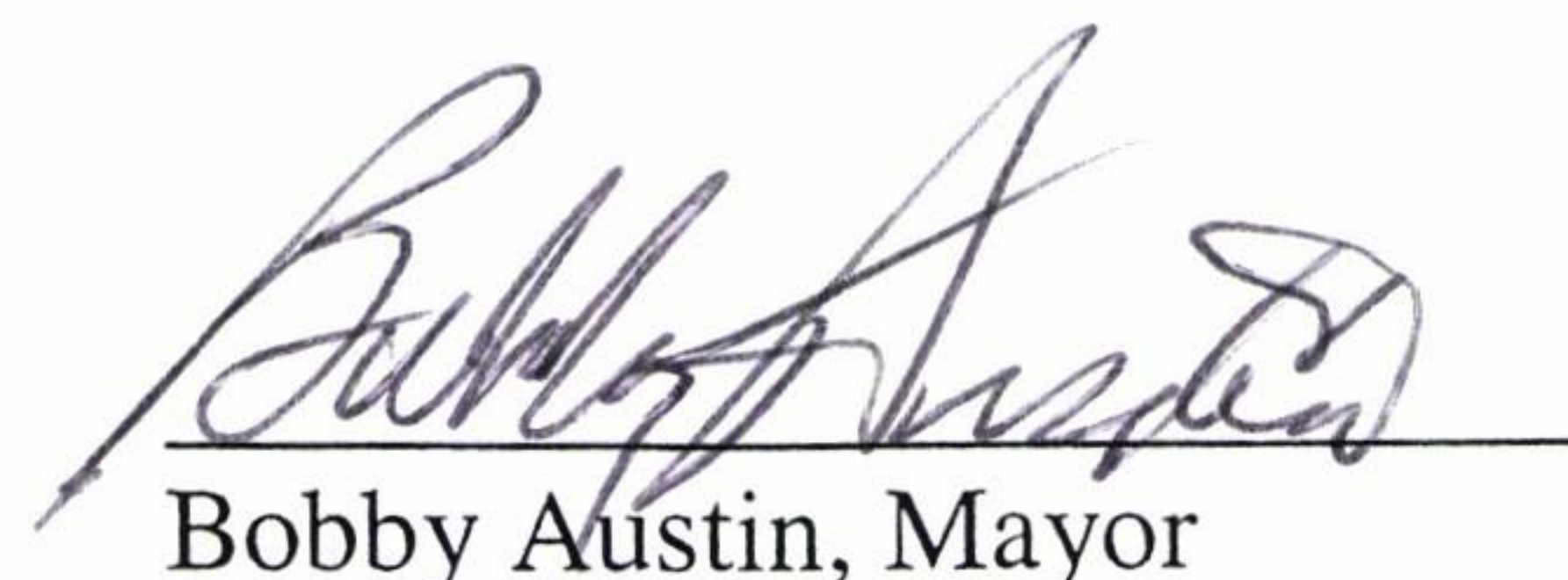
FIRST ITEM: Amendment to Rules for Town Hall Meeting: Councilman Eddie Bowman requested discussion of the Town Hall meeting rules regarding persons wishing to use the meeting as a forum for political campaigning. After some discussion it was agreed to have Town Administrator Robert Frye return to next month's Council Meeting with information of the Town's current policy of language for the public meetings.

SECOND ITEM: Litter Sweep: Discussion was held regarding the "Litter Sweep" program. The Town will be handing out trash bags during the week of April 17-21, 2006 for individuals and organizations to use for litter pickup. Mayor Bobby Austin issued a proclamation naming Saturday, April 22, 2006 "Litter Sweep" pick up day.

TOWN HALL MEETING: There were no speakers during the Town Hall Meeting.

ADJOURN: A motion was made to adjourn the Town Council meeting by Eddie Bowman and was seconded by Joe Wesson. All were in favor.


Jennifer Nichols, Town Clerk


Bobby Austin, Mayor



STATE OF NORTH CAROLINA
DEPARTMENT OF TRANSPORTATION

MICHAEL F. EASLEY
GOVERNOR

P.O. Box 25201, Raleigh, NC 27611-5201

PHONE (919) 733-2520

February 15, 2006

LYNDO TIPPETT
SECRETARY

PROJECT: 8.7131703 (R-4064)
CONTRACT NO.: C200759
COUNTY: Caldwell
DESCRIPTION: Intersections of US 321A and SR 1108 east of US 321A and
SR 1130 west of US 321A in Sawmills.

Bob Frye, Town Manager
Town of Sawmills
4076 US Hwy 321A
Granite Falls, NC 28630

SUBJECT: Reimbursement for Sidewalk

Dear Mr. Frye:

This letter is in regards to sidewalk that was constructed as part of the above project in Sawmills. Kipp Turner, PE, District Engineer has recently written you concerning the portion of sidewalk constructed by Enhancement Agreement along Sawmills School Road. Per the Town's request additional sidewalk was also constructed along Mission Road and US 321A as part of the above TIP Project. The Town also agreed to participate in 20% of the required funds for such sidewalk.

The original project estimate was for \$60,000 of additional sidewalk. This resulted in the estimated Town's portion being \$12,000 (20% x \$60,000). However, upon completion of the project the actual dollar amount of sidewalk constructed was \$28,655.55. Therefore, the Town will be responsible for \$5,731.11. The NCDOT Fiscal Section will be invoicing the Town for this amount in the near future.

Town of Sawmills
February 15, 2006
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If you have any questions or need additional information please contact Trent Beaver, PE,
Division Construction Engineer at 336-667-9111.

Sincerely yours,

M. A. Pettyjohn GTB

M. A. Pettyjohn, PE

Division Engineer – Division 11

MAP/GTB:tb

cc: Earl L. Jones
Kipp Turner, PE
David Poindexter



STATE OF NORTH CAROLINA
DEPARTMENT OF TRANSPORTATION

MICHAEL F. EASLEY
GOVERNOR

LYNDO TIPPETT
SECRETARY

Invoice

Bill To:
TOWN OF SAWMILLS 4076 HWY 321A GRANITE FALLS NC 28630

Order Information
Customer Number: 2074
Invoice Number: 90137077
Purchase Order #: 002691-001_3075_0001
Purchase Order Date: 02/07/2003
Sales Order Number: 128273
Payment Terms: Net due 60 days
Billing Date: 02/20/2006
Due Date: 04/21/2006

Remit To:

North Carolina Department of Transportation
Fiscal Section - Accounts Receivable Unit
1514 Mail Service Center
Raleigh, North Carolina 27699-1514

Contact Person: Earl Jones
Phone: 919-733-3624
Fax: 919-715-8718
Internet: eljones@dot.state.nc.us

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Invoice Details				
Item	Description	Quantity	Unit Price	Amount
0010	Municipal Participation Reimbursement Municipal Agreement executed 2/7/03 consisting of sidewalk construction at the intersection of US 321A and SR 1108 (Mission Road) east of US 321A and SR 1130 (Cajah's Mountain Road) west of US 321A in Sawmills 20% municipal participation in the actual cost of the work associated with the construction of the sidewalks upon completion in one final payment due withing 60 days of invoicing Actual sidewalk construction Cost: \$28,655.55 20% municipal participation: \$5,731.11 See attached documentation for substantiation of invoiced amount Total Amount Due	1 EA	5,731.11	5,731.11 \$ 5,731.11

RETURN THE ATTACHED COPY OF THIS INVOICE TO ENSURE PROPER CREDIT FOR YOUR PAYMENT. REMITTANCES SHOULD BE MADE PAYABLE TO N.C. DEPARTMENT OF TRANSPORTATION, FISCAL SECTION - ACCOUNTS RECEIVABLE UNIT, 1514 MAIL SERVICE CENTER, RALEIGH, N.C. 27699-1514.

IN 19A NCAC 02E.022 FEES (D) .. FAILURE TO PAY A FEE WHEN DUE IS GROUNDS FOR REMOVAL OF THE BUSINESS PANELS AND TERMINATION OF THE CONTRACT.

BUDGET AMENDMENT
TOWN OF SAWMILLS
GENERAL FUND

The Town Council of the Town of Sawmills at a meeting on the 21 day of March, 2006 passed the following resolution.

Be it resolved that the following amendments be made to the Budget Resolution for the fiscal year ended June 30, 2006.

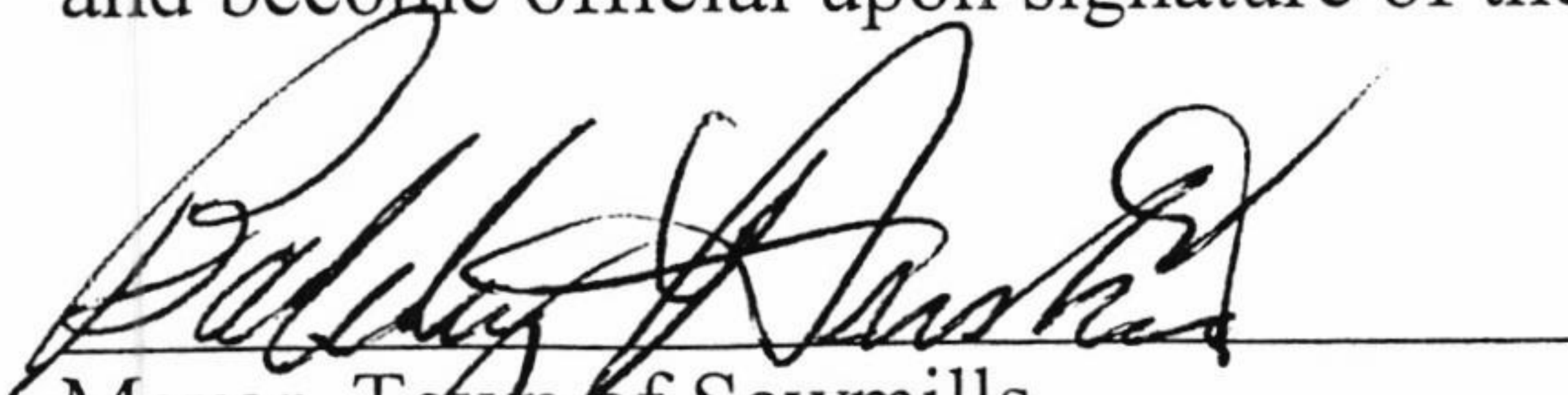
Account Number	Description	Increase	Decrease
Expenditures General Fund			
1-40-4151	Capital Outlay	\$5,731.11	
Revenues General Fund			
1-00-3831	Investment Earnings	\$5,731.11	

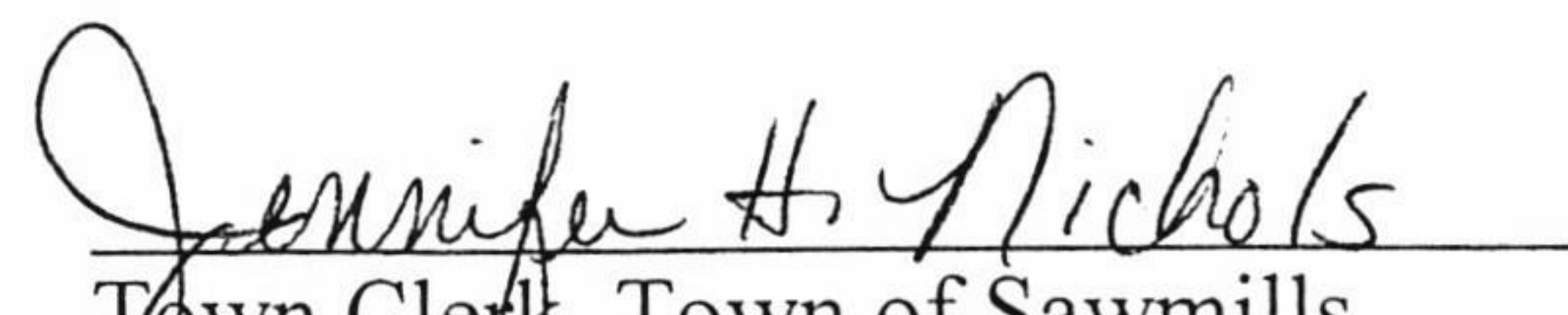
Explanation: To add in Town's expense for sidewalks completed by DOT and recognize excess monies received from investments.

Total Appropriation in Current Budget	\$ 0
Amount of Increase(Decrease) of Above Amendment	\$5,731.11

Total Amount in Current Amended Budget

Passed by majority vote of the Town Council of the Town of Sawmills on the 21 day of March, 2006. This amendment shall be attached to the minutes of such meeting and become official upon signature of the Mayor and Town Clerk.


Mayor, Town of Sawmills


Town Clerk, Town of Sawmills

TOWN OF SAWMILLS
PLANNING BOARD
2nd TUESDAY
5:00 PM

<u>NAME</u>	<u>TERM</u>	<u>ADDRESS</u>	<u>TELEPHONE #</u>
Aubrey Champion	Feb. 06	1566 Cajah's Mtn. Rd. Hudson	396-3587
Jack Mason	Feb. 06	PO Box 267 Hudson	396-5363
Hoke Clark	Feb. 06	2138 Cleo Dr. Hudson	396-2594
Jack Hendrix	Feb. 06	4548 Sawmills Sch Road, Granite Falls	396-2067
Steve Rich (ETJ)	Feb. 06	1407 Cajah's Mtn Rd Hudson	728-7564 (H) 496-1108 (Pg)
Benny Townsend (ETJ)	Oct. 07	4426 Horseshoe Bend Rd Hudson	
Dare Duncan	Oct. 07	1951 Bucks Dr. Hudson	396-7756
Beverly Fry	Oct. 07	6082 Spartan Dr. Hudson	396-4422
Alternates			
Clyde Miller (ETJ)	Oct. 07	4403 Horseshoe Bend Rd. Hudson	728-7980
Phillip Bollinger	Oct. 07	7 N.Main St. #101 Granite Falls	396-7296

SPECIAL MEETING
2006-07 BUDGET WORKSHOP
MINUTES
March 16, 2006

Council Present:
Bobby Austin, Mayor
Joe Norman
Gerelene Blevins
Bob Gibbs
Eddie Bowman

Staff Present:
Bob Frye
Bonnie Mann

Mayor Bobby Austin called the meeting to order at 3:00 pm. After giving the invocation, he led all in the pledge of allegiance.

Mayor Austin asked council for a motion to adopt the agenda. Eddie Bowman made the motion to adopt with Bob Gibbs seconding. All were in favor.

Town Administrator Bob Frye opened the meeting with a review of the 2006-07 proposed Capital Needs List. The list was composed of Capital Budget Needs by Department. Major capital needs discussed in the General Fund were the Backup Generator for Public Works, Paving for Powell Bill and completion of the Veteran's Park Phase I. Also discussed in the Enterprise Fund's Capital Budget Needs was the Cahah Mountain Road Water Line Replacement which would be funded by the Capital Reserve line item.

Mr. Frye reviewed with Council the Capital Improvement Plan (CIP) for the next 5 years broken down by asset classifications and departments.

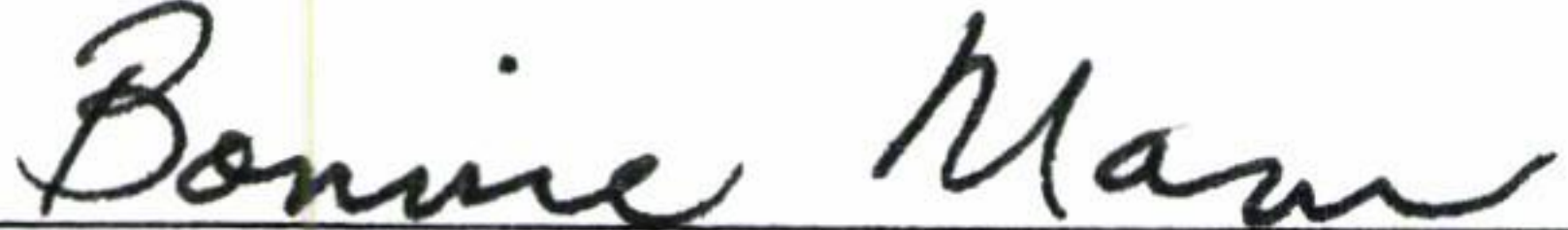
Also discussed were raising Water/Sewer Tap Fees, Park Use Fees, Mileage Adjustment, part time help for the parks and the possibility of hiring a Deputy from the County. All in attendance agreed due to rising cost to install a tap that the fees should reflect the additional expense to the Town. A basic fee of \$500 plus any additional extenuating expenses would be charged to the customer.

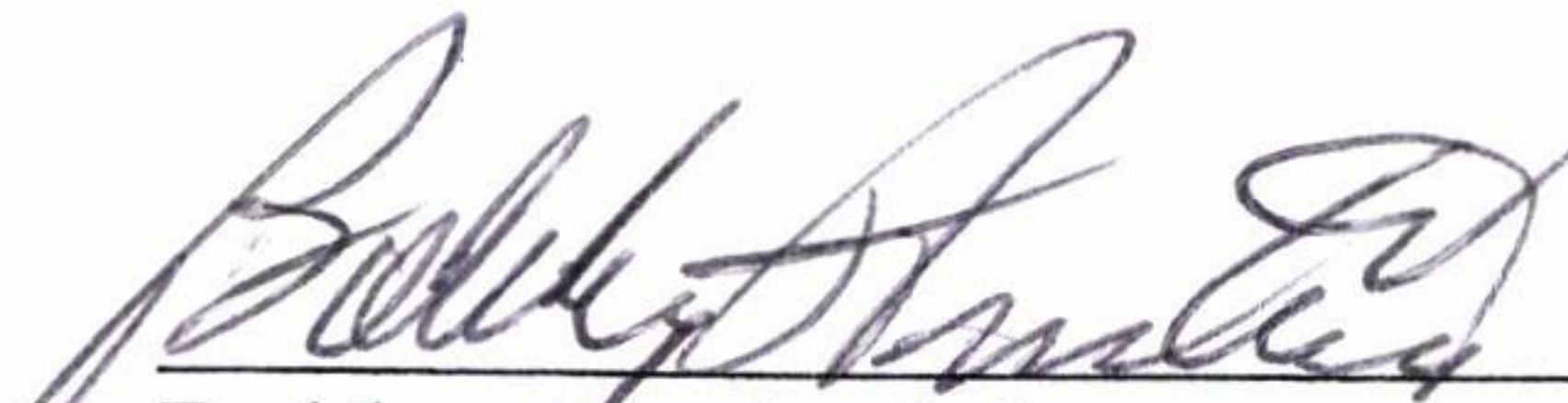
The Basic Park Use Fees discussed were \$50 deposit for in Town residents, with a return of \$25 if the reserved area is clean after use, and \$100 deposit for out of Town residents, with a return of \$50 if reserved area is clean. Also discussed were a Park Policy and a Park Advisory Committee. As the new Park is developed a need for a part-time employee and a Parks & Recreation Director would be needed.

The Mileage Adjustment which would be raising the Town's current rate of \$.405 per mile reimbursement to the IRS recommended \$.445 will be discussed at another meeting.

All were in agreement, if possible, hiring a Deputy from the Caldwell County Sheriff's Department was an excellent idea and would help alleviate some of the problems in the Town such as speeding and would save the Town a tremendous amount of money for police coverage.

At 4:45 Mayor Austin asked for a motion to adjourn the meeting. Eddie Bowman made the motion with Joe Norman seconding. All were in favor.


Bonnie Mann, Finance Director


Bobby Austin, Mayor

**NC Rural Economic Development Center
Water/Sewer Grant Programs**

QUARTERLY & FINAL Report Form

Quarterly Report Period: 12/1/05 to 3/1/06 (to be filed quarterly, see contract for due dates)

Date Submitted: 3/21/06

Project Title: Town-Wide Sewer Study

Contract Number: 02-71-19

Applicant: Town of Sawmills

Address: 4076 US Hwy 321-A

County: Caldwell

Authorized Signer: Robert Frye, manager

Contact Person: Robert Frye

Total Project Cost: \$44,500

☒ **Clean Water Bond Funded**

☐ **Appropriation Funded**

☒ **Capacity**

☐ **Supplemental**

☐ **Unsewered**

☒ **Quarterly Report**

☐ **Final Report**--*Capacity projects must include product, and the resolution of its adoption by the applicant. Supplemental projects must show project benefits such as jobs created/ retained, customers served.

1. Start date of the project: 8/26/04

2. Anticipated completion date: 8/26/06

3. Summary of progress on project for this report period. (*Provide narrative summary and relate activities to project budget*)

Progress thus far has consisted of information gathering, town staff and council meetings/workshops, and preparation of maps and cost estimates. Considerable discussions with town officials have taken place to identify and tackle major issues, such as mandatory hook-ups, limited borrowing capacity of town, and likely effect of debt on user rates. Mapping includes dividing the town limits into drainage basins and logical areas that can be served by separate sewer projects. Also, a number of small projects have been identified that can be implemented separately and built as funds are available. Cost estimates have been prepared for these and they have been prioritized.

In addition, a questionnaire has been sent to every household in town concerning the need for sewer service. These questionnaires are being collected now. The result will be used to help identify failing septic systems and problem areas.

4. Anticipated cost overrun/underrun: none

5. Problems encountered: none

6. Assistance needed: none

7. Status (please check pertinent information):

Project Status

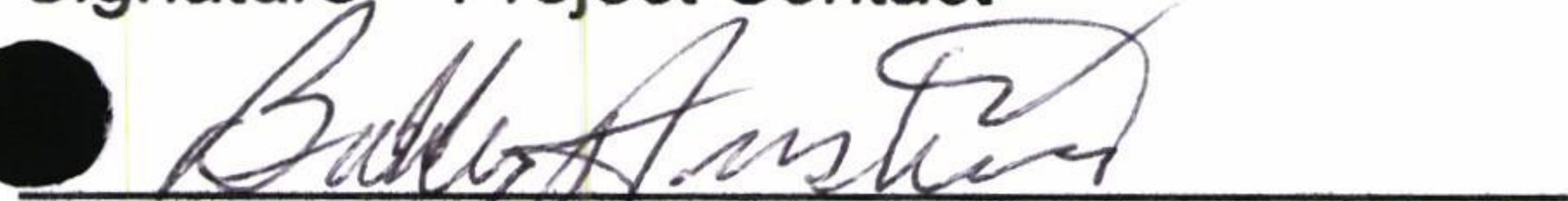
- (1) ☒ Project on schedule
(2) ☐ Project completed
(3) ☐ Project delayed
(4) ☐ Project canceled

Project Cost Status

- (1) ☒ Cost unchanged
(2) ☐ Cost overrun
(3) ☐ Cost underrun


Signature – Project Contact

3-21-06
Date


Signature – Authorized Signer

3-22-06
Date

August 2001