June 7, 2005
MINUTES OF TOWN COUNCIL REGULAR MEETING

COUNCIL PRESENT
David Stamey
Gerelene Blevins
Eddie Bowman

Joe Norman
Joe Wesson
Pat Harrison

STAFF PRESENT
Robert Frye
Sonia Garnes
Terry Taylor

CALL TO ORDER: At a request from Mayor David Stamey who was feeling ill, Mayor Pro-Temp Joe Norman called the meeting to order and welcomed all guests.

INVOCATION: Reverend Buford Pennell gave the invocation.

PLEDGE OF ALLEGIANCE: Mayor Pro-Temp Joe Norman led the audience in saying the pledge of allegiance.

ADOPT AGENDA: Town Administrator Robert Frye requested that the following item be added to the agenda. Adoption of Veteran's Park Project Ordinance as Item 6c; Resignation of Town Clerk as Item 7 with current item 7 Adjourn being changed to Item 8. On a motion made by Pat Harrison and seconded by Joe Wesson the agenda was adopted with changes. All were in favor.

APPROVE May 17, 2005 REGULAR MEETING MINUTES: On a motion made by Eddie Bowman and seconded by Joe Wesson the minutes were approved without any changes. All were in favor.

APPROVE May 17, 2005 SPECIAL MEETING MINUTES: On a motion made by Eddie Bowman and seconded by Joe Wesson the minutes were approved without any changes. All were in favor.

Financial Matters: Presentation of FY 2005-06 Budget

Town Administrator Robert Frye presented to Council the proposed FY 2005-06 Budget. Mr. Frye stated that the budget will include a tax increase from .10 cents to .15 cents per $100.00 valuation. Mr. Frye also stated that the water, sewer and sanitation fees will remain the same. Joe Wesson then made the motion to call for a public hearing on the proposed FY 2005-06 Budget on June 21, 2005 at 6:00 PM. Gerelene Blevins seconded the motion. All were in favor.

Financial Matters: Budget Amendment: Recognition of Unanticipated Revenue

Town Administrator Robert Frye informed Council that the Town received additional Article 44 sales tax revenue and the funds need to be recognized in the budget. Mr. Frye stated that the funds will be used to offset cost in the personnel line item within the Finance Department. Eddie Bowman made the motion to approve the budget amendment with Pat Harrison seconding. All were in favor.

Financial Matters: Veteran's Park Project Ordinance

Town Administrator Robert Frye presented to Council the Veteran's Park Project Ordinance for the construction work with the new veteran's park. Mr. Frye stated that the ordinance will remain in effect until the completion of the project. Mr. Frye stated that the funds in the current year's budget as well as funds projected within the FY 2005-06 budget will be transferred to a new line item created by this ordinance. On a motion made by Eddie Bowman with Joe Wesson seconding the motion passed to approve the veteran's park project ordinance and to move the funds to a new line item. All were in favor.

Personnel Matters

Town Administrator Robert Frye informed Council that Sonia Garnes has resigned position as Town Clerk effective June 17, 2005. Mr. Frye requested Council determine a date for application reviews and interviews. Gerelene Blevins made the motion to review applications on July 14, 2005 at 4:00 pm and to hold interviews on July 28, 2005 at 4:00 pm. The motion was seconded by Pat Harrison. All were in favor.

Joe Wesson made the motion to hire a temporary employee until the position of Town Clerk has been filled. Eddie Bowman seconded the motion. All were in favor.

ADJOURN: On a motion made by Pat Harrison and seconded by Joe Wesson the meeting was adjourned at 6:20 p.m. All were in favor.

Sonia Garnes

Sonia Garnes, Town Clerk

David Stamey, Mayor

FY 2005–06 Budget Ordinance

BE IT ORDAINED BY THE TOWN COUNCIL OF THE TOWN OF SAWMILLS, NORTH CAROLINA:

The following anticipated fund revenues, departmental expenditures, and interfund transfers are approved and appropriated for the Town of Sawmills' operations for the Fiscal Year beginning July 1, 2005, and ending June 30, 2006.

SECTION 1 – General Fund

Revenues:

Property Taxes	**$246,562.00**
Vehicle Taxes	**$21,160.00**
Local Sales Tax	**$513,000.00**
Powell Bill Allocation	**$161,855.00**
Other Revenue	**$146,350.00**
Solid Waste Fee	**$49,200.00**
Fund Balance Appropriated	**$128,243.00**
TOTAL ESTIMATED GENERAL FUND REVENUES	**$1,266,370.00**

Expenditures:

Governing Body	**$17,796.00**
Administration	**$289,116.00**
Public Works	**$154,100.00**
Streets and Highways	**$270,410.00**
Sanitation	**$257,708.00**
Community Development	**$16,000.00**
Parks and Recreation	**$71,240.00**
Operating Transfer to Capital Projects	**$40,000.00**
Interlocal Transfer to Caldwell County	**$150,000.00**
TOTAL ESTIMATED GENERAL FUND EXPENDITURES	**$1,266,370.00**

SECTION 2 – Utility Fund

Revenues:

Water	**$566,150.00**
Sewer	**$102,000.00**
TOTAL ESTIMATED UTILITY FUND REVENUES	**$668,150.00**

Expenditures:

Water	**$522,111.00**
Sewer	**$146,039.00**
TOTAL ESTIMATED UTILITY FUND EXPENDITURES	**$668,150.00**

SECTION 3 – Ad Valorem Taxes

An Ad Valorem tax rate of $0.15 per one hundred ($100) valuation of taxable property, as listed for taxes as of January 1, 2005, is hereby levied and established as the official tax rate for the Town of Sawmills for fiscal year 2005-06. The rate is based upon a total projected valuation of $178,026,000.00 and an estimated collection rate of 95%. The purpose of the ad valorem tax levy is to raise sufficient revenue to assist in financing necessary municipal government operations in Sawmills.

SECTION 4 – Employee Cost of Living Adjustment

The employees of the Town of Sawmills will receive a three percent (3%) cost of living adjustment directed toward their salaries. This adjustment is only given to employees who have permanent, non-probationary status with the Town of Sawmills.

SECTION 5 – Documentation

Copies of this ordinance will be kept on file at Town Hall and shall be furnished to the Town Clerk and Finance Director to provide direction in the collection of revenues and disbursement of Town funds.

SECTION 6 – Special Authorization, Budget Officer

A. The Town Administrator shall serve as Budget Officer.

B. The Budget Officer shall be authorized to reallocate departmental appropriations among the various expenditures within each department.

C. The Budget Officer is authorized to effect interdepartmental transfers of minor budget amendments not to exceed ten percent (10%) of the appropriated funds for the department's allocation which is being reduced. Notification of all such transfers or amendments shall be made to the Town Council at their next regular meeting of that body following the transfers.

SECTION 7 – Restrictions

A. Interfund transfers of moneys shall be accomplished only by authorization from the Town Council.

B. The utilization of any contingency appropriation, in any amount, shall be accomplished only by the authorization from the Town Council. Approval of a contingency appropriation shall be deemed a budget amendment, which transfers funds from the contingency appropriation to the appropriate object of expenditure.

SECTION 8 – Budget Amendments

The North Carolina Local Government Budget and Fiscal Control Act allows the Town Council to amend the budget ordinance any time during the fiscal year, so long as it complies with the North Carolina General Statutes. The Town Council must approve all budget amendments, except where the Budget Officer is authorized to make limited transfers. Please review sections 5 and 6, which outline special authorizations and restrictions related to budget amendments.

SECTION 9 – Utilization of Budget and Budget Ordinance

This ordinance and the budget documents shall be the basis for the financial plan of the Town of Sawmills during the 2005-06 Fiscal Year. The Budget Officer shall administer the budget. The accounting system shall establish records that are in consonance with this budget and this ordinance and the appropriate statutes of the State of North Carolina.

Adopted this 21st day of June, 2005.

David Stamey, Mayor

Robert A Frye

Attest: Robert Frye, Town Administrator

B. The utilization of any contingency appropriation, in any amount, shall be accomplished only by the authorization from the Town Council. Approval of a contingency appropriation shall be deemed a budget amendment, which transfers funds from the contingency appropriation to the appropriate object of expenditure.

SECTION 8 – Budget Amendments

The North Carolina Local Government Budget and Fiscal Control Act allows the Town Council to amend the budget ordinance any time during the fiscal year, so long as it complies with the North Carolina General Statutes. The Town Council must approve all budget amendments, except where the Budget Officer is authorized to make limited transfers. Please review sections 5 and 6, which outline special authorizations and restrictions related to budget amendments.

SECTION 9 – Utilization of Budget and Budget Ordinance

This ordinance and the budget documents shall be the basis for the financial plan of the Town of Sawmills during the 2005-06 Fiscal Year. The Budget Officer shall administer the budget. The accounting system shall establish records that are in consonance with this budget and this ordinance and the appropriate statutes of the State of North Carolina.

Adopted this 21st day of June, 2005.

David Stamey, Mayor

Sonia Garnes

Attest: Sonia Garnes, Town Clerk

Governing Body Resolution

of the

TOWN OF SAWMILLS
(Name of Unit of Local Government)

WHEREAS, certain municipalities and other units of local government of the State of North Carolina, as defined in G.S. 160A-460(2), have agreed to create the NORTH CAROLINA INTERLOCAL RISK MANAGEMENT AGENCY and have agreed to pool the risks of their workers' compensation liabilities and payment of claims for employers' liability coverage pursuant to, and to be governed by, the provisions of North Carolina General Statutes 160A-460 *et seq*. (Part 1 of Article 20 of Chapter 160A);

NOW, THEREFORE, BE IT RESOLVED that the above named unit of local government elects to become a member of the NORTH CAROLINA INTERLOCAL RISK MANAGEMENT AGENCY upon the terms and conditions stated in the "Interlocal Agreement for a Group Self-Insurance Pool For Workers' Compensation Risk Sharing," with such future policy renewals constituting a continuing ratification of this decision to be a member of the Agency and to abide by the terms and conditions of the Interlocal Agreement.

NOW, THEREFORE, BE IT FURTHER RESOLVED that the duly authorized officials of the above named unit of local government are directed to execute in the name of said unit the "Interlocal Agreement for a Group Self-Insurance Pool for Workers' Compensation Risk Sharing," a copy of which is attached to and made a part of this Resolution.

I certify that this is a true and correct copy of this Resolution, duly adopted by the governing body on the 26th day of July, 2005, as it appears of record in its official minutes.

TOWN OF SAWMILLS
(Name of Unit of Local Government)

By: [signature]
(Mayor, or Board Chair)

ATTEST: Jennifer Nichols
(Clerk, or Secretary to the Board)

(SEAL)

BUDGET AMENDMENT
TOWN OF SAWMILLS
______General___ FUND

The Town Council of the Town of Sawmills at a meeting on the 7 day of June, 2005 passed the following resolution.

Be it resolved that the following amendments be made to the Budget Resolution for the fiscal year ended June 30, 2005.

Account Number	Description	Increase	Decrease
	Expenditures		
1-46-4151	Capital Outlay – Parks & Recreation		$50,000
1-00-4493	Operating Transfer – Capital Projects	$50,000	

Explantion:

To move Capital Outlay expense for new park to Capital Projects Budget.

Total Appropriation in Current Budget	$50,000
Amount of Increase(Decrease) of Above Amendment	$ 0
Total Amount in Current Amended Budget	$50,000
Add additional monies to accounts	0
Total Appropriation in Current Budget	$50,000
Amount of Increase(Decrease) of Above Amendment	$ 0
Total Amount in Current Amended Budget	$50,000

Passed by majority vote of the Town Council of the Town of Sawmills on the 7th day of June, 2005. This amendment shall be attached to the minutes of such meeting and become official upon signature of the Mayor and Town Clerk.

____
Mayor

____
Town Administrator

June 24, 2005
MINUTES OF TOWN COUNCIL MEETING

COUNCIL PRESENT
Eddie Bowman
Joe Wesson
Gerelene Blevins
Pat Harrison

STAFF PRESENT
Robert Frye
Bonnie Mann

CALL TO ORDER: Due to the absence of Mayor David Stamey and Mayor Pro-Tem, Joe Norman, Gerlene Blevens made a motion to nominate Eddie Bowman to chair the Council Meeting, with Joe Wesson seconding. All were in agreement. Mr. Bowman called the meeting to order and welcomed all guests.

INVOCATION: Councilman Eddie Bowman gave the invocation.

PLEDGE OF ALLEGIANCE: Councilman Eddie Bowman led the audience in saying the pledge of allegiance.

ADOPT AGENDA: Joe Wesson made the motion to adopt the agenda with Pat Harrison seconding. All were in favor.

APPROVE MINUTES OF JUNE 7, 2005 REGULAR MEETING MINUTES: On a motion made by Gerelene Blevins, seconded by Pat Harrison, Council voted to approve the minutes of the previous meeting.

PUBLIC HEARING: 2005-06 BUDGET

On a motion from Joe Wesson, seconded by Gerelene Blevens, all were in favor to open the Public Hearing on the proposed budget. Mr. Frye began by reviewing briefly with Council and members of the audience the proposed 2005-06 Budget. During the Public Comment two people spoke.

Lloyd Carter spoke against the tax increase and also had questions regarding when sewer lines would be run in his development.- Council informed Mr. Carter than they were carefully reviewing all segments of the town that needed sewer lines.

Dikes Wilson spoke against the tax increase also.

The Public Hearing was closed with a motion from Joe Wesson, seconded by Pat Harrison. All were in favor.

With a motion from Joe Wesson, seconded by Gerelene Blevins, all were in favor to adopt the 2005-06 Budget.

PLANNING MATTERS:

Ralph Pope request for a Minor Subidivision of property was approved by Council as recommended by the Planning Board.

Terry Crouse's request for a Minor Subdivision was approved contingent upon relocation of power lines across the property as the Planning Board had suggested.

PERSONNEL MATTERS:

Mayor David Stamey requested a change in the date of the July 19th Council Meeting to July 26. On a motion made by Gerelene Blevins, and seconded by Joe Wesson, all were in agreement to change the meeting to July 26.

ADJOURN:

On a motion made by Joe Wesson, seconded by Pat Harrison, all were in favor to close the meeting at 6:45.

Bonnie Mann

Bonnie Mann, Finance Director

Robert Frye, Town Administrator

July 26, 2005
MINUTES OF TOWN COUNCIL REGULAR MEETING

COUNCIL PRESENT	STAFF PRESENT
David Stamey	Robert Frye
Joe Norman	Terry Taylor
Pat Harris	Jennifer Nichols
Eddie Bowman	
Gerelene Blevins	
Joe Wesson	

CALL TO ORDER: Mayor David Stamey called the meeting to order.

INVOCATION: Councilmember Eddie Bowman gave the invocation.

PLEDGE OF ALLEGIANCE: Mayor David Stamey lead the audience in saying the Pledge of Allegiance.

ADOPT AGENDA WITH ADDENDUM: Mayor David Stamey requested the following item: Water Cut Offs to be added to the agenda. Town Administrator Robert Frye suggested that this be added as agenda item 8 and that current agenda item 8 Town Hall Meeting; and agenda item 9; Closed Session to become item number 9 & 10 on the agenda. On a motion made by Joe Norman and seconded by Eddie Bowman the agenda was approved with the changes. All were in favor.

APPROVE June 24, 2005 REGULAR MEETING MINUTES: On a motion made by Eddie Bowman and seconded by Joe Norman the minutes were approved without any changes. All were in favor.

FINANCIAL MATTERS: Town Administrator Robert Frye presented a purchase order request for the purchase of an additional trash can tipper for each of the town's two trash trucks. Mr. Frye stated that there were sufficient funding in the budget to cover the expenditure and he requested approval of the purchase order in the amount of $6,980.68.

On a motion was made by Gerelene Blevins and seconded by Eddie Bowman. All were in favor.

N.C. LEAGUE OF MUNICIPALITIES INSURANCE RESOLUTION: Town Administrator Robert Frye presented a request by the N.C. League of Municipalities that the town adopt the recently amended membership agreement. Mr. Frye informed council that this agreement is strictly an administrative matter and would not affect the town's insurance premiums in any way.

Joe Wesson made a motion to approve the agreement with Eddie Bowman seconding the motion. All were in favor.

DISCUSSION: CALDWELL COUNTY RAILROAD: Town Administrator Robert Frye explained two items concerning the railroad were up for discussion.

First Item – Sawmill School Road Rail Crossing: Council reviewed a letter received from Mr. Don McGrady, President of Caldwell County Railroad Company. Mr. McGrady had been invited to attend the Council Meeting to discuss the situation in regard to the Sawmills School Road rail crossing and its repair, but declined to attend.

Mr. Frye recommended that any response to Mr. McGrady's letter be handled by the town's attorney, Terry Taylor.

Second Item – Keith Avenue Rail Crossing: Council discussed a request from NCDOT to participate in a crossing upgrade project for the Keith Avenue rail crossing. After much discussion, Council decided not to participate in the project at this time.

Joe Norman then made a motion for town attorney, Terry Taylor to draft two letters; one responding to Mr. McGrady and one responding to the NCDOT request. Gerelene Blevins seconded and all were in favor.

DISCUSSION: WATER CUT OFF POLICY: Mayor David Stamey asked council to consider amending the current water cut off policy concerning afternoon reconnection deadlines. After much discussion Council decided to make no changes to the current policy.

TOWN HALL MEETING: No one was present to speak.

At 6:48 pm Eddie Bowman made the motion to enter closed session for the purpose of Attorney/Client Privilege and Personnel matter. The motion was seconded by Gerelene Blevins. All were in favor. No action was taken.

CLOSED SESSION: Motion was made by Joe Wesson to exit closed session and seconded by Eddie Bowman. All were in favor.

ADJOURN: On a motion made by Eddie Bowman and seconded by Pat Harrison. All were in favor.

Jennifer Nichols, Town Clerk

David Stamey, Mayor

Agenda Item 6

MEMO

DATE: July 21, 2005

SUBJECT: N.C League of Municipalities Insurance Resolution

Discussion:

The Town of Sawmills is a member of the League of Municipalities Insurance Pool. We have been asked by the League to review and adopt the recently amended membership agreement by passing the resolution enclosed with the amended membership agreement.

The adoption of this membership agreement is strictly an administrative matter on the part of the League and does not effect or insurance premiums in any way.

Recommendation:

Staff would recommend adoption of NCLM amended membership agreement.

August 16, 2005
Minutes of Town Council Regular Meeting

COUNCIL PRESENT
David Stamey
Eddie Bowman
Joe Wesson
Gerelene Blevins
Pat Harrison
Joe Norman

STAFF PRESENT
Robert Frye
Terry Taylor
Jennifer Nichols

CALL TO ORDER: Mayor David Stamey called the meeting to order.

INVOCATION: Rev. Rick Crouse gave the invocation.

PLEDGE OF ALLEGIANCE: Mayor David Stamey led in saying the Pledge of Allegiance

ADOPT AGENDA WITH ADDENDUM: Mayor David Stamey requested the following item: Water Cut Off policy to be added to the agenda. Town Administrator Robert Frye suggested that this be added as agenda item 8 and that the current agenda item 8 Town Hall Meeting; and agenda item 9; Closed Session to become item numbers 9 & 10 on the agenda. On a motion made by Joe Norman and seconded by Pat Harrison the agenda was approved with the changes. All were in favor.

APPROVE MEETING MINUTES: For July 26, 2005 Regular Meeting; July 26, 2005 Closed Session; August 3, 2005 Special Meeting, and August 3 Special Meeting Closed Session Minutes. On a motion made by Gerelene Blevins and seconded by Joe Wesson the minutes were approved. All were in favor.

FINANCIAL MATTERS:

First Item - Sawmills School Donation: Town Administrator Robert Frye presented a request for donation to Sawmills Elementary School for the "Encourage Students to Read" program. Mr. Frye stated there were sufficient funds in the budget to cover this expense and that the town has supported the school with a yearly donation of $500.00 in the past.

A motion was made by Gerelene Blevins and seconded by Pat Harrison. All were in favor.

Second Item – Community College Job Assistance Clearing House: Town Administrator Robert Frye presented a request for donation to the Community College job Assistance Clearing House, which is being offered for dislocated and unemployed workers. Mr. Frye stated there were sufficient funds in the budget to cover this expenditure.

A motion was made by Gerelene Blevins and seconded by Joe Wesson. All were in favor

Third Item – Change Order/Budget Amendment: Veterans Park
Town Administrator Robert Frye informed Council that no bids had been received for the construction of the paved section of hiking trail at Veteran's Park. Mr. Frye then informed Council that the contractor that the Town has currently retained to do the grading on the parking lot area at Veteran's park would be willing to do the work in question. Mr. Frye stated that the cost estimate submitted by APAC for this phase of the project was reasonable and he recommended that Council approve a change order to the existing contract with APAC to include the hiking trail construction in the amount of $72,177.70.

A motion was made by Joe Wesson and seconded by Eddie Bowman. All were in favor.

Budget Amendment: Town Administrator Robert Frye requested a budget amendment to comply with our auditor's requirement that the full amount of $85,000.00 that the Town is to receive from Duke Energy for use at Veteran's Park be appropriated from fund balance. Mr. Frye stated that this amount will be reimbursed from Duke Energy as per their agreed upon contribution once the project is completed.

A motion was made by Eddie Bowman and seconded by Joe Norman. All were in favor.

PLANNING MATTERS:

FIRST ITEM – Jerry Bryant - Minor Subdivision/Recombination Request: Town Administrator Robert Frye presented a request for a minor subdivision and recombination of property owned by Mr. Jerry Bryant. The Planning Board has reviewed and recommends approval of this request. A motion was made by Joe Wesson and seconded by Gerelene Blevins. All were in favor.

SECOND ITEM – Roger Coffey – Minor Subdivision Request: Town Administrator Robert Frye presented a request for a minor subdivision of property owned by Mr. Roger Coffey. The Planning Board has reviewed and recommends approval of this request. A motion was made by Joe Norman and seconded by Pat Harrison. All were in favor.

THIRD ITEM – Hartley Heirs – Minor Subdivision Request: Town Administrator Robert Frye presented a request for a minor subdivision of property owned by the Hartley Heirs. The Planning Board has reviewed and recommends approval of this request. A motion was made by Joe Norman to approve this request contingent on a right of way. This motion was seconded by Pat Harrison. All were in favor.

FOURTH ITEM – Hartley Heirs – Major Subdivision Preliminary Approval: Town Administrator Robert Frye presented a request for preliminary approval for a major subdivision of property owned by the Hartley Heirs. The Planning Board has reviewed and recommends approval of this request. A motion was made by Joe Norman for preliminary approval contingent on each lot being connected to the town's water system before the deeds are drawn up and each lot receive approval from the Caldwell County Health Department for the septic tank. This motion was seconded by Joe Wesson. All were in favor.

FIFTH ITEM – Hayes Mill Landing – Phase 2 and Phase 3 Preliminary Approvals: Town Administrator Robert Frye presented a request for preliminary approval for the Hayes Mill Landing Phases 2 and 3. The Planning Board has reviewed and recommends approval of this request. A motion was made by Gerelene Blevins and was seconded by Eddie Bowman. All were in favor.

DISCUSSION – Water Cut Off Policy: Mayor David Stamey presented a request for a Grievance Committee to be formed to hear concerns of the town's citizens whose water has been disconnected. A motion was made by Joe Wesson to leave the water cut off policy as is. After much discussion a request was made to Town Administrator Robert Frye to return to Council next month with the expense of having a water department employee available to reconnect water after 3:30 pm. Joe Wesson then tabled his motion until Mr. Frye presents the figures at the next Council meeting.

TOWN HALL MEETING: No one was present to speak.

At 7:05 p.m. Joe Norman made the motion to enter closed session for the purpose of Attorney/Client Privilege. The motion was seconded by Pat Harrison. All were in favor. No action was taken.

CLOSED SESSION – At 7:15 p.m. motion was made by Pat Harrison to exit closed session and was seconded by Joe Wesson. All were in favor.

ADJOURN: At 7:18 p.m. a motion was made by Joe Wesson to adjourn and was seconded by Eddie Bowman. All were in favor.

Jennifer Nichols, Town Clerk

David Stamey, Mayor

BUDGET AMENDMENT
TOWN OF SAWMILLS
GENERAL FUND

The Town Council of the Town of Sawmills at a meeting on the 16 day of AUGUST, 2005 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		
1-00-4493	Operating Transfer to Special Projects	$85,470.18	
	Revenues		
1-00-3990	Fund Balance Appropriated	$85,470.18	

Explanation: To transfer monies to Special Projects Fund for balance of Phase 1-A ($13,292.48 balance), and Phase 1-B ($72,177.70), of Veteran's Park.

Total Appropriation in Current Budget	$ 0
Amount of Increase(Decrease) of Above Amendment	$85,470.18

Total Amount in Current Amended Budget

Passed by majority vote of the Town Council of the Town of Sawmills on the 16 day of August, 2005. 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

Jennifer Nichols
Town Clerk, Town of Sawmills

September 20, 2005
Minutes of Town Council Regular Meeting

COUNCIL PRESENT	STAFF PRESENT
David Stamey	Robert Frye
Joe Norman	Terry Taylor
Eddie Bowman	Jennifer Nichols
Gerelene Blevins	
Pat Harrison	
Joe Wesson	

CALL TO ORDER: Mayor David Stamey called the meeting to order.

INVOCATION: Eddie Bowman gave the invocation.

PLEDGE OF ALLEGIANCE: Mayor David Stamey led in saying the Pledge of Allegiance.

ADOPT AGENDA: On a motion made by Eddie Bowman and seconded by Joe Wesson the agenda was approved. All were in favor.

APPROVE MEETING MINUTES: August 16, 2005 Regular Meeting; August 16, 2005 Closed Session minutes were approved on a motion made by Joe Norman and seconded by Pat Harrison. All were in favor.

FINANCIAL MATTERS: Town Administrator Robert Frye presented bids for the paving of Helton Road, Marcus Drive and the lift station access road behind Sawmills Elementary. Bids were as follows:

Apac	$174,373.00
Boggs Paving	$185,766.70
Burke Paving and Grading	$128,806.00

Burke Paving and Grading came in with a low bid of $128,806.00. On a motion by Joe Wesson and seconded by Gerelene Blevins the bid was approved. All were in favor.

PLANNING MATTERS:

FIRST ITEM: Joe Helton - Minor Subdivision Request: Town Administrator Robert Frye presented a request for a minor subdivision of property owned by Joe Helton. The intent of the request is to split the property into four pieces. Each lot has adequate road frontage and meets the requirement of the Town ordinance. The Planning Board has reviewed and recommends approval of this request. A motion was made by Gerelene Blevins and seconded by Eddie Bowman. All were in favor.

SECOND ITEM: Daniel Miller – Minor Subdivision Request: Town Administrator Robert Frye presented a request for a minor subdivision of property owned by Daniel Miller. The intent of the request is to split the property into three pieces. In order to meet the access requirements for lot 3, a permanent right of way access agreement will be required. The Planning Board has reviewed and recommends approval of this request. A motion was made by Joe Wesson that approval is to be given contingent upon a right of way being signed. The motion was seconded by Gerelene Blevins and all were in favor.

EMPLOYEE APPRECIATION PROGRAM: Councilman Joe Wesson presented a request for discussion on consideration of an Employee Appreciation Program. Mr. Wesson suggested creating a program whereby employees are recognized for outstanding job effort. After considering the matter, Council decided that such a program would be beneficial and that the Town Administrator, Public Works Director and Assistant Public Works Director would be responsible for determining which employees would be selected. Those selected would receive a half day off with pay. Motion was made by Joe Wesson and seconded by Joe Norman. All were in favor.

UPDATES:

FISHING PIER: Town Administrator Robert Frye gave an update on the progress of the Fishing Pier to the Council. Mr. Frye stating the pier was finished and suggested a dedication and ribbon cutting ceremony to commemorate its completion. A preliminary date for the dedication was set for October 3, 2005.

WATER CUT-OFF POLICY: Town Administrator Robert Frye gave an update on the cost of having a person on call after cut off time of 3:30 pm. The cost was as follows:

Average cost for overtime: $26.00 per hour X 2.5 hour (3:30 – 6:00) = **$65.00 per day**
Average need for on call is 3 days: $65.00 x 3 days = **$195.00 per month**
$195.00 per month x 12 months = **$2,340.00 per year**

It was decided to leave the water cut off policy as is.

NCLM ANNUAL CONFERENCE: The NC League of Municipalities Conference is being held in Hickory, NC on October 16-18. Council members were asked to notify the Town Clerk if they are interested in attending.

TOWN HALL MEETING: No one was present to speak.

SEPTEMBER 20, 2005
CLOSED SESSION

The Sawmills Town Council met in closed session September 20, 2005 to consider the following issues:

1. **Personnel:**

Item 1: After much discussion it was recommended that Michael Brown be placed on permanent lay off status due to no improvement in his medical condition.

Item 2: Town Administrator Robert Frye offered for discussion hiring 2 new employees to fill vacancies at Public Works. Both openings are to have a starting wage of $8.00 an hour. After completion of the interview process he recommended Maynard Goble and Christopher Candler for those positions.

Item 3: Town Administrator Robert Frye gave an update on hiring Kim Gragg to fill the office assistant position. Ms. Gragg had accepted the position then decided not to begin work. Mr. Frye recommended hiring the current temp, Kacee Westerbrooks to fill the position. After some discussion it was agreed to hire Ms. Westerbrooks contingent upon an upgrade in her wardrobe within an acceptable amount of time. Starting wage is to be $8.00 an hour.

Joe Wesson made a motion to return to the regular meeting with a second by Eddie Bowman. All were in favor.

Jennifer H. Nichols

Jennifer Nichols, Town Clerk

David Stamey, Mayor

October 18, 2005
Minutes of Town Council Regular Meeting

COUNCIL PRESENT
David Stamey
Joe Norman
Eddie Bowman
Gerelene Blevins
Pat Harrison
Joe Wesson

STAFF PRESENT
Robert Frye
Terry Taylor
Jennifer Nichols

CALL TO ORDER: Mayor David Stamey called the meeting to order.

INVOCATION: Eddie Bowman gave the invocation.

PLEDGE OF ALLEGIANCE: Mayor David Stamey led in saying the Pledge of Allegiance.

ADOPT AGENDA: On a motion made by Eddie Bowman and seconded by Pat Harrison the agenda was approved. All were in favor.

APPROVE MEETING MINUTES: September 20, 2005 Regular Meeting; September 20, 2005 Closed Session minutes were approved on a motion made by Gerelene Blevins and seconded by Joe Wesson. All were in favor.

PRESENTATION: Chris Costner and Amber McGinnis of Martin, Starnes, and Associates presented the 2004-2005 audit. Mr. Costner reported that no problems emerged during the audit and that the town had received a "clean" audit. No action by Council was necessary.

FINANCIAL MATTERS:

FIRST ITEM: Water Department Material Purchase Request – Town Administrator Robert Frye presented a request for material and supplies for the Water Department. Bids were solicited from area vendors. Only those items which the vendor was the low bidder on are listed for each particular vendor:

Ferguson Enterprises	$638.00
Winwater Company	$1,417.56
TEC Utilities	$3,284.35
Mainline Supply	$2,889.30
TOTAL	$8,226.21

The request was approved on a motion by Joe Wesson and seconded by Gerelene Blevins. All were in favor.

SECOND ITEM: Request for Donation – Mayor David Stamey requested this item be put on the agenda. Town Administrator Robert Frye then presented a request from South Caldwell Optimist Club asking for a donation in the amount of $500. After some discussion it was decided to table the request until the next Council meeting after the Optimist Club is contacted to see what the donation monies would be specifically used for.

PLANNING MATTERS:

FIRST ITEM: Robert Howell - Minor Subdivision Request: Town Administrator Robert Frye presented a request for a minor subdivision of property owned by Robert Howell located on Cloninger Way off Hwy 321 and Wildwood Street located off Spartan Drive. The intent of the request is to split the property into two lots. Mr. Frye informed Council that access to the newly created lot will be via Hwy 321 and will require an access agreement by NCDOT. A copy of a letter from NCDOT granting access to the lot in question via a driveway permit was available. The Planning Board has reviewed and recommends approval of this request. A motion was made by Eddie Bowman and seconded by Joe Norman. All were in favor.

SECOND ITEM: James Fox – Minor Subdivision/Recombination Request: Town Administrator Robert Frye presented a request for a minor subdivision of property owned by James Fox. The intent of the request is to split the property into four pieces. Mr. Fox is also requesting two separate recombinations whereby two of the newly created lots would be combined with two existing lots. The Planning Board has reviewed and recommends approval of this request. A motion was made by Joe Wesson and was seconded by Gerelene Blevins and all were in favor.

THIRD ITEM: Dykes Wilson – Minor Subdivision Request: Town Administrator Robert Frye presented a request for a minor subdivision of property owned by Dykes Wilson located off Hickory Nut Ridge Road. The property in question involves the creation of a new ½ acre lot. Including this lot, the property in question is divided into 4 parcels which is the maximum allowable number under the family subdivision rules. The Planning Board has reviewed and recommends approval of this request. A motion was made by Gerelene Blevins and was seconded by Joe Wesson and all were in favor.

TOWN HALL MEETING: During the Town Hall Meeting Sylvia Wilson, Paula Wilson and Eddie Wilson all spoke to the Council regarding their concerns about their water bills and the town's water policies.

CLOSED SESSION: At 7:15 p.m. Joe Wesson made the motion to enter closed session for the purpose of Attorney Client Privilege. The motion was seconded by Eddie Bowman. All were in favor.

At 7:30 p.m. Eddie Bowman made the motion to return to regular session. The motion was seconded by Gerelene Blevins. All were in favor. No action was taken.

FOURTH ITEM: During the September 26, 2005 Council Meeting a request was received a request for a $500.00 donation from South Caldwell Optimist Club. Council tabled the request until South Caldwell Optimist Club could provide information on what the funds will be used for. Council once again considered the request at the November 15th meeting. Town Administrator Robert Frye informed Council that no additional information had been provided. After much discussion a motion was made by Eddie Bowman that the Town send a letter requesting an explanation of use of the donation from the Optimist Club and to invite the president to attend a council meeting. The motion was seconded by Joe Wesson and all were in favor.

UPDATE:

Paving Projects: Town Administrator Robert Frye gave an update to the Council regarding the paving projects on Marcus Drive and to the Sawmills School pump station access road. The Marcus Drive paving is complete as well as the paving of the access road to the Sawmills School pump station. Mr. Frye stated that work on Helton Road is to begin Helton Road shortly. No action by Council is necessary.

Employee Christmas Dinner: Town Administrator Robert Frye informed Council that the town employees had selected Smokey Creek BBQ as the site for the Employee Christmas Dinner. Mr. Frye then gave the Council several dates. December 8th at 6:00 pm was the time and date decided on.

Announcements: Town Offices will be closed Thursday, November 24th and Friday, November 25th for the Thanksgiving Holiday.

The Annual Town Christmas Parade will be held on Saturday, December 3rd at 10:00 am.

TOWN HALL MEETING: Prior to the Council Meeting four persons from Buck Drive had signed up to speak at the meeting. None were in attendance. Discussion was open for the concern of citizens on Bucks Drive regarding garbage pickup and a T-turnaround at the end of the road. Town Administrator Robert Frye explained the garbage truck could not turn around at the end of the road nor back up due to safety issues. Mr. Frye stated that property for easement would be needed for a cul de sac or T-turnaround to put the project in the budget for next year.

MEETING AJOURN: Joe Wesson made the motion to adjourn and the motion was seconded by Eddie Bowman. All were in favor.

Jennifer Nichols

Jennifer Nichols, Town Clerk

David Stamey, Mayor

MEETING ADJOURNED: Pat Harrison made a motion to adjourn and the motion was seconded by Eddie Bowman. All were in favor.

Jennifer Nichols

Jennifer Nichols, Town Clerk

David Stamey, Mayor

November 15, 2005
Minutes of Town Council Regular Meeting

COUNCIL PRESENT	STAFF PRESENT
David Stamey	Robert Frye
Joe Norman	Terry Taylor
Eddie Bowman	Jennifer Nichols
Gerelene Blevins	
Joe Wesson	

CALL TO ORDER: Mayor David Stamey called the meeting to order.

INVOCATION: Dennis Kennedy gave the invocation.

PLEDGE OF ALLEGIANCE: Mayor David Stamey led in saying the Pledge of Allegiance.

ADOPT AGENDA: On a motion made by Eddie Bowman and seconded by Joe Wesson the agenda was approved. All were in favor.

APPROVE MEETING MINUTES: October 18, 2005 Regular Meeting; October 20, 2005 Closed Session minutes were approved on a motion made by Joe Norman and seconded by Eddie Bowman. All were in favor.

FINANCIAL MATTERS:

FIRST ITEM: Purchase Order Request: The Sanitation Department solicited bid from local vendors for a new set of tires for the primary trash truck. The following vendors submitted bids:

Aiken Black Tire Services:	$3,985.65
Bolick Tire:	$2,970.00
Hickory Tire Center:	$3,014.87

On a motion by Gerelene Blevins and with a second by Joe Wesson the motion was approved to purchase the tires from Bolick Tire Company. All were in favor.

SECOND ITEM: Employee Longevity Pay: The Town of Sawmills has an employee longevity pay plan that is paid out during the first pay period of December. A motion was made by Joe Wesson to approve the issuance of longevity pay checks to the Town's employees. The motion was seconded by Eddie Bowman and all were in favor. (See Attached)

THIRD ITEM: Request for Donation – South Caldwell H.S. Band: A request was received from the South Caldwell H.S. band for a donation. It was discussed and a motion was made by Gerelene Blevins that a donation be made in the amount of $500.00 to the school. The motion was seconded by Joe Norman. All were in favor.

FOURTH ITEM: During the September 26, 2005 Council Meeting a request was received a request for a $500.00 donation from South Caldwell Optimist Club. Council tabled the request until South Caldwell Optimist Club could provide information on what the funds will be used for. Council once again considered the request at the November 15th meeting. Town Administrator Robert Frye informed Council that no additional information had been provided. After much discussion a motion was made by Eddie Bowman that the Town send a letter requesting an explanation of use of the donation from the Optimist Club and to invite the president to attend a council meeting. The motion was seconded by Joe Wesson and all were in favor.

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MEETING AJOURN: Joe Wesson made the motion to adjourn and the motion was seconded by Eddie Bowman. All were in favor.

Jennifer Nichols

Jennifer Nichols, Town Clerk

David Stamey, Mayor

Longevity Pay

Town of Sawmills Employees

The Pay Schedule is as follows:

15 to 20 years -	$600.00
10 – 15 years -	$450.00
5 to 9 years -	$300.00
1 to 5 years -	$150.00
Less than 1 year -	$ 50.00

December 20, 2005
Minutes of Town Council Regular Meeting
6:00 P.M.

COUNCIL PRESENT
David Stamey
Joe Norman
Eddie Bowman
Gerelene Blevins
Joe Wesson
Pat Harrison
Bobby Austin
Bob Gibbs

STAFF PRESENT
Robert Frye
Terry Taylor
Jennifer Nichols

CALL TO ORDER: Mayor David Stamey called the meeting to order.

INVOCATION: Buford Pennell gave the invocation.

PLEDGE OF ALLEGIANCE: Mayor David Stamey led in saying the Pledge of Allegiance.

APPROVE MEETING MINUTES: November 15, 2005 Regular Meeting minutes were approved on a motion made by Eddie Bowman and seconded by Joe Wesson. All were in favor.

OUTGOING BOARD MEMBER COMMENTS: Mayor David Stamey offered his appreciation and thanks to the Council and the public for his service to the Town. Councilwoman Pat Harrison stated she was appreciative and thankful as well for the opportunity to serve on the Town Council.

ADJOURN: A motion was made by Joe Norman to adjourn the meeting. It was seconded by Eddie Bowman. All were in favor.

OATH OF OFFICE TO NEW COUNCIL MEMBERS: Bobby Austin was sworn in as Mayor by Town Clerk by Jennifer Nichols. This was followed by Bob Gibbs and Joe Norman being sworn in as Councilmen.

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

ORGANIZATIONAL MATTERS:

FIRST ITEM: Election of Mayor Pro-Tem: A motion to elect Joe Norman as Mayor Pro-Tem was made by Eddie Bowman. There was no second for the motion. A motion was then made to elect Bob Gibbs as Mayor Pro-Tem by Joe Wesson and was seconded by Gerelene Blevins. All were in favor.

SECOND ITEM: Committee Assignments: Council received an updated copy of Committee Assignments for 2006-2007. Discussion was also made suggesting an alternate to sign checks. A motion was made by Gerelene Blevins to assign Bob Gibbs as the alternate. The motion was seconded by Joe Norman. All were in favor.

ADOPT ADGENDA: A motion was made by Gerelene Blevins to adopt the agenda. The motion was seconded by Joe Wesson and all were in favor.

FINANCIAL MATTERS:

FIRST ITEM: Budget Amendment: Town Administrator Robert Frye requested that $14,000.00 be shifted from the 1-20-4100 Wages-Administration line item to 1-20-4760 Contract Services line item to make additional funds available to cover the cost of temporary help while the Town looks to fill the vacant Office Assistant position. A motion was made by Eddie Bowman to approve the budget amendment. This motion was seconded by Joe Norman and all were in favor.

SECOND ITEM: Change Order Request: Town Administrator Robert Frye requested a budget amendment concerning the current year's budget for the paving of Helton Road. Mr. Frye explained that the project did not include stripping of the road. The cost for stripping is $5,075.00 and a change order to Burke Grading and Paving's contract will be required. Mr. Frye stated that the additional funds would be transferred from the Powell Bill Reserve fund. A motion was made by Joe Wesson to approve the change order and was seconded by Gerelene Blevins. All were in favor.

THIRD ITEM: Bid Approval – 321-A Tree Trimming: Bids were submitted for the trimming of the trees along the right-of-way on 321-A from the following contractors:

The following three companies submitted bids:

Ingles Tree Service:	**$4,800.00**
Glen Hick's Tree Service	$5,600.00
Ronald Everhart Enterprises	$6,500.00

A motion was made by Joe Norman to accept the low bid of $4,800.00 from Ingles Tree Service. It was seconded by Joe Wesson and all were in favor.

PLANNING MATTERS:

FIRST ITEM: Harvey Clark – Minor Subdivision Request: Mr. Clark submitted a request for a minor subdivision of his property located on Spartan Drive. It is Mr. Clark's intent to split a parcel from the remaining property to sale. The property in question is a Manufactured Housing Park whose internal layout is such that this particular minor subdivision is the only one that is possible under the Town's Subdivision Code. A motion was made by Eddie Bowman to approve the request. A second was made by Joe Norman. All were in favor.

ADJOURN: A motion was made at 7:05 to adjourn the Town Council meeting by Mayor Bobby Austin and was seconded by Gerelene Blevins. All were in favor.

Jennifer Nichols

Jennifer Nichols, Town Clerk

Bobby Austin

Bobby Austin, Mayor

December 27, 2005
Minutes of Town Council Special Meeting
6:00 P.M.

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

STAFF PRESENT
Robert Frye
Jennifer Nichols

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

INVOCATION: Bobby Austin gave the invocation.

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

ADOPT ADGENDA: A motion was made by Joe Wesson to adopt the agenda. The motion was seconded by Joe Norman and all were in favor.

PERSONNEL MATTERS: Hiring of Office Assistant – Discussion was made regarding the applicants interviewed to fill vacancy of Office Assistant. A motion made by Eddie Bowman to approve hiring Tommi Allred at $8.50 per hour. The motion was seconded by Gerelene Blevins and all were in favor.

COUNCIL MEETING PAY: Special Meetings – Mayor Bobby Austin reviewed the Town's policy on Council Meeting Pay. Only Regularly Scheduled Town Council Meetings and Called or Special Meetings are eligible for pay.

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

Jennifer Nichols

Jennifer Nichols, Town Clerk

Bobby Austin

Bobby Austin, Mayor