

August 19, 2003
MINUTES OF MEETING

COUNCIL PRESENT

David Stamey
Joe Norman
Gerelene Blevins
Pat Harrison
Joe Helton
Bill Ramsey

STAFF PRESENT

Terry Taylor
Robert Frye
Sonia Gaines

CALL TO ORDER: Mayor David Stamey called the meeting to order and welcomed all guests.

INVOCATION: Councilman Joe Helton gave the invocation.

PLEDGE OF ALLEGIANCE: Mayor David Stamey led the audience in saying the pledge of allegiance.

ADDITION TO AGENDA: Town Administrator Robert Frye added under item #6 Financial Matters, a purchase order request for an altitude valve rebuild kit as item # 6D.

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

APPROVE MINUTES OF JULY 15, 2003 REGULAR MEETING MINUTES: On a motion made by Gerelene Blevins, seconded by Pat Harrison, Council voted to approve the minutes of the previous meeting.

APPROVE MINUTES OF JULY 15 & 17, 2003 SPECIAL CLOSED SESSION MINUTES: On a motion made by Gerelene Blevins, seconded by Pat Harrison, Council voted to approve the minutes of the previous meeting and also the closed session minutes.

Financial Matters:

A. Purchase Order: Water Department Materials Purchase

The water department recently solicited bids for materials and supplies used in day to day operations. The following bids were received.

Tech Utilities, Greenville SC	\$10,889.65
US Filter, Asheville NC	\$11,015.99
Ferguson Enterprises, Asheville NC	\$11,247.53

Town Administrator Robert Frye informed council that there are sufficient funds in the budget to cover those purchases and he recommended that Council approve the water department purchase order request and award the bid to tech utilities in the amount of

\$10,889.65. Joe Norman made the motion to approve the bid, Gerelene Blevins seconded. All were in favor.

B. Bid Award: New Trash Truck Purchase

The Town recently solicited bids for the lease purchase of a new trash truck. The following three companies submitted bids.

Carolina Environmental Inc.	\$120,920.00
Western Carolina Freightliner	\$121,240.00
Triad Freightliner	\$123,302.00

Mr. Frye informed council that there are sufficient funds in the budget to cover the first years cost of financing this vehicle and he recommended that Council award the bid for a new trash truck to Carolina Environmental Inc. in the amount of \$120,290.00 to be financed by First Citizens Bank as a lease purchase agreement. Town Attorney Terry Taylor recommended two motions to approve. First Motion was to approve the purchase from Carolina Environmental Inc. by Gerelene Blevins, seconded by Joe Helton. All were in favor. The second motion was to approve financing through First Citizens Bank by Joe Norman, seconded by Pat Harrison. All were in favor.

C. Policy Concerning the Acceptance of Unrolled Coins

Recently a customer came in to pay his water bill of \$12.60 with unrolled pennies. The customer refused to roll the coins in proper bank wrappers and as a result, the staff spent 45 minutes rolling and counting the change. To avoid this from happening again Town Administrator Robert Frye recommended that the Council adopt the following policy toward coins: *The Town of Sawmills will accept all forms of current legal United States currency for payment of bills owed the Town. However, all coinage must be rolled in proper bank wrappers when the amount of coins exceeds \$1.00.* At Council request the new policy will be posted on the Town Bulletin Board and included in Town Newsletter. Joe Norman made the motion with Pat Harrison seconding. All were in favor.

D. Altitude Valve Rebuild Kit and Pilot Valve Replacement Purchase Order

The water department requests approval of a purchase order for an Altitude Valve Rebuild Kit and Pilot Valve Replacement. The cost is as follows.

Rebuild Kit	\$ 545.00
Pilot Valve Replacement	\$1125.00
Total Cost	\$1670.00

Mr. Frye informed Council that these items are needed to perform repairs to the water line that feeds the water tank to prevent overflow of tank. The Town staff can perform all repairs. Joe Norman made the motion to approve the request, Pat Harrison seconding. All in favor.

PLANNING MATTERS:

A. Ray Wilson: Minor Subdivision Plat Approval

Mr. Wilson has submitted a request for a minor subdivision of his property located on the May Road. The subdivision in question involves creating a new parcel from an existing

12-acre parcel. Mr. Frye informed Council that the Planning Board has reviewed the request and would recommend that the request be approved. Joe Helton made the motion to approve the request with Gerelene Blevins seconding. All were in favor.

B. Rita Philyaw: Minor Subdivision Plat Approval

Mrs. Philyaw has submitted a request for a minor subdivision of her property located on May Road. The subdivision in question involves creating two new parcels. Mr. Frye informed Council that the Planning Board has reviewed the request and would recommend that the request be approved. Joe Norman made the motion to approve with Joe Helton seconding. All were in favor.

C. Mark Ward: Minor Subdivision Plat Approval

Mr. and Mrs. Ward have submitted a request for a minor subdivision of their property located on Duncan Drive. The subdivision in question involves creating three new pieces. Mr. Frye informed Council that the Planning Board has reviewed the request and would recommend that the request be approved. Gerelene Blevins made the motion to approve with Pat Harrison seconding. All were in favor.

D. No Through Traffic/No Truck Signs on Town Streets

The Town has recently received several complaints about truck traffic on Keith Avenue as well as several requests asking the Town to post "No Truck Traffic" signs at each end of Keith Avenue. According to Town Attorney Terry Taylor, before such signs can be posted the Town needs to hire a traffic engineer to make a study to determine if such signs are warranted. Since Keith Avenue is a Town street, NCDOT will not do the recommended study. The study will cost between \$500.00 and \$1500.00. Ms. Taylor further stated that in the past on requests such as this the Town has required a petition be submitted with 100% participation of street residents. After discussion, Council decided to wait and see if a petition is submitted before taking action.

E. Discussion: Planning Board Alternate Member Vacancy

After some discussion, Council appointed Benny Townsend to fill the vacant ETJ alternate Planning Board position. Gerelene Blevins made the motion to accept with Joe Norman seconding. All were in favor.

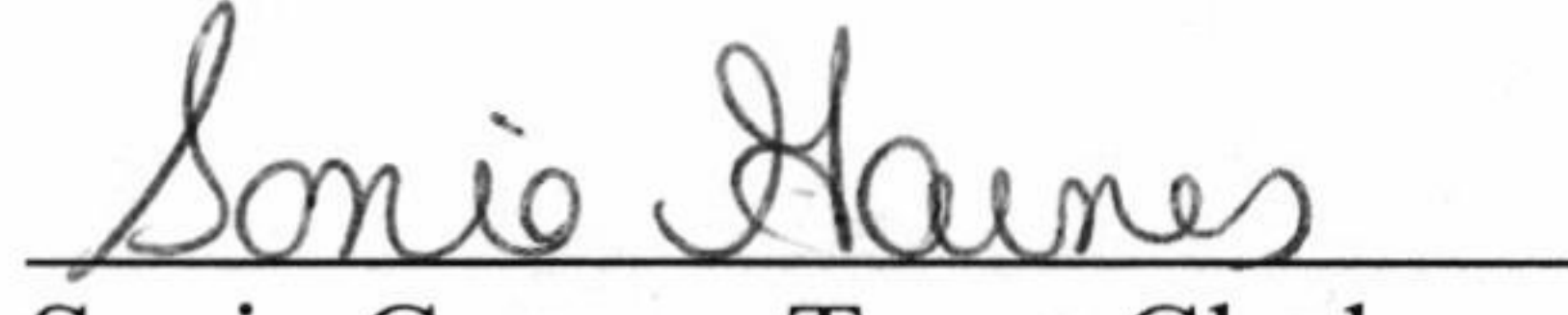
CDBG SEWER PROJECT: CALL FOR PUBLIC HEARING: Mr. Frye asked that Council call for a public hearing to "close out" the grant for the CDBG project at the September 16th Council meeting. Bill Ramsey made the motion with Pat Harrison seconding. All were in favor.

COMPUTER TRAINING REQUEST: Mr. Frye briefed Council on the status of the new finance software installation and requested to close the office for half a day for the purpose of completing the training on the new software. Joe Norman made the motion to approve request with Bill Ramsey seconding. All were in favor.

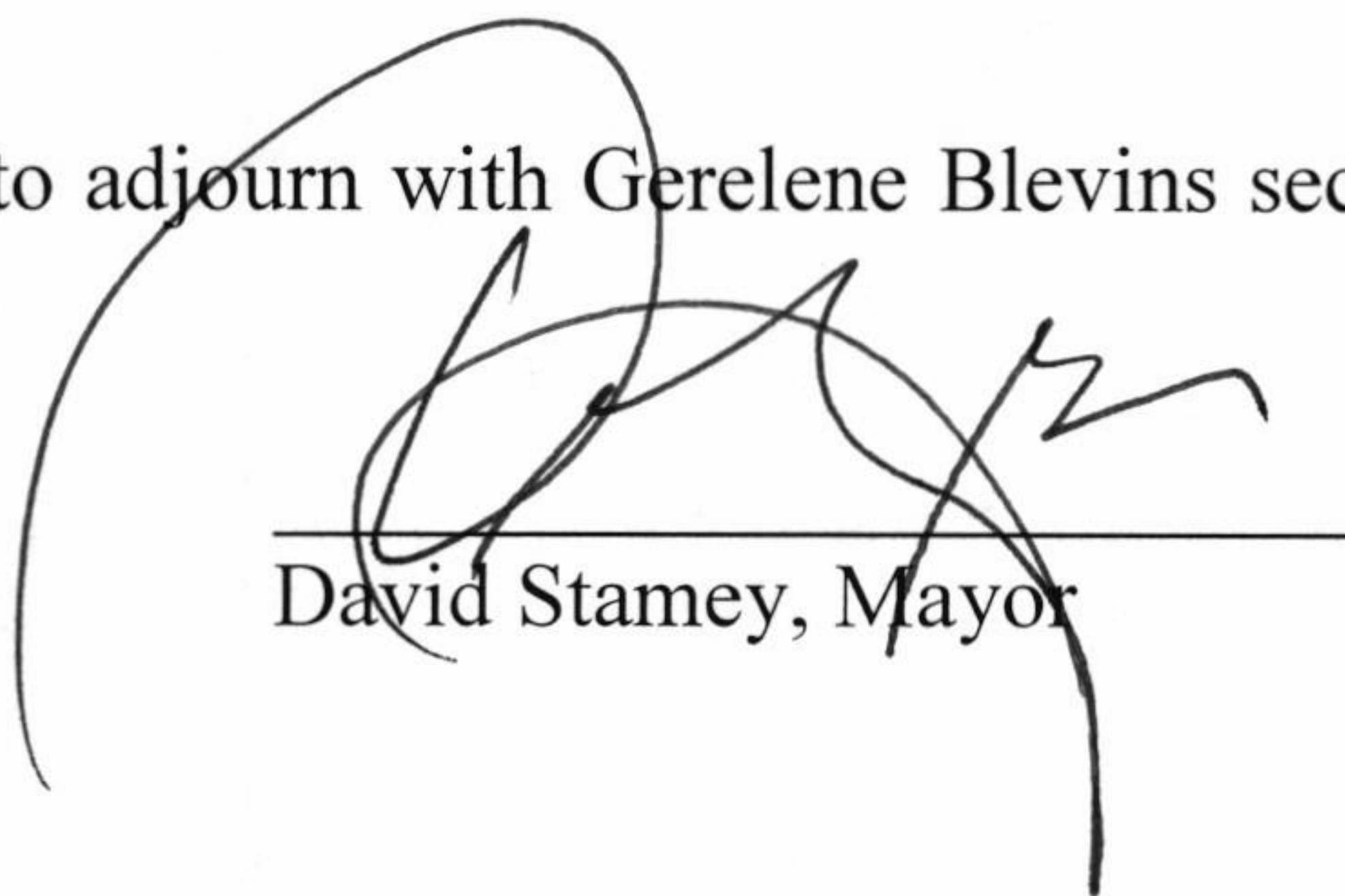
DISCUSSION: MANUFACTURED HOUSING

Councilwoman Gerelene Blevins expressed concerns on several issues regarding Alexander Estates Mobile Home Park and requested staff look into alleviating these concerns.

ADJOURN: Joe Norman made the motion to adjourn with Gerelene Blevins seconding. All were in favor.



Sonia Garnes, Town Clerk



David Stamey, Mayor