

AGENDA

Sawmills Town Council Meeting Sawmills Town Hall

**December 16, 2025
6:00 PM**



1. **Call to Order** **Mayor Keith Warren**
2. **Invocation** **Pastor Larry Miller
Free Will Baptist Church**
3. **Pledge of Allegiance** **Staffs' Children**
4. **Adopt Agenda** **Mayor Keith Warren**
5. **Approval of Meeting Minutes** **Mayor Keith Warren**
 - a. **October 21, 2025, Meeting Minutes**
6. **Installation of Elected Officials**
 - a. **Oath- Keith Warren, Mayor**
 - b. **Oath- Rebecca Johnson, Councilwoman**
 - c. **Oath- Clay Wilson, Councilman**
7. **Public Comment**
8. **Action Items**
 - a. **Approval of Amended Grant Project Ordinance-
Helene Disaster Response & Recovery** **Finance Officer, Kelly Melton**
 - b. **BRIC Grant Application** **Finance Officer, Kelly Melton**
 - c. **Adoption of NDCNCR Retention Schedule-
General and Program Records Schedule** **Town Clerk, Abby Rich**
 - d. **Approval of Civic Clerk Software** **Town Clerk, Abby Rich**

e. Approval of 2026 Holiday and Disconnect Schedule

f. Approval of 2026 Meeting Calendar

9. Informational Items

Mayor Keith Warren

10. Public Comment

11. Manager Updates/ Recommendations

Manager Chase Winebarger

a. Fire Department Merger- Request for Hiring of Chief

12. Council Updates/Recommendations

Sawmills Town Council

13. Closed Session §143-318.11(a)(3)

Mayor Keith Warren

14. Adjourn

Mayor Keith Warren