

AGENDA

Special Meeting of the Sawmills Town Council Sawmills Town Hall

Tuesday, April 2, 2020
6:00 pm

1. Call To Order Mayor Johnnie Greene
2. Invocation
3. Pledge of Allegiance Mayor Johnnie Greene
4. Adopt Agenda Mayor Johnnie Greene
5. Approve Meeting Minutes
A. March 17, 2020 Regular Meeting Minutes Mayor Johnnie Greene
B. March 17, 2020 Closed Session Meeting Minutes Mayor Johnnie Greene
6. Public Comment Mayor Johnnie Greene
7. Recognitions:
A. Recycle Rewards Mayor Johnnie Greene
8. Discussion:
A. Temporary Addition to the Town of Sawmills Personnel Policy during the COVID-19 Pandemic Mayor Johnnie Greene
9. Public Comment Mayor Johnnie Greene
10. Updates:
A. Code Enforcement Report Mayor Johnnie Greene
B. Council Comment Mayor Johnnie Greene
11. Adjourn Mayor Johnnie Greene

**TUESDAY, MARCH 17, 2020
TOWN OF SAWMILLS REGULAR COUNCIL MEETING
6:00 PM**

COUNCIL PRESENT

Mayor Johnnie Greene
Keith Warren
Clay Wilson
Joe Wesson
Melissa Curtis
Rebecca Johnson

STAFF PRESENT

Chase Winebarger
Julie A Good
Terry Taylor

CALL TO ORDER: Mayor Johnnie Greene called the meeting to order at approximately 6:00pm.

INVOCATION: Jeff Lambert gave the invocation.

PLEDGE OF ALLEGIANCE: Mayor Johnnie Greene led the Pledge of Allegiance.

MOTION TO AMEND AGENDA: Mayor Johnnie Greene asked for a motion to amend the March 17, 2020, agenda to include Agenda Item 9C: Remote Participation Policy for Meetings of Town of Sawmills Council.

Rebecca Johnson made a motion, and Clay Wilson seconded, to amend the March 17, 2020, agenda to include Agenda Item 9C: Remote Participation Policy for Meetings of Town of Sawmills Council. All were in favor.

ADOPT AGENDA: Mayor Johnnie Greene asked for a motion to adopt the March 17, 2020 agenda.

Joe Wesson made a motion, and Keith Warren seconded, to adopt the March 17, 2020 agenda. All were in favor.

APPROVE FEBRUARY 13, 2020 BUDGET RETREAT MEETING MINUTES: Mayor Johnnie Greene asked for a motion to approve the February 13, 2020 budget retreat meeting minutes.

Joe Wesson made a motion, and Rebecca Johnson seconded, to approve the February 13, 2020 budget retreat meeting minutes. All were in favor.

APPROVE FEBRAURY 18, 2020 REGULAR MEETING MINUTES: Mayor Johnnie Greene asked for a motion to approve the February 18, 2020 regular meeting minutes.

Rebecca Johnson made a motion, and Clay Wilson seconded, to approve the February 18, 2020 regular meeting minutes. All were in favor.

APPROVE MARCH 5, 2020 SPECIAL MEEETING MINUTES: Mayor Johnnie Greene asked for a motion to approve the March 5, 2020 special meeting minutes.

Clay Wilson made a motion, and Joe Wesson seconded, to approve the March 5, 2020 special meeting minutes. All were in favor.

APPROVE MARCH 5, 2020 SPECIAL MEETING CLOSED SESSION MINUTES: Mayor Johnnie Greene asked for a motion to approve the March 5, 2020 special meeting closed session minutes.

Clay Wilson made a motion, and Keith Warren seconded, to adopt the March 5, 2020 special meeting closed session minutes. All were in favor.

APPROVE MARCH 5, 2020 BUDGET WORKSHOP MINUTES: Mayor Johnnie Greene asked for a motion to approve the March 5, 2020 budget workshop minutes.

Clay Wilson made a motion, and Rebecca Johnson seconded, to approve the March 5, 2020 budget workshop minutes. All were in favor.

PUBLIC COMMENT: Mayor Johnnie Greene asked if anyone had any questions or comments at this time.

Rebecca Johnson wanted to ask if Public Works could get a list together of any elderly people, that need checking on during this pandemic, that we could give out to Department of Social Services?

RECOGNITIONS:

RECYCLE REWARDS WINNER: Mayor Johnnie Greene announced Tiffany Rayle, as the March Recycle Rewards winner. A credit of thirty-two dollars (\$32.00) will be added to the current sanitation bill.

No Council action was required.

FINANCIAL:

HUDSON AMERICAN LEGION POST 392 DONATION REQUEST: Mayor Johnnie Greene stated that the Hudson American Legion Post 392 had requested a donation in the

amount of two hundred dollars (\$200.00).

Clay Wilson made a motion, and Rebecca Johnson seconded, to give a donation in the amount of two hundred dollars (\$200.00) to the Hudson American Legion Post 392. All were in favor.

DISCUSSION:

PROPOSED LONGEVITY PAY: Mayor Johnnie Greene stated that during the February 13, 2020 budget retreat meeting, Town Manager Chase Winebarger spoke about the current Town of Sawmills longevity pay policy. Town Manger Chase Winebarger also spoke to Council about allowing current local government and state employees that become employed by the Town of Sawmills to be able to include the employees' years of service, that the employee had prior to employment at the Town of Sawmills, into the proposed longevity scale.

Clay Wilson made a motion, and Joe Wesson seconded, to adopt the proposed longevity pay schedule and allow current local government and state employees that become employed by the Town of Sawmills to be able to include the employees' years of service, that the employee had prior to employment at the Town of Sawmills, into the longevity pay effective July 1, 2020. All were favor.

PROPOSED VACATION ACCRUALS: Mayor Johnnie Greene stated that during the February 13, 2020 budget retreat, Town Manager Chase Winebarger spoke about the current Town of Sawmills vacation accruals. Town Manager Chase Winebarger suggested to Council that the Town of Sawmills match the State of North Carolina accrual rate for vacation time.

Clay Wilson made a motion, and Joe Wesson seconded, to approve the Town of Sawmills matching the State of North Carolina accrual rate for vacation time effective July 1, 2020. All were in favor.

REMOTE PARTICIPATION POLICY FOR MEETINGS OF TOWN OF SAWMILLS TOWN COUNCIL: Mayor Johnnie Greene stated that the purpose of the Remote Participation Policy is for a Council member who cannot be at a meeting, but wants to attend the meeting, and there is a quorum to vote, that a Council member can participate remotely if the quorum votes to allow the remote participation.

Melissa Curtis made a motion, and Rebecca Johnson seconded, to approve the Remote Participation Policy for Meetings of the Town of Sawmills Town Council. All were in favor.

PUBLIC COMMENT: Mayor Johnnie Greene asked if anyone had any questions or comments at this time.

No one wished to speak.

UPDATES:

MARCH CODE ENFORCEMENT REPORT: Town Planner Hunter Nestor stated that there are nine (9) code enforcement cases open:

- Carolyn Bray/Robyn Brittan, owner 2570 Baker Circle. Abandoned Mobile Home/Garbage and Rubbish. Town Planner Hunter Nestor stated that he is working with Town Attorney Terry Taylor to abate the property. Town Planner Hunter Nestor also stated that he will treat this as a Junk and Debris and not minimum housing. If so, the Town can proceed to abate after thirty (30) days of notice. Town Planner Hunter Nestor stated that he got a quote that will demo entire trailer and haul off all debris including our equipment, labor and fees. Town Planner hunter Nestor stated that the quote is four thousand one hundred dollars (\$4,100.00). Town Planner Hunter Nestor stated that staff plans to abate this in the current budget year, in the spring of 2020;
- Timberline Lumber Company, 4221 US Highway 321A. Overgrown Vegetation/Property Maintenance. Town Planner Hunter Nestor stated that he received a complaint on July 2, 2019, and original NOV letter was sent July 16, 2019 and no response or no progress as of August 8, 2019. Second NOV letter was sent on August 8, 2019. Town Planner Hunter Nestor stated that he never received any response from owner, but some progress had been made. Town Planner Hunter Nestor stated that he received a telephone call complaint about the property and the individual was informed that a written complaint would need to be submitted to investigate the property. Town Planner Hunter Nestor stated that he received the written complaint on February 18, 2020;
- Debra Rose, 4284 Trojan Ln. Dangerous Dog/Animal Creating a Nuisance. Town Planner Hunter Nestor stated that he received a complaint on November 26, 2019 about multiple dogs running around with no leash in a neighborhood. Town Planner Hunter Nestor stated that the complaint stated that the dogs were digging holes, habitual barking, howling and whining through the night and creating a physical threat to neighbors and other animals. NOV letter was sent on December 3, 2019, with a deadline of December 19, 2019. Town Planner Hunter Nestor stated that there was no response from the owner. Town Planner Hunter Nestor stated that he received another complaint and a second NOV letter was sent out on January 16, 2020 with a deadline of January 28, 2020. Town Planner Hunter Nestor stated that Caldwell County Animal Control has been notified. Town Planner Hunter Nestor stated that the property is a rental and he has spoken to Mrs. Rose and she informed Town Planner Hunter Nestor that she has spoken with her tenants. Town Planner Hunter Nestor stated that the original complainant had submitted videos to town staff of the habitual barking. Town Planner Hunter Nestor stated that he will work with Caldwell County and Town Attorney for further action;
- Teresa Annas Compton, 4486 Sawmills School Road. Abandoned Mobile Home/Garbage and Rubbish. Town Planner Hunter Nestor stated he received a

complaint on January 13, 2020. Town Planner Hunter Nestor stated that a NOV letter would be sent out on January 23, 2020 with a deadline of February 10, 2020. Town Planner Hunter Nestor stated that the trailer is not finished and located on the same property as the Compton house that the Town abated in 2018. Town Planner Hunter Nestor stated that staff will investigate and work with attorney for possible courses of abatement. Town Planner Hunter Nestor stated that one (1) of Ms. Compton's sons is scheduled to meet with staff in late February to work towards getting the property in his name and get the property cleaned up;

- Dwayne K and Bridget E Mann, owners 4353 Eli Ln/Fancy Pl. Garbage and Rubbish/Property Maintenance. Town Planner Hunter Nestor stated that he received a complaint on January 2, 2020, and a regular NOV letter and a certified NOV letter was sent on January 2, 2020, with a deadline of January 20, 2020. Town Planner Hunter Nestor stated that the certified NOV letter was returned for being unclaimed, but the regular letter was not returned. Town Planner Hunter Nestor stated that a second NOV letter was sent on February 13, 2020. Town Planner Hunter Nestor stated that the property has junk/garbage all over the property. Town Planner Hunter Nestor stated that if there is no response after the second NOV letter, staff can enforce fines and possible abatement;
- Jerry Michael and Camille Hawn, 4491 Loye Ln. Garbage and Rubbish/Property Maintenance. Town Planner Hunter Nestor stated that a complaint was received on January 28, 2020. Town Planner Hunter Nestor stated that the complaint addressed two (2) separate properties and possible violations. A NOV letter was sent on February 13, 2020, with a deadline of March 4, 2020 for the Miller property. Town Planner Hunter Nestor stated that the Miller property is in violation for having high grass/vegetation and junk and garbage located around the property. Town Planner Hunter Nestor stated that the Hawn property is not in violation as brush pile was picked up on January 31, 2020. Town Planner Hunter Nestor stated that complainant states that Mr. Hawn has more brush scattered throughout the property, but staff did not find any evidence;
- Dale E and Debra Miller, 4434 Jess Dr. Garbage and Rubbish/Property Maintenance. Town Planner Hunter Nestor stated that a complaint was received on January 28, 2020. Town Planner Hunter Nestor stated that the complaint addressed two (2) separate properties and possible violations. A NOV letter was sent on February 13, 2020, with a deadline of March 4, 2020 for the Miller property. Town Planner Hunter Nestor stated that the Miller property is in violation for having high grass/vegetation and junk and garbage located around the property. Town Planner Hunter Nestor stated that the Hawn property is not in violation as brush pile was picked up on January 31, 2020. Town Planner Hunter Nestor stated that complainant states that Mr. Hawn has more brush scattered throughout the property, but staff did not find any evidence;
- Denise Dotson/William S Annas, II, 4095 Gatewood Dr. Abandoned Mobile Home/Minimum Housing. Town Planner Hunter Nestor stated that a complaint was received on March 5, 2020, and a regular NOV letter and a certified NOV letter was sent on March 5, 2020, with a deadline of March 23, 2020. Town Planner Hunter Nestor stated that the mobile home has been sprayed painted and has an apparent

tenant, however, the water meter has been pulled from the property. Town Planner Hunter Nester stated that staff will investigate and work with Town Attorney Terry Taylor for a possible course of action;

- Herman E and Julie Phillips, 2478 Annas Dr. Livestock. Town Planner Hunter Nester stated that a complaint was received on March 5, 2020, and a regular NOV letter and a certified NOV letter was sent on March 5, 2020, with a deadline of March 23, 2020. Town Planner Hunter Nester stated that livestock may be pot belly pigs, which are not included in the livestock definition. Town Planner Hunter Nester stated that he would investigate further.

No Council action was required.

COUNCIL COMMENT: Mayor Johnnie Greene asked if anyone on the Council had any questions or comments at this time.

Melissa Curtis stated that with the pandemic going on that maybe we should look at some of our utility policies.

Joe Wesson wanted to thank Jo Ann Miller for coming to the meeting.

CLOSED SESSION FOR ATTORNEY CLIENT PRIVILEGE PURSUANT TO NCGS § 143-318.11 (a)(3): Mayor Johnnie Greene asked for a motion to go into closed session.

Clay Wilson made a motion, and Joe Wesson seconded, to go into closed session pursuant to NCGS § 143-318.11(a) 6 at approximately 6:25pm. All were in favor.

Clay Wilson made a motion, and Joe Wesson seconded, to come out of closed session at approximately 7:13pm. All were in favor.

TOWN MANAGER UPDATES: Town Manager Chase Winebarger stated that he had been in meetings all day regarding the COVID-19 virus. Town Manager Chase Winebarger stated that on March 18, 2020, the Town of Sawmills, along with the other municipalities in Caldwell County, were going to file a State of Emergency. Town Manager Chase Winebarger also stated that along with the State of Emergency, the Town Hall would be closed to the public. Customers can make their payments online or in the drop box, to limit contact with anyone who may have the virus.

Town Manager Chase Winebarger stated that, along with closing Town Hall, the town would not be disconnecting utility services to anyone in Town, that March late fees have already went on, but there would be no late fees in April, and Council would talk more about the pandemic and what needs to continue at the regularly scheduled April meeting.

Town Manager Chase Winebarger also talked about the leave policy for employees during

the pandemic. Town Manager Chase Winebarger stated that he intends to give any employee paid leave if they have the COVID-19 virus. Town Manager Chase Winebarger stated that during the meetings that he had been in about the COVID-19 virus, it has been talked about that if one (1) person in your household comes down with the COVID-19 virus, the whole house will be quarantined for up to three (3) weeks. Town Manager Chase Winebarger stated that most employees do not have one hundred twenty (120) hours to cover their pay for that time and he intends to compensate all Town employees, as long as this is not being abused. Town Manager Chase Winebarger stated that he will have a draft leave policy for Council at the next meeting.

Town Manager Chase Winebarger stated that he thought it would be a good idea to cancel the Town Easter Egg hunt at this time. Council agreed.

Town Manager Chase Winebarger also stated that he had a Farmers' Market meeting and that the biggest problem is the rules the Town has in place for the Farmers' Market. Town Manager Chase Winebarger stated that he is in the process of going through the rules, but if this is not resolved, then he thinks that there will not be a Farmers' Market.

Town Manager Chase Winebarger stated that as of Friday, March 13, 2020 that all Town Parks had been closed to the public. Town Manager Chase Winebarger also stated that all ball practices and games had been cancelled. Town Manager Chase Winebarger stated that all bathrooms had been open, but were being closed at 5:00pm, but the Town could close the bathrooms and put up port-a-johns for the public who wish to still go to the parks.

DECLARE STATE OF EMERGENCY: Mayor Johnnie Greene stated that the council would need to make a motion for the State of Emergency.

Clay Wilson made a motion and Keith Warren seconded, for the Town to declare a State of Emergency and the Town Hall to be closed to the public until further notice. All were in favor.

COUNCIL ADJOURN: Mayor Johnnie Greene asked for a motion to adjourn.

Clay Wilson made a motion, and Joe Wesson seconded, to adjourn the meeting. All were in favor.

The meeting was adjourned at approximately 7:53pm.

Johnnie Greene, Mayor

Julie A. Good, Town Clerk

AGENDA ITEM 7A

MEMO

DATE:

April 2, 2020

SUBJECT:

Recognition:
Recycle Rewards
Program

Discussion:

After checking numerous accounts on the computer generated list, Public Works Director, Ronnie Coffey, could not find a recycle rewards winner this month.

Recommendation:

No Council action is required.

AGENDA ITEM 8A

MEMO

DATE:

April 2, 2020

SUBJECT:

Discussion:
Temporary Addition to the
Town of Sawmills
Personnel Policy during
the COVID-19 Pandemic

Discussion:

On March 20, 2020 Town Manager Chase Winebarger spoke with Mayor Johnnie Greene regarding the COVID-19 Pandemic and the current Town of Sawmills Personnel Policy. Mayor Greene spoke with Council on March 22, 2020 regarding a Temporary Addition to the Town of Sawmills Policy during the COVID-19 Pandemic (attached to this memo) and a vote was taken by straw vote on March 22, 2020 as follows:

Keith Warren, at 12:30pm, voted in the affirmative;
Melissa Curtis, at 12:37pm, voted in the affirmative;
Clay Wilson, at 12:38pm, voted in the affirmative;
Rebecca Johnson, at 12:40pm, voted in the affirmative; and
Joe Wesson, at 1:00pm, voted in the affirmative.

Recommendation:

Staff recommends Council approve the attached Temporary Addition to the Town of Sawmills Personnel Policy during the COVID-19 Pandemic.



MAYOR
Johnnie Greene

Town Manager
Chase Winebarger

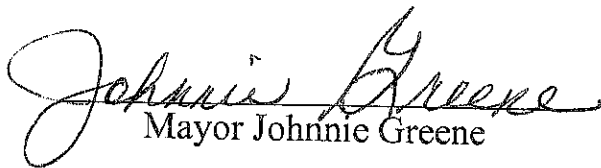
**TOWN
COUNCIL**

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

I, Mayor Johnnie Greene, do hereby grant the Town Manager, Chase Winebarger or his designee, the authorization to alter the personnel policy administratively as part of my declaration for a State of Emergency for the Town of Sawmills regarding the COVID-19 pandemic.

The President of the United States of American, Donald J. Trump has signed into effect an emergency extension to the Family Medical Leave Act requiring employers to pay for leave time and sick pay under certain criteria related to the COVID-19 pandemic.

This will allow for the personnel policy to be, but not limited to, adjusted for paid leave and sick time for those who are high-risk, showing symptoms, or have been exposed to COVID-19. This authority is only granted during the current State of Emergency for COVID-19 pandemic.


Mayor Johnnie Greene

March 20, 2020
Date

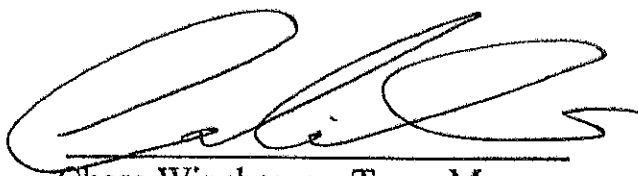
**Temporary Addition to the Town of Sawmills
Personnel Policy during the COVID-19 Pandemic.**

Administrative Leave

Administrative Leave - (LWP) leave with pay may be granted, or required, for compelling personal reasons or at the discretion of the Town Manager for all employees. The Town Manager may advise any employee not to report to work and take administrative leave for any warranted circumstances for the safety and well-being of the employee, the organization, and/or the general public. The length of the leave will be determined by the circumstances surrounding the situation. Each case will be considered on a case-by-case basis.

A written request must be made to the Department Head stating the reason for the leave for all personal request and the date that the Town can expect the employee to return. Final approval for all leave will be made by the Town Manager.

Failure to return from administrative leave will be considered a resignation. If an employee who is on Administrative Leave decides to resign, a letter of resignation is requested stating that the employee wishes to terminate their employment.



Chase Winebarger, Town Manager

March 20, 2020

Date

Department Head Guidance for Employee Adaptability During COVID-19 Pandemic

Our overall goal is to keep our employees and citizens safe while continuing to provide essential town services, and to ensure our employees are able to meet their financial obligations by continuing to receive a full paycheck. This will require us working together and being flexible to alternate means of work and work schedules. As none of us have ever been through something like this, all decisions we make are being made day-to-day, and as new information becomes available, those decisions are very likely to change. We will be making case by case decisions on how to accomplish the following goals. Together we can accomplish these goals and continue to move our organization forward during these difficult times.

Goal 1: Protect High Risk Staff

Currently the CDC identifies High-Risk groups as individuals over age 65; those with heart conditions, lung conditions or diabetes; or those who have compromised immune systems, and women who are pregnant. This is a fluid situation and as such the list of high-risk groups may change over time.

- Employees identified as High-Risk according to CDC guidelines may be required to provide documentation from their healthcare provider that specifically identifies them as High Risk.
- If accommodations cannot be provided which allows an employee to continue to work, you will be granted up to 2 weeks of COVID-19 related paid leave.
- We are evaluating the situation daily. The amount of COVID-19 related paid leave may be adjusted depending on the duration of the emergency. You will not be required to use sick or vacation time for COVID-19 related work absences.
- Department Heads should work with their staff to minimize exposure during this pandemic. I am asking that Department Heads and staff be as flexible as possible, recognizing that these are unprecedented times for all of us.

Goal 2: Reduce Contact for the Public and Staff

- Department Heads will seek to make accommodations which enable us to continue to serve our citizens while reducing contact consistent with CDC guidelines.
- If entire facilities or services are closed or reduced by management or by State or Federal Directive, department heads will seek opportunities for staff to continue to work, which may include the ability to work from home. As this virus respects no boundaries, our efforts to effectively serve the public will also not be bound by traditional approaches.
- Department heads will develop work schedules for staff to limit exposure and the number of employees that congregate at one time. This may include splitting shifts, altering work hours, shift reassignment, shift modification, paid furlough, and limiting the number of employees allowed in each vehicle.
- We are evaluating the situation daily. The amount of COVID-19 related paid leave may be adjusted depending on the duration of the emergency. You will not be required to use sick or vacation time for COVID-19 related absences from work.

Goal 3: Support Families

As the community makes a number of changes, including school closures, daycare closures, possible quarantines and other limitations:

- Department Heads will seek to make accommodations which enable us to continue to serve our citizens while providing flexibility to employees who have family needs caused by COVID-19 directly (illness/quarantine) or indirectly (school, day care closures, etc.).
- Departments Heads will strive to be fair and equitable to staff keeping these concerns in mind and we ask that employees work together to balance workloads and make personal arrangements to continue to work. COVID-19 leave may be granted by department heads up to 2 weeks.
- We are evaluating the situation daily. The amount of COVID-19 related paid leave may be adjusted depending on the duration of the emergency. You will not be required to use sick or vacation time for COVID-19 related absences from work.
- Our employee's mental health is just as important as their physical health. Department Heads must maintain a frequent line of communication with their employees; especially those who are not physically in their normal assigned workstations.

Goal 4: Future Preparation

We are committing several hours each day to monitoring the situation both locally and nationally to help plan for future contingencies. As circumstances continue to change it is not possible to fully anticipate how we will need to adapt and evolve to continue to serve our citizens. In this crisis there is also the personal and organizational silver lining that allows us to discover new methods and practices that ultimately improve the organization as a whole.

Department Head Support: I expect each Department Head to be supportive, help answer questions, and implement departmental decisions; as we are in this together. All operating adjustments made to meet these goals should be shared with the Town Manager. Thank you in advance for your hard work and dedication as we move forward during this difficult time. I am confident that we, as a team, will be able to adapt to the everchanging landscape of this unprecedented global pandemic.

AGENDA ITEM 10A

MEMO

DATE:

April 2, 2020

SUBJECT:

Updates:
Code Enforcement
Monthly Report

Discussion:

The attached report shows the progress that Planner Hunter Nestor continues to make throughout the town.

Recommendation:

No Council action required.

Code Enforcement Report

Property Address	Property Owner	Issue	Notes
4221 US HWY 321A	Timberline Lumber CO INC	Overgrown Vegetation/ Property Maintenance	Original Complaint Received 7/2. Original letter was sent 7/16 and no response or no progress as of 8/8. Second warning letter was sent on 8/8. Staff never received any response from owner. Some progress has been made. Property taxes were paid by owner. Staff received a phone call complaint about the property and staff asked the individual to submit a written complaint to investigate further. Staff has been in communication with representatives of the property. A letter was delivered to them on 3/12.
4486 SAWMILLS SCHOOL RD	TERESA ANNAS COMPTON	Abandoned Mobile Home/Garbage and Rubbish	Complaint Received 1/13. Letter was sent on 1/16. Deadline of 1/28. Trailer is not finished and located on the same property of the Compton house that was abated in 2018. Staff will investigate and work with attorney for possible courses of abatement. One of the sons of Ms. Compton is scheduled to meet with staff in February to work towards getting the property in his name and get the property cleaned up.
4491 LOYE LANE	JERRY MICHAEL and CAMILLE HAWN	Garbage and Rubbish/Property Maintenance	Complaint Received 1/28. Staff investigated the complaint that addressed two properties and possible violations. A letter was sent on 2/13. Deadline of 3/4 for the Miller property. The Miller property is in violation for having high grass/vegetation and junk and garbage located around the property. The Hawn property is not in violation as brush pile was picked up on 1/31. The complaint states Mr. Hawn still has more brush scattered throughout the property but staff did not find any evidence.
4434 JESS DR	DALE E and DEBRA MILLER	Garbage and Rubbish/Property Maintenance	Complaint Received 3/5. A regular letter and a certified Letter was sent on 3/5. Deadline of 3/23/2020. Trailer has been spray painted and has an apparent tenant. However, Water meter was pulled from property. Staff will investigate and work with attorney for possible courses of abatement.
4095 GATEWOOD DR	DENISE DOTSON/WILLIAM S ANNAS II	Abandoned Mobile Home/Minimum Housing	Complaint Received 3/5. A regular letter and a certified Letter was sent on 3/5. Deadline of 3/23/2020. Livestock may be potbelly pigs which are not included in the livestock definition. Will investigate further.
2478 ANNAS DR	2478 ANNAS DR	Livestock	