

## **AGENDA**

### **Regular Meeting of the Sawmills Town Council Sawmills Town Hall**

**Tuesday, August 18, 2015  
6:00 pm**

1. Call To Order Mayor Pro-Tem Trena McRary Kirby
2. Invocation
3. Pledge of Allegiance Mayor Pro-Tem Trena McRary Kirby
4. Adopt Agenda Mayor Pro-Tem Trena McRary Kirby
5. Approve Meeting Minutes
  - A. July 21, 2015 Regular Meeting Minutes Mayor Pro-Tem Trena McRary Kirby
  - B. July 21, 2015 Closed Session Minutes Mayor Pro-Tem Trena McRary Kirby
  - C. August 4, 2015 Special Session Minutes Mayor Pro-Tem Trena McRary Kirby
  - D. August 4, 2015 Closed Session Minutes Mayor Pro-Tem Trena McRary Kirby
  - E. August 5, 2015 Special Session Minutes Mayor Pro-Tem Trena McRary Kirby
  - F. August 5, 2015 Closed Session Minutes Mayor Pro-Tem Trena McRary Kirby
6. Announcement:  
New Town Administrator Mayor Pro-Tem Trena McRary Kirby
7. Public Comment
8. Recognitions:
  - A. Recycle Rewards Mayor Pro-Tem Trena McRary Kirby
  - B. Yard of Month Winners Mayor Pro-Tem Trena McRary Kirby
9. Financial:
  - A. Remont Drive and Oxford Drive Waterline Replacement Project Bid Results Mayor Pro-Tem Trena McRary Kirby
  - B. Disposal of Unscheduled Records Mayor Pro-Tem Trena McRary Kirby
10. Discussion:
  - A. Encroachment Agreement Mayor Pro-Tem Trena McRary Kirby
  - B. Event Schedule Date Change Mayor Pro-Tem Trena McRary Kirby
11. Public Comment:
12. Updates:
  - A. SBEA August Progress Report Mayor Pro-Tem Trena McRary Kirby
  - B. August Code Enforcement Update Mayor Pro-Tem Trena McRary Kirby
  - C. Council Comment Mayor Pro-Tem Trena McRary Kirby
13. Closed Session: Attorney/Client Privilege Mayor Pro-Tem Trena McRary Kirby
14. Adjourn Mayor Pro-Tem Trena McRary Kirby

**TUESDAY, JULY 21, 2015**  
**TOWN OF SAWMILLS REGULAR COUNCIL MEETING**  
**6:00 PM**

**COUNCIL PRESENT**

Trena McRary Kirby  
Joe Wesson  
Jeff Wilson  
Johnny Wilson  
Gerelene Blevins

**STAFF PRESENT**

Karen Clontz  
Julie Good  
Terry Taylor

**CALL TO ORDER:** Mayor Pro-Tem Trena McRary Kirby called the meeting to order.

**INVOCATION:** Keith Warren gave the invocation.

**PLEDGE OF ALLEGIANCE:** Mayor Pro-Tem Trena McRary Kirby led the Pledge of Allegiance.

**ADOPT AGENDA:** Mayor Pro-Tem Trena McRary Kirby asked for a motion to adopt the agenda with the addition of Agenda Item 5C: July 15, 2015 Special Meeting Minutes, Agenda Item 5D: July 15, 2015 Closed Session Minutes and Agenda Item 9B: Interlocal Agreement with Granite Falls regarding SBEA Grant.

Joe Wesson made a motion, and Gerelene Blevins seconded, to adopt the agenda with the addition of Agenda Item 5C: July 15, 2015 Special Meeting Minutes, Agenda Item 5D: July 15, 2015 Closed Session Minutes and Agenda Item 9B: Interlocal Agreement with Granite Falls regarding SBEA Grant. All were in favor.

**APPROVE JUNE 16, 2015 REGULAR MEETING MINUTES:** Mayor Pro-Tem Trena McRary Kirby asked for a motion to approve the June 16, 2015 regular meeting minutes.

Jeff Wilson made a motion, and Gerelene Blevins seconded, to approve the minutes. All were in favor.

**APPROVE JUNE 16, 2015 CLOSED SESSION MINUTES:** Mayor Pro-Tem Trena McRary Kirby asked for a motion to approve the June 16, 2015 closed session minutes.

Johnny Wilson made a motion, and Jeff Wilson seconded, to approve the minutes. All were in favor.

**APPROVE JULY 15, 2015 SPECIAL MEETING MINUTES:** Mayor Pro Tem Trena McRary Kirby asked for a motion to approve the July 15, 2015 special meeting minutes.

Joe Wesson made a motion, and Gerelene Blevins seconded, to approve the minutes. All were in favor.

**APPROVE JULY 15, 2015 CLOSED SESSION MINUTES:** Mayor Pro Tem Trena McRary Kirby asked for a motion to approve the July 15, 2015 closed session minutes.

Gerelene Blevins made a motion, and Jeff Wilson seconded, to approve the minutes. All were in favor.

**PUBLIC COMMENT:** Mayor Pro-Tem Trena McRary Kirby asked if anyone had any questions or comments at this time.

No one wished to speak.

#### **RECOGNITIONS:**

**RECYCLE REWARDS WINNER:** Mayor Pro Tem Trena McRary Kirby announced Frances Benfield as the July Recycle Rewards winners. A credit of twenty-eight dollars (\$28.00) will be added to her sanitation bill. Mayor Pro Tem Trena McRary Kirby stated that her certificate would be available at the Town Hall for pick up.

No Council action was required.

**YARD OF THE MONTH WINNERS:** Mayor Pro Tem Trena McRary Kirby announced Jody Deal, from the 28630 zip code, and Laureene Carver, from the 28638 zip code, as the July Yard of the Month winners. Mayor Pro Tem Trena McRary Kirby stated that both certificates would be available at the Town Hall for pick up.

No Council action was required.

#### **FINANCIAL:**

**DONATION TO CALDWELL COUNTY DARE:** Mayor Pro Tem Trena McRary Kirby stated that the Caldwell County Dare Program has requested a donation in the amount of \$100.00 (one hundred dollars).

Joe Wesson made a motion, Gerelene Blevins seconded, to give a donation in the amount of \$100.00 (one hundred dollars) to the Caldwell County Dare Program. All were in favor.

**DONATION TO SOUTH CALDWELL BAND BOOSTERS:** Mayor Pro Tem Trena McRary Kirby stated that the South Caldwell Band Boosters has requested a donation in the amount of \$100.00 (one hundred dollars).

Gerelene Blevins made a motion, and Johnny Wilson seconded, to give a donation in the amount of \$100.00 (one hundred dollars) to the South Caldwell Band Boosters. All were in favor.

**STORM WATER DISCHARGE PROGRAM AGREEMENT:** Mayor Pro Tem Trena McRary Kirby stated that the current agreement between the City of Lenoir and the Town of Sawmills for the Storm Water Discharge Program needs to be renewed. The renewal Agreement will cover the period of July 1, 2015 to June 30, 2016. The cost the Town will pay the City of Lenoir to continue responsibility of the plan is \$13,104.93 (thirteen thousand one hundred four dollars and ninety-three cents).

Jeff Wilson made a motion, and Joe Wesson seconded, to adopt the renewal Agreement with the City of Lenoir in the amount of \$13,104.93 (thirteen thousand, one hundred four dollars and ninety-three cents). All were in favor.

#### **DISCUSSION:**

**GREATER HICKORY MPO AMENDED MEMORANDUM OF UNDERSTANDING:** Mayor Pro Tem Trena McRary Kirby stated that on May 27, 2015 the Greater Hickory MPO Technical Advisory Committee voted unanimously to approve the amended MPO Memorandum of Understanding (MOU). Several changes were made to the MOU with the most important involving the MPO officially accepting the Unifour RPO into the MPO's planning boundary (all four counties).

Joe Wesson made a motion, and Jeff Wilson seconded, to approve the Resolution for the adoption of the amended memorandum of understanding regarding the Greater Hickory Metropolitan Organization for Alexander, Burke, Caldwell and Catawba Counties. All were in favor.

**SBEA GRANT FOR A. MCGEE WOOD PRODUCTS DoC PROGRAM AMENDMENT INTERLOCAL AGREEMENT WITH TOWN OF GRANITE FALLS PROJECT ORDINANCE AMENDMENT:** Mayor Pro Tem Trena McRary Kirby stated that on June 1, 2015 the Department of Commerce sent a letter accepting the Program Amendment and Extension Approval for the SBEA Grant with A. McGee Wood Products as the recipient of the grant funds. An Interlocal Agreement between the Town of Sawmills and the Town of Granite Falls was adopted and signed by the Granite Falls Town Council on July 20, 2015.

Mayor Pro Tem Trena McRary Kirby also stated that an amended capital project ordinance reflecting the change from The Haystation LLC to A. McGee Wood Products would need to be approved.

Joe Wesson made a motion, and Johnny Wilson seconded, to approve the Interlocal

Agreement between the Town of Sawmills and the Town of Granite Falls for a SBEA Grant for A. McGee Wood Products DoC Program. All were in favor.

Joe Wesson made a motion, and Jeff Wilson seconded, to approve the amended capital project ordinance reflecting the change from The Haystation LLC to A. McGee Wood Products. All were in favor.

**PUBLIC COMMENT:** Mayor Pro-Tem Trena McRary Kirby asked if anyone had any questions or comments at this time.

No one wished to speak.

**UPDATES:**

**SBEA JULY PROGRESS REPORT:** Mayor Pro Tem Trena McRary Kirby stated that Sherry Long from the Western Piedmont Council of Governments has enclosed a progress report for the SBEA project 12-C-2443.

No Council action was required.

**ADMINISTRATORS REPORT:** Interim Town Administrator Karen Clontz made the following announcements:

- The Town's recycling numbers went up to 71% from 54% this time last year;
- The Town of Sawmills Kick Ball season started this week;
- The Church Wood Bat league also started this week.

**COUNCIL COMMENT:** Mayor Pro-Tem Trena McRary Kirby asked if anyone on the Council had any questions or comments at this time.

Joe Wesson wanted to thank everyone for coming.

Johnny Wilson thanked Keith Warren for giving the invocation.

**CLOSED SESSION: ATTORNEY/CLIENT PRIVILEGE:** Mayor Pro-Tem Trena McRary Kirby asked for a motion to go into closed session.

Joe Wesson made a motion, and Jeff Wilson seconded, to go into closed session at 6:15 pm.

Joe Wesson made a motion, and Gerelene Blevins seconded, to come out of closed session at 6:50 pm.

**COUNCIL ADJOURN:** Mayor Pro-Tem Trena McRary Kirby asked for a motion to adjourn.

Jeff Wilson made a motion, and Gerelene Blevins seconded, to adjourn the meeting. All were in favor.

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Julie A Good, Town Clerk

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Trena McRary Kirby,  
Mayor Pro-Tem

**TUESDAY, AUGUST 4, 2015  
TOWN OF SAWMILLS SPECIAL COUNCIL MEETING  
AT THE EDC  
5:30 PM**

**COUNCIL PRESENT**

Trena McRary Kirby  
Joe Wesson  
Jeff Wilson  
Gerelene Blevins

**STAFF PRESENT**

Terry Taylor

**COUNCIL ABSENT**

Johnny Wilson

**CALL TO ORDER:** Mayor Pro-Tem Trena McRary Kirby called the meeting to order.

**INVOCATION:** Councilman Joe Wesson gave the invocation.

**PLEDGE OF ALLEGIANCE:** Mayor Pro-Tem Trena McRary Kirby led the Pledge of Allegiance.

**CLOSED SESSION: ATTORNEY/CLIENT PRIVILEGE:** Mayor Pro-Tem Trena McRary Kirby asked for a motion to go into closed session.

Joe Wesson made a motion, and Gerelene Blevins seconded, to go into closed session at 5:35 pm. All were in favor.

Joe Wesson made a motion, and Gerelene Blevins seconded, to come out of closed session at 7:50 pm. All were in favor.

**COUNCIL ADJOURN:** Mayor Pro-Tem Trena McRary Kirby asked for a motion to adjourn.

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

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Julie A Good, Town Clerk

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Trena McRary Kirby,  
Mayor Pro-Tem

**TUESDAY, AUGUST 5, 2015  
TOWN OF SAWMILLS SPECIAL COUNCIL MEETING  
AT THE EDC  
5:30 PM**

**COUNCIL PRESENT**

Trena McRary Kirby  
Joe Wesson  
Jeff Wilson  
Gerelene Blevins

**STAFF PRESENT**

Terry Taylor

**COUNCIL ABSENT**

Johnny Wilson

**CALL TO ORDER:** Mayor Pro-Tem Trena McRary Kirby called the meeting to order.

**INVOCATION:** Councilman Joe Wesson gave the invocation.

**PLEDGE OF ALLEGIANCE:** Mayor Pro-Tem Trena McRary Kirby led the Pledge of Allegiance.

**CLOSED SESSION: ATTORNEY/CLIENT PRIVILEGE:** Mayor Pro-Tem Trena McRary Kirby asked for a motion to go into closed session.

Joe Wesson made a motion, and Gerelene Blevins seconded, to go into closed session at 5:30 pm. All were in favor.

Gerelene Blevins made a motion, and Joe Wesson seconded, to come out of closed session at 7:46 pm. All were in favor.

**COUNCIL ADJOURN:** Mayor Pro-Tem Trena McRary Kirby asked for a motion to adjourn.

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

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Julie A Good, Town Clerk

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Trena McRary Kirby,  
Mayor Pro-Tem



**AGENDA ITEM 8A**

**MEMO**

**DATE:**

August 18, 2015

**SUBJECT:**

Recognition:  
Recycle Rewards  
Program

**Discussion:**

The Town of Sawmills would like to congratulate Mr. Jordan Neill on winning the Recycle Rewards Program for the month of August. Mayor Pro Tem Trena McRary Kirby will present him with a Certificate of Appreciation. A twenty-eight dollar (\$28.00) credit will be added to the current sanitation bill.

**Recommendation:**

No Council action is required.

**AGENDA ITEM 8B**

**MEMO**

**DATE:**

August 18, 2015

**SUBJECT:**

Recognition:  
Yard of the Month  
Winners

**Discussion:**

Lindy and Linda Johnson, from the 28638 zip code, are the Yard of the Month winners for August. Mayor Pro Tem Trena McRary Kirby will present them with a Certificate of Appreciation.

**Recommendation:**

No Council action required.

**AGENDA ITEM 9A**

**MEMO**

**DATE:**

August 18, 2015

**SUBJECT:**

Financial Matters:  
Bid Award for Remont Dr  
And Oxford Dr Waterline  
Replacement Project

**Discussion:**

The Town has received three (3) bids for the Remont Drive and Oxford Drive Waterline Replacement Project.

<b>Wesson Septic Tank Service, Inc.</b>	<b>\$89,225.00</b>
Davis Grading, Inc.	\$90,795.00
Bell Construction Co., Inc.	\$92,763.00

There are sufficient funds in the budget for this project.

**Recommendation:**

Staff recommends Council award the bid to Wesson Septic Tank Service, Inc., in the amount of eighty-nine thousand two hundred twenty-five dollars (\$89,225.00).



405 South Sterling Street, Morganton NC 28655

828 433 5661 / fax 828 433 5662 / info@west-consultants.com

August 4, 2015

Karen Clontz, Interim Town Manager  
Town of Sawmills  
4076 US Hwy 321-A  
Sawmills, NC 28630

RE: Remont Road and Oxford Road Waterline Replacement Project  
Bid Results

Dear Mrs. Clontz:

On Thursday, July 31, 2015 at 2:00 PM, bids were received for the above referenced project. A copy of the bid tabulation is enclosed for your review.

The bids have been reviewed and the low bid is from Wesson Septic Tank Service, Inc. of Shelby, North Carolina, in the amount of \$89,225.00. I recommend this contract be awarded to Wesson Septic Tank Service, Inc. in the amount of their low bid.

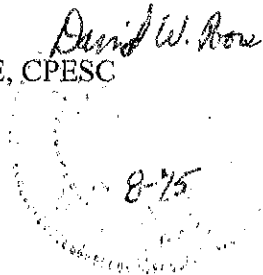
If you have any questions, please let me know.

Sincerely,

WEST CONSULTANTS, PLLC

David W. Poore, PE, CPESC

Enclosures



**Town of Sawmills**  
**Remont Road and Oxford Road Water Line Replacement Project**  
**Caldwell County, North Carolina**

**Bid Tabulation**

Item	Unit/Quantity	Wesson Septic Tank		Davis Grading, Inc. Shelby, NC	Bell Construction Co., Inc. Statesville, NC
		Service, Inc. Shelby, NC			
1 6" PVC, C-900, DR-18 Waterline*	435 LF	\$38.00		\$36.50	\$60.00
2 8x6 Tapping Sleeve, 6" Valve, and Box	1 EA	\$5,000.00		\$6,405.00	\$4,200.00
3 2" PVC, SDR-13.5 Waterline*	510 LF	\$35.00		\$25.75	\$40.00
4 2" Gate Valve & Box w/Concrete Collar	1 EA	\$2,000.00		\$1,975.00	\$1,150.00
5 2" Blow-off Assembly w/Concrete Collars	2 EA	\$2,500.00		\$2,575.00	\$1,050.00
6 2" Tapping Saddle, 2" Valve, and Box	1 EA	\$300.00		\$3,800.00	\$2,100.00
7 Fire Hydrant Assembly, Complete	1 EA	\$4,500.00		\$4,625.00	\$5,525.00
8 Fittings	300 LB	\$2.00		\$5.00	\$0.01
9 Aggregate Base Course	45 TN	\$25.00		\$50.00	\$32.00
10 2" Asphalt Pavement Repair	20 SY	\$80.00		\$1.00	\$74.00
11 Re-connect existing 3/4" Service (incl. meter box, setter, etc.)					
a. Line Side (Type K Copper Tubing)	7 EA	\$1,500.00		\$1,220.00	\$1,250.00
b. Bored Side (Type K Copper Tubing)	12 EA	\$1,800.00		\$2,075.00	\$1,450.00
12 Rock Excavation**	1 CY	\$120.00		\$120.00	\$120.00
13 Bonds & Mobilization (Max. 3% of Bid)	1 LS	\$2,500.00		\$2,500.00	\$1,995.00
<b>Total of Bid</b>		<b>\$89,225.00</b>		<b>\$90,795.00</b>	<b>\$97,763.00</b>

I, David W. Poore, PE, do hereby certify that this is a true and correct canvass of bids received by the Town of Sawmills for the Remont Road and Oxford Road Water Line Replacement Project on Thursday, July 31, 2015 at 2:00 PM.

*David W. Poore*  
 David W. Poore, PE  
 8-15

**AGENDA ITEM 9B**

**MEMO**

**DATE:**

August 18, 2015

**SUBJECT:**

Financial Matters:  
Disposal of  
Unscheduled Records

**Discussion:**

The attached list shows all records that staff would like to destroy in accordance with the North Carolina General Statutes Municipal Records and Disposition Schedule.

**Recommendation:**

Staff recommends Council discuss this matter and decide how they wish to proceed.

**North Carolina Department of Cultural Resources  
Division of Archives and Records  
Government Records Branch**

**REQUEST FOR DISPOSAL OF UNSCHEDULED RECORDS**

TO Assistant Records Administrator  
N.C. Division of Archives and Records  
Government Records Branch  
4615 Mail Service Center  
Raleigh, NC 27699-4615

FROM Name Kim Trivetta  
County Caldwell  
Agency or department Town of Sawmill S  
Phone number 828-396-7903

In accordance with the provisions of G.S. 121 and 132, approval is requested for the destruction of records listed below. These records have no further use or value for official or administrative purposes.

RECORDS TITLE	DESCRIPTION	INCLUSIVE DATES	QUANTITY	MICROFILMED? (YES OR NO)	RETENTION PERIOD
A/R	Cash Receipts + Water Bills (Copies)	June-Dec 2011	1 copy each	NO	3yrs
A/R	Cash Receipts + Water Bills (Copies)	Jan-June 2012	1 copy each	NO	3yrs
A/R	Transaction Control Reports	Jan-Dec 2013	1 copy each	NO	1yr
A/R	Transaction Control Reports	Jan-June 2014	1 copy each	NO	1yr
A/R	Accounts Receivable Reports	June-Dec 2008	1 copy each	NO	3yrs
"	"	Jan-Dec 2009	1 copy each	NO	3yrs
"	"	Jan-Dec 2010	1 copy each	NO	3yrs
"	"	Jan-June 2011	1 copy each	NO	3yrs
A/R	Written off Accounts Paid Finals / Refunds	Jan-Dec 2006	1 copy each	NO	3yrs
"	" "	Jan-Dec 2007	1 copy each	NO	3yrs
"	" "	Jan-Dec 2008	1 copy each	NO	3yrs
"	" "	Jan-Dec 2009	1 copy each	NO	3yrs

Requested by: Kim Trivetta Office Manager 7-29-15  
Signature Title Date

Approved by: \_\_\_\_\_  
Signature Head of Governing Board Date

Concurred by: \_\_\_\_\_  
(as indicated) Signature Assistant Records Administrator Date  
NC Division of Archives and Records

**North Carolina Department of Cultural Resources**  
**Division of Archives and Records**  
**Government Records Branch**

**REQUEST FOR DISPOSAL OF UNSCHEDULED RECORDS**

TO Assistant Records Administrator  
 N.C. Division of Archives and Records  
 Government Records Branch  
 4615 Mail Service Center  
 Raleigh, NC 27699-4615

FROM Name Kimi Trivette  
 County Carlwell  
 Agency or department Town of Sawmills  
 Phone number 828-396-7903

In accordance with the provisions of G.S. 121 and 132, approval is requested for the destruction of records listed below. These records have no further use or value for official or administrative purposes.

RECORDS TITLE	DESCRIPTION	INCLUSIVE DATES	QUANTITY	MICROFILMED? (YES OR NO)	RETENTION PERIOD
A/R	Written off accounts	Jan-Dec 2010	1 copy each	NO	3yrs
"	"	Jan-June 2011	1 copy each	NO	3yrs
A/R	Telephone call logs	July 2012 - June 2014	1 copy each	NO	1yr
A/R	Powell Bill Records	1998 - 2010	1 copy each	NO	3yrs
A/R	Eschets & unclaimed property	2002 - 2004	1 copy each	NO	10yrs
A/R	Tax Scroll Records	2002, 2003, 2004	1 copy each	NO	10yrs
A/R	UB Adjustments Records	June-Dec 2008	1 copy each	NO	3yrs
A/R	"	Jan-Dec 2009	1 copy each	NO	3yrs
A/R	"	Jan-Dec 2010	1 copy each	NO	3yrs
A/R	"	Jan-June 2011	1 copy each	NO	3yrs
A/R	SE's	June-Dec 2008	1 copy each	NO	3yrs
A/R	"	Jan-Dec 2009	1 copy each	NO	3yrs

Requested by: Kimi Trivette  
 Signature

Office Manager  
 Title

7-29-15  
 Date

Approved by: \_\_\_\_\_  
 Signature

\_\_\_\_\_  
 Head of Governing Board

\_\_\_\_\_  
 Date

Concurred by: \_\_\_\_\_  
 (as indicated) Signature

\_\_\_\_\_  
 Assistant Records Administrator  
 NC Division of Archives and Records

\_\_\_\_\_  
 Date



**North Carolina Department of Cultural Resources**  
**Division of Archives and Records**  
**Government Records Branch**

**REQUEST FOR DISPOSAL OF UNSCHEDULED RECORDS**

TO Assistant Records Administrator  
 N.C. Division of Archives and Records  
 Government Records Branch  
 4615 Mail Service Center  
 Raleigh, NC 27699-4615

FROM Name Kim Trivette  
 County Caldwell  
 Agency or department Town of Sawmills  
 Phone number 888-396-7903

In accordance with the provisions of G.S. 121 and 132, approval is requested for the destruction of records listed below. These records have no further use or value for official or administrative purposes.

RECORDS TITLE	DESCRIPTION	INCLUSIVE DATES	QUANTITY	MICROFILMED? (YES OR NO)	RETENTION PERIOD
A/R	JE's	Jan-Dec 2010	1 copy each	NO	3yrs
A/R	"	Jan-June 2011	1 copy each	NO	3yrs
Finance	Bank Statements	June-Dec 2008	1 copy each	NO	3yrs
Finance	" "	Jan-Dec 2009	1 copy each	NO	3yrs
Finance	" "	Jan-Dec 2010	1 copy each	NO	3yrs
Finance	" "	Jan-June 2011	1 copy each	NO	3yrs
Finance	Bank Records (Account)	June-Dec 2008	1 copy each	NO	3yrs
"	" "	Jan-Dec 2009	1 copy each	NO	3yrs
"	" "	Jan-Dec 2010	1 copy each	NO	3yrs
"	" "	Jan-June 2011	1 copy each	NO	3yrs
A/P	Utility Reports	2008, 2009 2010	1 copy each	NO	4yrs
A/P	Accounts Payable Reports	June-Dec 2008	1 copy each	NO	3yrs

Requested by:

Kim Trivette  
 Signature

Title

Office Manager

Date

7-29-15

Approved by:

Signature

Head of Governing Board

Date

Concurred by:  
 (as indicated)

Signature

Assistant Records Administrator  
 NC Division of Archives and Records

Date

North Carolina Department of Cultural Resources  
Division of Archives and Records  
Government Records Branch

REQUEST FOR DISPOSAL OF UNSCHEDULED RECORDS

TO Assistant Records Administrator  
N.C. Division of Archives and Records  
Government Records Branch  
4615 Mail Service Center  
Raleigh, NC 27699-4615

FROM Name Kim Trivette  
County Caldwell  
Agency or department Town of Sawmills  
Phone number 808-396-7903

In accordance with the provisions of G.S. 121 and 132, approval is requested for the destruction of records listed below. These records have no further use or value for official or administrative purposes.

RECORDS TITLE	DESCRIPTION	INCLUSIVE DATES	QUANTITY	MICROFILMED? (YES OR NO)	RETENTION PERIOD
A/P	Accounts Payable Reports	Jan-Dec 2009	1 copy each	NO	3yrs
"	" " "	Jan-Dec 2010	1 copy each	NO	3yrs
"	" " "	Jan-June 2011	1 copy each	NO	3yrs
A/P	Account Payable Checks	June-Dec 2008	1 copy each	NO	3yrs
"	" "	Jan-Dec 2009	1 copy each	NO	3yrs
"	" "	Jan-Dec 2010	1 copy each	NO	3yrs
"	" "	Jan-June 2011	1 copy each	NO	3yrs
A/P	PO's	June-Dec 2008	1 copy each	NO	3yrs
"	" "	Jan-Dec 2009	1 copy each	NO	3yrs
"	" "	Jan-Dec 2010	1 copy each	NO	3yrs
"	" "	Jan-June 2011	1 copy each	NO	3yrs
A/P	Fuel Tickets	June-Dec 2008	1 copy each	NO	3yrs

Requested by:

Kim Trivette  
Signature

Title

Office Manager

Date

7-29-15

Approved by:

Signature

Head of Governing Board

Date

Concurred by:  
(as indicated)

Signature

Assistant Records Administrator  
NC Division of Archives and Records

Date

North Carolina Department of Cultural Resources  
Division of Archives and Records  
Government Records Branch

REQUEST FOR DISPOSAL OF UNSCHEDULED RECORDS

TO Assistant Records Administrator  
N.C. Division of Archives and Records  
Government Records Branch  
4615 Mail Service Center  
Raleigh, NC 27699-4615

FROM Name Kim Trivette  
County Caldwell  
Agency or department Town of Sawmills  
Phone number 828-396-7903

In accordance with the provisions of G.S. 121 and 132, approval is requested for the destruction of records listed below. These records have no further use or value for official or administrative purposes.

RECORDS TITLE	DESCRIPTION	INCLUSIVE DATES	QUANTITY	MICROFILMED? (Yes or No)	RETENTION PERIOD
A/P	Fuel Tickets	Jan-Dec 2009	1 copy each	NO	3yrs
"	Fuel Tickets	Jan-Dec 2010	1 copy each	NO	3yrs
"	" "	Jan-June 2011	1 copy each	NO	3yrs
Finance	Inv-91's	2002, 2004 2010, 2011	1 copy each	NO	1 yr
Finance	LCC203	1998-2012	1 copy each	NO	1 yr
H/R	OSHA Files 300 logs	2001-2008	1 copy each	NO	3yrs
Planning	Zoning Permits	1990-2008	2 copies each	NO	6yrs
Payroll	Sl. Retirement Records	2005-2008	1 copy each	NO	3yrs
Payroll	Sick + Vac Records	1999, 2001 2003-2009	1 copy each	NO	3yrs
Misc	People Reports	1999-2009	1 copy each	NO	3yrs
Misc	Workorders	Jan-Dec 2013-July 2014	1 copy each	NO	1 yr
Payroll	HOLK Records	2004-2007	1 copy each	NO	4yrs

Requested by: Kim Trivette Office Manager 7-29-15  
Signature Title Date

Approved by: \_\_\_\_\_  
Signature Head of Governing Board Date

Concurred by: \_\_\_\_\_  
(as indicated) Signature Assistant Records Administrator Date  
NC Division of Archives and Records

**AGENDA ITEM 10A**

**MEMO**

**DATE:**

August 18, 2015

**SUBJECT:**

Discussion:  
Encroachment Agreement

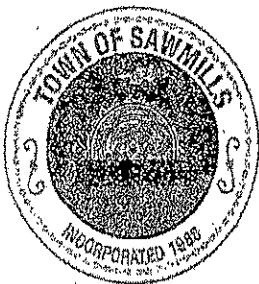
**Discussion:**

South Carolina Telecommunications Group Holdings LLC, d/b/a/ Spirit Communications has filled out an Encroachment Agreement for the Coble Dairy Road.

Attached is the Encroachment Agreement, as well as a map, with the specific details of where the encroachment will be.

**Recommendation:**

Staff recommends Council decide if they wish to grant the encroachment based on the information provided.



MAYOR

TOWN  
COUNCIL

TOWN ADMINISTRATOR

Trena McRary Kirby, Mayor Pro-Tem

Gerlene Blevins

Joe Wesson

Jeff Wilson

Johnny Wilson

Prepared By Terry M. Taylor, Post Office Drawer 2428, Hickory, North Carolina 28603

TOWN OF SAWMILLS  
CALDWELL COUNTY

STREET: Coble Dairy Rd

BETWEEN: TOWN OF SAWMILLS

AND

-- CONTRACT --  
RIGHT OF WAY  
ENCROACHMENT AGREEMENT

THIS AGREEMENT, made and entered into this the \_\_\_\_ day of \_\_\_\_\_, 20\_\_\_\_  
by and between the Town of Sawmills, North Carolina, (hereinafter "Town"), and  
South Carolina Telecommunications Group Holdings, LLC, party of the second part,  
d/b/a Spirit Communications

WITNESSETH:

THAT WHEREAS, the party of the second part desires to encroach on the right-of-way  
of the public road designated as for the purposes of constructing or erecting:  
fiber optic cable within the said right-of-way as more particularly shown on the diagram attached  
hereto and incorporated herein.

WHEREAS, it is to the material advantage of the party of the second part to effect this  
encroachment, and the Town, in the exercise of authority conferred upon it by statute, is willing  
to permit the encroachment within the limits of the right-of-way as indicated, subject to the  
conditions of this agreement.

NOW, THEREFORE, IT IS AGREED that the Town hereby grants to the party of the  
second part, its successors, and assigns, the right and privilege to make this encroachment,  
upon the following conditions, to wit:

1. That the said party of the second part binds and obligates itself, its successors and  
assigns to erect and maintain the encroaching structure in such reasonably safe and  
proper condition including aesthetic appearance, that it will not interfere with, or  
endanger, travel upon said highway, nor obstruct nor interfere with the proper  
maintenance thereof, and if at any time the Town shall require the partial or full  
removal of or changes in the location of the said items, that the said party of the

second part binds itself, its successors and assigns, to promptly remove or alter the said items, in order to conform to the said requirement, without any cost to the Town;

2. That the said party of the second part agrees to comply with any provisions of the Town's Work Area Traffic Control Handbook should any roadway or walkway, or portion thereof, need to be blocked or closed during construction. Further, the party of the second part agrees to provide advance notification to, and obtain a Right of Way Use Permit from, the Town for any such roadway or walkway closure in accordance with following:

Travel lane(s) and/or sidewalk(s) -- 5 working days (minimum)  
Street Closure -- 10 working days (minimum)

Construction, installation, and maintenance activities are further restricted from blocking or closing a roadway or walkway at certain times of the day. These activities cannot occur during the following times:

7:00-9:00am, Monday -- Friday  
4:00-6:00pm, Monday -- Friday

3. That the party of the second part agrees to provide notification to, and obtain a Street Cut Permit from, the Street Maintenance Department at least 24 hours prior to performing any construction that involves the cutting or breaking of any roadway or walkway pavement.
4. That the Town retains the right and privilege to remove or alter the said items, whenever an emergency or other situation requires prompt action and the Town may recover the cost associated with removing or altering said encroachment.
5. That the party of the second part, its successors and assigns agree to indemnify and hold harmless the Town, its officers and employees, from and against all damage, including injury to persons or damages to property, expenses or other liability which may result from, arise out of, or be brought by reason of the encroachment;
6. That the party of the second part, its successors and assigns, further agrees to defend any lawsuits which may be brought against the Town, its officers and employees by reason of the operation of the above-mentioned encroachment and pay any claims or judgments resulting from or preceding such lawsuits. Such agreement as to indemnification and defense shall be construed to the end that the Town, its officers and employees, will suffer no liability or expense because of such claims or legal actions.
7. The party of the second part, its successors and assigns, at their own expense, shall purchase and maintain for the duration of this agreement Comprehensive General Liability Insurance and contractual liability assumed under this agreement. Such policy or policies of insurance shall be for limits of not less than \$1,000,000 bodily injury and property damage liability, and will be subject to future review and adjustment at the request of the Town. Certificates of insurance shall be furnished to the Director of the Finance Department containing the provision that 30 days written notice will be given to the Town prior to cancellation or change in the required

coverage. The provision of such insurance shall in no way replace or otherwise limit the obligation to defend and pay claims described previously.

8. If the party of the second part should sell or otherwise transfer title to the property adjoining this encroachment, it shall notify the Town of the transfer and provide evidence that its successor or assign has obtained the insurance required under paragraph 6 of this agreement and has otherwise agreed to assume the liabilities and obligations set forth in this Agreement and has the financial means to meet such obligations. Upon the receipt of satisfactory evidence of said insurance, assumption of responsibility, and financial means, the party of the second part shall be relieved of all liabilities and obligations arising under this agreement by reason of any act or omission occurring after the giving of such notice and the proof of such insurance and assumption.
9. That the party of the second part understands that power companies, CATV television franchise holders, and other holders of easements in Town right-of-way have or may have rights paramount to those of the party of the second part to use of lands under the Town right-of-way at the location specified in this Agreement.
10. That the party of the second part waives any and all claims for damages or other relief which it may now or hereafter have against the Town for interference with or damage to its facilities located within the Town rights-of-way arising out of negligent act or omission.

TOWN OF SAWMILLS, NORTH CAROLINA  
APPLICANT: SCTGH, LLC d/b/a Spirit Communications

By: \_\_\_\_\_  
Mayor

Name: (Company)  
Address \_\_\_\_\_  
(Telephone Number)

ATTEST:

By: \_\_\_\_\_

\_\_\_\_\_  
Town Clerk (seal)

Title: President  
(seal)

APPROVED AS TO INSURANCE:

Attest:

\_\_\_\_\_  
Finance Officer

\_\_\_\_\_  
Secretary

Approved as to Form

\_\_\_\_\_  
Town Attorney

\*Signature must be notarized\*





4360 COBLE LN  
HUDSON, NC

CALDWELL COUNTY

PROJECT: CONSTRUCTION



**BYERS**  
ENGINEERING  
COMPANY

710 S. Main Street  
Hickory, NC 28602  
(704) 326-1000

DATE:	PROJECT PHASE:	DESCRIPTION:
07/24/2013	DESIGN	CONSTRUCTION
	AS-BUILT	
	REVISED	
	REVISED(2)	

DRAFTED BY: RWJ

ENGINEERS: CHARLIE MCCLELLAND

CONSTRUCTION NOTE:  
FOLLOW DETAIL SHEETS FOR  
PLACEMENT OPERATIONS  
CONFORMING TO FEDERAL,  
STATE, & LOCAL CODES

LOCATION:  
CALDWELL COUNTY

SCALE:  
HORIZONTAL: NTS  
VERTICAL: NTS

**SPIRIT**  
**COMMUNICATIONS**

PROJECT CODE:  
ENTERPRISE

ADD INFO:  
FSC10165

TITLE:  
4360 COBLE LN  
HUDSON, NC

SHEET NO:  
1 OF 9

CONTACT LIST AND REQUIRED PERMITS

OUTSIDE PLANT ENGINEERING

MANAGER: THOMAS LANCASTER (960) 285-3016  
PROJECT MANAGER: ED HARRIS (704) 868-8580  
PROJECT ENGINEER: MELVIN MCQUILLOUGH (704) 868-8580  
INSPECTOR: TBD

OUTSIDE PLANT CONSTRUCTION CONTRACTOR:

PROJECT SUPERVISOR: TBD  
FIELD CONST. SUPERINTENDENT: TBD  
MANAGER: TBD

CITY GOVERNMENT: SAW MILLS, NC

TOWN OF SAW MILLS PLANNING DEPARTMENT 828-398-7903  
TOWN OF HUDSON PLANNING DEPARTMENT, JON PILKENTON 828-728-8272

COUNTY GOVERNMENT

CALDWELL COUNTY PLANNING & DEVELOPMENT 828-757-8855

STATE OF NORTH CAROLINA GOVERNMENT

RIGHT OF WAY DANIEL MILES 336-903-9532  
COUNTY PERMIT MANAGER DOUG WELLS 828-288-6026

NORTH CAROLINA DEPARTMENT OF PUBLIC SAFETY

HIGHWAY PATROL TELECOMMUNICATIONS 704-983-4134  
ADDRESS: 611 CONCORD RD, ALBEMARLE, NC 28001

NORTH CAROLINA HIGHWAY PATROL 704-983-4134  
ADDRESS: 611 CONCORD RD, ALBEMARLE, NC 28001

STATE TRANSPORT POLICE 919-733-7992  
ADDRESS: 4201 MAIL SERVICE CENTER, RALEIGH, NC 27699

RAILROADS

CSX (904) 359-3100  
NORFOLK SOUTHERN (AECOM) (404) 952-5751 OR (864) 878-3551

NORTH CAROLINA ONE CALL  
CALL BEFORE YOU DIG

811 OR  
1-800-632-4949

UTILITIES

ELECTRIC: (800) 452-2777  
DUKE ENERGY PROGRESS  
BLUE RIDGE ELECTRIC 828-758-2333

GAS:

PEDEMONT NATURAL GAS CO 704-525-3882

CABLE TV:

TIME WARNER CABLE 800-892-4357  
CENTURY LINK 800-366-8201

TELEPHONE:

AT&T 855-477-5497  
CENTURY LINK 800-366-8201

WATER/SEWER:

CALDWELL COUNTY WATER DEPT 828-757-5757

OTHER

REQUIRED PERMITS:



710 S. Main Street  
Cary, NC 27513

DATE	PROJECT PHASE	DESCRIPTION
07/24/2015	DESIGN	CONSTRUCTION
	AS-BUILT	
	REVISED	
	REVISED(2)	

DRAFTED BY: RWJ

ENGINEER(S): CHARLIE MCCLELLAND

CONSTRUCTION NOTE:  
FOR ALL SHEETS, FOR  
PLACEMENT OF OPERATIONS  
CONFORMING TO FEDERAL,  
STATE, & LOCAL CODES

LOCATION: CALDWELL COUNTY  
SCALE: HORIZONTAL: ITS  
VERTICAL: ITS

**SPIRIT  
COMMUNICATIONS**  
811 LAKESHORE PARKWAY  
ROCK HILL, SC 29730  
803-788-8887

PROJECT CODE:  
ENTERPRISE  
JOB NO: FSC10165

TITLE:  
4360 COBLE LN  
HUDSON, NC  
DWG NO: 2 OF 9

## GENERAL NOTES / ADDENDUM NOTES

1. THE CONTRACTOR IS REQUIRED TO HAVE ALL BELOW GROUND UTILITIES LOCATED BY LOCATE SERVICES AND/OR POT HOLED FOR DEPTH. UNDERGROUND UTILITIES HAVE BEEN PLOTTED FROM AVAILABLE RECORDS AND FIELD OBSERVATIONS BUT ARE NOT NECESSARILY EXACT. THEREFORE, UTILITY LOCATIONS WILL BE VERIFIED AT LEAST 100 FEET IN ADVANCE OF TRENCHING OR PLOWING, SO THAT CHANGES IN CABLE PLACEMENT CAN BE MADE IN THE EVENT OF CONFLICT.
2. THE CONTRACTOR SHALL COMPLY WITH ALL FEDERAL, STATE, AND LOCAL ENVIRONMENTAL REGULATIONS AND SHALL OBTAIN ALL NECESSARY FEDERAL, STATE, AND LOCAL ENVIRONMENTAL PERMITS, INCLUDING BUT NOT LIMITED TO, THOSE RELATED TO SEDIMENT CONTROL, STORMWATER, WETLAND, STREAMS, ENDANGERED SPECIES, AND HISTORICAL SITES.
3. TRENCHING, BORE PITS, AND/OR OTHER EXCAVATIONS SHALL NOT BE LEFT OPEN OR UNSAFE OVERNIGHT. THE CONTRACTOR SHALL COMPLY WITH ALL OSHA REQUIREMENTS AND PROVIDE A COMPETENT PERSON ON SITE TO SUPERVISE EXCAVATION AT ALL TIMES.
4. ALL FILL AREAS/BACKFILL SHALL BE COMPACTED TO 95% DENSITY IN ACCORDANCE WITH AASHTO T99 AS MODIFIED BY THE NC DOT. ALL MATERIAL TO A DEPTH OF 8 INCHES BELOW THE FINISHED SURFACE OF THE SUBGRADE SHALL BE COMPACTED TO DENSITY EQUAL TO AT LEAST 100% OF THAT OBTAINED BY COMPACTING A SAMPLE OF THE MATERIAL IN ACCORDANCE WITH AASHTO T99.
5. VEGETATIVE COVER SHALL BE ESTABLISHED ON ALL DISTURBED AREAS IN ACCORDANCE WITH THE RECOMMENDATIONS OF THE DIVISION ROADSIDE ENVIRONMENTAL ENGINEER.
6. ALL MATERIALS AND WORKMANSHIP SHALL CONFORM TO THE NC DOT STANDARDS AND SPECIFICATIONS MANUALS.
7. ANY DRAINAGE STRUCTURE DISTURBED OR DAMAGED SHALL BE RESTORED TO ITS ORIGINAL CONDITION AS DIRECTED BY THE DISTRICT ENGINEER.

8. ALL DRIVEWAYS ALTERED DURING CONSTRUCTION SHALL BE RETURNED TO A STATE COMPARABLE WITH THE CONDITION OF THE DRIVEWAYS PRIOR TO CONSTRUCTION.
9. RIGHT OF WAY MONUMENTS DISTURBED DURING CONSTRUCTION SHALL BE REFERENCED BY A REGISTERED LAND SURVEYOR AND RESET AFTER CONSTRUCTION AT THE EXPENSE OF THE CONSTRUCTION CONTRACTOR.
10. PROPER TRAFFIC CONTROL DEVICES, SIGNS, ETC., SHALL BE INSTALLED TO ENSURE PUBLIC SAFETY IN ACCORDANCE WITH THE LATEST EDITION OF THE MANUAL ON UNIFORM TRAFFIC CONTROL DEVICES AND ANY SUPPLEMENTS THERETO AND NC DOT ROADWAY STANDARD DRAWINGS.
11. ALL LANES OF TRAFFIC ARE TO BE OPEN DURING THE HOURS OF 6:00 A.M. TO 9:00 A.M. AND FROM 4:00 P.M. TO 7:00 P.M. MONDAY THRU FRIDAY. TWO WAY TRAFFIC WILL BE MAINTAINED AT ALL TIMES, UNLESS OTHERWISE NOTED BY TRAFFIC CONTROL DIAGRAM.
12. INGRESS AND EGRESS SHALL BE MAINTAINED TO ALL BUSINESSES AND DWELLINGS AFFECTED BY THE PROJECT.
13. NO MATERIAL STORAGE SHALL BE ALLOWED ALONG THE SHOULDERS OF ANY ROADWAY. DURING NON-WORKING HOURS, EQUIPMENT SHALL BE REMOVED FROM THE RIGHT OF WAY.
14. ALL ROADWAY SIGNS THAT ARE REMOVED DUE TO CONSTRUCTION SHALL BE REINSTALLED AS SOON AS POSSIBLE AND IN ACCORDANCE WITH STATE AND LOCAL GUIDELINES.
15. EXCAVATED MATERIAL SHALL NOT BE PLACED ON THE PAVEMENT. DRAINAGE STRUCTURES SHALL NOT BE BLOCKED WITH EXCAVATED MATERIALS.
16. ALL MANHOLES, HANDHOLES, AND OTHER APPURTENANCES WITHIN THE NC DOT RIGHT OF WAY SHALL NOT BE PLACED IN THE DITCH LINE, SIDE SLOPES OF THE DITCHES OR IN THE PAVEMENT.

17. ALL MANHOLES, SPLICE BOXES, AND/OR VAULTS WITHIN NC DOT RIGHT OF WAY SHALL BE OF A PRE-APPROVED DESIGN.
18. PROPOSED TRAFFIC-BEARING MANHOLES AND VAULT COVERS SHALL BE FLUSH MOUNTED AND SHALL BE OF A NC DOT APPROVED DESIGN FOR HS-20 LOADING.
19. ALL WORK TO BE PERFORMED IN STRICT ACCORDANCE WITH THE APPLICABLE CODES OR REQUIREMENTS OF ANY REGULATING GOVERNMENTAL AGENCY, SPIRIT COMMUNICATIONS, LLC, AND THE RIGHT-OF-WAY GRANTOR.
20. ANY AND ALL IMPROVEMENTS, SUCH AS ASPHALT OR CONCRETE PAVEMENT, CURBS, GUTTERS, WALKS, DRAINAGE DITCHES, EMBANKMENTS, SHRUBS, TREES, GRASS SOD, ETC., IF DISTURBED, SHALL BE THE RESPONSIBILITY OF THE CONTRACTOR AND RESTORED TO ORIGINAL CONDITION.
21. SHORING OF BORE PITS AND TRENCHES IN ACCORDANCE WITH OSHA REGULATIONS SHALL BE MANDATORY.
22. BURIED CABLE MARKERS WILL BE PLACED AT ALL UNDERGROUND UTILITY LOCATIONS AND ALL OTHER LOCATIONS IN ACCORDANCE WITH THE CONSTRUCTION DRAWINGS AND THE OUTSIDE PLANT HANDBOOK. FLUSH MARKERS TO BE USED WHEN ABOVE GROUND. MARKERS ARE NOT APPROVED.
23. ALL CONDUITS WILL BE SDR 11 OR AS SPECIFIED.
24. UNDERGROUND CONDUIT WILL BE PLACED AT 42" MINIMUM COVER UNLESS SPECIFIED ON THE CONSTRUCTION DRAWINGS.

## ADDENDUM NOTES



700 S. Main Street  
Durham, NC 27602  
(919) 286-1000

DRAFTED BY: RWJ

ENGINEER(S): CHARLIE MCCLELLAND

DESCRIPTION:

CONSTRUCTION

DESIGN

DATE: 07/24/2015

AS-BUILT

REVISOR

REVISION(2)

CONSTRUCTION NOTE:  
CONSTRUCTION SHALL BE IN ACCORDANCE WITH THE LATEST EDITION OF THE MANUAL ON UNIFORM TRAFFIC CONTROL DEVICES AND ANY SUPPLEMENTS THERETO AND NC DOT ROADWAY STANDARD DRAWINGS.

LOCATION: CALDWELL COUNTY

SCALE: HORIZONTAL: NTS VERTICAL: NTS

**SPIRIT COMMUNICATIONS**

PROJECT CODE: ENTERPRISE

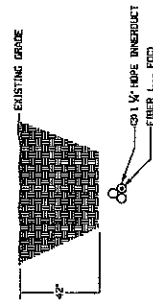
4350 CABLE LN HUDSON, NC

3 OF 9

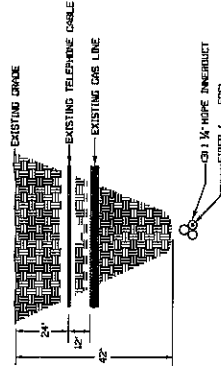
# DIRECTIONAL BORE DETAIL



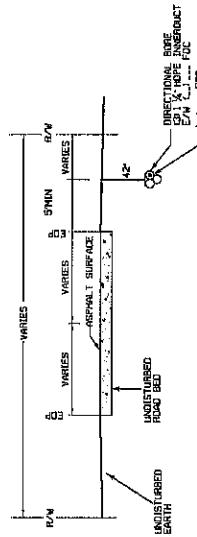
TYPICAL DETAIL "A"  
DIRECTIONAL BORE CROSS SECTION  
FOR CONDUIT



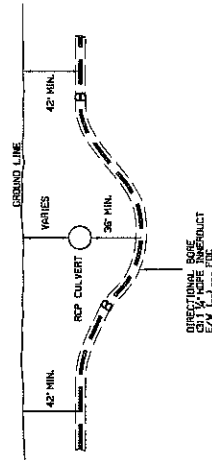
TYPICAL DETAIL "B"  
DIRECTIONAL BORE CROSS SECTION  
FOR CONDUIT PLACED BENEATH PERPENDICULAR  
TO EXISTING UTILITIES



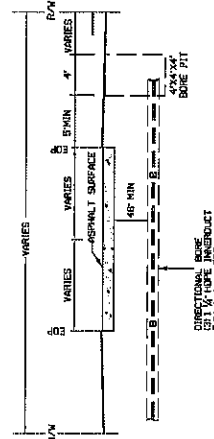
TYPICAL DETAIL "C"  
PARALLEL CONDUIT DETAIL  
FOR RIGHT OF WAY



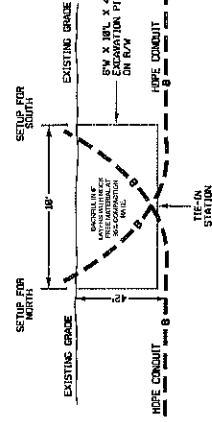
TYPICAL DETAIL "E"  
CULVERT CROSSING DETAIL



TYPICAL DETAIL "D"  
CROSSING SECONDARY ROADWAY  
AND UNDERWAY



TYPICAL DETAIL "F"  
DIRECTIONAL BORE TIE-IN DETAIL



- BORE FROM EACH DIRECTION IS RUN AT DESIGN DEPTH TO SOME POINT PAST THE INTENDED TIE-IN, THEN TURNED UP TO DAYLIGHT.
- THE TIE-IN POINT IS EXCAVATED, PIPES CUT OFF WHERE THEY CROSS EACH OTHER AT DESIGN DEPTH, AND A COUPLER IS INSTALLED TO CONNECT THE TWO PIPES AT THE DESIGN DEPTH.
- USE ALUMINUM HYDRAULIC PREP - ON MARKED RING COUPLER TO CONNECT PIPE
- ALL EXCAVATIONS OR TRENCHES 4 FEET OR GREATER IN DEPTH SHALL BE APPROPRIATELY SHORDED, SHORED, OR BRACED IN ACCORDANCE WITH THE DESIGN DEPTH AND REQUIREMENTS SET FORTH IN CONSTRUCTION STANDARDS, PER 108.084, 108.1, and 108.2.



BYERS  
ENGINEERING  
COMPANY  
715 S. Market Street  
Rock Hill, SC 29730  
(803) 786-6557

DATE:	PROJECT PHASE:	DESCRIPTION:
07/24/2015	DESIGN	CONSTRUCTION
	AS-BUILT	
	REVISED	
	REVISED(2)	
DRAFTED BY: RWJ		ENGINEER(S): CHARLIE MCCLELLAND

CONSTRUCTION NOTE:  
FOLLOW DETAIL SHEETS FOR  
PLACEMENT OPERATIONS  
CONFORMING TO FEDERAL,  
STATE, & LOCAL CODES

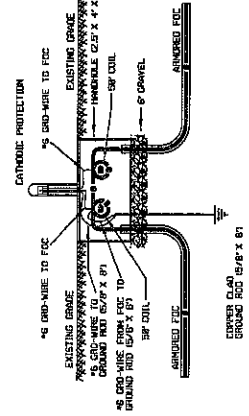
LOCATION:  
CALDWELL COUNTY  
SCALE:  
HORIZONTAL: NTS  
VERTICAL: NTS


**SPIRIT  
COMMUNICATIONS**  
401 LAKEVIEW PARKWAY  
ROCK HILL, SC 29730  
(803) 786-6557

PROJECT CODE:  
ENTERPRISE  
JOB NO.:  
FSC10165

TITLE:  
4560 COBLE LN  
HUDSON, NC  
DWG NO.:  
4 DF 9

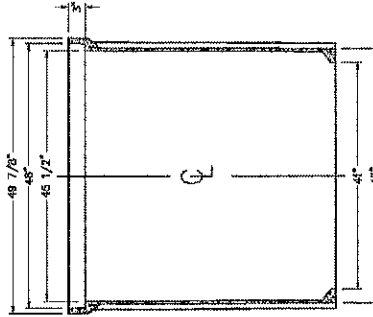
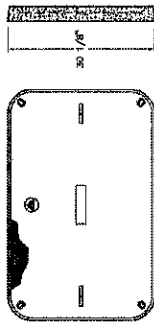
### TEST STATION DETAIL SCHEMATIC



 <b>BYERS</b> ENGINEERING COMPANY 710 S. Main St Gastonia, NC 28803 Phone: 704.896.1111	DATE:	PROJECT PHASE:	DESCRIPTION:	CONSTRUCTION NOTE: FOLLOW DETAIL SHEETS FOR PLACEMENT OPERATIONS CONFORMING TO FEDERAL, STATE, & LOCAL CODES	LOCATION: CALDWELL COUNTY	<b>SPiRiT</b>  <b>COMMUNICATIONS</b>	PROJECT CODE:	TITLE:
	07/24/2015	DESIGN	CONSTRUCTION				ENTERPRISE	4360 COBLE LN HUDSON, NC
		AS-BUILT						
		REVISED						
		REVISED(2)						
	DRAFTED BY: RWJ							SCALE:
					HORIZONTAL: NTS	FSC10165	5 OF 9	
					VERTICAL: NTS			
						10' = 1' (SEE NOTE) (SEE PLAN) 10' = 1' (SEE NOTE) (SEE PLAN) 10' = 1' (SEE NOTE) (SEE PLAN)	911 LAKESHORE PARKWAY ROCK HILL, SC 29734 803.738-8337	

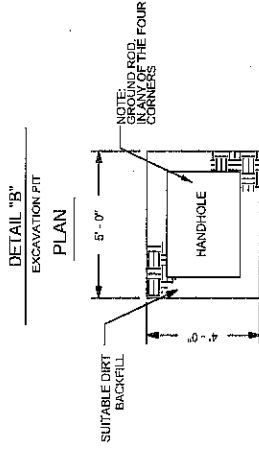


# HANDHOLE DETAILS

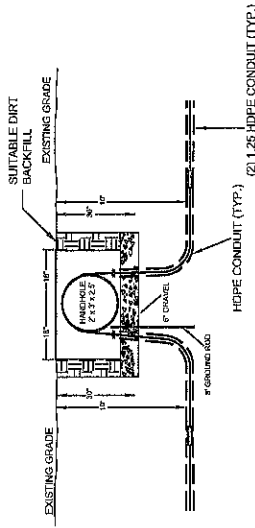


## 30"x48"x36" HANDHOLE DETAILS

Product ID: NP12-6268  
Plant ID:  
Product Name: ARMORCAST PRODUCTS  
Model Number: A60014307APCX36NCCO  
Description: 30"x48"x36" DEEP POLYMER  
Manufacturer/Distributor: ARMORCAST PRODUCTS  
Approval Responsibility: Quality Enhancement Unit  
Category: Utilities Structures  
Brand: 30"x48"x36" HD POLYMER  
Status: Approved



## PROFILE



- NOTES:
1. VOID IN EXCAVATED AREAS TO BE BACKFILLED WITH SELECT MATERIAL.
  2. BOTTOM OF EXCAVATED PIT TO BE BACKFILLED WITH 10" OF GRAVEL (75% GRADE).
  3. SHORING WILL BE REQUIRED.
  4. ALL HANDHOLES SHALL BE PLACED AT EXISTING GRADE.
  5. THIS HANDHOLE IS A PRECAST CONCRETE MATERIAL. THE LIDS ARE POLYMER CONCRETE MATERIAL. EACH APPROXIMATELY 200 POUNDS IN WEIGHT.

DESCRIPTION	PART NO.	WEIGHT	OVERALL DEPTH	INSIDE DEPTH	DESIGN/TEST LOAD#	ANSI TIER
BOX & COVER	A60014307APCX36	576	30"	36"	22,000	20



DATE:	PROJECT PHASE:	DESCRIPTION:
07/24/2015	DESIGN	CONSTRUCTION
	AS-BUILT	
	REVISED	
	REVISED(2)	

CONSTRUCTION NOTE:  
FOR ALL DETAILS, SEE SHEETS FOR  
CONCRETE BOX & COVER  
CONCRETE BOX & COVER  
CONCRETE BOX & COVER  
STATE & LOCAL CODES

LOCATION: CALDWELL COUNTY  
SCALE: HORIZONTAL: NTS  
VERTICAL: NTS

**SPIRIT COMMUNICATIONS**  
801 LAMAR DRIVE, SUITE 200  
ROCK HILL, SC 29730  
803-726-8837

PROJECT CODE: ENTERPRISE  
JOB NO: FSC10165  
TILE: 4360 COBLE LN  
HUDSON, NC  
DWG NO: 6 OF 9



# SYMBOLS KEY

UNDERGROUND UTILITY (TELEPHONE)

UNDERGROUND UTILITY (GAS)

UNDERGROUND UTILITY (CATV)

UNDERGROUND UTILITY (POWER)

UNDERGROUND UTILITY (WATER)

UNDERGROUND UTILITY (SEWER)

RIGHT-OF-WAY

EDGE OF PAVEMENT

BACK OF CURB

CENTER LINE

DITCH LINE

PROPOSED AERIAL CABLE

PROPOSED TRENCH / BURIED CABLE

EXISTING AERIAL CABLE

EXISTING TRENCH / BURIED CABLE

LOOP / COIL

FIBER OPTIC MARKER POST

RAILROAD

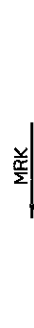
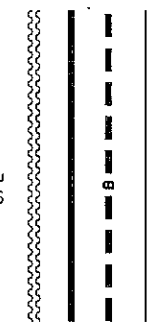
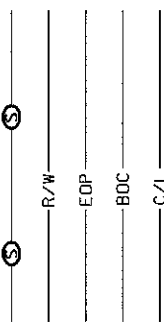
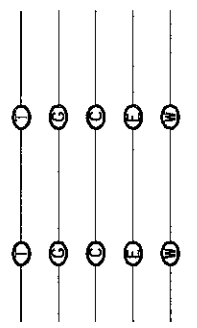
SHRUBBERY / TREE

NORTH ARROW

OVERHEAD GUY

GUY AND ANCHOR

FENCE



EXISTING HANDHOLE (H/H)  
MANHOLE (M/H) OR PULLBOX

PROPOSED HANDHOLE (H/H)  
MANHOLE (M/H) OR PULLBOX

POLE

BORE PIT 4X4X4)

STORM DRAIN (CATCH BASIN)

CUT AND RESTORE

BOND/GROUNDING 8FT GROUND ROD

CULVERT (SIZE INDICATED ON PRINT)

WATER METER

TELCO PED

CATV PED

POWER PED

GAS VALVE

FIRE HYDRANT

WATER VALVE

SEWER

EXISTING COMMUNICATIONS MANHOLE (M/H)

STREET LIGHT

CELL TOWER



BYERS  
ENGINEERING  
COMPANY  
710 S. Laurel Street  
Rock Hill, SC 29730  
803-963-8800

DATE:	PROJECT PHASE:	DESCRIPTION:
07/24/2015	DESIGN	CONSTRUCTION
	AS-BUILT	
	REVISED	
	REVISED(2)	

ENGINEER(S): CHARLIE MCCLELLAND

CONSTRUCTION NOTE:  
FOLLOW DETAIL SHEETS FOR  
PLACEMENT OPERATIONS  
CONFORMING TO FEDERAL,  
STATE, & LOCAL CODES

LOCATION:  
CALDWELL COUNTY

**SPRINT  
COMMUNICATIONS**  
801 LAURELWOOD PARKWAY  
ROCK HILL, SC 29730  
803-728-8827

PROJECT CODE:  
ENTERPRISE

TITLE:  
4360 COBLE LN  
HUDSON, NC

JOB NO:  
FSC10165

DWG NO:  
7 OF 9



DATE:	07/24/2015	PROJECT PHASE:	CONSTRUCTION	DESCRIPTION:	CONSTRUCTION NOTE: FOLLOW DETAIL SHEETS FOR CONCRETE PLACEMENT, CONCRETE JOINTS, REINFORCING, STATE, & LOCAL CODES.	Location:	CALDWELL, COUNTY	PROJECT CODE:	ENTERPRISE	TITLE:	4360 COBLE LN HUDSDON, NC
AS-BUILT		REVIS		REVIS		SCALE:	HORIZONTAL: NTS VERTICAL: NTS	JOB NO:	FSC:0165	DWG NO:	8 OF 9
ENGINEER(S): CHARLIE MCLELLAND				<div style="border: 1px solid black; padding: 5px; width: fit-content;">             THIS DRAWING IS THE PROPERTY OF SPIRIT COMMUNICATIONS, INC. IT IS TO BE USED ONLY FOR THE PROJECT AND SITE SPECIFICALLY IDENTIFIED HEREON. IT IS NOT TO BE REPRODUCED, COPIED, OR TRANSMITTED IN ANY FORM OR BY ANY MEANS, ELECTRONIC OR MECHANICAL, INCLUDING PHOTOCOPYING, RECORDING, OR BY ANY INFORMATION STORAGE AND RETRIEVAL SYSTEM, WITHOUT THE WRITTEN PERMISSION OF SPIRIT COMMUNICATIONS, INC.           </div>							





# BILL OF MATERIALS

## DESCRIPTION ENGINEERED AS-BUILT

2- 1 1/4" HDPE	366'	
10M STRAND		
24 FOC		
48 FOC	566'	
72 FOC		
144 FOC		
HH 30" X 48" X 36"	2	
HH 36" X 60" X 36"		
POLE ATTACHMENT (CPW)		
AERIAL/BURIED TRANSITION		
SNOWSHOES		
GUY AND ANCHOR		
OVERHEAD GUY & ANCHOR		
8' U-GUARD		
4" ROLE PIPE		



BYERS  
ENGINEERING  
COMPANY  
710 S. Main Street  
Greenville, SC 29605  
(864) 234-1111

DATE:	07/24/2015
PROJECT PHASE:	DESIGN
CONSTRUCTION	AS-BUILT
REVISIONS	REVISED(2)
DRAFTED BY:	RMJ
ENGINEER(S):	CHARLIE MCCLELLAND

CONSTRUCTION NOTE:  
ALL DIMENSIONS ARE FOR  
FIELD OF OPERATIONS  
CONFORMING TO FEDERAL,  
STATE, & LOCAL CODES

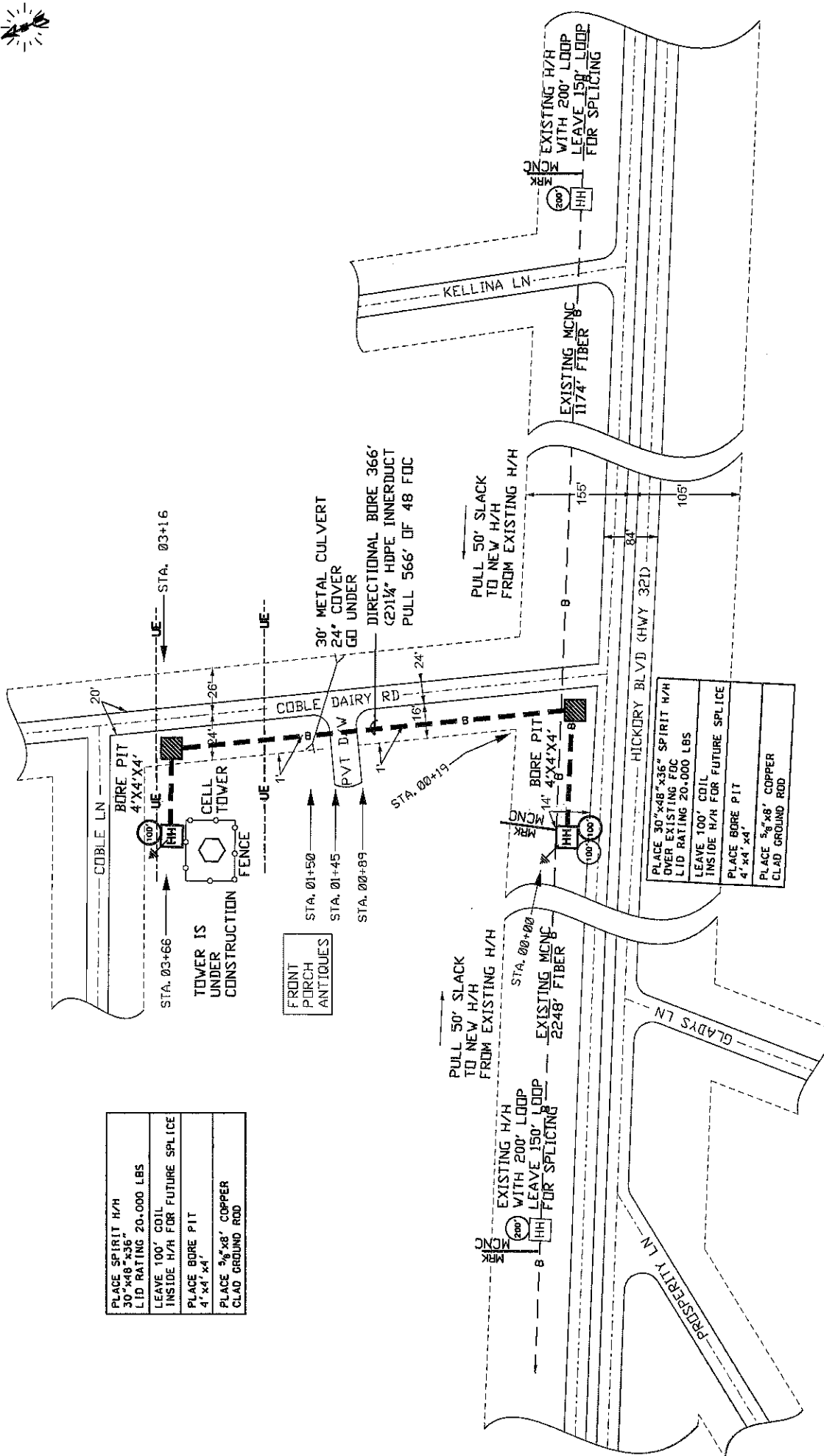
LOCATION:	CALDWELL COUNTY
SCALE:	HORIZONTAL: NTS VERTICAL: NTS




SPIRIT  
COMMUNICATIONS  
401 N. US-90/101 HWY  
ROCK HILL, SC 29729  
(803) 795-8827

PROJECT CODE:	ENTERPRISE
JOB NO.	FSC10165

FILE:	4360 COBLE LN HUDSON, NC
DWG NO.	9 OF 9



<div><b>BYERS</b> ENGINEERING COMPANY</div> <div>7115 S. Main St. Gastonia, NC 28602 Patt McCallahan</div>	DATE:	PROJECT PHASE:	DESCRIPTION:	CONSTRUCTION NOTE: FOLLOW DETAIL SHEETS FOR PLACEMENT OPERATIONS CONFORMING TO FEDERAL, STATE, & LOCAL CODES	LOCATION: CALDWELL COUNTY	<b>SPIRIT COMMUNICATIONS</b>	PROJECT CODE: ENTERPRISE	TITLE:
	07/24/2015	DESIGN	CONSTRUCTION					4380 COBLE LN HUDSON, NC
		AS-BUILT						
		REVISED						
		REVISED(2)						
	DRAWN BY: RWJ							ENGINEER(S): CHARLIE MCCLELLAND
					481 LUGANAPPE DRIVEWAY ROCK HILL, SC 29729 803-726-8837			

**AGENDA ITEM 10B**

**MEMO**

**DATE:**

August 18, 2015

**SUBJECT:**

Discussion:  
Event Schedule Date  
Change for Veterans  
Memorial Celebration

**Discussion:**

The Veterans Memorial Celebration this year is November 7, 2015 which is also the same day as the Sawmills Fire Department's Annual Ham Day.

**Recommendation:**

Staff recommends Council decide if they wish to change the date of the Veterans Memorial Celebration to November 14, 2015 which is the following Saturday.

**AGENDA ITEM 12A**

**MEMO**

**DATE:**

August 18, 2015

**SUBJECT:**

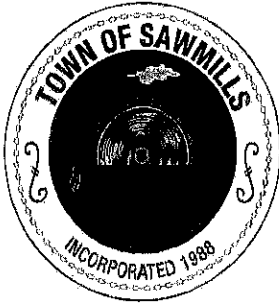
Updates:  
SEBA July  
Progress Report

**Discussion:**

Sherry Long from the Western Piedmont Council of Governments (WPCOG), sent the attached progress report for the SBEA Project 12-C-2443.

**Recommendation:**

No Council action required.



## MAYOR

## TOWN COUNCIL

### TOWN ADMINISTRATOR

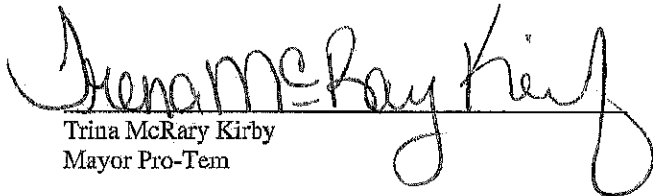
Trena McRary Kirby, Mayor Pro-Tem  
Gerelene Blevins  
Joe Wesson  
Jeff Wilson  
Johnny Wilson

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TO: Trina McRary Kirby, Mayor Pro-Tem  
Gerelene Blevins, Councilwoman  
Joe Wesson, Councilman  
Jeff Wilson, Councilman  
Johnny Wilson, Council  
FROM: Sherry Long, WPCOG  
SUBJECT: Progress Report on SBEA 12-C-2443  
DATE: August 7, 2015

The Department of Commerce is requiring a monthly progress report for Small Business Entrepreneurial Assistance (SBEA) Project CDBG 12-C-2443 be provided to the Sawmills Town Council each month. This report must also signed by the Mayor Pro-tem and submitted to the Department of Commerce by the 10<sup>th</sup> day of each month. The following activities occurred in July, 2015:

- Environmental Review was approved by the Department of Commerce
- 5 pieces of equipment were put out to bid on IPS.

  
Trina McRary Kirby  
Mayor Pro-Tem

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### Town of Sawmills

4076 US Highway 321-A \* Sawmills NC \* (828)396-7903 \* (828)396-8955 fax

<http://www.townofsawmills.com/>

The Town of Sawmills does not discriminate on the basis of age, sex, race, religion, national origin, disability, political affiliation, or marital status.

**AGENDA ITEM 12B**

**MEMO**

**DATE:**

August 18, 2015

**SUBJECT:**

Updates:  
Code Enforcement  
Monthly Report

**Discussion:**

The attached report shows the progress that Planner Elinor Hiltz continues to make throughout the town.

**Recommendation:**

No Council action required.

Code Enforcement Report  
August, 2015

<u>Property Owner</u>	<u>Property Address</u>	<u>Issue</u>	<u>Status</u>
Chenay Carter	4361 Sawmills School Rd	tall grass	mowed on Aug 5. Town will attach lien to property
Ajay Patel	3049 Eli Ln	tall grass	mowed on Aug 5. Town will attach lien to property
David & Amy Dula	2303 OJ Ln	tall grass	mowed on Aug 5. Town will attach lien to property
Wendy Hadschin	4476 Sawmills Sch Rd	abandoned house missing exterior wall	Sept 7 deadline to rebuild wall, close holes, tear off ivy, fix roofline
Rebecca Fox McRary	2311 Coral Dr	abandoned mobile home	Sept 7 deadline to tow mobile home frame and remove debris
Randy Murphy	1685 Dry Ponds Rd	too many mobile homes on one parcel	deadline Oct 8 to remove 3rd trailer. Trailer is a zoning violation and a nuisance violation because it is dilapidated.