

AGENDA

Regular Meeting of the Sawmills Town Council Sawmills Town Hall

Tuesday, December 18, 2018
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 Mayor Johnnie Greene
 - A. November 20, 2018 Regular Meeting Minutes
6. Public Comment Mayor Johnnie Greene
7. Recognitions: Mayor Johnnie Greene
 - A. Recycle Rewards
8. Financial Matters: Mayor Johnnie Greene
 - A. FY 2017-2018 Audit Presentation
 - B. Adopt Budget Workshop Schedule Mayor Johnnie Greene
9. Discussion Mayor Johnnie Greene
 - A. Nuisance Abatement Update
10. Public Comment Mayor Johnnie Greene
11. Updates: Mayor Johnnie Greene
 - A. Code Enforcement Report
 - B. Town Administrator Updates Town Administrator Christopher Todd
 - C. Council Comment Mayor Johnnie Greene
12. Adjourn Mayor Johnnie Greene

**TUESDAY, NOVEMBER 20, 2018
TOWN OF SAWMILLS REGULAR COUNCIL MEETING
6:00 PM**

COUNCIL PRESENT

Mayor Johnnie Greene
Clay Wilson
Jeff Wilson
Rebecca Johnson
Keith Warren
Joe Norman

STAFF PRESENT

Christopher Todd
Terry Taylor
Julie A Good

CALL TO ORDER: Mayor Johnnie Greene called the meeting to order.

INVOCATION: Jeff Lambert gave the invocation.

PLEDGE OF ALLEGIANCE: Celina Proctor and Shyla Sanders from Sawmills Elementary School led the Pledge of Allegiance.

ADOPT AGENDA: Mayor Johnnie Greene asked for a motion to adopt the November 20, 2018 Agenda.

Keith Warren made a motion, and Rebecca Johnson seconded, to adopt the November 20, 2018 Agenda. All were in favor.

APPROVE OCTOBER 16, 2018 REGULAR MEETING MINUTES: Mayor Johnnie Greene asked for a motion to approve the October 16, 2018 regular meeting minutes.

Joe Norman made a motion, and Clay Wilson seconded, to approve the October 16, 2018 regular meeting minutes. 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

RECOGNITIONS:

RECYCLE REWARDS WINNER: Mayor Johnnie Greene announced Mr. Kenneth Harris as the November Recycle Rewards winner. A credit of thirty-two dollars (\$32.00) will be added to his sanitation bill.

No Council action was required.

FINANCIAL MATTERS:

EMPLOYEE LONGEVITY PAY: Mayor Johnnie Greene stated that the Town of Sawmills has an employee longevity pay plan that has been historically paid out during the first pay period in December.

Keith Warren made a motion, and Joe Norman seconded, to issue longevity paychecks to Town employees paid out the first pay period in December. All were in favor.

CALDWELL COUNTY VETERANS HONOR GUARD DONATION REQUEST: Mayor Johnnie Greene stated that the Caldwell County Veterans Honor Guard, Inc., requested a donation in the amount of one hundred dollars (\$100.00).

Joe Norman made a motion, and Rebecca Johnson seconded, to give a donation in the amount of one hundred dollars (\$100.00) to Caldwell County Veterans Honor Guard, Inc. All were in favor.

APPROVE AUDITORS CONTRACT FOR FY 2018-2019: Mayor Johnnie Greene stated that the current contract with the Town auditors Lowdermilk, Church & Co., L.L.P. needs to be renewed. The renewal contract will cover the period of July 1, 2018 to June 30, 2019.

Keith Warren made a motion, and Joe Norman seconded, to approve a renewal contract with the Town auditors Lowdermilk, Church & Co, L.L.P. in the amount of \$11,400.00 (eleven thousand four hundred dollars) and covering the period of July 1, 2018 to June 30, 2019. All were in favor.

BUDGET AMENDMENT FOR BAIRD PARK LIGHTING: Town Administrator Christopher Todd stated that during the regularly scheduled October Town Council meeting, the Town Council directed staff to proceed with the development of the Baird Park Lighting Project.

At this time a budget amendment in the amount of four hundred ninety thousand dollars (\$490,000.000) would need to be made from the General Fund/Fund Balance to the Parks and Recreation Department.

Joe Norman made a motion, and Rebecca Johnson seconded, to transfer four hundred ninety thousand dollars (\$490,000.00) from the General Fund/Fund Balance to the Parks and Recreation Department for the Baird Park Lighting Project. All were in favor.

DISCUSSION:

TIMBERLINE LUMBER COMPANY, LLC PROPERTY: Town Administrator Christopher Todd stated that the Town Council, during their regularly scheduled October meeting, directed Town staff to proceed with a tax foreclosure on the property owned by the Timberline Lumber Company, LLC.

Town Attorney Terry Taylor sent a Notice of Intent of Foreclosure to Timberline Lumber Company, LLC., explaining that all owed taxes must be brought up to date by November 19, 2018, and if not, the Town would begin the process of foreclosure.

On November 15, 2018, Town Attorney Terry Taylor received an email from Attorney Robert A. Cox, Jr., stating that an auction sale was scheduled for December 13, 2018, for the Timberline Lumber Company, LLC., and that they would ask the Town hold off on a tax foreclosure until after that date.

Rebecca Johnson made a motion, and Keith Warren seconded, to stay the tax foreclosure until the regularly scheduled January 15, 2019, Town Council meeting in order to see if the Timberline Lumber Company, LLC., is sold at auction. All were in favor.

PUBLIC COMMENT:

No one wished to speak.

NOVEMBER CODE ENFORCEMENT REPORT: There are eight (8) code enforcement cases open:

- Teresa Annas Compton is the owner of a dilapidated house located at 4476 Sawmills School Road. Town Planner Becca Bleich stated that the asbestos study has been conducted and asbestos was found on the property. A firm is currently being spoken to with regards to asbestos removal;
- Carolyn Bray/Robyn Brittan, owner of abandoned mobile home located at 2570 Baker Circle. Town Planner Becca Bleich stated that an Attorney has been appointed to the estate and Terry Taylor with work with attorney;
- Jose Montes, owner 4321 Cherokee Court. High grass/junk vehicles. Town Planner Becca Bleich stated that she spot checked property on June 14, 2018. Still no proper driveway has ever been installed. Town Planner Becca Bleich stated that a letter was sent giving the owner thirty (30) days to install a driveway. The thirty (30) days are up on July 14, 2018, and homeowner will start to accrue fines if not compliant from

that date. Town Planner Becca Bleich stated that another letter was sent on August 28, 2018, giving the home owner ten (10) more days. Town Planner Becca Bleich stated that she spot checked the property on September 11 and the homeowner was not in compliance. Town Planner Becca Bleich stated that she spoke with homeowner on September 18, 2018 and homeowner stated that he would have the driveway completed on September 22, 2018. Town Planner Becca Bleich stated that the driveway was not completed until October 4, 2018. Four hundred fifty dollars (\$450.00) have been incurred. Town Planner Becca Bleich stated that she sent a invoice and letter to homeowner on October 9, 2018;

- Midland IRA, owner of 5711 Dream View Point. Nonconforming accessory structure. Town Planner Becca Bleich stated that she spot checked property in April. An accessory structure has been placed on the property before the principal structure has been constructed. Letter was sent on May 23, 2018 with a deadline to remove structure by June 7, 2018;
- Sandra Parlier, daughter of the owner of 4380 Sawmills School Rd. Overgrown vegetation. Sandra contacted Town Planner Becca Bleich requesting extension on foreclosure process. Town Planner Becca Bleich stated that a letter was sent on August 7, 2018, explaining the foreclosure process was initiated by Caldwell County but the nuisance violations would need to be abated within fifteen (15) days. Deadline is August 22, 2018. The owner did not comply and another letter outlining fees was sent with a deadline of September 21, 2018;
- Chaney Carter, owner of 4361 Sawmills School Rd. Overgrown vegetation. Town Planner Becca Bleich stated that a letter was sent on July 19, 2018, with a deadline of August 3, 2018. Town Planner stated that the nuisance was abated by the Town on August 10, 2018. Town Planner Becca Bleich stated that a lien will be placed on the property for the cost of the mowing. Town Planner Becca Bleich stated that a hearing was held on September 6, 2018. The homeowner did not show so the Town can proceed to demolish house;
- Bobby Prestwood, owner of 2239 Russell Dr. Rubbish, High Grass. Town Planner Becca Bleich stated that a NOV letter was sent on September 27, 2018. Town Planner Becca Bleich stated that an extension was granted to the end of October. Town Planner Becca Bleich stated that improvements have been made and Town Planner Becca Bleich is working with the property owner to continue cleanup;
- Joe and Celine Helton, owners of 4358 Chantilly Dr. Trash. Town Planner Becca Bleich stated that a complainant stated that the property owners are dumping trash in the rear yard, causing a rodent issue. Town Planner Becca Bleich stated that she spot checked the property on October 18, 2018, and no trash was spotted. Town Planner Becca Bleich stated that she would continue monitoring the property.

No Council action was required.

TOWN ADMINISTRATOR UPDATES: Town Administrator Christopher Todd stated that on Tuesday, November 20, 2018, a firm came and removed asbestos from the Compton property at 4476 Sawmills School Rd. While the firm was removing the asbestos that was known to be there, there was a small amount more found.

Mayor Johnnie Greene announced that the Town of Sawmills Christmas Tree Lighting will be held on Thursday, November 29, 2018, beginning at 6:30pm at the Sawmills Farmers Market Field.

The Town of Sawmills Annual Christmas Parade will be held Saturday, December 1, 2018, beginning at 10:00am on Helena Street and going down US Highway 321A to Pregis.

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

Mayor Johnnie Greene stated that he appreciated everyone coming out and the students from Sawmills Elementary School for doing the pledge. Mayor Johnnie Greene wanted to wish everyone a Happy Thanksgiving.

Joe Norman wanted to thank everyone for coming out and hoped everyone had a safe trip home.

Keith Warren wanted to thank everyone for coming out and hoped to see everyone at the Town of Sawmills Christmas Tree Lighting and the Town of Sawmills Christmas Parade.

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

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

Johnnie Greene, Mayor

Julie A. Good, Town Clerk

AGENDA ITEM 7A

MEMO

DATE:

December 18, 2018

SUBJECT:

Recognition:
Recycle Rewards
Program

Discussion:

The Town of Sawmills would like to congratulate Marcie Brown on winning the Recycle Rewards Program for the month of December. Mayor Johnnie Greene will present her with a Certificate of Appreciation. A thirty-two dollar (\$32.00) credit will be added to the current sanitation bill.

Recommendation:

No Council action is required.

AGENDA ITEM 8A

MEMO

DATE:

December 18, 2018

SUBJECT:

Financial Matters:
FY Ending June 30, 2018
Audit Presentation

Discussion:

Enclosed with your agenda packet is a copy of the audit for fiscal year ending June 30, 2018.

James Lowdermilk and Rick Hammer, with Lowdermilk, Church & Co., LLP, will be on hand to formally present the audit to the Mayor and Council.

Recommendation:

No council action required.

AGENDA ITEM 8B

MEMO

DATE:

December 18, 2018

SUBJECT:

Financial Matters:
Adopt Budget
Workshops Schedule

Discussion:

Enclosed with this memo is a copy of the proposed FY 2019-2020 budget workshop schedule.

The annual Council budget retreat is scheduled for February 14th, 2019, from 9:00 am to 4:00 pm, at Western Piedmont Council of Government.

As presented, the budget schedule includes four (4) budget workshops.

Recommendation:

Staff recommends Council adopt the FY 2019-2020 budget workshops schedule.



FY 2019-2020 Budget Retreat and Workshop Schedules

December 18th at 6:00 pm Regular Council Meeting	Adopt FY 2019-2020 Budget Retreat and Workshop Schedules (Sawmills Town Hall Council Chambers)
January 17th at 6:00 pm Special Council Meeting	Coffee with the Council (Sawmills Town Hall Council Chambers)
February 14th from 9:00-4:00 Special Council Meeting	Annual Council Budget Retreat (Western Piedmont Council of Government)
March 7th from 5:00-7:00 Special Council Meeting	Budget Workshop Number 1 (Sawmills Town Hall Council Chambers)
April 4th from 5:00-7:00 Special Council Meeting	Budget Workshop Number 2 (Sawmills Town Hall Council Chambers)
April 18th from 5:00-7:00 Special Council Meeting	Budget Workshop Number 3 (Sawmills Town Hall Council Chambers)
May 2nd from 5:00-7:00 Special Council Meeting	Budget Workshop Number 4 (If needed) (Sawmills Town Hall Council Chambers)
May 21st at 6:00 pm Regular Council Meeting	Presentation of FY 2019-2020 Budget and Call a Public Hearing (Sawmills Town Hall Council Chambers)
June 18th at 6:00 pm Regular Council Meeting	Public Hearing and Adoption of FY 2019-2020 Budget (Sawmills Town Hall Council Chambers)

***As required by law all meetings are open to the public.**

AGENDA ITEM 9A

MEMO

DATE:

December 18, 2018

SUBJECT:

Discussion:
Nuisance Abatement Update

Discussion:

During the August Town Council meeting the Sawmills Town Council voted to allow Town Administrator Christopher Todd, to approve agreements for demolition, not to exceed the budgeted funding level of ten thousand dollars (\$10,000.00). Additionally, any agreement would be reviewed and approved by the Town Attorney. Due to the cost of demolition and the cost of asbestos removal, the ten thousand dollars (\$10,000.00) will not be sufficient to remove structure. The current estimate for the total work is nineteen thousand nine-hundred and fifty dollars (\$19,950). This work would be accomplished by DH Griffin and its subsidiaries (for asbestos removal).

For safety and liability reasons, staff recommends that all asbestos removal and demolition are completed by the same company. This should decrease the time to finish the project and allow for a more streamlined process.

Staff has examined the budget and should be able to fund the project within the Community Development department. If the department as a whole is to go more than 10% over budget, staff would request a budget amendment for the department at that time.

Recommendation:

Staff recommends Council vote to increase the total project limit from ten thousand dollars (\$10,000.00) to twenty thousand dollars (\$20,000.00)

AGENDA ITEM 11A

MEMO

DATE:

December 18, 2018

SUBJECT:

Updates:
Code Enforcement
Monthly Report

Discussion:

The attached report shows the progress that Planner Becca Bleich continues to make throughout the town.

Recommendation:

No Council action required.

December Code Enforcement Report

Property Address	Property Owner	Issue	Notes
4476 Sawmills School Rd	Teresa Annas Compton	Dilapidated house	Hearing held on 9/6. Ms. Compton did not show so town can proceed with abatement.
2570 Bakers Cir	Carolyn Bray/ Robyn Brittan	abandoned mobile home	Attorney has been deemed over the estate. Terry Taylor to work with him.
4321 Cherokee Court	Jose Montes	no proper driveway, zoning code issue	Spot checked 6/14/18. Still no proper driveway. Letter sent. Given another 30 days (7/14). Will accrue fines if not compliant. Letter sent 8/28 giving 10 more days to comply. After that, will be fined. Spot checked 9/11. Did not comply. Letter outlining fees sent 9/11. Spoke with him on 9/18. He will have the driveway completed on 9/22. Driveway not completed until 10/4. \$450 in fines accrued. Letter/invoice sent 10/9. Terry Taylor to send letter. Lien will be filed if not paid upon receipt of letter.
4361 Sawmills School Rd	Chenay Carter	overgrown vegetation	Letter sent 7/19. Deadline 8/3. Nuisance abated by town on 8/10. Lien placed on property for cost of mowing. Hearing held on 9/6. Ms. Carter did not show so town will proceed to demolish house.
4219 US Hwy 321-A	Timberline Lumber Co Inc	overgrown vegetation	Letter sent 7/19. Deadline 8/3. Additional letter sent by Terry Taylor on 8/2. Deadline 8/17. Did not comply. Working with Terry Taylor to determine next steps.
Alexander Estates		Trash	Complaint made on 11/21. Spot checked on 11/22. No nuisance was spotted. Will continue to monitor.