

AGENDA

Regular Meeting of the Sawmills Town Council Sawmills Town Hall

**Tuesday, February 15, 2022
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. February 8, 2022 Regular Meeting Minutes Mayor Johnnie Greene
 B. February 8, 2022 Closed Session Minutes Mayor Johnnie Greene
 C. February 8, 2022 Budget Retreat Minutes Mayor Johnnie Greene
6. Public Comment Mayor Johnnie Greene
7. Recognitions:
 A. Recycle Rewards Mayor Johnnie Greene
8. Planning:
 A. Call for Public Hearing for Text Amendments Mayor Johnnie Greene
9. Public Comment Mayor Johnnie Greene
10. Updates:
 A. Code Enforcement Report Mayor Johnnie Greene
 B. Town Manager Updates Town Manager Chase Winebarger
 C. Council Comment Mayor Johnnie Greene
11. Closed Session: N.C.G.S. §143-318.11(a)(3) Mayor Johnnie Greene
12. Adjourn Mayor Johnnie Greene

TUESDAY, FEBRUARY 8, 2022
TOWN OF SAWMILLS REGULAR COUNCIL MEETING
9:00 AM

COUNCIL PRESENT

Mayor Pro Tem Clay Wilson
Keith Warren
Melissa Curtis
Rebecca Johnson

STAFF PRESENT

Chase Winebarger
Julie A Good
Terry Taylor

COUNCIL ABSENT

Mayor Johnnie Greene
Joe Wesson

CALL TO ORDER: Mayor Pro Tem Clay Wilson called the meeting to order at approximately 9:08am.

INVOCATION: Councilman Keith Warren gave the invocation.

PLEDGE OF ALLEGIANCE: Mayor Pro Tem Clay Wilson led the Pledge of Allegiance.

ADOPT AGENDA: Mayor Pro Tem Clay Wilson asked for a motion to adopt the February 8, 2022 Agenda.

Rebecca Johnson made a motion, and Keith Warren seconded, to adopt the February 8, 2022 Agenda. All were in favor.

APPROVE DECEMBER 21, 2021 REGULAR MEETING MINUTES: Mayor Pro Tem Clay Wilson asked for a motion to approve the December 21, 2021 regular meeting minutes.

Rebecca Johnson made a motion, and Melissa Curtis seconded, to approve the December 21, 2021 regular meeting minutes. All were in favor.

APPROVE JANUARY 25, 2022 REGULAR MEETING MINUTES: Mayor Pro Tem Clay Wilson asked for a motion to approve the January 25, 2022 regular meeting minutes.

Rebecca Johnson made a motion, and Melissa Curtis seconded, to approve the January 25, 2022 regular meeting minutes. All were in favor.

PUBLIC COMMENT: Mayor Pro Tem Clay Wilson asked if anyone had any questions or comments at this time.

No one wished to speak

RECOGNITIONS:

RECYCLE REWARDS WINNER: Mayor Pro Tem Clay Wilson announced Cathy Knepp, as the Janaury 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:

BUDGET AMENDMENT: DEPUTY FINANCE OFFICER APPOINTMENT: Mayor Pro Tem Clay Wilson stated that with the retiring of Town of Sawmills Finance Director Karen Clontz in December of 2022, the Town will need to hire and train a replacement. Council will need to approve a budget amendment in the amount of one hundred twenty thousand dollars (\$120,000.00), from the General Fund to the Finance Fund, to cover the expenses for the new position of Deputy Finance Director, in the Finance Department.

Melissa Curtis made a motion, and Keith Warren seconded, to approve the budget amendment in the amount of one hundred twenty thousand dollars (\$120,000.00), from the General Fund to the Finance Fund, to cover the expenses for the new position of Deputy Finance Director, in the Finance Department. All were in favor.

APPROVE AUDITORS CONTRACT FOR FY 2020-2021: Mayor Pro Tem Clay Wilson 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, 2021 to June 30, 2022.

Melissa Curtis made a motion, and Rebecca Johnson seconded, to approve a contract with Lowdermilk, Church & Co., L.L.P. in the amount of \$21,315.00 (twenty-one thousand three hundred fifteen dollars) and covering the period of July 1, 2021 to June 30, 2022.

PUBLIC COMMENT: Mayor Pro Tem Clay Wilson asked if anyone had any questions or comments at this time.

No one wished to speak.

UPDATES:

DECEMBER CODE ENFORCEMENT REPORT: Town Planner Dustin Millsaps stated that there are eighteen (18) code enforcement cases open:

- Edith Shatley, 2512 Crest Ln, Rubbish and Zoning Violation. Town Planner Dustin Millsaps stated that on November 23, 2021, a NOV letter was sent for rubbish and unpermitted accessory buildings, also of people living in a tent in the front yard. Town Planner Dustin Millsaps stated that as of December 3, 2021, there had been no progress on the issues;
- Wiley Fletcher, 2502 Crest Ln, Rubbish and Zoning Violation. Town Planner Dustin Millsaps stated that on November 23, 2021, a NOV letter was sent for rubbish being located sporadically on the property, as well as a zoning violation for the accessory buildings located on the property. Town Planner Dustin Millsaps stated that as of December 3, 2021, there had been no progress;
- Greene Properties, LLC, 4811 Helton Rd, Rubbish. Town Planner Dustin Millsaps stated that on November 23, 2021, a NOV letter, along with a copy of the Town's trash pick up policy, was sent for rubbish sitting at the road. Town Planner Dustin Millsaps stated that as of December 3, 2021, the issue has been resolved;
- Steven Killian, 4801 Helton Rd, Rubbish. Town Planner Dustin Millsaps stated that a NOV letter, along with a copy of the Town's trash pick up policy, was sent for rubbish sitting at the road. Town Planner Dustin Millsaps stated that as of December 3, 2021, rubbish had not been picked up but it seems that the rubbish has been covered with a tarp;
- David and Ashley Hoyle, 2465 Granville Dr, Rubbish. Town Planner Dustin Millsaps stated that on November 23, 2021, a NOV letter was sent. Town Planner Dustin Millsaps stated that as of December 3, 2021, it looks like there has been more rubbish added;
- Parker Cox, 2527 Sigmon Dr, Rubbish. Town Planner Dustin Millsaps stated that on November 23, 2021, a NOV letter was sent. Town Planner Dustin Millsaps stated that as of December 3, 2021, the it has started to be cleaned, but there is still a substantial amount of rubbish remaining;
- Gary Hicks, 2520 Sigmon Dr, Rubbish. Town Planner Dustin Millsaps stated that on November 23, 2021, a NOV letter was sent fpr dilapidated amd structures on the property. Town Planner Dustin Millsaps stated that the NOV letter was returned to the Town on November 27, 2021;
- Charles J. and Candis S. Hagaman, 1910 Leah Dr. #13, Rubbish. Town Planner Dustin Millsaps stated that on October 29, 2021, he received a complaint from Public Works regarding various different properties on Leah Drive, some of which encroach on Town property. Town Planner Dustin Millsaps stated that there was a NOV letter sent out. Town Planner Dustin Millsaps stated that he went by the property on November 9, 2021 and there has been no progress on the issue. Interim Town Planner Alison Adams stated that she spoke to someone on December 15, 2021 and was informed that

they were hauling a trailer load off on December 16, 2021 and the remaining debris will be taken care of shortly;

- Charles J. and Candis S. Hagaman, 1910 Leah Dr. #12, Rubbish. Town Planner Dustin Millsaps stated that on October 29, 2021, he received a complaint from Public Works regarding various different properties on Leah Drive, some of which encroach on Town property. Town Planner Dustin Millsaps stated that there was a NOV letter sent out. Town Planner Dustin Millsaps stated that he went by the property on November 9, 2021 and there has been some progress on the issue. Town Planner Dustin Millsaps stated that on December 3, 2021, all of the debris has been cleaned, the only issue remaining is an old car that is neither the tenant's car nor the property owner. Town Planner Dustin Millsaps stated that property owner will need to get an attorney to have the car removed;
- Linda G. Wartko, 5299 Lakewood Dr., Rubbish. Town Planner Dustin Millsaps stated that on October 29, 2021, he received a complaint for stacks of newspapers and junk piled up around the yard. Town Planner Dustin Millsaps stated that he went by the home and observed numerous debris from the road in front, on the sides and all around the home and sent a NOV letter out. Town Planner Dustin Millsaps stated that he went to the address on November 9, 2021 and there has been no progress on the issues. Town Planner Dustin Millsaps stated that he went by the property on December 3, 2021, and the problem still persists, if not worse, and it seems that the newspapers have been covered with newspapers and leaves;
- Jose A Montes and Ana C Robles, 4321 Cherokee Ct. Rubbish. Town Planner Dustin Millsaps stated that he received a complaint and a NOV letter was sent out on October 5, 2021 for overgrown grass as well as rubbish all around the yard. Town Planner Dustin Millsaps stated that he went by the property on October 12, 2021, and November 9, 2021 and the problem still exists. Town Planner Dustin Millsaps stated that he recently learned that the property is in foreclosure;
- Ronald B and Cynthia H Herman, 4126 Shoun Dr. Rubbish. Town Planner Dustin Millsaps stated that he received a complaint and a NOV letter was sent out on September 28, 2021 for many different rubbish items in the yard (lawn mowers, appliances, etc.). Town Planner Dustin Millsaps stated that he went by the property on October 12, 2021 and the problem has started to be addressed, however, not completely. Town Planner Dustin Millsaps stated that he went by the property on November 9, 2021, and it looks that the property is almost completely clean. Town Planner Dustin Millsaps stated that he went by the property on December 3, 2021, and the tenants seem to have accumulated more rubbish in the yard again;
- Teresa Annas Compton, 4486 Sawmills School Road. Abandoned Mobile Home/Garbage and Rubbish. Town Planner Dustin Millsaps stated he received a complaint on January 13, 2020. Town Planner Dustin Millsaps stated that a NOV letter was sent out on January 23, 2020 with a deadline of February 10, 2020. Town Planner Dustin Millsaps 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 Dustin Millsaps stated that staff will investigate and work with attorney for possible courses of abatement. Town Planner Dustin Millsaps 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. Town Planner Dustin Millsaps stated that staff has is waiting for Ms. Compton's son to schedule a time to come in and speak with staff regarding this property. Town Planner Dustin Millsaps stated that he went by the property on September 10, 2020 and the property is still in same condition with extremely high grass and would recommend demolition. Town Planner Dustin Millsaps stated that he has been in contact with Town Attorney Terry Taylor and former Town Planner to get all the evidence for this property. Town Planner Dustin Millsaps stated that on February 19, 2021, the title search process had been started with Town Attorney Terry Taylor. Town Planner Dustin Millsaps stated that on March 11, 2021, there were three (3) heirs found from the title search process and letters had been sent out to all three (3) heirs. Town Planner Dustin Millsaps stated that as of May 11, 2021, fines have started to occur on this property. Town Planner Dustin Millsaps stated that as of June 10, 2021, all information on this case has been handed over to Town Attorney Terry Taylor to explore all options that are left to close this case. Town Planner Dustin Millsaps stated that as of October 12, 2021 Town Attorney Terry Taylor is still engaged in the legal process of trying to find heirs to the property;

- Thomas Charles Mann, 2228 Horseshoe Acres Dr., Rubbish. Town Planner Dustin Millsaps stated that he received a complaint and a NOV letter was sent out on August 31, 2021 regarding observation that the property has very large tree clippings and two (2) different trailers located within the right of way. Town Planner Dustin Millsaps stated that he went by the property on October 12, 2021, and that the trailers have been moved, but the tree trimmings still remain. Town Planner Dustin Millsaps stated that he went by the property on November 5, 2021, and all issues are resolved. Town Planner Dustin Millsaps stated that there was another Complaint received on December 15, 2021, and the site was visited on December 15, 2021, and there is no problem;
- Charles J. and Candis S. Hagaman, 1910 Leah Dr. #19, Rubbish. Town Planner Dustin Millsaps stated that on October 29, 2021, he received a complaint from Public Works regarding various different properties on Leah Drive, some of which encroach on Town property. Town Planner Dustin Millsaps stated that there was a NOV letter sent out. Town Planner Dustin Millsaps stated that he went by the property on November 9, 2021 and the issue has been resolved.
- Gloria Brown, 4333 Coble Ln, Brush and Carpet. Interim Town Planner Alison Adams stated that a complaint was received on December 15, 2021 and will sent a NOV letter, along with a copy of the Town's trash pick up policy, to owner. Town Planner Dustin Millsaps stated that the issue has been resolved;
- Jacob Deal, 4426 Sawmills School Road, Rubbish and Junk Vehicles. Town Planner Dustin Millsaps stated that a complaint was received on January 6, 2022 and a NOV letter was sent out on January 12, 2022 and a phone call was made to the property owner.

No Council action was required.

TOWN MANAGER UPDATES: Town Manager Chase Winebarger had the following updates:

- Town Manager Chase Winebarger stated that the surveyor is coming the first of February to survey the entire property at 4077 Baird Drive and split the Town Hall section off separate from the park sections of the property for grant funding purposes.
- Town Manager Chase Winebarger stated that Parks and Recreation Director Tanner Greene secured a grant for one thousand dollars (\$1,000.00) to cover the cost of permanent corn hole boards at Baird Park. Town Manager Chase Winebarger stated that the entire project will cost just a little bit more than the grant because the Town intends to concrete the playing area to keep from having to mow and weed eat in and around the structures.
- Town Manager Chase Winebarger stated that the Town is in the running for a BRIC grant to help with the cost of lifting the South Caldwell Pump Station and the road that goes into it.
- Town Manager Chase Winebarger stated that he received some draft policies back from David Hill and will have them for Council to look at soon.
- Town Manager Chase Winebarger updated Council on the Cahah Mountain Road project.
- Town Manager Chase Winebarger stated that four (4) of the LPR cameras are going up this week.
- Town Manager Chase Winebarger stated that a letter of intent was issued for the rear loader trash truck and the truck will be paid for when it is received. The money for the truck will come out of the fund that was set up to buy a new trash truck if needed. There is approximately three hundred seventy-five thousand dollars (\$375,000.00) in the fund and the new truck will be approximately one hundred eighty-five thousand dollars (\$185,000.00), leaving approximately one hundred ninety thousand dollars (\$190,000.00) in the account should the Town need to start picking trash up again.
- Town Manager Chase Winebarger stated that there has been an inquiry about renting Veterans Park for a Craft Beer and Barbeque event for June 24 or June 25, 2022. Town Manager stated that as long as there was no objection to this that the Town would rent it to them. There were no objections from Council.
- Town Manager Chase Winebarger stated that the Town would need to appoint an elected official to be on the Railroad Commission.

Rebecca Johnson made a motion, and Melissa Curtis seconded, to appoint Mayor Pro Tem Clay Wilson to the Railroad Commission. All were in favor.

- Town Manager Chase Winebarger stated that he has less than ten (10) applicants for Deputy Finance Officer, but all the applicants are qualified. Town Manager Chase

Winebarger stated that he would like to start the interview process on February 22, 2022, and have someone in the office by March 2022.

CLOSED SESSION PURSUANT TO N.C.G.S. §143.318-11(A)(3): Mayor Pro Tem Clay Wilson asked for a motion to go into closed session.

Rebecca Johnson made a motion, and Keith Warren seconded, to go into closed session pursuant to N.C.G.S. § 143.318-11(a)(3) at approximately 9:29am. All were in favor.

Clay Wilson made a motion, and Keith Warren seconded, to come out of closed session at approximately 10:14am. All were in favor.

BUDGET AMENDMENT: Mayor Pro Tem Clay Wilson stated that Council had advised staff to move ahead with the purchase of acreage and buildings at 2670 Mission Road, Hudson, North Carolina, for the amount of eight hundred thousand dollars (\$800,000.00). This amount will need to be moved from the General Fund into the Capital Outlay Fund through a budget amendment.

Keith Warren made a motion, and Clay Wilson seconded, to approve the budget amendment in the amount of eight hundred thousand dollars (\$800,000.00) from the General Fund into the Capital Outlay Fund for the purchase of acreage and buildings at 2670 Mission Road, Hudson, North Carolina. All were in favor.

PROPERTY CONTRACT APPROVAL: Mayor Pro Tem Clay Wilson stated that Council had advised staff to move ahead with the purchase of acreage and buildings at 2670 Mission Road, Hudson, North Carolina, for the amount of eight hundred thousand dollars (\$800,000.00). The seller has agreed to the price and signed the contract.

Clay Wilson made a motion, and Keith Warren seconded, to approve the property contract for the purchase of acreage and buildings at 2670 Mission Road, Hudson, North Carolina, in the amount of eight hundred thousand dollars (\$800,000.00). All were in favor.

COUNCIL ADJOURN: Mayor Pro Tem Clay Wilson asked for a motion to adjourn.

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

The meeting was adjourned at approximately 10:18am.

Johnnie Greene, Mayor

Julie A. Good, Town Clerk

TUESDAY, FEBRUARY 8, 2022
TOWN OF SAWMILLS ANNUAL BUDGET RETREAT
9:00 AM

COUNCIL PRESENT

Mayor Pro Tem Clay Wilson
Keith Warren
Rebecca Johnson
Melissa Curtis

STAFF PRESENT

Chase Winebarger
Julie A Good
Terry Taylor

COUNCIL ABSENT

Mayor Johnnie Greene
Joe Wesson

CALL TO ORDER: Mayor Pro Tem Clay Wilson called the meeting to order at approximately 10:31am.

ADOPT AGENDA: Mayor Pro Tem Clay Wilson asked for a motion to adopt the February 8, 2022 Budget Retreat Agenda.

Rebecca Johnson made a motion, and Keith Warren seconded, to adopt the February 8, 2022 Budget Retreat Agenda. All were in favor.

FINANCIAL UPDATES: DISCUSSION:

Town Manager Chase Winebarger stated that he would like to have Council to give him and the Finance department some discretion, within reason, to decide from which funds projects are paid out of. Town Manager Chase Winebarger stated that the process now is that staff brings everything to Council once a month and costs go up before projects are approved. Town Manager Chase Winebarger stated that no decisions will be made without Council knowing.

Town Manager Chase Winebarger stated that there are more grants out now for more projects. Town Manager Chase Winebarger stated that even though the South Caldwell Lift Station project had been budgeted for, the Town has put in for a BRIC grant that would match 50%, so the project is on hold waiting to see if the Town will get the grant and then the money that was budgeted can go to use on another project.

Town Manager Chase Winebarger informed Council that future projects might be delayed four (4) to six (6) months to see if there is a grant that can help instead of the Town paying out of pocket.

FINANCIAL UPDATES: PREMIUM PAY:

Town Manager Chase Winebarger stated that he has talked to surrounding areas regarding premium pay. Town Manager Chase Winebarger stated that similar plans have been currently incorporated by Hickory, Lenoir, Granite Falls, Caldwell County Schools, and Caldwell County Government. Town Manager Chase Winebarger stated he would propose the following:

- Premium Pay would be available to full-time and part-time employees, prorated from April 1, 2020 through January 31, 2022 (22 months).
- Full-time employees hired as of January 31, 2022, will receive a payment of one hundred dollars (\$100.00) per month per for each month worked since April 1, 2020, with a maximum of twenty-two hundred dollars (\$2,200.00).
- Part-time employees hired as of January 31, 2022, will receive a payment of forty dollars (\$40.00) per month for each month worked since April 1, 2020, with a maximum of eight hundred eighty dollars (\$880.00).
- Premium Pay is subject to 401K (LEOS only), retirement and FICA taxes.

Town Manager Chase Winebarger stated that the total cost would be approximately twenty-five thousand five hundred dollars (\$25,500.00).

Rebecca Johnson made a motion, and Keith Warren seconded, to pay premium pay to full-time employees who worked April 1, 2020 through January 31, 2022, one hundred dollars per month (\$100.00), not to exceed twenty-two hundred dollars (\$2,200.00) and part-time employees who worked April 1, 2020 through January 31, 2022, forty dollars (\$40.00) per month, not to exceed eight hundred eighty dollars (\$880.00), regardless of yearly salary, to be paid out of ARPA funds with retirement and FICA taxes taken out. All were in favor.

FINANCIAL UPDATES: EMPLOYEE BENEFITS:

Town Manager Chase Winebarger stated that he would like to give all employees a five percent (5%) salary increase this year, which will be a combination of COLA and Merit.

Town Manager Chase Winebarger also stated that he would like to give sixteen (16) hours per year petty time for employees for appointments that take up to two (2) hours for employees so they are not using all sick and vacation time. Town Manager Chase Winebarger stated that petty time will not roll over from year to year.

FINANCIAL UPDATES: ADMINISTRATION:

Town Manager Chase Winebarger stated that, at this point, the focus for the administration department is on a new building. Town Manager Chase Winebarger stated that the ARPA funds can be used for building and would like for Council to use some of the money on a new Town Hall. Town Manager Chase Winebarger stated that he is hoping to begin moving forward in March or April of this year, depending on when the survey is completed.

FINANCIAL UPDATES: PARKS AND RECREATION:

Town Manager Chase Winebarger stated that Parks and Recreation will need to hire a new employee this year and potentially one more next year. Town Manager Chase Winebarger stated that hiring a new employee will start the process for Parks and Recreation to begin maintaining the parks and therefore free up Public Works to do other jobs.

Town Manager Chase Winebarger stated that the press box at Baird Park needs to be remodeled. Town Manager Chase Winebarger stated that the stairs need to be redone and would like additional lighting.

Town Manager Chase Winebarger stated that the Town would be doing a youth archery program and a youth fishing program this year.

Town Manager Chase Winebarger stated that he would like to budget for Phase 1 of the new property, which will include:

- Track
- Accessible Track around the Pond
- Accessible Parking at the Pond
- Outdoor Amphitheater
- "Football" Field
- Parking
- Restrooms
- Lights
- Infrastructure

FINANCIAL UPDATES: PUBLIC WORKS

Town Manager Chase Winebarger stated that most of the budget planning for public works is revolving around upfitting the new building:

- Remodeling Office Space
- Additional Restrooms
- Pavement
- Sewer Connections
- Security

Town Manager Chase Winebarger stated that the Town would continue to follow the Capital Improvement Plan for projects.

Town Manager Chase Winebarger stated that staff would like to finish the water line on Baker Circle. The water line stops before the end of Baker Circle and there are some undeveloped properties that do not have access to water. Town Manager Chase Winebarger stated that finishing the Baker Circle water line will better access to those properties and would give a better flow of water to all of Baker Circle because the water would loop all the way and continue to flow instead of just coming to a stop.

FINANCIAL UPDATES: SANITATION

Town Manager Chase Winebarger stated that will be no changes in sanitation.

COUNCIL ADJOURN: Mayor Pro Tem Clay Wilson asked for a motion to adjourn.

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

The meeting was adjourned at approximately 11:51am.

Johnnie Greene, Mayor

Julie A Good, Town Clerk

AGENDA ITEM 7A

MEMO

DATE:

February 15, 2022

SUBJECT:

Recognition:
Recycle Rewards
Program

Discussion:

The Town of Sawmills would like to congratulate Sandra Helton on winning the Recycle Rewards Program for the month of February. 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:

February 15, 2022

SUBJECT:

Planning Matters:
Call for Public Hearing: Text
Amendment

Discussion:

Municipalities are required to remove criminal (misdemeanor) language within their Town Codes, Zoning and Subdivision Ordinances specifically listed within senate bill 300 (SB300). The proposed amendments will affect the following sections of the Town of Sawmills Town Code:

- Section 50.99 (Public Works penalties)
- Section 113.99 (Junkyard penalties)
- Section 153.999 (Zoning Ordinance)
- Section 152.999 (Subdivision Ordinance)
- Section 154.19 (Dwellings not in compliance)
- Section 154.54 (Housing standards)

The Town Council must hold a public hearing in order to change ordinance language. Staff proposes the public hearing be set for the next regularly scheduled Town Council meeting on March 15, 2022.

Recommendation:

Staff recommends Council call for a public hearing for the proposed text amendment on March 15, 2022 at 6:00PM during their regularly scheduled March meeting.

AGENDA ITEM 10A

MEMO

DATE:

February 15, 2022

SUBJECT:

Updates:
Code Enforcement
Monthly Report

Discussion:

The attached report shows the progress that Planner Dustin Millsaps continues to make throughout the town.

Recommendation:

No Council action required.

Code Enforcement Report			
Property Address	Property Owner	Issue	Notes
2502 CREST LN	WILEY FLETCHER	RUBBISH AND ZONING VIOLATION	11/23/2021 Letter was sent on the account of trash being located sporadically on the property, as well as a zoning violation for the accessory buildings located on the property. 12/3/2021 Nothing has changed. 2/8/2022 Trash has been picked up out of the yard but not completely finished. Final letter to be issued.
4801 HELTON RD	STEPHEN KILLIAN	RUBBISH	11/23/2021 Letter was sent for a pile of trash sitting at the street. A trash pickup policy was also attached. 12/3/2021 Trash still not picked up, seems they have covered it with a tarp (still at the road). 2/8/2022 Pile of trash still covered by tarps. Sending out final letter that they just need to call bulk pick up and resolve the issue.
2465 GRANVILLE DR	DAVID H. & ASHLEY G. HOYLE	RUBBISH	11/23/2021 Letter sent for various amounts of rubbish throughout the yard. Looks to be selling the stuff. 12/3/2021 Seems that they have received more stuff (rugs, boxes, etc.) 2/8/2022 More stuff and tent now located on the property, final letter to be sent.
2527 SIGMON DR	PARKER L. COX	RUBBISH	11/23/2021 Letter sent to tenant and owner for and absurd amount of rubbish around the property. All major kitchen appliances are sitting in the front yard. 12/3/2021 Seems they have started, yet a substantial amount of rubbish still remains. 2/8/2022 Property has been cleaned a little, but not enough to make a difference. Final letter to be issued
2520 SIGMON DR	GARY HICKS	RUBBISH	11/23/2021 Letters sent for the dilapidated and buildings and structures on the property. 11/27/2021 Letter undeliverable. 2/8/2022 finding different avenues so I can find the right person to deliver this letter to.
1910-13 LEAH DR	CHARLES J. & CANDIS S. HAGMAN	RUBBISH	10/29/2021 Complaint received from Public Works about various different properties on Leah Drive that even encroaches on town property. 11/9/2021 Doesn't look as if they have started to resolve this issue. 12/3/2021 Looks as if they have made a substantial impact in cleaning up the property, however the issue still remains. Spoke to the gentleman 12.15.21 and he is hauling a trailer load off on the 16th and will have the remaining debris taken care of shortly. 2/8/2022 This "trailer load" did not take place, final letter to be issued
5299 LAKEWOOD DR	LINDA G WARTKO	RUBBISH	10/29/2021 Complaint received for stacks of newspapers and junk piled up around the home. Numerous debris observed from the road in front, on the sides and all around the home. 11/9/2021 Problem still persist. 12/3/2021 The problem still persist, if not worse. Seems that they have covered the newspapers with leaves. 2/8/2022 Newspaper are now moved around the back of the house and a pile at the street. final letter to be issued.
4126 SHOUN DR	RONALD B. & CYNTHIA H. HERMAN	RUBBISH	9/28/2021 Letter issued for many different rubbish items in the yard (lawn mowers, appliances, etc.) 10/12/2021 Problem has started to be addressed, however, not completely. 11/9/2021 Looks like they're almost finished cleaning up the property. 12/3/2021 The tenants seem to have accumulated more rubbish in the yard again. 2/8/2022 Problem has gotten worse, final letter to be issued.
4486 SAWMILLS SCHOOL RD	TERESA ANNAS COMPTON	Abandoned Mobile Home/Garbage and Rubbish	Complaint Received 1/13/20. 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. Staff has yet to speak with any representative of this property. Dustin-9/10/2020 Went by the house, still in same condition with extremely tall grass. Abatement is still recommended. 11/30/20 Have been in contact with Terry Taylor to get all evidence for this property done with the previous planner. 2/19/21 Have started the title search process with Terry Taylor. 3/11/2021 From the title search we were able to find the location on the three heirs. 5/11/2021 Fines have started to occur. 6/10/2021 All information has been handed over to Terry Taylor to explore next steps. 10/12/2021 Terry Taylor is still engaged in the legal process of notifying the heirs.

2512 CREST LN	EDITH SHATLEY	RUBBISH AND ZONING VIOLATION	11/23/2021 Letter was sent for rubbish and unpermitted accessory buildings, also hearing of people living in a tent in the front yard (currently a tent and front yard). 12/3/2021 Nothing has changed.
4811 HELTON RD	GREENE PROPERTIES, LLC	RUBBISH	11/23/2021 Letter was sent for a mattress sitting at the road. A trash pickup policy was attached. 12/3/2021 Issue has been resolved
1910-12 LEAH DR	CHARLES J. & CANDIS S. HAGMAN	RUBBISH	10/29/2021 Complaint received from Public Works about various different properties on Leah Drive that even encroaches on town property. 11/9/2021 Property has started to be dealt with. 12/3/2021 All of the debris has been cleaned, only issue remaining is an old car that is neither the tenant's car nor the property owner. Following the same path as Gatewood Drive did by obtaining a lawyer and getting the car removed.
4321 CHEROKEE CT	JOSE A. MONTES AND ANA C. ROBLES	RUBBISH	10/5/2021 A letter was issued for overgrown grass as well rubbish all around the yard. 10/12/2021 Problem still exist. 11/9/2021 Property is still in violation. Have recently learned this property is in foreclosure and will resolve itself whenever the house is sold.
	Open Violation		
	Open Violation (in Limbo)		
	Successfully Closed Violation		