

## AGENDA

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

Tuesday, February 19, 2019  
6:00 pm

1. Call To Order Mayor Johnnie Greene
2. Invocation Pastor Rick Crouse
3. Pledge of Allegiance Mayor Johnnie Greene
4. Adopt Agenda Mayor Johnnie Greene
5. Approve Meeting Minutes Mayor Johnnie Greene
  - A. January 15, 2019 Regular Meeting Minutes
  - B. January 17, 2019 Special Meeting Minutes
6. Public Comment Mayor Johnnie Greene
7. Recognitions: Mayor Johnnie Greene
  - A. Recycle Rewards
  - B. Firefighter Awards
8. Public Hearing: 4402 Horseshoe Bend Annexation Mayor Johnnie Greene
  - A. Open Public Hearing
  - B. Staff Comments/Recommendations
  - C. Public Comment Mayor Johnnie Greene
  - D. Close Public Hearing Mayor Johnnie Greene
  - E. Council Action Mayor Johnnie Greene
9. Financial Matters: Mayor Johnnie Greene
  - A. Disabled American Veterans Chapter 6 Donation Request
10. Planning Matters: Mayor Johnnie Greene
  - A. Comprehensive Land Use Plan
11. Discussion: Mayor Johnnie Greene
  - A. Yard of Month Committee
12. Public Comment Mayor Johnnie Greene
13. Updates: Mayor Johnnie Greene
  - A. Code Enforcement Report
  - B. Town Administrator Updates Town Administrator Christopher Todd
  - C. Council Comment Mayor Johnnie Greene
14. Adjourn Mayor Johnnie Greene

**TUESDAY, JANUARY 15, 2019  
TOWN OF SAWMILLS REGULAR COUNCIL MEETING  
6:00 PM**

**COUNCIL PRESENT**

Mayor Johnnie Greene  
Clay Wilson  
Rebecca Johnson  
Jeff Wilson

**STAFF PRESENT**

Christopher Todd  
Terry Taylor  
Julie A Good

**COUNCIL ABSENT**

Keith Warren  
Joe Norman

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

**INVOCATION:** Zack Bryant gave the invocation.

**PLEDGE OF ALLEGIANCE:** Michael Walsh and Makinlee Adams from Sawmills Elementary School led the Pledge of Allegiance.

**ADOPT AGENDA:** Mayor Johnnie Greene asked for a motion to adopt the January 15, 2019 Agenda.

Rebecca Johnson made a motion, and Clay Wilson seconded, to adopt the January 15, 2019 Agenda. All were in favor.

**APPROVE DECEMBER 18, 2018 REGULAR MEETING MINUTES:** Mayor Johnnie Greene asked for a motion to approve the December 18, 2018 regular meeting minutes.

Clay Wilson made a motion, and Jeff Wilson seconded, to approve the December 18, 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 Mrs. Shirley Walker as the January Recycle Rewards winner. A credit of thirty-two dollars (\$32.00) will be added to her sanitation bill.

No Council action was required.

**PLANNING MATTERS:**

**4402 HORSESHOE BEND ROAD ANNEXATION:** Town Administrator Christopher Todd stated that the Town of Sawmills had received a petition for Voluntary Annexation from Lori Ann White Summerlin for parcel NCPIN 2756908140.

The Town must hold a public hearing in order to annex the parcel. Staff proposes the public hearing to be set for the next regularly scheduled Town Council meeting on February 19, 2019.

Rebecca Johnson made a motion, and Clay Wilson seconded, to hold a public hearing for the Voluntary Annexation for parcel NCPIN 2756908140 during the next regularly scheduled Town Council meeting on February 19, 2019. All were in favor.

**COMPREHENSIVE LAND USE PLAN:** Town Administrator Christopher Todd stated that the Comprehensive Land Use Plan (CUP) is an essential tool created through data analysis, community engagement, and policy direction. The purpose of the CUP is to help inform the elected body and staff as to the direction the town is wishing to hear regarding its land use policies, practices, and ordinances. The Sawmills CUP has been created using a citizen committee, the planning board, public survey, staff analysis, and citizen engagement.

The Town of Sawmills has a CUP which was adopted in 2005, and requires an update. These plans should be updated approximately every ten (10) to twenty (20) years based on goals and direction of the Town. The current CUP was reviewed in a different economic time period and additionally the Town's demographics have changed.

The draft CUP has been created with the help of the Western Piedmont Council of Governments and has been reviewed by both the Town Administrator and the Town Attorney.

Clay Wilson made a motion, and Rebecca Johnson seconded, to table the matter until the regularly scheduled February 19, 2019 Council Meeting. All were in favor.

**DISCUSSION:**

**NEW TOWN HALL:** Town Administrator Christopher Todd stated that the Town of Sawmills had a new town hall designed in 2008, to be located on the property currently used by the Sawmills Farmers Market. After the design was modified in 2010, an estimated project budget was one million seven hundred six thousand three hundred seventy-four dollars (\$1,706,374.00). There would be approximately an additional three hundred thousand dollars (\$300,000.00) in costs associated with furniture, computers and other internal needs.

The new town hall design included a larger council chambers for public meeting, a drive through window to receive payments, and a community room.

In order to prepare this item for budget discussion, new updated cost estimates would be required. Based on current and similar project costs, staff estimates the total project to currently be between three million dollars (\$3,000,000.00) and three hundred five thousand dollars (\$3,500,000.00). That estimate includes both construction and other needed items.

No Council action was taken.

**PUBLIC COMMENT:**

No one wished to speak.

**JANUARY CODE ENFORCEMENT REPORT:** There are five (5) 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;
- 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 Town Attorney Terry Taylor will send a letter and a lien will be filed if fines not paid upon receipt of letter;

- 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;
- Timberline Lumber Company, Inc., owner of 4219 US Highway 321A. Overgrown vegetation. Town Planner Becca Bleich stated that a NOV letter was sent on July 19, 2018, with a deadline of August 3, 2018. Town Planner Becca Bleich stated that an additional letter was sent by Town Attorney Terry Taylor on August 2, 2018, with a deadline of August 17, 2018. Owner has not complied with either NOV letter. Town Planner Becca Bleich stated she was working with Town Attorney Terry Taylor to determine the next steps.
- Herman and Julie Phillips, owner of 4645 Helton Rd. RV on property. Town Planner Becca Bleich stated that a complaint was made on January 3, 2019, spot checked and NOV letter sent out on January 4, 2019. Deadline for removal is January 14, 2019.

No Council action was required.

**TOWN ADMINISTRATOR UPDATES:** Town Administrator Christopher Todd stated that the DARI asbestos removal crew would be at 4476 Sawmills School Road on January 16, 2019, pulling brick off of the home to remove the remainder of the asbestos. The DARI demolition crew will be at the site either January 17, 2019 or January 18, 2019 and the house should be demolished by January 23, 2019.

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

Clay Wilson wanted to thank everyone for coming out.

Jeff Wilson wanted to thank everyone for coming out.

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

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

**THURSDAY, JANUARY 17, 2019  
TOWN OF SAWMILLS SPECIAL COUNCIL MEETING  
“COFFEE WITH THE COUNCIL”**

**6:00 PM**

**COUNCIL PRESENT**

Johnnie Greene  
Rebecca Johnson  
Keith Warren  
Clay Wilson

**STAFF PRESENT**

Christopher Todd

**COUNCIL ABSENT**

Jeff Wilson  
Joe Norman

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

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

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

**ADOPT AGENDA:** Mayor Johnnie Greene asked for a motion to adopt the agenda.

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

**DISCUSSION:** The following items were discussed:

- Parks and Recreation
  - Multi-Use Pedestrian Path
  - Skate Park
  - More Playground Equipment for ages 6 and less
  - Playground Equipment at the Farmers Market
- Water and Sewer Rates
  - Keep rates low
  - Develop sewer in areas we want high density development
  - Create Capital Reserve Funds for sewer projects
- Sawmills Farmers Market
  - Add some pizzazz to the market
  - Allow for EBT
  - Look at different or multiple days for market to occur
  - Combine special events with a “Garage Sale Day” for the community
- Public Works
  - Beautification Projects

- Town Events
  - Movie Night
  - Music Events
  - Community Day Event
- Ideas from the Public
  - Town Hall Project
  - Yard of the Month
  - Citizen lead town beautification projects
  - Town supplied firefighter/ partnership with Sawmills Fire and Rescue
  - More web and social media presence

**ADJOURN:** Mayor Johnnie Greene stated no Council action was required and asked for a motion to adjourn the meeting.

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

---

Julie A Good, Town Clerk

---

Johnnie Greene, Mayor

**AGENDA ITEM 7A**

**MEMO**

**DATE:**

February 19, 2019

**SUBJECT:**

Recognition:  
Recycle Rewards  
Program

**Discussion:**

The Town of Sawmills would like to congratulate Roger Teague on winning the Recycle Rewards Program for the month of February. Mayor Johnnie Greene will present him 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 7B**

**MEMO**

**DATE:**

February 19, 2019

**SUBJECT:**

Recognition:  
Sawmills Volunteer  
Fire & Rescue  
Department Awards

**Discussion:**

Mayor Johnnie Greene will be presenting awards of appreciation to the following Sawmills Volunteer Fire & Rescue Department members:

**Member of the Year**

Christy Bumgarner

**Officer of the Year**

Josh Lakey

**Most Calls Run**

Robert Clontz

**Recommendation:**

No Council action is required.

**AGENDA ITEM 8A**

**MEMO**

**DATE:**

February 19, 2019

**SUBJECT:**

Public Hearing:  
Voluntary Annexation

**Discussion:**

The Sawmills has received a petition for Voluntary Annexation from Lori Ann White Summerlin for parcel (NCPIN 2756908140). Attached to this memorandum is the signed petition, a survey of the area to be annexed, the legal description of the properties, deed, and tax information.

Town staff suggests for the annexation of the parcel to officially take place on February 22, 2019. This would allow property owners and staff the appropriate time to set up and provide services.

**Recommendation:**

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

**AGENDA ITEM 9A**

**MEMO**

**DATE:**

February 19, 2019

**SUBJECT:**

Financial Matters:  
Request for a Donation  
To Disabled American  
Veterans Chapter 6

**Discussion:**

The Town has received a request from Disabled American Veterans Chapter 6 for a donation in the amount of \$50.00 (fifty dollars).

There are sufficient funds in the budget for this request.

**Recommendation:**

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



**Town of Sawmills**

**Funding Request:**

Name of Organization: Disabled of American Veterans Phone: 828 396-4732  
 Permanent Address: 4113 Hickorynut Ridge Rd.  
 City: Hudson State: NC Zip Code: 28638  
 Contact Name: Steve Holsclaw Fed Tax ID #: \_\_\_\_\_

Amount Requested: \$50 Amount needed for the Project: \_\_\_\_\_  
 Date Funds Needed: \_\_\_\_\_ Project Begin/End Dates: Tournament is 5-11-19  
 Complete description of project: Funds raised will be used to help veterans in Caldwell Co. + day to day operations of chapter home (NO BAR), power, insurance, phone, etc.  
 How will the funds be used?: ↑  
 How will this project benefit the community?: We provide transportation for vets to + from VA facilities as needed.

2/3/19 2/19/19  
 Date application received: \_\_\_\_\_ Date presented to Council: \_\_\_\_\_  
 Date approved/denied (circle one): \_\_\_\_\_ Amount approved: \_\_\_\_\_  
 Available balance in Governing Body Expense Acct: 91,000  
 Date check written: \_\_\_\_\_ Check #: \_\_\_\_\_ Amount: \_\_\_\_\_

This instrument has been preaudited in the manner required by the Local Government Budget and Fiscal Control Act.

*Joan Dyer*

**MEMO**

**DATE:**

February 19, 2019

**SUBJECT:**

Discussion:  
Comprehensive Land Use Plan

The Sawmills Comprehensive Plan will be presented at the February Council meeting for Council's approval. The Planning Board and Council have reviewed the document and recommends the following changes or have questions, listed below:

Housing –

5. Remove Housing Recommendation #5: Consider hiring a full-time Sawmills Code Enforcement Officer.

Transportation –

1. Change Transportation Recommendation #1 to read: Study potential traffic solutions to help alleviate traffic issues that occur at the beginning and end of each school day at Sawmills Elementary School.

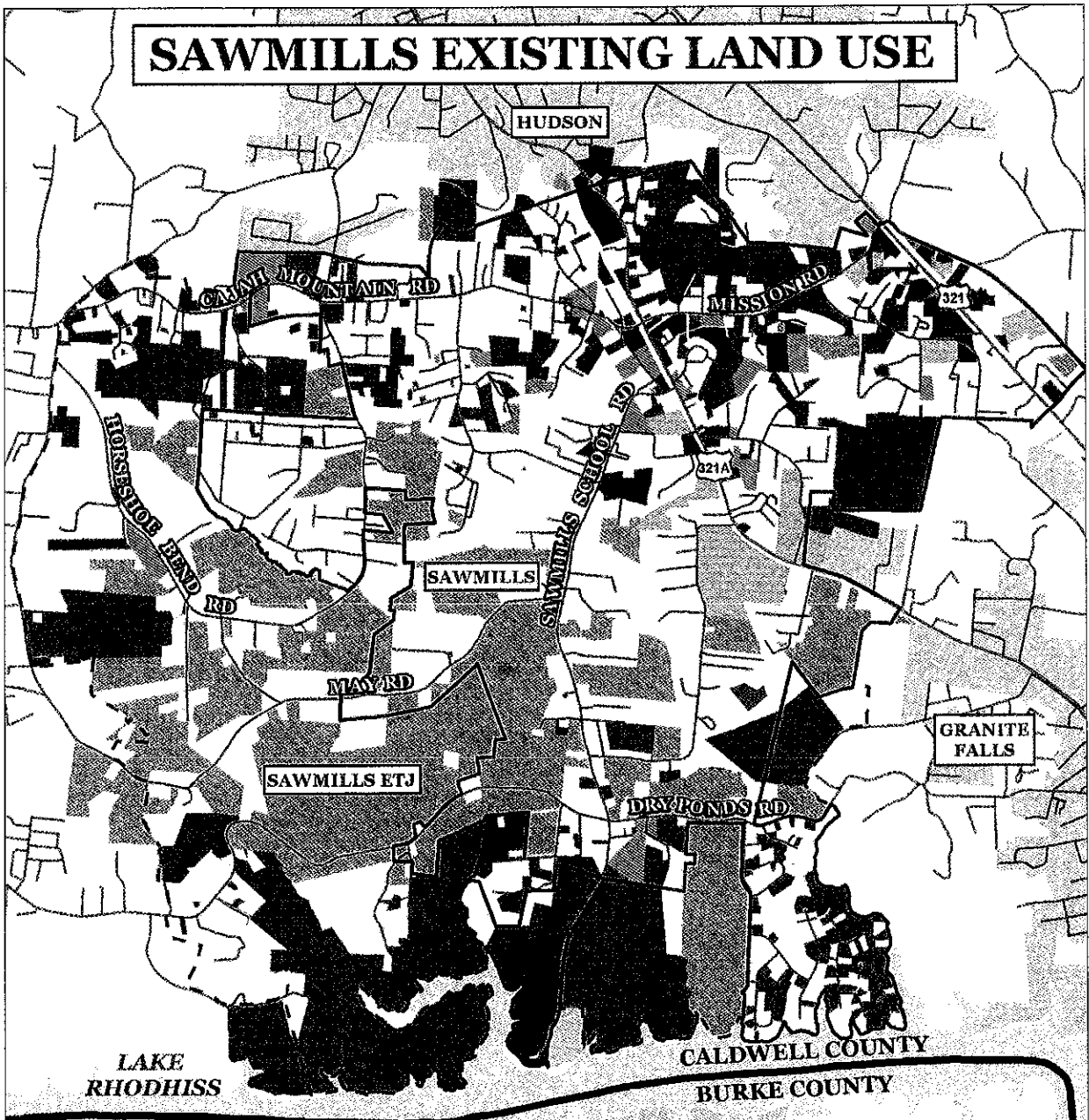
Public Services –

1. Remove “Consider prohibiting gravel parking lots for commercial purposes.
3. Remove Public Services Recommendation #3: Determine a suitable location for (and build) a town park along the Sawmills School Road corridor.

Future Land Use & Economic Development –

3. Remove Future Land Use Recommendation #3: Continue to pursue the development of an additional public park along Sawmills School Road, and require new housing developments to incorporate dedicated open spaces.
15. Change Future Land Use Recommendation #15 to read: Design and implement strategies to create a positive business environment.

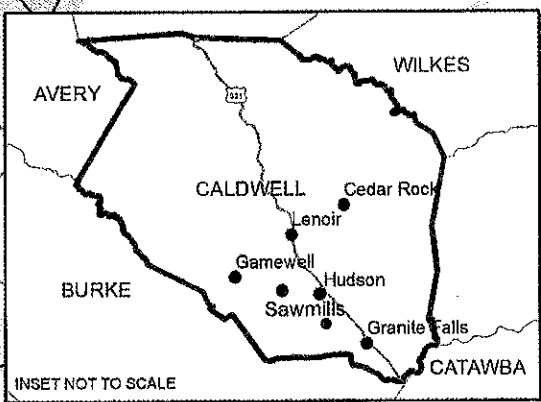
# SAWMILLS EXISTING LAND USE



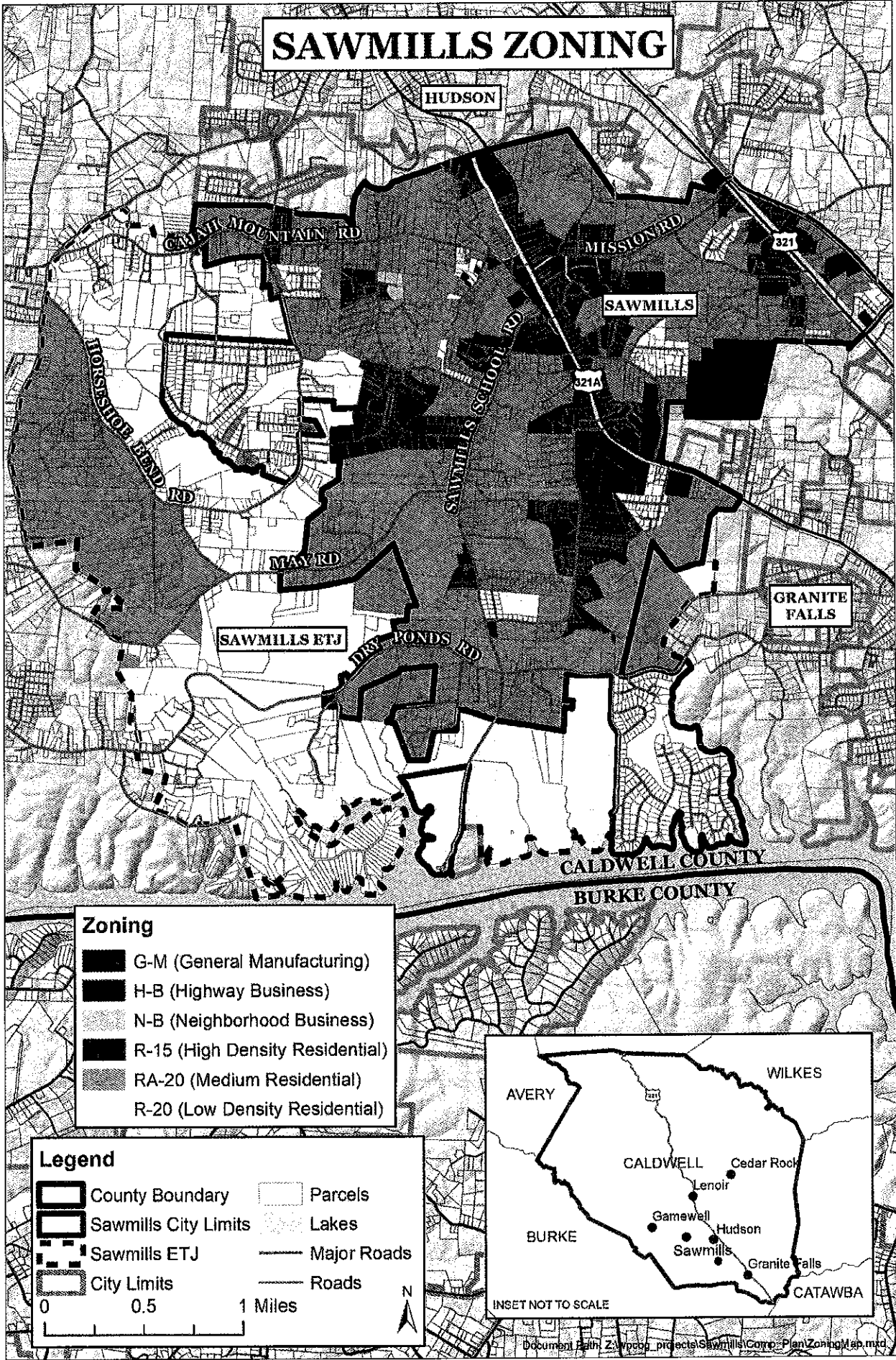
## Legend

- |                            |                   |
|----------------------------|-------------------|
| County Boundary            | Major Roads       |
| Sawmills City Limits       | Roads             |
| Sawmills ETJ               |                   |
| City Limits                |                   |
| Lakes                      |                   |
| <b>Land Use</b>            |                   |
| Commercial                 | Office & Services |
| Government & Institutional | Residential       |
| Farm & Agriculture         | Utility           |
| Industrial                 | Vacant            |

0 0.5 1 Miles



# SAWMILLS ZONING



**Zoning**

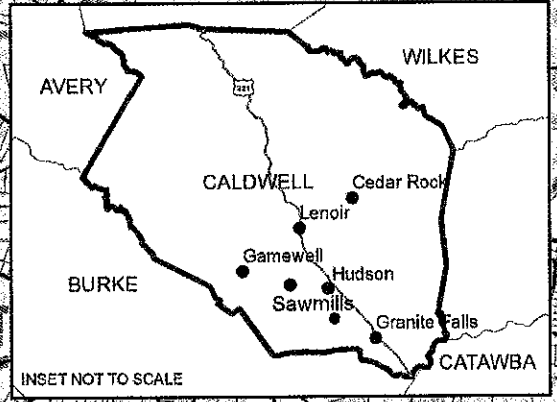
	G-M (General Manufacturing)
	H-B (Highway Business)
	N-B (Neighborhood Business)
	R-15 (High Density Residential)
	RA-20 (Medium Residential)
	R-20 (Low Density Residential)

**Legend**

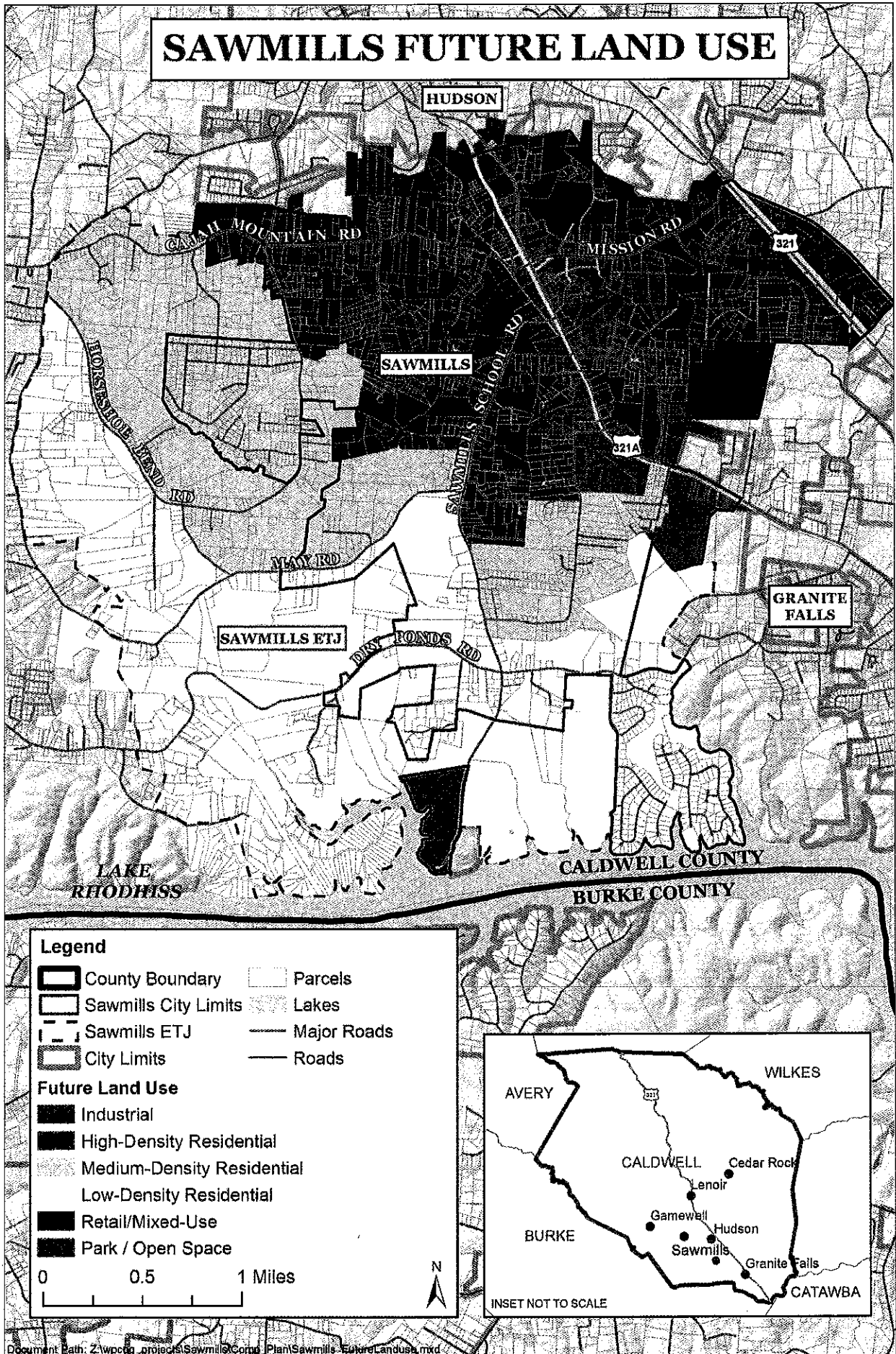
	County Boundary		Parcels
	Sawmills City Limits		Lakes
	Sawmills ETJ		Major Roads
	City Limits		Roads

0 0.5 1 Miles

N



# SAWMILLS FUTURE LAND USE



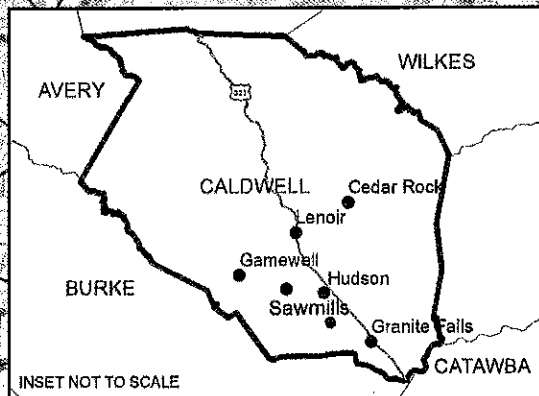
## Legend

- County Boundary
- Sawmills City Limits
- Sawmills ETJ
- City Limits
- Parcels
- Lakes
- Major Roads
- Roads

## Future Land Use

- Industrial
- High-Density Residential
- Medium-Density Residential
- Low-Density Residential
- Retail/Mixed-Use
- Park / Open Space

0 0.5 1 Miles





**AGENDA ITEM 11A**

**MEMO**

**DATE:**

February 19, 2019

**SUBJECT:**

Discussion:  
Yard of the  
Month Committee

**Discussion:**

The Town is currently looking for members for the Yard of the Month Committee. There have typically been three (3) members in the Yard of the Month Committee.

**Recommendation:**

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

**AGENDA ITEM 13A**

**MEMO**

**DATE:**

February 19, 2019

**SUBJECT:**

Updates:  
Code Enforcement  
Monthly Report

**Discussion:**

The attached report shows the progress that Planner Teresa Kinney continues to make throughout the town.

**Recommendation:**

No Council action required.

February Code Enforcement Report			Notes
Property Address	Property Owner	Issue	
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. Property had been abated. Attorney can move forward with lien.
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.
2296 George Harris Dr		lawnmower on sidewalks	NOV sent on 1/8.
4486 Sawmills School Rd	Teresa Annas Compton	Dilapidated house	Letter sent 1/8. Deadline 1/18. Abatement has taken place, lien can be placed on the property.
Alexander Estates	MHP	Trash	Complaint made on 11/21. Spot checked on 11/22. No nuisance was spotted. Checked again on 1/15. Two mobile homes had mattresses on the property. Called the property owner. Spoke with owner 01/17/19 will mention all the violations to trailer owners. Will pass on information owners.
2169-8 Oak Tree Lane update 1/29/19	Apartment	Hole in ceiling- mold growing	Spoke to Larry Griffin this morning have gone 2 times to fix ceiling and tenant wouldn't let him in apartment. Tenant appealed eviction. Today date 1/29/2019. Gonna check back in month. Rodney/Tenant phone after meeting and said landlord didn't stop to fix anything. Told tenant to call landlord today and get problem fixed. 1/31/19 spoke with mr rodney braswell tenant 336-965-0487 setting up inspection and getting pictures. landlord 828-302-5372/Larry Griffin. Met with Mr. Griffin and his resident manager again on Feb. 5th at town hall offices. Mr. Giffin stated that Mr. Brasley the tenant is under eviction and has appealed with court for Feb 21 court date. In meantime, he and resident manager has attempted several times to enter the apartment to make repairs and no one will allow them access. Mr. Griffin seems eager to gain access to the property. I have spoken with Mr. Brasley on 3 occasions and he was to send me picture of the issues and he never has followed through. I have also attempted to contact building inspections to line up an inspection.