

## **AGENDA**

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

**Tuesday, July 19, 2016  
6:00 pm**

- |     |  |                      |
|-----|--|----------------------|
| 1.  | Call To Order  | Mayor Joe Wesson     |
| 2.  | Invocation   | Pastor Ron Burgett   |
| 3.  | Pledge of Allegiance                                       | Mayor Joe Wesson     |
| 4.  | Adopt Agenda   | Mayor Joe Wesson     |
| 5.  | Approve Meeting Minutes                                    |                      |
|     | A. June 21, 2016 Regular Meeting Minutes                   | Mayor Joe Wesson     |
|     | B. June 21, 2016 Closed Session Minutes                    | Mayor Joe Wesson     |
| 6.  | Public Comment   | Mayor Joe Wesson     |
| 7.  | Recognitions:  |                      |
|     | A. Recycle Rewards   | Mayor Joe Wesson     |
| 8.  | Financial Matters:   |                      |
|     | A. Town Car Quote  | Mayor Joe Wesson     |
|     | B. Caldwell Council on Adolescent Health Donation Request  | Mayor Joe Wesson     |
|     | C. Caldwell County Dare Donation Request                   | Mayor Joe Wesson     |
|     | D. Disposal of Unscheduled Records                         | Mayor Joe Wesson     |
| 9.  | Planning Matters:  |                      |
|     | A. Call for Public Hearing for Re-Zoning for 000 Helena St | Planner Elinor Hiltz |
| 10. | Updates:   |                      |
|     | A. Code Enforcement Monthly Report                         | Planner Elinor Hiltz |
|     | B. Council Comments  | Mayor Joe Wesson     |
| 11. | Closed Session: Attorney/Client Privilege                  | Mayor Joe Wesson     |
| 12. | Adjourn  | Mayor Joe Wesson     |

**TUESDAY, JUNE 21, 2016  
TOWN OF SAWMILLS REGULAR COUNCIL MEETING  
6:00 PM**

**COUNCIL PRESENT**

Joe Wesson  
Gerelene Blevins  
Jeff Wilson  
Joe Norman  
Keith Warren  
Reed Lingerfelt

**STAFF PRESENT**

Christopher Todd  
Terry Taylor  
Julie A Good

**CALL TO ORDER:** Mayor Joe Wesson called the meeting to order.

**INVOCATION:** Associate Reverend Rick Crouse gave the invocation.

**PLEDGE OF ALLEGIANCE:** Mayor Joe Wesson led the Pledge of Allegiance.

**ADOPT AGENDA:** Mayor Joe Wesson asked for a motion to adopt the June 21, 2016 Agenda with the addition of Agenda Item 10D: Planning Board Application.

Joe Norman made a motion, and Gerelene Blevins seconded, to adopt the June 21, 2016 agenda with the addition of Agenda Item 10D: Planning Board Application. All were in favor.

**APPROVE MAY 17, 2016 REGULAR MEETING MINUTES:** Mayor Joe Wesson asked for a motion to approve the May 17, 2016 regular meeting minutes.

Gerelene Blevins made a motion, and Joe Norman seconded, to approve the May 17, 2016 regular meeting minutes. All were in favor.

**PUBLIC COMMENT:** Mayor Joe Wesson asked if anyone had any questions or comments at this time.

No one wished to speak.

**RECOGNITIONS:**

**RECYCLE REWARDS WINNER:** Mayor Joe Wesson announced Ms. Claudia Ward-Eller, as the June Recycle Rewards winner. A credit of twenty-eight dollars (\$28.00) will be added to her sanitation bill.

No Council action was required.

**PUBLIC HEARING: FY 2016-2017 BUDGET:**

**OPEN PUBLIC HEARING:** Mayor Joe Wesson asked for a motion to open the public hearing.

Reed Lingerfelt made a motion, Keith Warren seconded, to open the public hearing. All were in favor.

**STAFF COMMENTS/RECOMMENDATIONS:** Town Administrator Christopher Todd stated that the budget is balanced as required by the NC Local Government Budget and Fiscal Control Act. The Town's overall budget for FY 2016-2017 totals two million nine hundred ninety-two thousand six dollars (\$2,992,006.00). A few highlights of the proposed budget include no property tax increase; minor increases of the water and sewer rates; no appropriation of General Fund unrestricted reserves will be made for the fiscal year; an appropriation of Water and Sewer Fund reserves will be made this fiscal year; maintains current level of services; maintains current levels of benefits for employees. The Town will also maintain its current levels of service to the citizens.

**PUBLIC COMMENT:** Mayor Joe Wesson asked if anyone wished to speak on the FY 2016-2017 Budget.

No one wished to speak.

**CLOSE PUBLIC HEARING:** Mayor Joe Wesson asked for a motion to close the public hearing.

Joe Norman made a motion, and Gerelene Blevins seconded, to close the public hearing. All were in favor.

**COUNCIL ACTION:** Joe Norman made a motion, and Reed Lingerfelt seconded, to adopt the FY 2016-2017 Budget. The vote passed 4 to 1 with Jeff Wilson being the only Council Member opposed.

**DISCUSSION:**

**STORMWATER DISCHARGE PROGRAM AGREEMENT:** Town Administrator Christopher Todd 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, 2016 to June 30, 2017. 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 Keith Warren 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.

**FOUTH AMENDMENT TO TOWN OF SAWMILLS LICENSING AGREEMENT:** Town Administrator Christopher Todd stated that the current licensing agreement between the Town of Sawmills and the Sawmills Optimist needs to be renewed. The renewal licensing agreement will cover the period of July 1, 2016 through June 30, 2017.

Keith Warren made a motion, and Joe Norman seconded, to adopt the Fourth Amendment to Town of Sawmills Licensing Agreement. All were in favor.

**PLANNING MATTERS:**

**MARBLESTONE DRIVE MINOR SUBDIVISION:** Town Planner Elinor Hiltz stated that Frank Crowell, the owner of a 5.4 acre lot at the end of Marblestone Drive in the Hayes Mill Landing subdivision, would like to divide his property into three (3) lots. The Subdivision Review Board reviewed the plat on June 9, 2016 and recommended approval with two (2) conditions:

- Add a statement on the plat that owners of Lot A and Lot B will be responsible for maintenance on the shared driveway;
- Add the words "Public Row" to Marblestone Drive.

Both conditions have been met on the plat.

Staff and Subdivision Review Board have reviewed all state and local requirements for this subdivision and believe that, with proposed conditions of approval, this subdivision meets all requirements.

Jeff Wilson made a motion, and Reed Lingerfelt seconded, to approve Marblestone Drive Lots A, B, C Final Plat. All were in favor.



**BOARD OF ADJUSTMENTS ETJ POSITION APPOINTMENT:** Town Planner Elinor Hiltz stated that the Board of Adjustments has a vacancy for an ETJ member seat.

This item is tabled until the July 19, 2016 regular Council meeting.

**PLANNING BOARD STAGGERING TERMS AND APPOINTMENTS:** Town Planner Elinor Hiltz stated that The Planning and Administration departments propose to stagger the Planning Board terms. Currently, four (4) out of five (5) members' terms expire at the same time. If the terms are staggered, there is a potential for more consistency on the Board. Each term will last three (3) years. The following is a suggested way to stagger the terms:

Initial term ending September 2017	Initial term ending September 2018
In-Town member (Vacant)	In-Town member (Steve Duncan)
ETJ Member (Ryan Wilson)	In-Town Member (David Powell)
	ETJ Member (Clyde Miller)

Town Planner Elinor Hiltz stated that she has contacted all Board Members.

ETJ members will need to be appointed by the Caldwell County Commissioners at their July 18, 2016 meeting.

Joe Norman made a motion, and Keith Warren seconded, to approve the terms and names for Planning Board and stagger the terms as presented to Council. All were in favor.

**PLANNING BOARD APPLICATION:** Town Planner Elinor Hiltz stated that the Planning Board currently has an "In-Town" vacant position. There is an application on file for the Planning Board for an in-town resident submitted by William Kelly Price.

Gerelene Blevins made a motion, and Reed Lingerfelt seconded, to appoint Mr. William Kelly Price to the "In-Town" vacant Planning Board seat. All were in favor.

## UPDATES:

**JUNE CODE ENFORCEMENT REPORT:** Town Planner Elinor Hiltz stated that there are fourteen (14) code enforcement cases open:

- Teresa Annas Compton is the owner of a dilapidated house located at 4476 Sawmills School Road. Town Planner Elinor Hiltz will restart code enforcement process with new owner;
- Charles Hagaman, owner of 1940 Leah Drive #4. Sent letter to remove the mobile home by the end of June;

- Peter Rowe, owner of 4016 and 4017 Cloninger Way. Need code enforcement meeting for burned out house;
- Larry Griffin, owner of 2173 Oaktree Lane, Apartment #2. Need code enforcement meeting for dead animal nuisance complaint and minimum housing complaint;
- Larry Griffin, owner of 2165 Oaktree Lane. Need to inspect;
- Larry Griffin, owner of 2165 Oaktree Lane. Need code enforcement meeting for unfinished repairs and exposed wires;
- Wanda and Richard Greene at 4205 Trojan Lane. High grass. Need to inspect;
- David and Amy Dula at 2303 O J Lane. High grass. Need to inspect;
- John Wilcox, owner of Lot #6 on Ellen Street. High grass. Need to inspect;
- Jane Greene at 4446 Villa Lane. Junk in yard. Inspected and complaint was verified. Need code enforcement meeting to send letter;
- Casey Lynn Wallace, owner of 3950-1 Walters MHP Drive. Minimum housing violations found on May 19, 2016 inspection. Need code enforcement meeting;
- Troy Wilson, owner of 4497 Diamond Street. High grass was confirmed on May 19, 2016 inspection. Roof also needs to be repaired. Need code enforcement meeting;
- Caldwell Ready Mix at 2823 Mission Road. Meet with complainant on her property. Mosquito pond is a nuisance violation. Need code enforcement meeting;
- Randall Hamby at 3632 Coble Dairy Road. Falling trees in zoning buffer. Case is tentatively closed. Trees have been planted. Town Planner Elinor Hiltz will meet with Mr. Hamby on June 28, 2016 on site to discuss the zoning code.

No Council action was required.

#### **COUNCIL COMMENT:**

Mayor Joe Wesson asked if anyone on the Council had any questions or comments at this time.

Joe Norman wanted to thank everyone for coming. Joe Norman also stated that the Council worked hard on the budget, no one likes to pay anymore for anything, including Council, but sometimes you have to keep the Town a float. Joe Norman also stated that personally he would like to see the entire Town have sewer, paved streets and everything out there that is within the Town's means to do it. The Council is working slowly but surely toward that goal.

Keith Warren stated that it was good to see everyone out. Keith Warren also stated that he was with Joe Norman and would like to see the whole Town with sewer, but it takes time. The Town is doing what it can with what it has. Keith Warren stated that he appreciated everyone coming and to be careful going home.

Gerelene Blevins stated that she wanted to thank everyone for coming out tonight and in the budget she stated that she was against the Town Car.

Jeff Wilson stated that he would like to thank everyone for coming out.



Reed Lingerfelt stated that he would like to thank everyone for coming and stated he wished we could get more people to the meetings. Reed Lingerfelt also stated that to be a "small" town we have a good budget and the Council worked well on it. Reed Lingerfelt stated it was his first budget session and it was a good learning process.

Mayor Joe Wesson stated that he wanted to commend Council for all the hard work that they put in on this budget, also the staff members. Mayor Joe Wesson stated that everyone has worked well together and there are more citizens coming out to the meetings. Which is a good thing. Mayor Joe Wesson wanted to say again that the Council gets their best ideas from the citizens.

Mayor Joe Wesson wanted to recognize Brandon Adams, a rising senior at South Caldwell High School. Brandon Adams is the grandson of Councilman Reed Lingerfelt. Brandon recently went to Asheville to the North Carolina High School Fire Challenge where his team placed 1st. This is the second year that Brandon has gone to the North Carolina High School Fire Challenge and his team has placed both years.

Chief Sam Smith, retired Captain with the Lenoir Fire Department and now Chief with the Hibriten High School Fire Academy, was present with Brandon Adams. Hibriten High School is the only high school in Caldwell County that offers the Fire Academy so all high school students who want this course take it at Hibriten High School. This course has been offered for the last four (4) years. Chief Smith wanted Brandon to know he was proud of him.

**CLOSED SESSION: ATTORNEY/CLIENT PRIVILEGE:** Mayor Joe Wesson asked for a motion to go into closed session.

Joe Norman made a motion, and Keith Warren seconded, to go into Closed Session at 6: 37 pm. All were in favor.

Jeff Wilson made a motion, and Reed Lingerfelt seconded, to come out of Closed Session at 7:03 pm. All were in favor.

**COUNCIL ADJOURN:** Mayor Joe Wesson asked for a motion to adjourn.

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

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Julie A Good, Town Clerk

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Joe Wesson, Mayor



**AGENDA ITEM 7A**

**MEMO**

**DATE:**

July 19, 2016

**SUBJECT:**

Recognition:  
Recycle Rewards  
Program

**Discussion:**

The Town of Sawmills would like to congratulate Roy Barham on winning the Recycle Rewards Program for the month of July. Mayor Joe Wesson 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 8A**

### **MEMO**

#### **DATE:**

July 19, 2016

#### **SUBJECT:**

Discussion:  
Town Car Quote

#### **Discussion:**

A new town car was approved during the budget process this year. Public Works Director, Ronnie Coffey, received a quote from Asheville Ford Lincoln for a 2017 Ford Fusion sedan in the amount of seventeen thousand three hundred seventeen dollars and eighty-four cents (\$17,317.84), which includes a government discount.

The quote is attached for Council to review. The quote includes a basic Ford warranty package: a 3 year long, or up to 36,000 mile "Bumper to Bumper", warranty; and a 5 year, or up to 60,000 mile, powertrain warranty.

#### **Recommendation:**

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



Asheville Ford Lincoln  
611 Brevard Rd., Asheville, North Carolina, 28806  
Office: 828-253-2731 Fax: 828-258-6012

## Customer Proposal

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**Prepared for:**

Ronnie Coffey  
Sawmills NC

**Prepared by:**

Jeffrey Williams  
Office: 828-279-4933  
Email: [jwilliams@ashevilleford.com](mailto:jwilliams@ashevilleford.com)

**Date:** 06/22/2016

**Vehicle:** 2017 Fusion S  
4dr FWD Sedan





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## Selected Options

Code	Description
<b>Base Vehicle</b>	
P0G	Base Vehicle Price (P0G)
<b>Packages</b>	
100A	Equipment Group 100A
<b>Powertrain</b>	
997	Engine: 2.5L iVCT
44W	Transmission: 6 Speed Automatic
<b>Wheels &amp; Tires</b>	
STDTR	Tires: P215/60R16 BSW All Season
STDWL	Wheels: 16" Alloy
<b>Seats &amp; Seat Trim</b>	
D	Cloth Front Bucket Seats <i>Includes 6-way manual driver seat (fore/aft, up/down with recline, manual lumbar adjust) and 4-way manual passenger seat (fore/aft with recline).</i>
<b>Other Options</b>	
PAINT	Monotone Paint Application
STDRD	Radio: AM/FM Stereo/MP3/Single-CD <i>Includes 4 speakers.</i> <i>Includes:</i> <i>- SYNC Communications &amp; Entertainment System</i> <i>Includes enhanced voice recognition system, 911 Assist, 4.2" LCD screen, AppLink and one smart-charging USB port.</i>
<b>Interior Colors</b>	
DE_01	Medium Light Stone
<b>Primary Colors</b>	
YZ_01	Oxford White

Prices and content availability as shown are subject to change and should be treated as estimates only. Actual base vehicle, package and option pricing may vary from this estimate because of special local pricing, availability or pricing adjustments not reflected in the dealer's computer system. See salesperson for the most current information.



## Pricing - Single Vehicle

### MSRP

#### *Vehicle Pricing*

Vehicle Price	\$22,610.00
Options & Colors	-\$490.00
Upfitting	\$0.00
Destination Charge	\$875.00
<b>Subtotal</b>	<b>\$22,995.00</b>

#### *Pre-Tax Adjustments*

Description	
Fleet Concession	-\$3,372.00
DEALER DISCOUNT	-\$2,305.16

<b>Total</b>	<b>\$17,317.84</b>
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\_\_\_\_\_  
Customer Signature

\_\_\_\_\_  
Acceptance Date

Prices and content availability as shown are subject to change and should be treated as estimates only. Actual base vehicle, package and option pricing may vary from this estimate because of special local pricing, availability or pricing adjustments not reflected in the dealer's computer system. See salesperson for the most current information.

Prepared for: Ronnie Coffey, Sawmills NC  
By: Jeffrey Williams Date: 06/22/2016 | Price Level: 720 Quote ID: 0622201604



Asheville Ford Lincoln  
611 Brevard Rd., Asheville, North Carolina, 28806  
Office: 828-253-2731

2017 Fusion, Sedan  
4dr FWD Sedan S(P0G)

### Major Equipment

(Based on selected options, shown at right)

Duratec 2.5L I-4 DOHC w/SMPI 175hp

6 speed automatic w/OD

- \* 4-wheel ABS
- \* Electric parking brake
- \* P 215/60R16 BSW AS H-rated tires
- \* Advance Trac w/Roll Stability Control
- \* Tinted glass

\* Bluetooth wireless streaming

\* LED brakelights

\* Dual power remote mirrors

\* 16 x 6.5 aluminum wheels

\* Driver and front passenger seat mounted side airbags

\* SecurILock immobilizer

\* Tachometer

\* Underseat ducts

\* 60-40 folding rear bench

### Fuel Economy



City

22 mpg

Hwy

34 mpg

Selected Options		MSRP
STANDARD VEHICLE PRICE		\$22,610.00
Equipment Group 100A		\$0.00
- Option Discount		-\$490.00
Monotone Paint Application		STD
Oxford White		N/C
Medium Light Stone		N/C
Engine: 2.5L IVCT		Included
Transmission: 6 Speed Automatic		Included
Tires: P215/60R16 BSW All Season		Included
Wheels: 16" Alloy		Included
Cloth Front Bucket Seats		Included
Radio: AM/FM Stereo/MP3/Single-CD		Included
SYNC Communications & Entertainment System		Included
SUBTOTAL		\$22,120.00
Destination Charge		\$875.00
TOTAL		\$22,995.00

Prices and content availability as shown are subject to change and should be treated as estimates only. Actual base vehicle, package and option pricing may vary from this estimate because of special local pricing, availability or pricing adjustments not reflected in the dealer's computer system. See salesperson for the most current information.

Prepared for: Ronnie Coffey, Sawmills NC  
By: Jeffrey Williams Date: 06/22/2016 | Price Level: 720 Quote ID: 0622201604

**AGENDA ITEM 8B**

**MEMO**

**DATE:**

July 19, 2016

**SUBJECT:**

Financial Matters:  
Request for Donation

**Discussion:**

The Town has received a request from Caldwell Council on Adolescent Health for a donation in the amount of one hundred dollars (\$100.00).

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

Joe Wesson, Mayor  
Christopher Todd, Town Administrator

## Funding Request

Name of Organization: CALDWELL COUNCIL ON ADOLESCENT HEALTH  
Permanent Address: P.O. BOX 575  
City/State/Zip: LENOIR, N.C. 28645  
Contact(s): ANGIE ABHLE Phone #: 828-757-9020  
EXECUTIVE DIRECTOR Email: ccah@ccahlenoir.com

Amount Requested: \$ 100.00 Date Funds Needed: FISCAL YEAR JULY 1, 2016 - JUNE 30, 2017

Describe the purpose of the project and how the funds will be used:

THESE FUNDS WILL BE USED SPECIFICALLY TO CONTINUE OUR (3) PROGRAMS OF REDUCING TEEN PREGNANCY IN THE TOWN OF SAWMILLS. CCAH EDUCATES OVER 435 STUDENTS IN SAWMILLS. WITH COMMUNITY HELP, WE HAVE BEEN ABLE TO REDUCE THE PREGNANCY RATE.

How will this project benefit the community?

THIS WILL BENEFIT SAWMILLS BY SAVING TAXPAYERS DOLLARS. FOR EVERY \$1 WE BELIEVE TO PREVENT TEEN PREGNANCY, WE SAVE TAXPAYERS \$16.00 IN SERVICES RELATED TO HAVING A TEEN PARENT BABY.

Official Town Use Only	
Date application received: <u>7/1/2016</u>	Date presented to Town Council: <u>7/19/16</u>
Date approved/denied:	Amount approved:
Available balance in Governing Body donations expense account: <u>2,000.00</u>	
Check #/date:	Amount:

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

# Caldwell Council on Adolescent Health

P.O. Box 575 -918 West Ave., NW

Lenoir, N.C. 28645

Phone: (828) 757-9020

Fax: (828) 757-9491

Angie Ashley

Executive Director



Town of Sawmills  
Mr. Christopher Todd  
4076 Hwy. 321-A  
Sawmills, N.C. 28630

May 25, 2016

Dear Town Council:

The Caldwell Council on Adolescent Health is submitting a request in the amount of \$100.00 for the fiscal year 2016-2017. The Caldwell Council on Adolescent Health serves every student in grades 4,5,6,7,8,and 9th enrolled in the Caldwell County School system. We have (3) programs for these grades. Please see the attached sheet that describes our programs. This equates to approximately 435 students in your township.

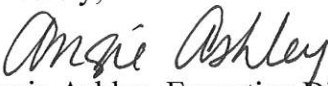
When looking at ages 15-17, which is the age group CCAH focuses on, there has been significant improvement in teen pregnancies. Caldwell County's 2014 teen pregnancy rate (per 1000) is now at an **all time low, 14.5**. This rate is an improvement from 2013's rate of 21.1. North Carolina currently has a state rate of 15.5 for this age group. **This is the first time CCAH has rates lower than the state, a significant milestone in its history. Please see the attached sheet of 2014 statistics.**

However, even with continued improvement the area of concern for CCAH is the age group 18-19 year olds. Over two thirds of all teenage pregnancies fall into this age group. In 2012 Caldwell County's rate (per 1000) for ages 18-19 was 102.9. The following year it dropped to 85.5 only to rise again in 2014 to 93.8.

We know Abstinence Based-Comprehensive Reproductive Health Education is working, the proof is right in front of us. With this insight, we hope to be able to expand our reach, in the near future, to include ages 18-19. We want to see substantial improvements with this particular age group and are confident with the community's support, although this age group has its own unique barriers, it can be done with your help.

We need your support to carry on our programs which makes an impact on the lives of the youth in our county. Thank you in advance for your continued concern and your past financial support. I am available at any time for questions or to make a presentation.

Sincerely,

  
Angie Ashley, Executive Director

## **Mission: To Facilitate Healthy Lifestyles in Adolescents in Caldwell County**

The Caldwell Council on Adolescent Health, a non-profit organization, was founded in 1983, for the sole purpose of reducing teen pregnancy. The Council promotes positive life choices by using best practice models in the classroom. By teaching our curriculum, teenagers are empowered to make healthier choices, mind and body.





## **Caldwell Council on Adolescent Health (CAAH)**

### **Description of Organization and Programs**

**The CCAH Mission Statement:** The Caldwell Council on Adolescent Health, a non-profit organization, was founded in 1983, for the purpose of reducing teen pregnancy. The Council promotes positive life choices by using best practice models in the classroom. By teaching our curriculums, teenagers are empowered to make healthier choices, mind and body.

**Executive Director:** Angie Ashley

**Business Manager:** Wendy Honeycutt

### **Programs:**

***"Operation: Safe or Sorry"***: Our first and longest running program began in 1983. Every 7<sup>th</sup>, 8<sup>th</sup>, and 9<sup>th</sup> grader enrolled in the Caldwell County School system receives an Abstinence based curriculum each year for (5) consecutive days in 7<sup>th</sup> and 8<sup>th</sup> grade and 8 days in 9<sup>th</sup> grade aligning with the Healthy Youth Act and NC Healthy Living Standards. The curriculum includes vital information about consequences of sex before marriage resulting in pregnancy, STD/STI's, and HIV/AIDS. There are components of the curriculum that encourage parent/child communication, practice in negotiation and refusal skills, reproductive health, and a confidential on-line question box.

**Lead Health Educator II:** Eileen Franklin

**Health Educator I:** Olivia McAteer

***"Always Changing"***: Caldwell County Schools, and the Caldwell County Health Department have contracted with CCAH to provide a bullying/self-esteem/puberty curriculum to every 6<sup>th</sup> grader each year. This program provides an introductory to puberty and includes sessions on role play that help identify bullies. Other components include media and healthy body image, healthy and unhealthy relationships, and ways to increase self-esteem.

**Lead Health Educator II:** Eileen Franklin

**Health Educator I:** Olivia McAteer

***"Adolescent Parenting Program"***: In October of 2013, CCAH received a 4-year state grant to begin the APP Program. This program serves females ages 15-19 who are pregnant with their first child or parenting teens that do not have resources to adequately care for themselves or their child while completing high school or an equivalent educational program. Through home visiting services, individualized goal plans, case management, and group educational sessions, program participants are empowered to become self-sufficient and build a better future for their babies.

**APP Coordinator:** Amber Callicutt

Number of Caldwell County residents who benefitted from our organization in 2015: **11,012**

## **Caldwell Council on Adolescent Health**

### **2014 Pregnancy Statistics**

**Ages 15-17 (First time in history Caldwell County is BELOW the State Rate!)**

<b><u>North Carolina (ages 15-17)</u></b>	<b><u>2012</u></b>	<b><u>2013</u></b>	<b><u>2014</u></b>
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Teen Pregnancy Rates (per 1000, ages 15-17)	19.7	16.6	15.5
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<b><u>Caldwell County (ages 15-17)</u></b>	<b><u>2012</u></b>	<b><u>2013</u></b>	<b><u>2014</u></b>
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Teen Pregnancy Rates (per 1000, ages 15-17)	21.8	21.1	14.5
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Total # of pregnancies:	34	34	23
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Of the 23 pregnancies in 2014:

18 White

4 African American

1 Hispanic

### **AGES 15-19**

<b><u>North Carolina (ages 15-19)</u></b>	<b><u>2012</u></b>	<b><u>2013</u></b>	<b><u>2014</u></b>
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Teen Pregnancy Rates (per 1000, ages 15-19)	39.6	35.2	32.3
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<b><u>Caldwell County (ages 15-19)</u></b>	<b><u>2012</u></b>	<b><u>2013</u></b>	<b><u>2014</u></b>
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Teen Pregnancy Rates (per 1000, ages 15-19)	51.1	43.2	41.3
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Total # of pregnancies:	125	106	99
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Of the 99 pregnancies in 2014:

83 White

10 African American

6 Hispanic

### **Ages 18-19**

<b><u>Caldwell County (ages 18-19)</u></b>	<b><u>2012</u></b>	<b><u>2013</u></b>	<b><u>2014</u></b>
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Teen Pregnancy Rates (per 1000, ages 18-19)	102.9	85.5	93.8
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Total # of pregnancies:	91	72	76
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Caldwell Council on Adolescent  
Health  
2015 -2016

Cash Basis

May 31, 2016		AMENDMENTS TO DATE (+/-)	TOTAL AMENDED REVENUE 2015- 2016	RECEIVED TO DATE	BALANCE	PERCENT OF RECEIVED (92%)
Caldwell County Schools	\$28,000.00	\$4,600.00	\$32,600.00	\$32,600.00	\$0.00	100%
Caldwell County Government	\$12,000.00		\$12,000.00	\$12,000.00	\$0.00	100%
United Way	\$21,000.00	\$5,000.00	\$26,000.00	\$26,000.00	\$0.00	100%
N. C. State Grant- APPP	\$75,000.00		\$75,000.00	\$66,122.36	\$8,877.64	88%
Municipalities	\$200.00		\$200.00		\$200.00	0%
Foundations and Grants	\$14,000.00	\$2,000.00	\$16,000.00	\$16,000.00	\$0.00	100%
Contributions - Individuals	\$300.00	\$1,900.00	\$2,200.00	\$2,200.00	\$0.00	100%
Contributions-Churches	\$800.00		\$800.00	\$600.00	\$200.00	75%
Contributions - Civic Organizations	\$1,000.00		\$1,000.00	\$600.00	\$400.00	60%
Interest Earned	\$150.00		\$150.00	\$81.06	\$68.94	54%
Fund Balance Allocation	\$6,735.00		\$6,735.00	\$6,735.00	\$0.00	100%
Adolescent Parenting Program	\$60,000.00		\$60,000.00	\$54,511.32	\$5,488.68	91%
Miscellaneous	\$500.00		\$500.00	\$105.00	\$395.00	21%
<b>TOTAL REVENUE</b>	<b>\$219,685.00</b>	<b>\$13,500.00</b>	<b>\$233,185.00</b>	<b>\$217,554.74</b>	<b>\$15,630.26</b>	<b>93%</b>
	APPROVED BUDGET 2015- 2016	AMENDMENTS TO DATE (+/-)	TOTAL AMENDED BUDGET 2015- 2016	EXPENDITURES TO DATE	UNEXPENDED BALANCE	PERCENT OF EXPENDED (92%)
<b>EXPENDITURES:</b>						
Accounting	\$1,625.00		\$1,625.00	\$1,525.00	\$100.00	94%
Supplies/Materials/Curriculum	\$2,800.00	\$700.00	\$3,500.00	\$2,507.66	\$992.34	72%
Travel	\$4,500.00	\$3,000.00	\$7,500.00	\$7,201.00	\$299.00	96%
Training	\$2,500.00	\$1,200.00	\$1,300.00	\$1,165.00	\$135.00	90%
Rent	\$7,500.00		\$7,500.00	\$6,875.00	\$5,000.00	92%
Communications/Postage/Media	\$2,500.00		\$2,500.00	\$1,622.99	\$877.01	65%
Equipment: copier, etc.	\$850.00	\$387.00	\$1,237.00	\$1,063.00	\$174.00	86%
Fire Insurance	\$475.00		\$475.00	\$475.00	\$0.00	100%
Hospitalization Insurance	\$23,000.00	\$6,000.00	\$29,000.00	\$26,459.00	\$2,541.00	91%
Workman's Compensation/Liability	\$1,500.00	\$337.00	\$1,163.00	\$1,163.00	\$0.00	100%
Longevity Pay	\$2,950.00	\$50.00	\$2,900.00	\$2,900.00	\$0.00	100%
Retirement	\$5,129.00		\$5,129.00	\$4,772.00	\$357.00	93%
Salaries - Executive Director	\$44,735.00		\$44,735.00	\$41,007.00	\$3,728.00	92%
Salaries Bus. Manager	\$33,240.00		\$33,240.00	\$30,470.00	\$2,770.00	92%
Salaries - FT HE	\$32,739.00		\$32,739.00	\$30,510.00	\$2,229.00	93%
APP Program Coordinator	\$30,050.00		\$30,050.00	\$27,595.00	\$2,455.00	92%
Contract Positions	\$10,000.00	\$3,200.00	\$13,200.00	\$13,135.00	\$65.00	100%
Payroll Taxes	\$11,532.00	\$800.00	\$12,332.00	\$12,265.00	\$67.00	99%
APP Incentives	\$1,560.00	\$1,000.00	\$2,560.00	\$2,262.73	\$297.27	88%
Meeting Expenses	\$500.00		\$500.00	\$185.18	\$314.82	37%
<b>TOTAL EXPENDITURES</b>	<b>\$219,685.00</b>	<b>\$13,500.00</b>	<b>\$233,185.00</b>	<b>\$215,158.56</b>	<b>\$22,401.44</b>	<b>92%</b>

Money Market: \$29164.20

Checking: \$2608.71

**AGENDA ITEM 8C**

**MEMO**

**DATE:**

July 19, 2016

**SUBJECT:**

Financial Matters:  
Request for Donation

**Discussion:**

The Town has received a request from Caldwell County D.A.R.E. for a donation in the amount of one hundred dollars (\$100.00).

There are sufficient funds in the budget for this request.

**Recommendation:**

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



## Funding Request

Name of Organization: Caldwell County D.A.R.E.Permanent Address: 2351 Morganton Blvd.City/State/Zip: Lenoir, NC 28645Contact(s): Stephanie Lail Phone #: \_\_\_\_\_

Email: \_\_\_\_\_

Amount Requested: 100<sup>00</sup> Home Sponsor  
500<sup>00</sup> Name on Town Date Funds Needed: July 22<sup>nd</sup>, 2016

Describe the purpose of the project and how the funds will be used:

All funds will be used to support and purchase items for the  
D.A.R.E. program throughout Caldwell County.  
These items include work books, pencils, teaching materials,  
and awards.

How will this project benefit the community?

The D.A.R.E. program teaches children to make responsible decisions  
about drugs and alcohol and everyday life matters.

Official Town Use Only	
Date application received: <u>7/1/16</u>	Date presented to Town Council: <u>7/19/16</u>
Date approved/denied:	Amount approved:
Available balance in Governing Body donations expense account: <u>2,000.00</u>	
Check #/date:	Amount:



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

**AGENDA ITEM 8D**

**MEMO**

**DATE:**

July 19, 2016

**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 Town of Sawmills  
County Cabwell  
Agency or department Administration  
Phone number 828-396-7923

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
<u>A/R</u> Cash Receipts + Water Bills	Receipts + Water Bills	July, Aug Sept, Oct	1-copy of each	<u>No</u>	<u>3yrs</u>
<u>"</u> " " " "	" " " "	Nov, Dec 2012			
<u>A/R</u> Cash Receipts + Water Bills	Receipts + Water Bills	Jan, Feb, March, April	1-copy of each	<u>No</u>	<u>3yrs</u>
<u>A/R</u> " " " "	" " " "	May, June 2013			
<u>Control Reports</u>	Transaction Control Reports from Cash Receipts	July-Dec 2014	1 copy of each	<u>No</u>	<u>1yr</u>
<u>Paid Final Accounts</u>	Accounts that have been paid in full	2008, 2009 2010, 2011, 2012	1 copy of each	<u>No</u>	<u>3yrs</u>
<u>A/P - Audit Files</u>	A/P records + reports for auditors	July-June 2010-11	1-copy of each	<u>No</u>	<u>3yrs</u>
		July-June 2011-12			
<u>A/P PO's</u>	PO's for purchases in auditors files	July-June 2010-11	1-copy of each	<u>No</u>	<u>3yrs</u>
		July-June 2011-12			
<u>Finance - Auditor Files</u>	Bank statements, Bank recs. and all paperwork for auditors	July-June 2010-11	1-copy of each	<u>No</u>	<u>3yrs</u>
		July-June 2011-12			

Requested by: Kim Yount Office Manager 7-1-10  
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 Town of Sawmills  
County Caldwell  
Agency or department Administration  
Phone number 828-396-39703

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
GL- Auditor Files	General ledger entries for auditor	July-June 2010-11	1-copy of each	NO	3yrs
		July-June 2011-12			
UB- Auditor Files	Adjustments for amounts	July-June 2010-11	1-copy of each	NO	3yrs
		July-June 2011-12			
Finance - Qtrly Reports	All Qtrly Reports & paperwork for Auditors	2009, 2010, 2011, 2012	1-copy of each	NO	4yrs
Payroll	401K Records of deductions	2008-2010	1-copy of each	NO	4yrs
Payroll	Social Security Records of deductions	2008-2011	1-copy of each	NO	3yrs
Payroll	Sick & Vac Records	2010-2012	1-copy of each	NO	3yrs
Misc -	Work orders for amounts	Feb 2015-June 2015	1-copy of each	NO	1yr.
A/R - Powell Bill	Powell Bill Records	2011-2012	1-copy of each	NO	3yrs
Finance	Investment Records - CDs	July-June 2010-11	1-copy of each	NO	3yrs
		July-June 2011-2012			

Requested by: Kim Yvette Office Manager 7-1-16  
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 Town of Sawmills  
County Caldwell  
Agency or department Administration  
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 - Extensions	Papework for customer's to have extensions	Jan 2003 to Dec 2012	1 copy of each	NO	3yrs

Requested by: Kim Little Office Manager 7-1-16  
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





**MAYOR**  
Joe Wesson

**TOWN ADMINISTRATOR**  
Christopher Todd

**TOWN PLANNER**  
Elinor Hiltz

**TOWN  
COUNCIL**

Keith Warren, Mayor Pro-Tem  
Gerelene Blevins  
Joe Norman  
Jeff Wilson  
Reed Lingerfelt

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**COUNCIL MEETING**

**AGENDA ITEM 9A**

**July 19, 2016  
6:00 PM**

**PLANNER'S STAFF REPORT**

**REZONING: 000 Helena St, #2766-54-4751**

**Size of Area to be Rezoned:** 4 acres

**Current Zone and Permitted Uses: RA-20**

Permitted Uses: dwellings (one and two-family), residential accessory buildings, churches, family care homes, fowl, horses, livestock, customary home occupations, mobile homes on individual lots, parks, public services facilities, riding stables

Conditional Uses: accessory dwellings, airports, cemeteries, country clubs, greenhouses, other home occupations, horticultural nurseries, non-profit parks, temporary mobile homes, produce stands, schools

**Requested Zone and Permitted Uses: HB**

Permitted Uses: antiques stores, art galleries, art good stores, assembly halls, automobile parking lot and structures, automobile parts and supplies, automobile repair garages, automobile sales, automobile washing establishments, bakeries, banks with and without drive-thrus, barbershop and beauty shops, boarding houses, boat sales, bookstores, building supply and equipment sales, bus stations, business, professional, government, religious, charitable or fraternal offices or agencies, camera supply stores, candy stores, clothing stores, coliseums, convalescent homes, dairy bars, dental clinics, dental labs, department stores, drug stores, dry cleaners, dry goods stores, electric repair shops, electrical and electronic products sales, fabric stores, feed and seed stores, floor covering stores, florists, fowl, funeral homes, furniture stores, gift shops, greenhouses, grocery, food, produce, fruit, and meat stores, gunsmiths, gymnasiums, hardware stores, hobby and craft stores, horticultural nurseries, hotels, household appliance stores, ice cream manufacturing for only on-site retail sales, inns, jewelry repair shops, kindergartens, laundromats and similar automatic laundries, laundry pick-up stations, libraries, livestock, loan offices and agencies, locksmiths, magazine stores, medical clinics, medical labs, metal fabrication shops, millinery shops, motels, museums, music stores, newspaper offices, offices, office supplies sales and services, opticians, paint stores, pet stores, photo studios,

plumbing shops without open storage, prepared foods and miscellaneous food product manufacturing, printing, publishing, and reproducing establishments, public service facilities, radio and TV repair shops, railroad stations, repair uses not otherwise named, rest homes, restaurants without drive-thru, schools, service stations, shoe repair and shine shops, sign painting and fabricating shops, sporting goods stores, stationary stores, tailor and dressmaking shops, telephone and telegraph offices, textile fabrication shops (10 or fewer employees), tourist houses, toy stores, trucking terminals, variety stores, wholesale and warehousing establishments (except for uncured hides, explosives, oil products, gas storage, and the like), wood fabrication shops (10 or fewer employees)

Conditional Uses: abattoirs, accessory structure, commercial (see §153.071), adult establishments, bowling alleys, miniature golf courses, commercial recreational facilities, restaurant with drive-thru, retail establishments not otherwise named, riding stables, skating rinks, telecommunication towers and antennas, wholesale establishments not otherwise named, wholesale storage of gasoline and oil products including bottled gas and oxygen

### **Description of Surrounding Area:**

The property faces the back of Marx Industries, a manufacturer in the center of downtown. The subject property has homes on the other three sides. The home to the back of the subject property sits on 20 acres. Half of the 20 acres is farmland and the other half is wooded.

### **Utilities Analysis:**

The property can be served by water and sewer which is an argument for developing the property as something more dense than low-density residential.

### **Environmental Analysis:**

This site is not environmentally sensitive according to the data published by the NC Wildlife Commission for the maps used as part of the pending Comprehensive Plan. The site has no floodplain. The site is in the Watershed Protected Area which means 36 percent can be built-upon.

### **Schools Analysis:**

Highway Business use would not impact the elementary, middle, or high schools in the appropriate school districts.

### **Consistency with Future Land Use Plan:**

The 2005 Comprehensive Plan recommends establishing a "Central Business District" on the same block as the subject property, so rezoning the property would be consistent.

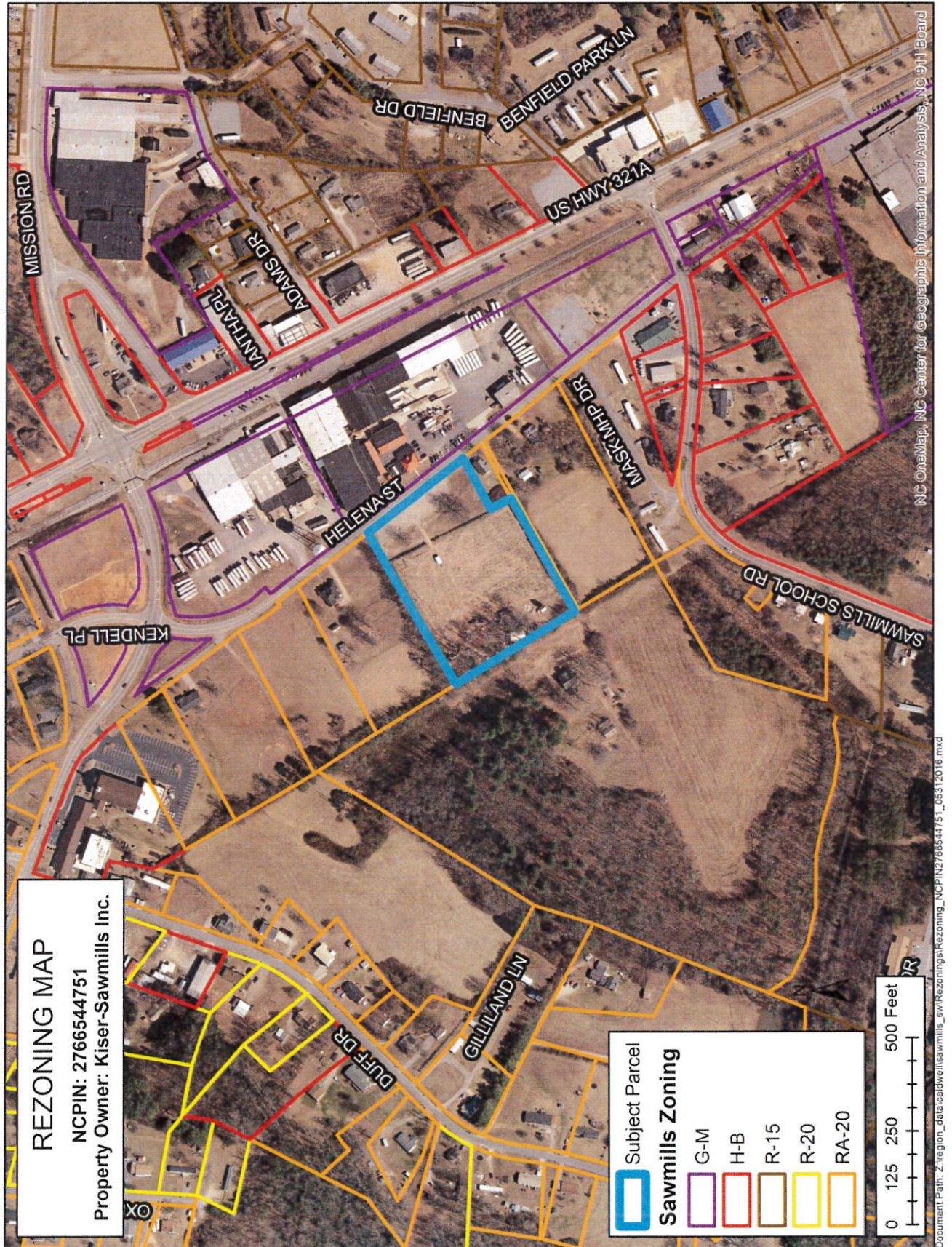
### **Staff recommendation:**

Recommend approval of the rezoning. Note: To the best of our knowledge existing buildings have not yet been reviewed, inspected or approved by Caldwell County Building Inspections. Any questions as to the current uses of the property should occur during any Board of Adjustment hearings scheduled in the future.

### **Action Needed:**



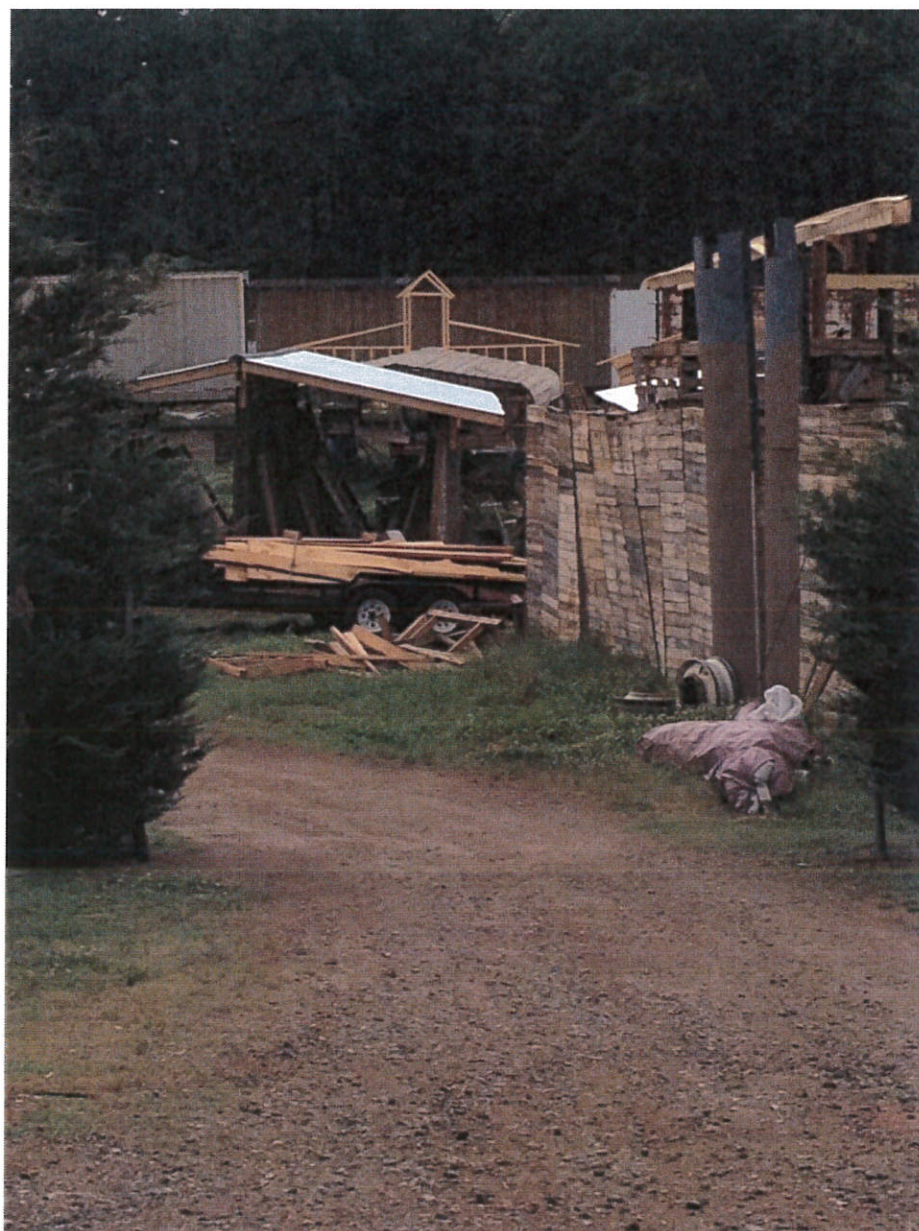
CALL FOR PUBLIC HEARING for August 16, 2016 at 6:00







**Figure A: subject property**



**Figure B: subject property**





**Figure C: adjacent property to west**



**Figure D: adjacent property to west with ROW to adjacent property to south**





**Figure E: adjacent property to east**





**Figure F: across from subject property**



**Figure G: front of subject property**

**AGENDA ITEM 10A**

**MEMO**

**DATE:**

July 19, 2016

**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 July, 2016

<u>Property Owner</u>	<u>Property Address</u>	<u>Issue</u>	<u>Status</u>
Caldwell Ready Mix Concrete	2823 Mission Rd	abandoned mobile home; abandoned concrete factory; mosquitos	need to send letter to owner; ask him to call Town Hall
Teresa Annas Compton	4476 Sawmills Sch Rd	dilapidated house	wrote letter June 21 asking her to come in for an appointment, saying there may be a ocdemnation in the future and that is why we need to talk to her
Charles Haganan	1940 Leah Dr, #4	abandoned mobile home	Tim Hart asked for 90 day deadline. Will check back Oct 7, 2016.
Peter Rowe	4016, 4017 Cloninger Wy	burned-out house	need to ask code enf committee to ask Council to abate, and call her before the decision is made 828.302.2618
Randall Hamby	3632 Coble Dairy Rd	fallen trees in zoning buffer	Labor Day weekend deadline for replacing any trees that are missing. Owner wants to survey property to see if he can do ministorage. I told him the watershed requirements would be an obstacle for adding ministorage
WNC Properties A LLC	4209 Creek View Pl	minimum housing complaint	tenant gave me her new address and I need to send the petition letter to collect 5 signatures
Wanda & Richard Greene	4205 Trojan Ln	high grass	case closed. Owner mowed yard
David & Amy Dula	2303 OJ Ln	high grass	need to contact mower for a quote
John Wilcox	Lot No 6 Ellen St	high grass	need to contact mower for a quote, for weedeating specifically
Nancy Greene	4446 Villa Ln	junk in yard	check back on July 21 to see that white car has been pulled onto driveway and covered but other than that the case is closed. Owner picked up.
Casey Lynn Wallace	3950-1 Walters MHP Dr	minimum housing complaint	left petition at Town Hall for complainant to pick up, to collect five signatures
Troy Wilson	4497 Diamond St	high grass	case closed. lawn has been mowed.
Tasco Properties	2155 White Pine Dr #13	minimum housing complaint	emailed the petition that 5 owners need to sign