

AGENDA

Regular Meeting of the Sawmills Town Council Sawmills Town Hall

Tuesday, July 18, 2017
6:00 pm

1. Call To Order Mayor Joe Wesson
2. Invocation Pastor Josh Bengé
3. Pledge of Allegiance Mayor Joe Wesson
4. Adopt Agenda Mayor Joe Wesson
5. Approve Meeting Minutes
A. June 20, 2017 Regular Meeting Minutes Mayor Joe Wesson
B. June 20, 2017 Closed Session Minutes Mayor Joe Wesson
6. Public Comment Mayor Joe Wesson
7. Recognitions:
A. Recycle Rewards Mayor Joe Wesson
8. Financial Matters:
A. Caldwell County on Adolescent Health Donation Request Mayor Joe Wesson
B. Caldwell County D.A.R.E. Donation Request Mayor Joe Wesson
C. Budget Amendment Mayor Joe Wesson
D. Disposal of Unscheduled Records Mayor Joe Wesson
9. Discussion:
A. Call for Public Hearing: Annexation Mayor Joe Wesson
B. Refuse Truck Quote Discussion Mayor Joe Wesson
10. Updates:
A. Code Enforcement Monthly Report Mayor Joe Wesson
B. Council Comments Mayor Joe Wesson
11. Adjourn Mayor Joe Wesson

TUESDAY, JUNE 20, 2017
TOWN OF SAWMILLS REGULAR COUNCIL MEETING
6:00 PM

COUNCIL PRESENT

Joe Wesson
Gerelene Blevins
Keith Warren
Jeff Wilson
Joe Norman

STAFF PRESENT

Christopher Todd
Terry Taylor
Julie A Good

COUNCIL ABSENT

Reed Lingerfelt

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

INVOCATION: Pastor David Woods 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 20, 2017 Agenda.

Keith Warren made a motion, and Joe Norman seconded, to adopt the June 20, 2017 Agenda. All were in favor.

APPROVE MAY 16, 2017 REGULAR MEETING MINUTES: Mayor Joe Wesson asked for a motion to approve the May 16, 2017 regular meeting minutes.

Gerelene Blevins made a motion, and Keith Warren seconded, to approve the May 16, 2017 regular meeting minutes. All were in favor.

APPROVE MAY 16, 2017 CLOSED SESSION MEETING MINUTES: Mayor Joe Wesson asked for a motion to approve the May 16, 2017 closed session meeting minutes.

Joe Norman made a motion, and Gerelene Blevins seconded, to approve the May 16, 2017 closed session meeting minutes. All were in favor.

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

Allyson Burgett spoke against the alcohol referendum.

Kathy Ramsey spoke against the alcohol referendum.

Mark Dula spoke against the alcohol referendum.

Ron Burgett spoke against the alcohol referendum.

Kelly Price spoke against the alcohol referendum.

Pastor David Woods spoke against the alcohol referendum.

Dwight Joplin spoke against the alcohol referendum.

RECOGNITIONS:

RECYCLE REWARDS WINNER: Mayor Joe Wesson announced Mr. Kenneth Simmons as the June Recycle Rewards winner. A credit of twenty-eight dollars (\$28.00) will be added to his sanitation bill.

No Council action was required.

PUBLIC HEARING: FY 2017-2018 BUDGET:

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

Joe Norman 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 2017-2018 totals three million five hundred sixty-two thousand two hundred nine dollars (\$3,562,209.00). A few highlights of the proposed budget include no property tax increase; a twenty-five percent (25%) increase of the water and sewer rates; an increase in sanitation rates; merit raises for Town employees; 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 2017-2018 Budget.

Kelly Price spoke against raising utility rates by twenty-five percent (25%).

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

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

COUNCIL ACTION: Joe Norman made a motion, and Keith Warren seconded, to adopt the FY 2017-2018 Budget. The vote passed 3 to 1 with Jeff Wilson being the only Council Member opposed.

FINANCIAL MATTERS:

DISABLED AMERICAN VETERANS CHAPTER 6 DONATION REQUEST: Mayor Joe Wesson stated that the Disabled American Veterans Chapter 6 had requested a donation in the amount of fifty dollars (\$50.00).

Keith Warren made a motion, and Gerelene Blevins seconded, to give a donation in the amount of one hundred dollars (\$100.00) to the Disabled American Veterans Chapter 6. All were in favor.

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, 2017 to June 30, 2018. The cost the Town will pay the City of Lenoir to continue responsibility of the plan is thirteen thousand one hundred four dollars and ninety-three cents (\$13,104.93).

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

FIFTH 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, 2017 through June 30, 2018.

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

ALCOHOL REFERENDUM: Town Administrator Christopher Todd stated that the Town of Sawmills Town Council has been asked by the owners of Market Basket to consider voting to allow a referendum for the sale of alcohol in the Town of Sawmills. Currently there are no alcohol sales allowed within the Town of Sawmills. Alcohol sales within Caldwell County are currently permitted in Granite Falls, Hudson, Lenoir, Hickory, and Blowing Rock.

The state of North Carolina defines five (5) different categories of sale for alcohol. These include malt liquor, unfortified wine, fortified wine, ABC Stores, and Mixed Beverages. The Town Council can choose to put one, multiple, or all of these items on the ballot. There are different sub categories that can be placed on some of these items as seen in **§ 18B-602. Form of ballots.**

If a referendum were to pass it would mean additional revenue to the Town of Sawmills. Currently the Town of Sawmills could receive from \$15,000-\$20,000 in additional revenue annually if the sales of malt liquor, fortified wine, and unfortified were permitted. The revenue from the sales tax connected to aforementioned categories are defined in **§ 105-113.82. Distribution of part of beer and wine taxes**, which designates this particular revenue source by population. This number is variable and based around total sales within the state, the population of the town, and the number of participating local governments in the state.

Joe Norman made a motion, and Jeff Wilson seconded, to allow for a public referendum regarding Malt Beverages in accordance with NCGS 18B-602 (a)(1), Unfortified Wine in accordance with NCGS 18B-602 (d)(1), Mixed Beverage in accordance with NCGS 18B-602 (h), and ABC Store in accordance with NCGS 18B-602 (g). Keith Warren and Gerelene Blevins opposed. With a tie vote of two (2) in favor and two (2) opposed, Mayor Joe Wesson broke the tie by voting in the affirmative.

UPDATES:

JUNE CODE ENFORCEMENT REPORT: Town Planner Leslie M. Meadows stated that there are ten (10) code enforcement cases open:

- Teresa Annas Compton is the owner of a dilapidated house located at 4476 Sawmills School Road. On May 25, 2017, Town Planner Leslie M. Meadows met with Caldwell County Building Inspector Mark Annas onsite. Caldwell County Building Inspector Mark Annas provided a list of violations. Town Planner Leslie M. Meadows is preparing a letter for Town Attorney Terry Taylor to review. Town

Planner Leslie M. Meadows stated that after Town Attorney Terry Taylor reviews the letter that she will send letter to landowner in hopes of initiating foreclosure;

- WNC Properties, LLC owner of 4209 Creekview Pl. Minimum housing complaint. Town Planner Leslie M. Meadows stated that she will be arranging a site visit with Caldwell County Building Inspector Mark Annas;
- David Graham (Landlord) owner of 4176 US Highway 321A. Minimum housing complaint. Town Planner Leslie M. Meadows stated that will be arranging a site visit with Caldwell County Building Inspector Mark Annas;
- Casey Lynn Wallace, owner of 3950-1 Walters MHP Drive. Minimum housing complaint. Town Planner Leslie M. Meadows stated that she will be arranging a site visit with Caldwell County Building Inspector Mark Annas;
- Dwayne and Bridget Mann, owner of 4353 Eli Lane/Fancy Place. Garbage, trash, refuse complaint. Town Planner Leslie M. Meadows stated that she sent notification that daily fines would begin on May 17,2017. Landowner called on May 22, 2017. Town Planner Leslie M. Meadows stated that homeowner has begun removing some of the junked vehicles and old electronics. Landowner informed Town Planner Leslie M. Meadows that there are plans to get a dumpster or dump truck to fill. Town Planner Leslie M. Meadows stated that she will continue to monitor and work with landowner as long as progress is being made;
- Carolyn Bray, owner of 2570 Baker Cir. Abandoned mobile home. There has been no reply and no change in the status of this case;
- Andrew Dehart, owner 4036 US Highway 321A. High grass and junked vehicles. High grass/weeds still need to be tended. Town Planner Leslie M. Meadows stated that the mowing and trimming has been completed. Local contact, Leslie Kenworthy, called to report that the tree saplings growing up around the building's foundation are to be cut down with a chainsaw. Town Planner Leslie M. Meadows spot checked the site on June 8, 2017, and all the trailers have been removed, but the saplings are still there. Town Planner Leslie M. Meadows will continue to monitor;
- Cheney Carter, owner of 4361 Sawmills School Road. Abandoned/dilapidated home. Town Planner Leslie M. Meadows stated that on May 25, 2017, she met with Caldwell County Building Inspector Mark Annas onsite. Town Planner Leslie M. Meadows is preparing a letter for Town Attorney Terry Taylor to review. Town Planner Leslie M. Meadows stated that after Town Attorney Terry Taylor reviews the letter she will send it to the homeowner in hopes of initiating foreclosure;
- Christian Christopher, renter at 4201 US Highway 321A. High Grass. Town Planner Leslie M. Meadows verified the complaint and sent a Notice of Violation letter on May 26, 2017, with a deadline of June 13, 2017. Yard was mowed. Case closed;
- John Wilcox, landowner Ellen St/Janettes Way. High grass. Town Planner Leslie M. Meadows verified the complaint and placed a call to the landowner. Town Planner spot checked on May 25, 2017, and lot had been mowed. Case closed;
- Gena Edwards and Buster Price, owners of 4492 Mayfield Drive. Outdoor storage, junk vehicles and pool complaint. Town Planner Leslie M. Meadows stated that the

complaint was verified on April 27, 2017 and a violation letter was mailed with a deadline of May 16, 2017. Town Planner Leslie M. Meadows stated that homeowner has begun removing vehicles and trash. Town Planner Leslie M. Meadows also stated that homeowner agreed to cover the pool until officially treating it to open for use in June. Town Planner Leslie M. Meadows will continue to spot check;

- Wayne Austin, owner 1710 Carriage Ln. Vacant home/high grass. Town Planner Leslie M. Meadows stated that a Notice of Violation letter was sent on May 11, 2017 with a deadline of May 25, 2017. Town Planner Leslie M. Meadows spot checked the property on May 25, 2017, and property has been mowed. Case closed;
- Arnold and/or Jeff Wilson, owners of 1769 Cahah Mountain Road. Outdoor storage and junk vehicles. Town Planner Leslie M. Meadows stated that the complaint was verified on April 27, 2017 and a violation letter was mailed with a deadline on May 16, 2017. Town Planner Leslie M. Meadows spot checked the property on June 8, 2017, the old camper, food truck and some porch items have been removed. Town Planner Leslie M. Meadows will continue to monitor;
- Sasser Family, LLC, owner 2526 Meadows Park Lane. Minimum housing complaint. Town Planner Leslie M. Meadows stated that she will be arranging a site visit with Caldwell County Building Inspector Mark Annas;
- Jose Montes, owner 4321 Cherokee Court. High grass/junk vehicles. Town Planner Leslie M. Meadows sent Notice of Violation letter on June 1, 2017, with a deadline of June 16, 2017.

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 thanked everyone for coming out and stated that the meeting and he hated that there was such a controversial issue on the agenda. Joe Norman stated that he hoped everyone had a safe trip home.

Jeff Wilson wanted to thank everyone for coming.

Mayor Joe Wesson wanted to thank everyone for coming out. Mayor Joe Wesson stated that he tries to stand up for everyone's rights. Mayor Joe Wesson stated that people have stood up and died for everyone to have equal rights. Mayor Joe Wesson stated that he had received a lot of calls on the referendum and the discussion has went both ways. Mayor Joe Wesson stated that the fair thing to do would be to let the citizens decide for themselves because he did not want to dictate what the citizens should and shouldn't do that it was up to the citizens.

CLOSED SESSION: PERSONNEL MATTERS: Mayor Joe Wesson asked for a motion to go into closed session.

Joe Norman made a motion, and Jeff Wilson seconded, to go into Closed Session at 7:01 pm. All were in favor.

Joe Norman made a motion, and Gerelene Blevins seconded, to come out of Closed Session at 7:23 pm. All were in favor.

Joe Norman made a motion, and Keith Warren seconded, to allow Town Administrator Christopher Todd to negotiate a severance agreement with Kim Trivette.

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

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

Joe Wesson, Mayor

Julie A. Good, Town Clerk

AGENDA ITEM 7A

MEMO

DATE:

July 18, 2017

SUBJECT:

Recognition:
Recycle Rewards
Program

Discussion:

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

MEMO

DATE:

July 18, 2017

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, CCAH
Permanent Address: Mailing: P.O. Box 575, Physical: 918 West Avenue SW
City/State/Zip: Lenoir, North Carolina 28645
Contact(s): E.D. Angie T. Ashley Phone #: 828-757-9020
Email: ccah@ccahlenoir.com

Amount Requested: \$100.00 Date Funds Needed: Fiscal Year: 7/1/17 - 6/30/18

Describe the purpose of the project and how the funds will be used:
(See attached for CCAH Mission Statement and Programs)

CCAHA serves every 5th, 6th, 7th, 8th, and 9th grader every year. Please also see attached our most recent teen pregnancy statistics.

How will this project benefit the community?
Simply based on the numbers we serve every year, we save taxpayers money if we can prevent teen pregnancies.
For every \$1 dollar given for prevention, we save taxpayers \$14 dollars in services such as Medicaid, WIC, etc.

Official Town Use Only	
Date application received: <u>7/3/2017</u>	Date presented to Town Council: <u>7/18/2017</u>
Date approved/denied:	Amount approved:
Available balance in Governing Body donations expense account: <u>\$2,000</u>	
Check #/date:	Amount:

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

AGENDA ITEM 8B

MEMO

DATE:

July 18, 2017

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: Dare (Caldwell County)

Permanent Address: 2351 Morganton Blvd SW

City/State/Zip: Lenoir NC 28645

Contact(s): Stephanie Carl Phone #: 7582324

Email: _____

Amount Requested: 100⁰⁰ Date Funds Needed: July 18

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

Support the DARE program in Caldwell County Schools.
Including Sawmills Elementary.

How will this project benefit the community?

Official Town Use Only	
Date application received: <u>7/3/2017</u>	Date presented to Town Council: <u>7/18/2017</u>
Date approved/denied:	Amount approved:
Available balance in Governing Body donations expense account: <u>12,000</u>	
Check #/date:	Amount:

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

MEMO:

To: Christopher Todd
From: Karen Clontz, Finance Officer
Date: July 11, 2017
Re: Budget Amendment

Discussion:

Please find attached an Amendment to the Budget Ordinance for Council's review and approval.

Section 1 covers the transfer of \$86,000 from the General Fund to the Utility Fund to be set aside for future sewer infrastructure projects.

Section 2 covers the transfer of \$335,000 from the Capital Reserve Fund to the General Fund for the purchase of a new refuse truck

There are sufficient funds in the budget for this request.

Recommendation:

Staff recommends Council approve the transfer of the funds.

Amendment to the Budget Ordinance
TOWN OF SAWMILLS
GENERAL FUND

The Town Council of the Town of Sawmills at a meeting on the _____ day of _____, 2017 passed the following resolution.

Be it resolved that the following revision be made to the Budget Resolution for the fiscal year ended June 30, 2018.

Section 1: *To Amend the General Fund and Utility Fund, the following appropriations are to be changed as follows:*

<u>Acct #:</u>	<u>Account</u>	<u>Decrease</u>	<u>Increase</u>
1-00-3990	Fund Balance Appropriation	\$86,000	
2-00-3850	Capital Contributions		\$86,000

Explanation: Transferring the Fund Balance appropriation of \$86,000 to the Utility Fund Capital Contributions for future sewer infrastructure projects.

Section 2: *To Amend the Capital Reserve Fund and General Fund, the following appropriations are to be changed as follows:*

<u>Acct #</u>	<u>Account</u>	<u>Decrease</u>	<u>Increase</u>
7-00-3850	Capital Reserve Fund Contributions	\$335,000	
1-00-3860	General Fund Capital Reserve		\$335,000

Explanation: Transferring from the Capital Reserve Fund back to the General Fund Capital Reserve for the purchase of a refuse truck.

Passed by majority vote of the Town Council of the Town of Sawmills on the _____ day of _____, 2017. This amendment shall be attached to the minutes of such meeting and become official upon signature of the Mayor and Finance Director.

Joe Wesson
Mayor, Town of Sawmills

Karen Clontz
Finance Officer, Town of Sawmills

Approved to Form:

Attest:

Terry Taylor
Town Attorney

Julie Good
Clerk, Town of Sawmills

AGENDA ITEM 8D

MEMO

DATE:

July 18, 2017

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 Caldwell
Agency or department Admin
Phone number 828-296-7903

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 Records	Assistance Program Records	2011-2013	1 copy each	NO	3yrs
A/R Records	Extensions Information Records	2013	1 copy each	NO	3yrs
A/R Records	Paid Final Accounts + Refunds for accounts	2009-2013	1 copy each	NO	3yrs
A/R Records	Cash Receipts - Water Bills and Receipts	July 2013 to June 2015	1 copy each	NO	1yr
A/R Records	Transaction Control Reports	Jan - Dec 2015	1 copy each	NO-	1yr
A/R Records	Vacant Billing Reports	July 2012 to June 2015	1 copy each	NO	1yr
A/R Records	Disconnect List (Information)	Jan 2011 to May 2013	1 copy each	NO	3yr
A/R Records	Final Bill Register	June 2013 to June 2015	1 copy each	NO	1yr
UB misc Record	Sewer Reports	April to June 2014	1 copy each	NO	3yrs
UB misc Record	meter Reading Reports	June 2012 to June 2014	1 copy each	NO	3yrs
UB misc Record	consumption Reports	July 2012 to April 2014	1 copy each	NO	3yrs
UB misc Record	E-Bill information Records	2011, 2012, 2013	1 copy each	NO	3yrs

Requested by: Kim Swetto Signature Title Office Manager Date 7-1-17

Approved by: _____ Signature Head of Governing Board Date _____

Concurred by: _____ Signature Assistant Records Administrator Date _____
(as indicated) 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 Admin
Phone number 808-396-7903

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

RECORDS TITLE	DESCRIPTION	INCLUSIVE DATES	QUANTITY	MICROFILMED? (YES OR NO)	RETENTION PERIOD
A/R Record	Late Fee Reports	July 2007 June 2013	1 copy each	NO	1yr.
A/P Record	Audit Files - A/P records for auditors	July 2012 June 2013	1 copy each	NO	3yrs
A/P Record	PO's - Purchase orders in audit files	July 2012 June 2013	1 copy each	NO	3yrs
Finance	Bank Statements + Bank recs. (all paperwork) for audit	July 2012 June 2013	1 copy each	NO	3yrs
GL Record	General ledger entries for audit	July 2007 June 2013	1 copy each	NO	3yrs
UB Record	Adjustments on accounts for auditors	July 2012 June 2013	1 copy each	NO	3yrs
Finance	Qtrly Reports and all paperwork for auditors	July 2012 June 2013	1 copy each	NO	3yrs
Payroll	W-2 Records of deduction	July 2010 June 2013	1 copy each	NO	4yrs
Payroll	St. Retirement Records of Deduction	July 2012 June 2013	1 copy each	NO	3yrs
Payroll	Sick + Vac Records	2012 + 2013	1 copy each	NO	3yrs
Payroll	Drug Testing Paperwork	2001 to 2014	1 copy each	NO	1yr
Misc	Tax Scroll	2005	1 copy	NO	10yrs

Requested by: Kim G. Grotts Office Manager 7-1-17
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 Admin
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
Mis.	Workorders	2015	1copy	NO	1yr.

Requested by: King Shatts Signature Office Manager Title 7-1-17 Date

Approved by: _____ Signature _____ Head of Governing Board _____ Date

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

AGENDA ITEM 9A

MEMO

DATE:

July 18, 2017

SUBJECT:

Discussion:
Call for Public Hearing:
Annexation

Discussion:

The Sawmills has received a petition for Voluntary Annexation from Clyde and Joanne Miller for two parcels (NCPIN- 2756809280 and 2756902113). 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.

The Town Council must hold a public hearing in order to annex the parcel. Staff proposes the public hearing be set for the next regularly scheduled Town Council meeting on August 15th.

Recommendation:

Staff recommends Council call for a public hearing on the requested annexation for August 15th at 6:00PM during their regularly scheduled August meeting.

NORTH CAROLINA
CALDWELL COUNTY

TOWN OF SAWMILLS

PETITION FOR CONTIGUOUS ANNEXATION

Date: 7-11-17

Petition No.: 1-2017

TO: THE TOWN CLERK AND TOWN COUNCIL OF THE TOWN OF SAWMILLS

1. I, (We), the undersigned owners of real property respectfully request that the area described in Paragraph 2 below be annexed to the Town of Sawmills according to G.S. 160A-31 (Annexation by Petition), which states that the governing board of any municipality may annex by ordinance any area contiguous to its boundaries upon presentation to the governing board of a petition signed by the owners of all the real property located within such area. The petition shall be signed by each owner of real property in the area and shall contain the address of each owner. **(Note: If the property title is listed in both husband and wife's name, both are required to sign the petition).**

NAME:

ADDRESS:

Clyde M. Miller

4403 Horseshoe Bend Rd

Jo Ann Miller

Hudson NC 28638

2. The area to be annexed is contiguous to the Town of Sawmills and the boundaries of such territory are described on attached page. **(Note: In order to assist the Town of Sawmills in locating the property or properties involved, it is required that a map of the property or properties be attached, including the county tax map number(s), lot number(s), block number(s), the name of the streets or roads bordering the property or properties, the square footage contained, the dimensions, a copy of the deed for each property, and/or the metes and bounds description of the property or properties so the proper legal advertisement can be run in the paper).**

3. The governing board shall have authority to make the annexing Ordinance effective immediately or on any specified date within six (6) months from the date of passage of the Ordinance. The newly annexed territory shall be subject to municipal taxes levied for the fiscal year following the date of annexation as explained in G.S. 160A-31.

4. Signed this the date as established on the attached signature pages.

(Separate Signature Pages Attached)

HUSBAND:

WIFE:

DATE:

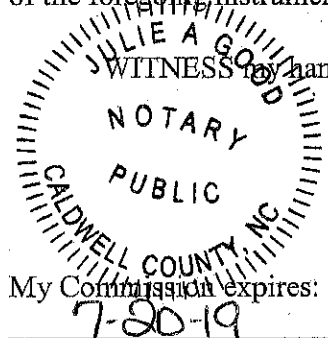
Clyde M. Miller
Clyde M. Miller

Jo Ann Miller
Jo Ann Miller

7-11-17

NORTH CAROLINA
Caldwell COUNTY

I, Julie A Good a Notary Public, for said County and State, do hereby certify that Clyde M. Miller personally appeared before me this day and acknowledged the due execution of the foregoing instrument.

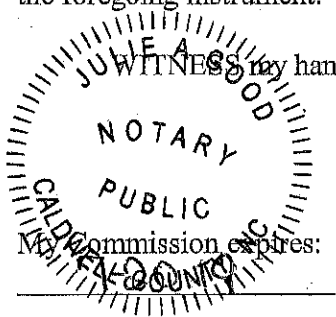


WITNESS my hand and Official Seal, this 11th day of July, 2017.

Julie A Good
Notary Public
Julie A Good
Printed Name of Notary Public

NORTH CAROLINA
Caldwell COUNTY

I, Julie A Good a Notary Public, for said County and State, do hereby certify that Jo Ann Miller personally appeared before me this day and acknowledged the due execution of the foregoing instrument.



WITNESS my hand and Official Seal, this 11th day of July, 2017.

Julie A Good
Notary Public
Julie A Good
Printed Name of Notary Public

EXHIBIT A

- 1) Attached copy of Deed;
- 2) Attached copy of Tax Bill for Property Requested to be Annexed;
- 3) Attached Survey prepared by Registered Surveyor containing the metes and bounds description of the tract to be annexed.

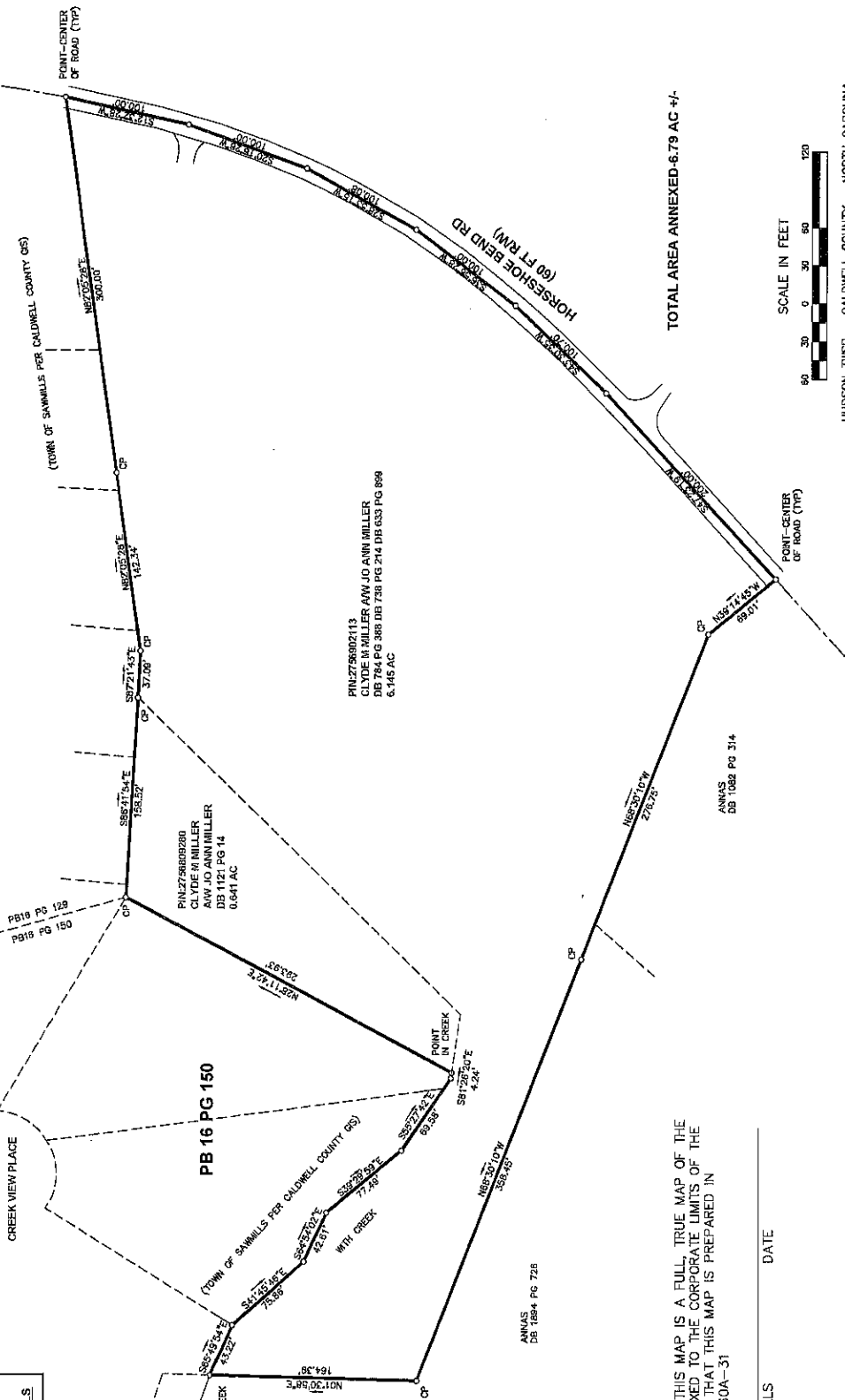
REVIEW OFFICER OF _____ COUNTY,
CERTIFY THAT THE MAP OR PLAN TO WHICH THIS CERTIFICATION IS AFFIXED MEETS ALL
STATUTORY REQUIREMENTS FOR RECORDING.

REVIEW OFFICER _____ DATE _____

I, ROYAL E. HARRISON, PROFESSIONAL LAND SURVEYOR, DO HEREBY CERTIFY THAT
THIS MAP WAS PREPARED UNDER MY DIRECT SUPERVISION, AND I AM A LICENSED
AND IT IS A FULL AND ACCURATE MAP OF THE AREA HERETOFORE ANNEXED TO THE
CORPORATE LIMITS OF THE TOWN OF SAWMILLS AND WAS PREPARED IN ACCORDANCE WITH GS
160A-31.

I FURTHER CERTIFY THAT THIS SURVEY (PX114)
IS OF ANOTHER CATEGORY AN ANNEXATION MAP AND IS THEREFORE AN EXCEPTION TO THE
TOWN OF SAWMILLS SUBDIVISION ORDINANCE.
WITNESS MY HAND AND SEAL:

PB 16 PG 129



TOTAL AREA ANNEXED-6.79 AC +/-

SCALE IN FEET
60 30 0 30 60 120

HUDSON TWP - CALDWELL COUNTY - NORTH CAROLINA

PIN:Z758002113
CLYDE M MILLER A W J O ANN MILLER
DB 784 PG 388 DB 738 PG 214 DB 633 PG 859
6.145 AC

PB 16 PG 150

PIN:Z758002280
CLYDE M MILLER
A W J O ANN MILLER
DB 1121 PG 14
0.641 AC

I HEREBY CERTIFY THAT THIS MAP IS A FULL, TRUE MAP OF THE
AREA HERETOFORE ANNEXED TO THE CORPORATE LIMITS OF THE
TOWN OF SAWMILLS AND THAT THIS MAP IS PREPARED IN
ACCORDANCE WITH GS 160A-31

MAYOR - TOWN OF SAWMILLS _____ DATE _____

CALDWELL COUNTY NORTH CAROLINA

I, _____ A NOTARY PUBLIC FOR THE
STATE AND COUNTY SHOWN, CERTIFY THAT
PERSONALLY APPEARED BEFORE ME THIS DAY AND ACKNOWLEDGED THE
EXECUTION OF THIS INSTRUMENT. WITNESS MY HAND AND SEAL
THIS _____ DAY OF _____ 2017.

NOTARY PUBLIC _____ MY COMMISSION EXPIRES _____

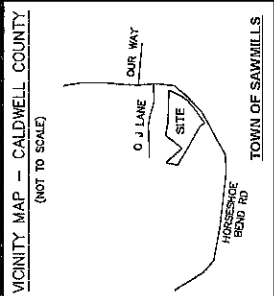
CAD BY DEH	FILE DATA MILLERWATERDVG	PROJECT NUMBER 17074
PROJECT DATE JUNE 12 2017	SCALE 1" = 60'	PROJECT MANAGER TUP

NOTES:
1 - THIS PLAN CREATES NO TYPE OF SUBDIVISION
2 - THIS PLAN IS FOR ANNEXATION PURPOSES ONLY
3 - IS NOT A BOUNDARY SURVEY
4 - NO HORIZONTAL CONTROL WITHIN 2000 FT

LEGEND:
CP-COMPUTED POINT

TOWN OF SAWMILLS
VOLUNTARY ANNEXATION-CLYDE M MILLER

WEST CONSULTANTS P.C.
405 SOUTH STERLING STREET
MURKIN, NORTH CAROLINA 28655
828-433-5661 FAX 828-433-5662



OR THO PHOTO

JUNE 15, 2017

TOWN OF SAWMILLS

MILLER ANNEXATION DESCRIPTION

BEGINNING AT THE NORTHERN CORNER OF PIN 2756809280 (CLYDE M MILLER-DB 1121 PG 14), ALSO BEING A COMMON CORNER OF PB 16 PG 129 AND PB 16 PG 150:

THENCE WITH MILLER AND PB 16 PG 129, S86°41'54"E 158.52' TO A CORNER OF PIN 2756902113 (CLYDE M MILLER-DB 784 PG 388, DB 738 PG 214, DB 633 PG 899), THENCE CONTINUING WITH MILLER AND PB 16 PG 129 S87°21'43"E 37.09', N82°05'28"E 142.34', AND N82°05'28"E 300.00' TO A POINT IN THE CENTER OF HORSESHOE BEND ROAD, THENCE WITH THE CENTER OF HORSESHOE BEND ROAD S12°32'28"W 100.00', S20°16'28"W 100.00', S28°53'15"W 100.08', S36°56'28"W 100.00', S43°30'35"W 100.70', AND S47°23'19"W 200.00', THENCE LEAVING THE ROAD AND WITH ANNAS (DB 1082 PG 314) N39°14'45"W 69.01' AND N68°30'10"W 276.75', THENCE WITH ANNAS (DB 1894 PG 726) N68°30'10"W 358.45' AND N01°30'58"E 164.39' TO A POINT IN THE CENTER OF A CREEK, THENCE WITH THE CREEK AND PB 16 PG 150 S65°49'54"E 43.22', S41°45'46"E 75.86', S64°54'02"E 42.61', S39°29'59"E 77.49', S55°27'42"E 69.58', AND S81°26'20"E 4.24' TO THE SOUTHERN CORNER OF PIN 2756809280, THENCE WITH PIN 2756809280 AND PB 16 PG 150 N28°11'42"E 293.93' TO THE POINT OF BEGINNING.

TOTAL OF BOTH PARCELS: 6.79 AC +/-

DETACH AND
RETAIN THIS
PORTION FOR
YOUR RECORDS

TAX NOTICE

PLEASE SEND PAYMENT TO:
CALDWELL COUNTY TAX COLLECTOR
PO BOX 2200
LENOIR, NC 28645

Bill Date 6/28/2017

YEAR	BILL NUMBER	ACCOUNT NUMBER	TAX DISTRICT	RATE	PROPERTY TAX
2017	34620	3495	COUNTY	0.6300	\$106.47
MAP NUMBER 03.81 1.80			SAWMILLS RURAL	0.0950	\$16.06
DESCRIPTION BK 1121 PG 14 YR 94 ST 2.00			RESCUE SAWMILLS RURAL	0.0085	\$1.44
LOCATION HORSESHOE BEND RD (OFF)			SAWMILLS	0.2000	\$33.80
REAL VALUE	PER PROP. VALUE	EXCLUSION	NET TAXABLE VALUE	TOTAL TAX	\$157.77
16,900	0	0	16,900	INTEREST	\$0.00
				OTHER CHARGES	\$0.00
				CREDITS	\$0.00
				TOTAL DUE	\$154.61

If your bill is delinquent, please check the Overview & Pay screen for correct amount including interest. If we receive your payment for the incorrect amount, you may have a balance due. Please contact our office for more information.

PLEASE DETACH AND RETURN THIS PORTION WITH PAYMENT

WRITE BILL NUMBER ON CHECK OR MONEY ORDER		
YEAR	BILL NUMBER	ACCOUNT NUMBER
2017	34620	3495
AMOUNT DUE IF PAID IN JULY		\$154.61
AMOUNT DUE IF PAID IN AUGUST		
TOTAL TAX DUE SEPT. 1 - JAN. 5		
TOTAL AMOUNT ENCLOSED		

ADDRESS SERVICE REQUESTED

MILLER CLYDE M
MILLER JO ANN
4403 HORSESHOE BEND RD

HUDSON, NC 28638

TAX NOTICE

PLEASE SEND PAYMENT TO:
CALDWELL COUNTY TAX COLLECTOR
 PO BOX 2200
 LENOIR, NC 28645

Bill Date 6/28/2017

DETACH AND
 RETAIN THIS
 PORTION FOR
 YOUR RECORDS

YEAR	BILL NUMBER	ACCOUNT NUMBER	TAX DISTRICT	RATE	PROPERTY TAX
2017	34622	3495	COUNTY	0.6300	\$816.17
MAP NUMBER 03.81 1 30			SOLID WASTE	22.7500	\$273.00
DESCRIPTION 0633/0899 1971 0.50			SAWMILLS RURAL	0.0950	\$123.07
LOCATION 4403 HORSESHOE BEND RD			RESCUE SAWMILLS RURAL	0.0085	\$11.01

REAL VALUE	PER PROP. VALUE	EXCLUSION	NET TAXABLE VALUE	TOTAL TAX
100,000	29,550	0	129,550	\$1,223.25

INTEREST	\$0.00
OTHER CHARGES	\$0.00
CREDITS	\$0.00
TOTAL DUE	\$1,204.25

If your bill is delinquent, please check the Overview & Pay screen for correct amount including interest. If we receive your payment for the incorrect amount, you may have a balance due. Please contact our office for more information.

PLEASE DETACH AND RETURN THIS PORTION WITH PAYMENT

WRITE BILL NUMBER ON CHECK OR MONEY ORDER	
YEAR	ACCOUNT NUMBER
2017	3495
AMOUNT DUE IF PAID IN JULY	\$1,204.25
AMOUNT DUE IF PAID IN AUGUST	
TOTAL TAX DUE SEPT.1 - JAN. 5	
TOTAL AMOUNT ENCLOSED	

ADDRESS SERVICE REQUESTED

MILLER CLYDE M
 MILLER JO ANN
 4403 HORSESHOE BEND RD
 HUDSON, NC 28638

BK1121PG0014

ALWELL COUNTY

10-23-94

FILED
LOIS GREENE



\$2.00

Real Estate
Excise Tax

94 OCT -3 AM 11
By: *Lois Greene*
REGISTER OF DEEDS
ALWELL CO., N.C.

Excise Tax 2.00

Recording Time, Book and Page

Tax Lot No. _____ Parcel Identifier No. _____
Verified by _____ County on the _____ day of _____, 19 ____
by _____

Mail after recording to _____

This instrument was prepared by Robbins & Hamby, PA, PO Drawer A, Granite Falls, NC 28630

Brief description for the index

NORTH CAROLINA GENERAL WARRANTY DEED

THIS DEED made this 29 day of April, 19 94, by and between

GRANTOR

GRANTEE

O. J. MILLER

CLYDE M. MILLER and wife,
JO ANN MILLER

Route 2, Box 465A
Hudson, NC 28638

Enter in appropriate block for each party name, address, and, if appropriate, character of entity, e.g. corporation or partnership.

The designation Grantor and Grantee as used herein shall include said parties, their heirs, successors, and assigns, and shall include singular, plural, masculine, feminine or neuter as required by context.

WITNESSETH, that the Grantor, for a valuable consideration paid by the Grantee, the receipt of which is hereby acknowledged, has and by these presents does grant, bargain, sell and convey unto the Grantee in fee simple, all that certain lot or parcel of land situated in the City of Hudson Township,

Alwell County, North Carolina and more particularly described as follows:

BEGINNING at an iron pin located at the base of a 12" Pine Tree, a corner of Clyde M. Miller as recorded in Deed Book 738 at Page 214, said iron pin also being located North 86°27'11" West 37.09 feet from an old Oak Tree corner and running thence with the line of Clyde M. Miller South 45°16'34" West 127.14 feet to an iron pin located at a 24" Oak Tree and thence continuing with the line of Clyde Miller South 45° 13' 57" West 217.07 feet to an iron pin located at a Maple Tree on a creek bank and thence continuing South 45°13'57" West 14.12 feet to a point located in the center of a Creek and running thence with the center of creek North 80°31'39" West 46.65 feet to a point located in creek, a new corner and running thence a new line North 29°06'20" East 17.48 feet to an iron pin set on creek and thence continuing North 29°06'20" East 276.45 feet to an iron pin set, a new corner and running thence a new line South 85°47'05" East 158.51 feet to the point of beginning.

The above description contains 0.64 acres as surveyed by James D. Ferguson Land Surveyor dated August 23, 1993 and being a part of the property conveyed to O. J. Miller by Deed Book 208 at Page 255.

The Drafter of this instrument has not checked the title to the above described property and makes no certification as to title and was not responsible for closing a sale of this property.

The property hereinafter described was acquired by Grantor by instrument recorded in _____

A map showing the above described property is recorded in Plat Book _____ page _____

TO HAVE AND TO HOLD the aforesaid lot or parcel of land and all privileges and appurtenances thereto belonging to the Grantee in fee simple.

And the Grantor covenants with the Grantee, that Grantor is seized of the premises in fee simple, has the right to convey the same in fee simple, that title is marketable and free and clear of all encumbrances, and that Grantor will warrant and defend the title against the lawful claims of all persons whatsoever except for the exceptions hereinafter stated. Title to the property hereinafter described is subject to the following exceptions:

BY _____ (Corporate Name) _____

O. J. Miller
O. J. Miller

USE BLACK INK ONLY

BY _____ (Corporate Name) _____

BY _____ (Corporate Name) _____

BY _____ (Corporate Name) _____

BY _____ (Corporate Name) _____

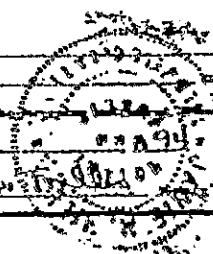
SEAL-STAMP

WAKE COUNTY, Caldwell County.

I, a Notary Public of the County and State aforesaid, certify that _____ O. J. Miller _____

personally came before me this day and acknowledged the execution of the foregoing _____ my hand and official stamp at this 4th day of MAY _____

My commission expires Jan 25, 1999 *[Signature]*



SEAL-STAMP

WAKE COUNTY, _____ County.

I, a Notary Public of the County and State aforesaid, certify that _____ Secretary of _____

personally came before me this day and acknowledged that _____ a North Carolina corporation, and that by authority duly given and on the act of the corporation, the foregoing instrument was signed by its _____ President, _____ Secretary and _____ Treasurer, _____ at this _____ day of _____ 19____

My commission expires _____ Notary Public

The foregoing Certificate of _____ Janie M. Miller, A Notary Public

Witness my hand and official stamp at this _____ day of _____ 19____ at _____

Lois Greese _____ Caldwell _____

Lois Greese _____ Secretary of State

AGENDA ITEM 9B

MEMO

DATE:

July 18, 2017

SUBJECT:

Discussion:
Refuse Truck Quote

Discussion:

A new refuse truck was approved as part of the 2017/2018 Fiscal Year budget, with a budgeted amount of three hundred fifty thousand dollars (\$350,000.000). Public Works Director, Ronnie Coffey, received a quote from Carolina Environmental Systems, Inc. for a 2018 Mack LR Dual Steer cab/chassis with a Heil DuraPack Python 28 cubic yard automated side loading refuse body with all standard specifications with the NJPA Sales Contract price of two hundred seventy-two thousand nine hundred eighty-two dollars (\$272,982.00).

The quote is attached for Council to review. The quote includes a five (5) year engine warranty, five (5) year aftertreatment system warranty, and a five (5) year transmission warranty.

Recommendation:

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

Carolina Environmental Systems, Inc.

*306 Pineview Drive, Kernersville, NC 27284
2701 White Horse Road, Greenville, SC 29611
500 Lee Industrial Blvd, Austell, Ga 30168
Phone: 800-239-7796
336-904-0952*

QUOTE

06/09/2017

Town of Sawmills
4076 Hwy. 321A
Sawmills, NC 28630
Attn: Mr. Christopher Todd

Dear Mr. Todd,

CES appreciates the opportunity to quote you the following:

One (1) Heil DuraPack Python 28 cubic yard automated side loading refuse body complete with all standard specifications and with the following optional equipment:

- Two finger belt style grabbers
- Hopper & lift worklight
- Peterson strobe light system and additional center strobe light
- Body side back assist lights
- ¼" body & hopper floor
- Steel mudguards
- Hopper hood
- 20 lb. fire extinguisher
- Sump door side chutes
- Infinity series packer cylinders with five (5) year cylinder warranty
- Remote right-hand lift controls
- CES three (3) camera system
- Body striping and lettering
- Urethane enamel one (1) color paint

All as per the above and mounted on one (1) 2018 Mack LR Dual Steer cab/chassis complete as per the enclosed specifications and with a five (5) year engine warranty, five (5) year aftertreatment system warranty, and a five (5) year transmission warranty.

NJPA Sales Contract Price:

\$272,982.00

FOB: Your Yard

Delivery: Approx. 180-210 days after receipt of order.

Terms: Net upon delivery

We sincerely appreciate the opportunity to submit the above quotation. If we may answer any questions or be of service to you in any way, please do not hesitate to contact us at: 1-800-239-7796.

Sincerely,

Maxwell Taylor

Carolina Environmental Systems

AGENDA ITEM 10A

MEMO

DATE:

July 18, 2017

SUBJECT:

Updates:
Code Enforcement
Monthly Report

Discussion:

The attached report shows the progress that Planner Leslie Meadows continues to make throughout the town.

Recommendation:

No Council action required.

Code Enforcement Report
July 2017

Property Owner	Property Address	Issue	Status
Teresa Annas Compton	4476 Sawmills Sch Rd	dilapidated house	Letter to initiate hearing and possible demolition to be sent from Town Attorney's office. Terry is doing some research on the deed and power of attorney for this property.
WNC Properties A LLC	4209 Creek View Pl	minimum housing complaint	Need to verify complaint before arranging site visit with Building Inspector Mark Annas and current resident. Difficult to reach contacts for some of these older complaints on file.
David Graham (Landlord)	4176 US Hwy 321 A	minimum housing complaint	Need to verify complaint before arranging site visit with Building Inspector Mark Annas and current resident.
Casey Lynn Wallace	3950-1 Walters MHP Dr	minimum housing complaint	Need to verify complaint before arranging site visit with Building Inspector Mark Annas and current resident. Difficult to reach contacts for some of these older complaints on file.
Dwayne & Bridget Mann	4353 Eli Lane/Fancy Pl	garbage/trash/refuse	Spot checked 7/11/17. Obvious clearing and clean-up in progress. Skid-steer and dumpster container onsite. Will continue to monitor and work with landowner as long as making progress.
Carolyn Bray	2570 Bakers Cir	abandoned mobile home	No reply, no change. Council person Gerelene Bievlins to try to speak with mobile home owner.
Andrew Dehart	4036 US 321 A	high grass, junked vehicles	Spot checked 6/20/17. Final trailer bed removed. No change in saplings/vines. Will continue to monitor.
Chenay Carter	4361 Sawmills School Rd	abandoned home/high grass	Letter to initiate hearing and possible repair and/or demolition sent from Town Attorney's office. Landowner called on 7/6/17. She plans to try to repair. Landowner arranged mowing and yardwork completed as of 7/11/17. Working with Town so that contractors can access property.
Donna Clontz	2453 Granville Drive	high grass	Sent NOV letters to absentee landowner (Reno, NV) and current resident on 7/7/17. Deadline 7/25/17.
John Wilcox	Ellen St/Janettes Way Lo	high grass	Verified complaint and spoke to landowner on 6/27/17. Landowner had mowed and sprayed with weed killer to slow growth as of 7/11/17. CASE CLOSED.
Buster Price	4492 Mayfield Drive	outdoor storage/junk vehicles/pool	Spot checked 7/11/17 and spoke to landowner. Pool still uncovered and untreated. He stated that the pool treatment he bought didn't work, and the truck parts in front yard someone was supposed to be coming to get to try to rebuild it. Will continue to monitor...
Patrick Alexander Lee	1948 Bucks Drive	high grass/weeds/junk vehicle	Spot checked 7/11/17. Sent NOV letter on 7/13/17. Deadline 7/31/17.
Arnold Wilson	1769 Cajah Mtn. Road	outdoor storage/junk vehicles	Spot checked 7/11/17. Less vehicles, more cleared open space within yard, but all seems to have been moved to perimeter of property? Have left messages with landowner and tenant, no response. Will continue to try to call and monitor this site...
Sasser Family LLC	2526 Meadows Park Lane	minimum housing complaint	Need to verify complaint before arranging site visit with Building Inspector Mark Annas and current resident.
Jose Montes	4321 Cherokee Court	high grass/vehicles in ROW/burning trash	Resent NOV for all violations via certified mail on 7/13/17. Deadline 7/31/17.