

AGENDA

Regular Meeting of the Sawmills Town Council Sawmills Town Hall

**Tuesday, June 19, 2018
6:00 pm**

1. Call To Order Mayor Johnnie Greene
2. Invocation
3. Pledge of Allegiance Mayor Johnnie Greene
4. Adopt Agenda Mayor Johnnie Greene
5. Approve Meeting Minutes
A. May 3, 2018 Budget Workshop Minutes Mayor Johnnie Greene
B. May 15, 2018 Regular Meeting Minutes Mayor Johnnie Greene
C. May 22, 2018 Special Meeting Minutes Mayor Johnnie Greene
6. Public Comment Mayor Johnnie Greene
7. Recognitions:
A. Recycle Rewards Mayor Johnnie Greene
8. Public Hearing: FY 2018-2019 Budget
A. Open Public Hearing Mayor Johnnie Greene
B. Staff Comments/Recommendations Mayor Johnnie Greene
C. Public Comment Mayor Johnnie Greene
D. Close Public Hearing Mayor Johnnie Greene
E. Council Action Mayor Johnnie Greene
9. Discussion:
A. Stormwater Discharge Program Agreement Mayor Johnnie Greene
B. Sixth Amendment to Town of Sawmills Licensing Agreement Mayor Johnnie Greene
C. AIA Grant and Resolution Mayor Johnnie Greene
10. Planning Matters:
A. Planning Board Annual Report Mayor Johnnie Greene
11. Public Comment Mayor Johnnie Greene
12. Updates:
A. Code Enforcement Report Mayor Johnnie Greene
B. Council Comment Mayor Johnnie Greene
13. Adjourn Mayor Johnnie Greene

MAY 3, 2018
MINUTES OF TOWN COUNCIL
BUDGET WORKSHOP
5:00 P.M.

COUNCIL PRESENT

Mayor Johnnie Greene
Clay Wilson
Jeff Wilson
Rebecca Johnson

STAFF PRESENT

Christopher Todd
Karen Clontz
Julie A Good

COUNCIL ABSENT

Joe Norman
Keith Warren

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

INVOCATION: Mayor Johnnie Greene gave the invocation.

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

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

Clay Wesson made a motion, and Jeff Wilson seconded, to adopt the agenda. All were in favor.

PROPOSED VIRGINIA ACRES SEWER PROJECT BUDGET: Town Administrator Christopher Todd stated that staff needed direction from Council regarding adding funds in the budget for the proposed Virginia Acres sewer project.

Clay Wilson made a motion, and Rebecca Johnson seconded, to not include the necessary funds for the proposed Virginia Acres sewer project in the draft Fiscal Year 2018/2019 budget. The motion carried with Jeff Wilson being the only Council member opposed.

ITEMS FOR DISCUSSION:

Town Administrator Christopher Todd stated that with funding not being appropriated for the Virginia Acres sewer project, Council needed to make a decision regarding a possible water project in the Utility Fund and the General Fund Balance appropriation of one hundred thousand dollars (\$100,000.00)

UTILITY FUND:

Council chose to use the eighty-six thousand dollars (\$86,000.00) transferred from the General Fund, along with a one hundred thousand dollar (\$100,000.00) Capital Reserve, to replace water lines on Russell Drive. The money will be allocated to the Water Department Repairs and Maintenance.

GENERAL FUND:

Council also directed staff to use the Fund Balance appropriation of one hundred thousand dollars (\$100,000.00) towards paving projects. The one hundred thousand dollars (\$100,000.00) will be appropriated to Public Works Repairs and Maintenance.

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

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

Johnnie Greene, Mayor

Julie A Good, Town Clerk

**TUESDAY, MAY 15, 2018
TOWN OF SAWMILLS REGULAR COUNCIL MEETING
6:00 PM**

COUNCIL PRESENT

Mayor Johnnie Greene
Clay Wilson
Jeff Wilson
Rebecca Johnson
Joe Norman

STAFF PRESENT

Christopher Todd
Terry Taylor
Julie A Good

COUNCIL ABSENT

Keith Warren

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

INVOCATION: Jeff Lambert, Director of Ministries, gave the invocation.

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

ADOPT AGENDA: Mayor Johnnie Greene asked for a motion to adopt the May 15, 2018 Agenda.

Joe Norman made a motion, and Rebecca Johnson seconded, to adopt the May 15, 2018 Agenda. All were in favor.

APPROVE APRIL 17, 2018 REGULAR MEETING MINUTES: Mayor Johnnie Greene asked for a motion to approve the April 17, 2018 regular meeting minutes.

Jeff Wilson made a motion, and Joe Norman seconded, to approve the April 17, 2018 regular meeting minutes. All were in favor.

APPROVE APRIL 17, 2018 CLOSED SESSION MINUTES: Mayor Johnnie Greene asked for a motion to approve the April 17, 2018 closed session minutes.

Joe Norman made a motion, and Rebecca Johnson seconded, to approve the April 17, 2018 closed session minutes. All were in favor.

APPROVE APRIL 30, 2018 SPECIAL MEETING MINUTES: Mayor Johnnie Greene asked for a motion to approve the April 30, 2018 special meeting minutes.

Joe Norman made a motion, and Clay Wilson seconded, to approve the April 30, 2018 special meeting minutes. All were in favor.

APPROVE MAY 3, 2018 BUDGET MEETING MINUTES: Mayor Johnnie Greene asked for a motion to approve the May 3, 2018 budget meeting minutes.

Joe Norman made a motion, and Rebecca Johnson seconded, to approve the May 3, 2018 budget meeting minutes. All were in favor.

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

Ronnie Austen, owner of 1887 Kensway Dr., wanted to speak to Council about an ongoing problem with a renter at 1884 Kensway Dr., which is the home across the street from him.

RECOGNITIONS:

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

No Council action was required.

FINANCIAL:

PRESENTATION OF FY 2018-2019 BUDGET AND CALL FOR PUBLIC HEARING:

Town Administrator Christopher Todd presented to Council a proposed budget for Fiscal Year 2018-2019. 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 2018-2019 totals three million two hundred eighty-one thousand seven hundred ninety-four dollars (\$3,281,794.00). A few highlights of the proposed budget include no property tax increase; six percent (6%) increase of the sewer rates; decrease in water rates with creation of multi-tiered structure; 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. Council must hold a public hearing on June 19, 2018, to adopt the budget.

Joe Norman made a motion, and Jeff Wilson seconded, to hold a public hearing on June 19, 2018, to adopt the budget for FY 2018-2019. All were in favor.

WPCOG PLANNER/CODE ENFORCEMENT OFFICER AGREEMENT:

Mayor Johnnie Greene stated that the current contract with the Western Piedmont Council of Governments (WPCOG) for planning services will expire on June 30, 2018 and will need to

be renewed. The renewal of the services would be for twenty-three thousand twenty dollars (\$23,020.00).

Jeff Wilson made a motion, and Joe Norman seconded, to accept the contract with the WPCOG for a total of twenty-three thousand twenty dollars (\$23,020.00). All were in favor.

BUDGET ORDINANCE AMENDMENT: Town Administrator Christopher Todd stated that during the May 3, 2018 budget meeting council had discussed a budget ordinance amendment for FY 2017-2018. The amendment increases eighty-six thousand dollars (\$86,000.00) to the Capital Improvement Project Fund and decreases eighty-six thousand dollars (\$86,000.00) from the Utility Fund to cover expenses for future projects.

Clay Wilson made a motion, and Jeff Wilson seconded, to approve the budget ordinance amendment in the amount of eighty-six thousand dollars (\$86,000.00) to the Capital Improvement Project Fund and decreases eighty-six thousand dollars (\$86,000.00) from the Utility Fund to cover expenses for future projects. All were in favor.

PLANNING MATTERS:

BOARD OF ADJUSTMENT MEMBER APPOINTMENTS: Town Administrator Christopher Todd stated that there are two (2) seats on the Board of Adjustment Committee that expire June of this year. Todd Hess, a regular Board of Adjustment member, has agreed to serve another term, Jane Church, a regular ETJ Board of Adjustment member has declined to serve.

Also, with the election of Mayor Johnnie Greene, there is an empty alternate in-town seat on the Board of Adjustment.

We have an application from Reed Lingerfelt to serve on the Board of Adjustment.

Jeff Wilson made a motion, and Joe Norman seconded, to reappoint Todd Hess to the Board of Adjustment Committee and to appoint Reed Lingerfelt as an in-town alternate on the Board of Adjustment Committee. All were in favor.

PUBLIC COMMENT:

No one wished to speak.

UPDATES:**CALL OF SPECIAL MEETING:**

Joe Norman made a motion, and Jeff Wilson seconded, that the Town of Sawmills will hold a special meeting on Tuesday, May 22, 2018 at 6:00pm located in the Sawmills Town Council Chambers. The purpose of the meeting will be to discuss and vote to decide if the Town Council wishes to proceed with the proposed Virginia Acres sewer project, and to recommend any necessary amendments to the draft Fiscal Year 2018/2019 budget regarding necessary funds for the project. All were in favor.

APRIL CODE ENFORCEMENT REPORT: There are nine (9) code enforcement cases open:

- Teresa Annas Compton is the owner of a dilapidated house located at 4476 Sawmills School Road. The Town can move forward with contracting out abatement efforts (demo and removal) and require reimbursement in the form of a lien on the property;
- Carolyn Bray/Robyn Brittan, owner of 2570 Baker Cir. Abandoned mobile home. Town Planner Becca Bleich stated in order to move forward a final Notice of Violation packet from the Town Attorney's office to set a hearing date will be needed before the Town can contract out the abatement efforts (demo and removal) and require reimbursement in the form of a lien on the property;
- John "Jody" McRary and neighbors, Jody Drive. Outdoor storage/junk vehicles in ROW/freight container. This is a non-conforming use, Impressive Auto, encroaching on neighborhood and blocking street for Fire & Rescue/Trash Pick-up. Town Planner Becca Bleich stated that she believes that Town Administrator Christopher Todd and Mr. McRary have agreed on a place for relocating the shipping container. The Town has determined which transport service will be utilized. Town Administrator Christopher Todd will have timeframe for the relocation;
- Jose Montes, owner 4321 Cherokee Court. High grass/junk vehicles. Town Planner Becca Bleich stated that she spot checked property on April 4, 2018. There was one car in the cul-de-sac. Still no proper driveway has ever been installed. Town Planner Becca Bleich stated that a letter was sent on April 4, 2018, giving the owner thirty (30) days to install a driveway;
- Janice Griffin, Trustee of Iona Griffin, 2148 Oaktree Ln. Abandoned, partially burned apartment building. Town Planner Becca Bleich stated that the former Town Planner Leslie M. Meadows spoke with lead contractor Lewis Miller, of Lewis Miller Construction on March 8, 2018. Mr. Miller stated that he is still waiting for the report from the structural engineer to determine what's salvageable of what remains of the burnt structure. Once cleared to begin reconstruction, Mr. Miller anticipates six (6) to eight (8) months for completion. Town Planner Becca Bleich will continue to monitor;
- Brittany Dills, owner of 4680 Sawmills School Road. Overgrown vegetation. This property was mowed without intervention from the Town. Case closed;

- Jane Greene, owner of 4446 Villa Ln. Outdoor storage encroaching on neighbor. Town Planner Becca Bleich stated that she spot checked the property on April 18, 2018. The brush pile in the rear yard needs to be removed and tarp in the carport needs to be replaced. Town Planner Becca Bleich stated that a letter was sent on April 18, 2018 with a deadline of May 3, 2018. Town Planner Becca Bleich stated that she would continue to monitor property and research necessary resolutions;
- Grant and Jamie Morte, renters of 4515 Betts St. Livestock (goats) in platted subdivision. Town Planner Becca Bleich stated that the complaint was verified and a NOV letter sent to landowner of rental property with a deadline of April 5, 2018;
- John Wilcox, owner of Janette's Way lot 6. Overgrown vegetation. Town Planner Becca Bleich stated that she spot checked property on April 18, 2018. A NOV letter was sent on April 18, 2018 with a deadline of May 3, 2018.

No Council action was required.

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

Jeff Wilson wanted to thank everyone for coming out.

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

Rebecca Johnson wanted to thank everyone for coming out.

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

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

Johnnie Greene, Mayor

Julie A. Good, Town Clerk

**TUESDAY, MAY 22, 2018
TOWN OF SAWMILLS SPECIAL COUNCIL MEETING
6:00 PM**

COUNCIL PRESENT

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

STAFF PRESENT

Christopher Todd
Julie A Good
Karen Clontz
Ronnie Coffey
Steve Coonse

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

INVOCATION: Councilman Keith Warren gave the invocation.

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

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

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

PUBLIC COMMENT:

Reba Helms had questions regarding condemn in property if owners would not sign easements and if the owners did sign easements would they get compensated.

Brad Haas asked that the Council consider the public's opinion on this project. Mr. Haas stated that he lives in Virginia Acres and the sewer line would cross his property. Mr. Haas also stated that he has talked to his neighbors and the majority of his neighbors do not want the sewer project.

Stephanie Tramble stated that it is hard for people to give up their property, which in some cases have been in their families for generations, for a project that some cannot hook up to. Mrs. Tramble stated that it is hard to take memories from people just to benefit a select few.

VIRGINIA ACRES SANITARY SEWER: Mayor Johnnie Greene stated that Council had already voted to keep the Virginia Acres Sanitary Sewer project out of the budget. Mayor Johnnie Greene also stated that the purpose of this meeting was for Council to decide if they would like to completely cease all efforts and no longer pursue the Virginia Acres Sanitary Sewer project.

Clay Wilson made a motion, and Rebecca Johnson seconded, to cease all efforts and no longer pursue the Virginia Acres Sanitary Sewer project. Keith Warren was in favor. Joe Norman and Jeff Wilson were opposed.

COUNCIL COMMENT:

Mayor Johnnie Greene stated that he appreciated everyone that was in attendance. Mayor Johnnie Greene stated that everyone has the freedom to come out and be heard. Mayor Johnnie Greene also stated that he thought that Council was making a bad decision in walking away from the Virginia Acres Sanitary Sewer project and the interest free loan. Mayor Johnnie Greene stated that this opportunity would probably never come this way again. Mayor Johnnie Greene stated that this project should have been done twenty years (20) ago, but all the Councils before have set on their hands and not accomplished a lot pertaining to the sewer, that the past Councils were more worried about keeping taxes and utility rates low. Mayor Johnnie Greene stated that the Town is only about a third (1/3) covered with sewer and it should be one hundred percent (100%). Mayor Johnnie Greene stated that there is a mobile home park on Horseshoe Bend Road that is having septic problems and at least two (2) of the mobile homes septic systems can not be fixed. Mayor Johnnie Greene also stated that past Councils have not done what they should have and not helped the citizens of Sawmills.

Clay Wilson wanted to thank everyone for coming out.

Joe Norman stated that he agrees with what the Mayor stated and that the Mayor summed it up perfectly.

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

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

Johnnie Greene, Mayor

Julie A Good, Town Clerk

AGENDA ITEM 7A

MEMO

DATE:

June 19, 2018

SUBJECT:

Recognition:
Recycle Rewards
Program

Discussion:

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

Recommendation:

No Council action is required.

AGENDA ITEM 8A

MEMO

DATE:

June 19, 2018

SUBJECT:

Public Hearing:
Adopt Proposed
FY 2018-2019
Budget

Discussion:

Council has received a copy of the proposed FY 2018-2019 budget ordinance, budget message and fee structure.

Listed below are the salient points of the budget:

General Fund Expenditures:

Governing Body	\$49,450.00
Administration	\$429,100.00
Finance	\$82,450.00
Public Works	\$606,185.00
Streets and Highways	\$200,000.00
Sanitation	\$323,850.00
Community Development	\$106,200.00
Parks and Recreation	\$173,450.00
Interlocal Transfer to Caldwell County	\$194,000.00

Total	\$2,164,685.00
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Utility Fund Expenditures:

Water	\$869,709.00
Sewer	\$247,400.00

Total	\$1,117,109.00
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Total Budget	\$3,281,794.00
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As required by State Law the budget is balanced.

The proposed budget includes:

- no tax increases;
- six percent (6%) increase in the sewer rates;
- decrease in water rates with creation of multi-tiered structure;
- an appropriation of Water and Sewer Fund reserves will be made this fiscal year;
- maintains current level of service;
- maintains current level of benefits for employees

See enclosed list of the proposed FY 2017-2018 fee structure.

Recommendation:

Staff recommends that Council adopt the FY 2018-2019 budget as presented.

Town of Sawmills
Fee Structure
FY 2018 – 2019
7/01/2018 – 6/30/2019

Public Works:

Items not picked up – building materials,
electronics and automobile parts.

Small brush pick up fee:	No charge (30 minutes or less)
Large brush pick up fee:	\$75.00 (per hour)- see policy for guidelines
White goods pick up fee:	No charge
Special (bulky item) pick up fee:	No charge
Purchase of Speed Limit or other Traffic signs:	\$75.00

Water/Sewer Department:

Water Deposit	\$100.00 If SS# provided \$50.00 (a 50% discount)
Sewer Deposit	\$100.00 If SS# provided \$50.00 (a 50% discount)

Water Tap (3/4 inch tap)	Inside Town	\$750.00
Water Tap (3/4 inch tap)	Outside Town	\$1,500.00
Water Tap (2 inch or greater)	Inside Town	\$750.00 plus 15%
Water Tap (2 inch or greater)	Outside Town	\$1,500.00 plus 15%
Sewer Tap (4-6 inch)	Inside Town	\$1,000.00
Sewer Availability Fee		\$27.15 (current rate)

*****NO OUTSIDE SEWER TAPS*****

Water Rates (Inside Town)	\$20.60 min charge per month up to 2,000 gals \$6.00 per each additional 1,000 gals up to 10,000 gals \$7.00 per each additional 1,000 gals from 10,001 gals to 20,000 gals \$4.50 per each additional 1,000 gals from 20,001 gals to 30,000 gals \$3.50 per each additional 1,000 gals after 30,000 gals
Water Rates (Outside Town)	\$41.20 min charge per month up to 2,000 gals \$12.00 per additional 1,000 gals up to 10,000 gals \$14.00 per each additional 1,000 gals from 10,001 gals to 20,000 gals \$9.00 for each additional 1,000 gals from 20,001 gals to 30,000 gals \$7.00 for each additional 1,000 gals after 30,000 gals

Sewer Rates (Inside Town)	\$27.15 min charge per month up to 2,000 gals \$7.00 per additional 1,000 gals
Meter Tampering Fee	\$75.00
Fire Hydrant Access Deposit (Contractors Only)	\$150.00

Sanitation Department:

Sanitation Deposit	\$20.00
Sanitation Fee	\$ 8.00 per month
	\$96.00 per year
Extra Trash Can (rental fee)	\$70.00 (<i>per can</i>)
Sanitation Availability Fee	\$ 8.00 per month

Planning:

Zoning Permit:	\$25.00
Zoning Permit – Accessory structures	\$5.00
Rezoning Application:	\$200.00
(Includes Public Notice advertising/certified letters)	
Special Use Permit:	\$150.00
Family or Minor Subdivision Review:	\$25.00
Major Subdivision Review:	\$200.00
	(<i>plus \$5.00 per lot after 25 lots</i>)
Copy of Subdivision Ordinance:	\$10.00 (<i>per copy</i>)
Request for Variance:	\$200.00
Encroachment Fee	\$750.00

Parks and Recreation

Baird Park – Baseball Fields	\$150.00 per field
	\$250.00 both fields
	\$300 multi day tournament

Veterans Park – Baseball Fields	\$100.00 per field
	\$175.00 both fields
	\$225.00 multi day tournament
Soccer Field	\$100.00

<u>Farmers Market Field</u>	\$150.00
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Miscellaneous Fees

Black & white copies:	.10 per page
Color copies:	.20 per page
Insufficient Funds (NSF Check Return)	\$30.00
	(\$25.00 bank fee + \$5.00 processing fee)

**New rates for fiscal year effective 7/01/2018*

Annual Budget for the 2018-2019 Fiscal Year

Honorable Mayor Johnnie Greene
And Members of the Town Council:

Town Staff is pleased to present the proposed budget for Fiscal Year 2018-2019, beginning July 1, 2018 and ending June 30, 2019. The budget is balanced in its entirety as required by the North Carolina Local Government Budget and Fiscal Control Act.

The Town of Sawmills' overall budget for FY 2018-2019 totals \$3,281,794 reflecting an overall decrease of \$208,415, or 8.9% decrease from FY 2017-2018.

The proposed budget includes:

- no tax increases;
- 6% increase of the sewer rates;
- decrease in water rates with creation of multi-tiered structure
- an appropriation of Water and Sewer Fund reserves will be made this fiscal year;
- maintains current levels of service;
- maintains current levels of benefits for employees

Below is a brief budgetary summary of the various funds for the Town:

General Fund:

The proposed ad valorem tax rate for FY 2018-2019 is to remain at 20 cents per \$100 valuation with a collection rate of 96%. Each penny of the Town's property tax rate generates approximately \$20,767.00.

The General Fund currently remains debt free. The Town of Sawmills attempts to pay for capital outlay items from actual revenue sources and/or reserves rather than issuing bonds or borrowing funds and paying interest on debt.

Anticipated State collected local revenues have been calculated utilizing data supplied by the North Carolina League of Municipalities and local economic data. The Town is anticipating small increases in most of these revenue sources as a result of the slowly improving local, state and national economy.

Some highlights in the General Fund Departmental budgets include:

- paving repairs on Withers Drive, Sigmon Drive, and Trojan Lane;
- purchase of a service truck with snow plow
- funds to retrofit a current truck with a knuckle boom for debris removal
- maintaining employee benefits at current levels;
- a 2% cost of living adjustment;
- a 1% - 3% merit increase for employees;
- continued participation in the Caldwell County Sales Tax Reinvestment Program in the amount of \$194,000

General fund revenues and expenditures are balanced at \$2,164,685 This amount represents a decrease of \$337,843, or a decrease of 14% from the previous 2017-2018 Fiscal Year Budget.

Enterprise Fund:

Due to the increased cost of service and desire to maintain our infrastructure, the Town Council and Staff recommended sewer rates increase for Fiscal Year 2018-2019 by approximately 6%. Water rates show a reduction in volumetric rates that increases with water use tiers.

In light of the need to maintain Enterprise Fund reserves to address anticipated system improvements maintain solvency and meet unanticipated emergencies, both staff and the Town Council are urged to maintain adequate financial planning for the future. This may require adjusting water and sewer rates in the 2019-2020 Fiscal Year's Budget.

The Water Department, reflects a total of \$172,000 in expenses for the replacement of the Russell Drive waterline. The Sewer Department reflects a \$27,000 balance in capital outlays to create a GIS system for the sewer system.

Revenues for the Enterprise Fund for FY 2018-2019 are approximately \$1,117,109 reflecting an increase of \$57,428, or 5.4%, from the FY 2017-2018 budget. This includes the need for the appropriation of net assets in the amount of \$60,400 to balance this year's water and sewer budget.

Water Rates:

Water Base Rate: \$20.60

Water Volumetric Rate: \$6.00 per 1,000 gallons 1,000 - 10,000 gallons

Water Volumetric Rate: \$7.00 per 1,000 gallons 10,001 - 20,000 gallons

Water Volumetric Rate: \$4.50 per 1,000 gallons 20,001 - 30,000 gallons

Water Volumetric Rate: \$3.50 per 1,000 gallons > 30,001 gallons

Sewer Rates:

Sewer Base Rate: \$27.15

Sewer Volumetric Rate: \$7.60 per 1,000 gallons

Conclusion:

It is with great pride, and a lot of hard work, that we present the proposed budget for FY 2018-2019. The total budget estimates for FY 2018-2019 (across all funds) totals \$3,281,794 versus \$3,562,209 for FY 2017-2018. Staff did a great job in realizing the Town's monetary parameters and making adjustments accordingly. General Fund balance percentage is anticipated to improve this year.

I would like to thank the dedicated employees of the Town for their hard work and good stewardship of the Town's resources. These people work hard and take pride in carrying out their duties. I would like to thank the Mayor and Council for their dedication in carrying out their responsibilities in providing leadership and guidance in these times of budgetary stress and economic uncertainty.

Respectfully,

Christopher Todd
Town Administrator

BE IT ORDAINED BY THE TOWN COUNCIL OF THE TOWN OF SAWMILLS, NORTH CAROLINA:

The following anticipated fund revenues, departmental expenditures, and interfund transfers are approved and appropriated for the Town of Sawmills' operations for the Fiscal Year beginning July 1, 2018 and ending June 30, 2019.

SECTION 1 – General Fund**Revenues:**

Property Tax	466,800
Local Sales Tax	1,016,000
Powell Bill Allocation	200,000
Solid Waste Fee	185,000
State Shared (Utility/Franchise)	186,858
Other	9,277
Fund Balance Appropriated	100,000
Planning/Zoning Fees	750
Total Estimated General Fund Revenues	\$2,164,685

Expenditures:

Governing Body	49,450
Administration	429,100
Finance	82,450
Public Works	606,185
Streets and Highways (Powell Bill)	200,000
Sanitation/Recycling	323,850
Community Development	106,200
Parks and Recreation	173,450
Interlocal Transfer to Caldwell County	194,000
Total Estimated General Fund Expenditures	\$2,164,685

SECTION 2 – Utility Fund

Revenues:

Water	869,709
Sewer	<u>247,400</u>
Total Estimated Utility Fund Revenues	\$1,117,109

Expenditures:

Water	869,709
Sewer	<u>247,400</u>
Total Estimated Utility Fund Expenditures	\$1,117,109

SECTION 3 – Ad Valorem Taxes

An Ad Valorem tax rate of \$0.20 per one hundred dollars (\$100) valuation of taxable property, as listed for taxes as of January 1, 2018, is hereby levied and established as the official tax rate for the Town of Sawmills for Fiscal Year 2018 - 2019. The rate is based upon a total projected valuation of \$256,376,500 and an estimated collection rate of 96%. The purpose of the ad valorem tax levy is to raise sufficient revenue to assist in financing necessary municipal government operations in Sawmills.

SECTION 4 – Documentation

Copies of this ordinance will be kept on file at Town Hall and shall be furnished to the Town Clerk and Finance Director to provide direction in the collection of revenues and disbursement of Town funds.

SECTION 5 – Special Authorization, Budget Officer

- A. The Town Administrator shall serve as Budget Officer.
- B. The Budget Officer shall be authorized to reallocate departmental appropriations among the various expenditures within each department.
- C. The Budget Officer is authorized to effect interdepartmental transfers of minor budget amendments not to exceed ten percent (10%) of the appropriated funds for the department's allocation which is being reduced. Notification of all such transfers or amendments shall be made to the Town Council at their next regular meeting of that body following the transfers.

SECTION 6 – Restrictions

- A. Interfund transfers of moneys shall be accomplished only by authorization from the Town Council.
- B. The utilization of any contingency appropriation, in any amount, shall be accomplished only by the authorization from the Town Council. Approval of a contingency appropriation shall be deemed a budget amendment, which transfers funds from the contingency appropriation to the appropriate object of expenditure.

SECTION 7 – Budget Amendments

The North Carolina Local Government Budget and Fiscal Control Act allow the Town Council to amend the budget ordinance any time during the fiscal year, so long as it complies with the North Carolina General Statutes. The Town Council must approve all budget amendments, except where the Budget Officer is authorized to make limited transfers. Please review sections 5 and 6, which outline special authorizations and restrictions related to budget amendments.

SECTION 8 – Utilization of Budget and Budget Ordinance

This ordinance and the budget documents shall be the basis for the financial plan of the Town of Sawmills during the 2018-2019 Fiscal Year. The Budget Officer shall administer the budget. The accounting system shall establish records that are in consonance with this budget and this ordinance and the appropriate statutes of the State of North Carolina.

Adopted this the _____ day of _____ 2018.

Mayor Johnnie Greene

Christopher Todd, Town Administrator

ATTEST:

Clerk

**Town of Sawmills
Annual Budget Estimates - Revenues**

**Fiscal Year: 2018-2019
Summary**

Budget Page:
1

Fund	Fund #	Last Year	Current Year		Budget	
		Actual 2016-2017	Budget 2017-2018	Actual to February 2018	Estimated Entire Year	2018-2019 Estimate
General Fund	1	\$2,113,339	\$2,502,528	\$1,728,100	\$2,433,232	\$2,164,685
Utility Fund	2	\$830,571	\$1,059,681	\$680,739	\$974,733	\$1,117,109
TOTALS:		\$2,943,910	\$3,562,209	\$2,408,839	\$3,407,965	\$3,281,794

**Town of Sawmills
Annual Budget Estimates - Revenues**

**Fiscal Year: 2018-2019
General Fund**

Budget Page:
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Account Name	Fund 1	Last Year	Current Year			Budget
	Account #	Actual 2016-2017	Budget 2017-2018	Actual to February 2018	Estimated Entire Year	2018-2019 Estimate
Ad Valorem Current Year	1-00-3101	\$411,118	\$400,000	\$392,039	\$405,000	\$405,000
Ad Valorem Prev Year	1-00-3102	\$19,337	\$20,000	\$8,601	\$12,000	\$20,000
Ad Valorem Refunds	1-00-3103	(\$84)	(\$500)	\$0	(\$100)	(\$250)
Ad Valorem Collection Fees	1-00-3104	(\$10,381)	(\$15,000)	(\$10,073)	(\$15,000)	(\$15,000)
Vehicle Interest	1-00-3105	\$208	\$100	\$49	\$100	\$150
Vehicle Taxes	1-00-3110	\$72,654	\$55,000	\$37,412	\$56,118	\$55,000
Vehicle Taxes Prev Year	1-00-3111	\$625	\$200	\$80	\$100	\$100
Vehicle Refunds	1-00-3112	(\$566)	(\$400)	(\$320)	(\$400)	(\$500)
Vehicle Collection Fees	1-00-3113	(\$3,412)	(\$3,100)	(\$1,543)	(\$2,315)	(\$3,000)
Interest on Ad Valorem	1-00-3114	\$6,577	\$6,500	\$2,097	\$3,200	\$5,000
Ad Valorem Late List Rev	1-00-3115	\$189	\$200	\$264	\$300	\$300
NSF fees	1-00-3116	\$570	\$400	\$570	\$80	\$400
Hold Harmless	1-00-3229	\$279,899	\$240,000	\$147,357	\$250,000	\$250,000
Article 44 1/2% Sales tax	1-00-3230	\$61,623	\$50,000	\$32,957	\$60,000	\$46,000
Article 39 1% Sales Tax	1-00-3231	\$312,400	\$320,000	\$157,086	\$300,000	\$315,000
Article 40 1/2 % Sales Tax	1-00-3232	\$250,709	\$255,000	\$130,439	\$255,000	\$255,000
Article 42 1/2 % Sales Tax	1-00-3233	\$151,817	\$150,000	\$76,204	\$150,000	\$150,000
Sales Tax on Telecommunications	1-00-3234	\$23,157	\$22,000	\$5,958	\$20,000	\$15,000
Excise Tax on Piped Natural Gas	1-00-3235	\$2,642	\$2,000	-\$307	\$500	\$500
Powell Bill Funds	1-00-3316	\$147,621	\$147,000	\$146,797	\$146,797	\$146,000
Wellness Grant	1-00-3319	\$0	\$250	\$0	\$0	\$0
Cable Franchise Fees	1-00-3323	\$28,940	\$15,000	\$7,082	\$20,000	\$15,000
Utility Franchise Fees	1-00-3324	\$151,987	\$150,000	\$37,754	\$150,000	\$150,000
Veteran's Memorial Engraving/Misc	1-00-3333	\$425	\$250	\$0	\$0	\$250
Planning & Zoning Fees	1-00-3340	\$695	\$1,000	\$505	\$550	\$750
Sale of Recyclable Materials	1-00-3351	\$0	\$0	\$192	\$200	\$0
Investment Earnings	1-00-3831	\$2,943	\$2,500	\$3,276	\$3,300	\$2,750
Investment Earnings - Powell Bill	1-00-3832	\$151	\$100	\$101	\$125	\$127
Mowing/Snow Removal	1-00-3833	\$2,628	\$2,628	\$3,358	\$3,358	\$3,358
Solid Waste Fee	1-00-3834	\$185,746	\$200,000	\$123,412	\$185,000	\$185,000
Solid Waste Revenue	1-00-3835	\$3,463	\$3,000	\$1,830	\$3,000	\$3,000
Parks/Rec (Misc)	1-00-3836	\$500	\$750	\$450	\$800	\$500
Parks/Rec Fee	1-00-3837	\$150	\$500	\$275	\$400	\$500
Miscellaneous Revenue	1-00-3839	\$5,158	\$1,500	\$693	\$1,039	\$1,500
Farmers Market Fees	1-00-3841	\$1,630	\$600	\$305	\$1,000	\$1,000
Veteran's Park/Rec Fee	1-00-3842	\$2,200	\$2,500	\$2,200	\$2,300	\$2,250
Over/Under Cash Reconciliation	1-00-3843	\$0	\$0	\$0	\$0	\$0
NC Debt Setoff	1-00-3845	\$0	\$0	\$0	\$0	\$0
Transfer from Capital Reserve	1-00-3860	\$0	\$335,000	\$335,000	\$335,000	\$0
Powell Bill Reserve	1-00-3889	\$0	\$51,550	\$0	\$0	\$54,000
Fund Balance Appropriated	1-00-3990	\$0	\$66,000	\$66,000	\$66,000	\$100,000
TOTALS:		\$2,113,339	\$2,502,528	\$1,728,100	\$2,433,232	\$2,164,685

**Town of Sawmills
Annual Budget Estimates - Revenues**

**Fiscal Year: 2018-2019
Utility Fund**

Budget Page:

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	Fund 2	Last Year	Current Year			Budget
Department	Dept #	Actual 2016-2017	Budget 2017-2018	Actual to February 2018	Estimated Entire Year	2018-2019 Estimate
Water	80	\$669,663	\$804,231	\$477,357	\$712,307	\$869,709
Sewer	90	\$160,908	\$255,450	\$203,382	\$262,426	\$247,400
TOTALS:		\$830,571	\$1,059,681	\$680,739	\$974,733	\$1,117,109

Town of Sawmills
Annual Budget Estimates - Revenues

Fiscal Year: 2018-2019
Utility Fund - Water Department

Budget Page:
4

Account Name	Fund 2	Last Year	Current Year		Budget
	Account #	Actual 2016-2017	Budget 2017-2018	Actual to February 2018	2018-2019 Estimate
Water Tank Cell Tower Lease	2-00-3120	\$0	\$0	\$6,440	\$19,000
Water Sales	2-00-3710	\$632,121	\$715,000	\$452,702	\$655,000
Water Taps & Connections	2-00-3711	\$18,214	\$5,000	\$2,500	\$5,000
Reconnection Fees	2-00-3713	\$1,775	\$2,500	\$1,600	\$2,500
Late Charges	2-00-3714	\$14,550	\$15,000	\$11,050	\$15,000
Investment Earnings	2-00-3831	\$2,230	\$1,500	\$1,806	\$2,000
Miscellaneous Revenue	2-00-3839	\$633	\$1,000	\$1,259	\$1,000
NC Debt Setoff	2-00-3845	\$140	\$250	\$0	\$0
Capital Contributions	2-00-3850	\$0	\$0	\$0	\$0
AIA Grant - Waterlines GIS	2-00-3861	\$0	\$0	\$0	\$84,209
Operating Transfer from Capital Reserve	2-00-3900	\$0	\$0	\$0	\$86,000
Appropriated Net Assets	2-00-3990	\$0	\$63,981	\$0	\$0
TOTALS:		\$669,663	\$804,231	\$477,357	\$869,709

Town of Sawmills
Annual Budget Estimates - Revenues

Fiscal Year: 2018-2019
Utility Fund - Sewer Department

Budget Page:
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Account Name	Fund 2	Last Year	Current Year		Budget
	Account #	Actual 2016-2017	Budget 2017-2018	Actual to February 2018	2018-2019 Estimate
Sewer Charges	2-00-3750	\$160,908	\$169,450	\$117,382	\$187,000
Sewer Tap & Connections	2-00-3751	\$0	\$0	\$0	\$0
Capital Contributions	2-00-3850	\$0	\$86,000	\$86,000	\$0
Sewer Net Funds Appropriated	2-00-3991	\$0	\$0	\$0	\$60,400
TOTALS:		\$160,908	\$255,450	\$203,382	\$247,400

Town of Sawmills
Annual Budget Estimates - Expenditures/Expenses

Fiscal Year: 2018-2019
Summary

Budget Page:
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Fund	Fund #	Last Year	Current Year		Estimated Entire Year	Budget
		Actual 2016-2017	Budget 2017-2018	Actual to February 2018		2018-2019 Estimate
General Fund	1	\$1,458,302	\$2,502,528	\$1,630,708	\$2,026,986	\$2,164,685
Utility Fund	2	\$557,564	\$1,059,681	\$569,523	\$969,684	\$1,117,109
TOTALS:		\$2,015,866	\$3,562,209	\$2,200,231	\$969,684	\$3,281,794

**Town of Sawmills
Annual Budget Estimates - Expenditures**

**Fiscal Year: 2018-2019
General Fund**

Budget Page:

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Account	Dept #	Last Year	Current Year		Budget 2018-2019 Estimate
		Actual 2016-2017	Budget 2017-2018	Actual to February 2018	Estimated Entire Year
Governing Body	10	\$32,853	\$48,308	\$33,939	\$40,755
Administration	20	\$299,264	\$489,400	\$312,802	\$410,942
Finance	30	\$70,010	\$80,500	\$49,095	\$73,587
Public Works	40	\$260,616	\$424,120	\$229,355	\$343,899
Community Development	45	\$58,772	\$102,950	\$47,302	\$72,200
Parks and Recreation	46	\$186,156	\$247,100	\$82,741	\$136,301
Streets & Highways	50	\$97,720.00	\$263,500.00	\$202,681.00	\$208,557.00
Sanitation and Recycling	60,70	\$172,911.00	\$566,650.00	\$392,793.00	\$460,745.00
Operating Transfers	00	\$0.00	\$86,000.00	\$86,000.00	\$86,000.00
Interlocal Transfer to Caldwell County	20	\$280,000.00	\$194,000.00	\$194,000.00	\$194,000.00
TOTALS:		\$1,458,302	\$2,502,528	\$1,630,708	\$2,026,986

**Town of Sawmills
Annual Budget Estimates - Expenses**

**Fiscal Year: 2018-2019
Utility Fund**

Budget Page:
8

Dept	Dept #	Last Year	Current Year		Estimated Entire Year	Budget 2018-2019 Estimate
		Actual 2016-2017	Budget 2017-2018	Actual to February 2018		
Water	80	\$427,981	\$804,231	\$491,591	\$648,205	\$869,709
Sewer	90	\$129,583	\$255,450	\$77,932	\$321,479	\$247,400
TOTALS:		\$557,564	\$1,059,681	\$569,523	\$969,684	\$1,117,109

Town of Sawmills
Annual Budget Estimates - Expenditures

Fiscal Year: 2018-2019
General Fund - Governing Body

Budget Page:
9

Account Name	Fund 1	Last Year	Current Year			Budget
	Account #	Actual 2016-2017	Budget 2017-2018	Actual to February 2018	Estimated Entire Year	2018-2019 Estimate
Wages	1-10-4100	\$13,800	\$14,000	\$9,200	\$13,800	\$14,000
Workers Compensation	1-10-4104	\$108	\$108	\$108	\$108	\$200
FICA & Medi Taxes	1-10-4106	\$1,056	\$1,150	\$704	\$1,056	\$1,150
Community Assistance Program	1-10-4109	\$0	\$1,000	\$1,000	\$1,000	\$1,000
Donations	1-10-4110	\$16,000	\$16,000	\$14,800	\$16,000	\$16,000
Payments Board of Elections	1-10-4111	\$0	\$7,000	\$5,241	\$5,241	\$7,000
Uniforms	1-10-4125	\$0	\$500	\$0	\$0	\$500
Office Supplies	1-10-4126	\$0	\$500	\$173	\$200	\$500
Freight IN	1-10-4130	\$0	\$50	\$96	\$100	\$100
Travel & Schools	1-10-4131	\$98	\$5,000	\$40	\$250	\$5,000
Fuel	1-10-4225	\$0	\$500	\$0	\$0	\$500
Miscellaneous Exp	1-10-4295	\$1,791	\$2,000	\$2,577	\$3,000	\$3,000
Town Promotion Materials & Supplies	1-10-4515	\$0	\$500	\$0	\$0	\$500
TOTALS:		\$32,853	\$48,308	\$33,939	\$40,755	\$49,450

Town of Sawmills
Annual Budget Estimates - Expenditures

Fiscal Year: 2018-2019
General Fund - Administration

Budget Page:
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Account	Fund 1	Last Year	Current Year			Budget
	Account #	Actual 2016-2017	Budget 2017-2018	Actual to February 2018	Estimated Entire Year	2018-2019 Estimate
Wages	1-20-4100	\$114,061	\$132,000	\$91,091	\$136,637	\$140,000
Overtime	1-20-4101	\$0	\$500	\$6	\$10	\$500
Employee Benefits	1-20-4103	\$35,481	\$47,000	\$30,883	\$46,324	\$50,000
Workers Compensation	1-20-4104	\$1,184	\$6,500	\$581	\$1,184	\$5,500
FICA & Medi Taxes	1-20-4106	\$3,842	\$12,000	\$2,130	\$3,195	\$5,000
Professional Fee's Accounting	1-20-4118	\$12,035	\$15,000	\$10,710	\$12,000	\$15,000
Professional Fee's Legal	1-20-4119	\$24,842	\$35,000	\$21,067	\$34,000	\$40,000
Professional Fee's Engineer	1-20-4120	\$2,406	\$1,500	\$634	\$1,000	\$1,000
Uniforms	1-20-4125	\$0	\$1,000	\$515	\$800	\$1,000
Office Supplies	1-20-4126	\$5,680	\$8,000	\$2,277	\$4,000	\$8,000
Office Equipment	1-20-4127	\$300	\$2,500	\$2,651	\$4,000	\$2,500
Wellness and Health	1-20-4128	\$0	\$0	\$0	\$0	\$0
Safety Equipment and Materials	1-20-4129	\$0	\$0	\$0	\$0	\$0
Freight IN	1-20-4130	\$518	\$1,000	\$66	\$100	\$1,000
Travel & Schools	1-20-4131	\$7,922	\$12,000	\$1,146	\$2,500	\$12,000
Telephone	1-20-4132	\$3,580	\$4,500	\$2,394	\$3,590	\$4,500
Utilities	1-20-4133	\$4,993	\$6,800	\$3,381	\$5,071	\$6,000
Permits and Fees	1-20-4134	\$372	\$1,000	\$160	\$240	\$1,000
Repairs & Maintenance	1-20-4135	\$6,377	\$16,400	\$13,305	\$16,000	\$16,000
Postage	1-20-4136	\$659	\$1,000	\$415	\$675	\$1,000
Advertising	1-20-4137	\$1,296	\$4,000	\$418	\$2,000	\$4,000
Printing	1-20-4138	\$156	\$1,000	\$0	\$0	\$1,000
Insurance and Bonds	1-20-4145	\$15,565	\$21,000	\$14,989	\$16,000	\$21,000
Dues and Subscriptions	1-20-4148	\$12,729	\$14,000	\$12,287	\$12,500	\$14,000
Unemployment Benefits	1-20-4149	\$607	\$5,000	\$0	\$0	\$500
Non Refundable Taxes Expense	1-20-4150	\$912	\$1,000	\$604	\$906	\$1,000
Capital Outlay	1-20-4151	\$17,843	\$79,000	\$63,442	\$63,442	\$0
Bank Service Charge	1-20-4170	\$525	\$3,500	\$332	\$500	\$1,000
Computer Expense	1-20-4180	\$8,046	\$20,000	\$22,521	\$23,000	\$43,000
Town Website Maintenance	1-20-4181	\$556	\$1,000	\$412	\$600	\$1,000
Prior Year Expenditures	1-20-4199	\$0	\$0	\$0	\$0	\$0
Fuel	1-20-4225	\$200	\$1,200	\$77	\$100	\$500
Leases & Maint	1-20-4243	\$629	\$1,500	\$341	\$500	\$1,000
Caldwell Railroad Commission	1-20-4244	\$61	\$500	\$0	\$0	\$100
Cash Over/Short	1-20-4280	\$0	\$0	\$0	\$0	\$0
Miscellaneous Exp	1-20-4295	\$2,995	\$10,000	\$1,380	\$2,068	\$8,000
Contract Services	1-20-4760	\$12,892	\$23,000	\$12,587	\$18,000	\$23,000
TOTALS:		\$299,264	\$489,400	\$312,802	\$410,942	\$429,100

**Town of Sawmills
Annual Budget Estimates - Expenditures**

**Fiscal Year: 2018-2019
General Fund - Finance**

Budget Page:

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Account	Fund 1	Last Year	Current Year		Budget	
	Account #	Actual 2016-2017	Budget 2017-2018	Actual to February 2018	Estimated Entire Year	2018-2019 Estimate
Wages	1-30-4100	\$48,875	\$53,000	\$33,662	\$50,493	\$55,000
Overtime	1-30-4101	\$0	\$0	\$0	\$0	\$0
Employee Benefits	1-30-4103	\$16,047	\$17,000	\$11,088	\$16,632	\$17,000
Workers Compensation	1-30-4104	\$0	\$0	\$0	\$0	\$0
FICA & Medi Taxes	1-30-4106	\$3,739	\$4,250	\$2,575	\$3,862	\$4,250
Office Supplies	1-30-4126	\$618	\$750	\$575	\$750	\$750
Office Equipment	1-30-4127	\$400	\$600	\$0	\$0	\$500
Frieght IN	1-30-4130	\$0	\$100	\$0	\$0	\$100
Travel & Schools	1-30-4131	\$15	\$2,500	\$517	\$1,000	\$2,500
Telephone	1-30-4132	\$106	\$0	\$50	\$0	\$0
Permits and Fees	1-30-4134	\$0	\$0	\$50	\$50	\$50
Dues and Subscriptions	1-30-4148	\$210	\$300	\$160	\$300	\$300
Unemployment Benefits	1-30-4149	\$0	\$0	\$0	\$0	\$0
Computer Expense	1-30-4180	\$0	\$1,000	\$418	\$500	\$1,000
Miscellaneous Exp	1-30-4295	\$0	\$1,000	\$0	\$0	\$1,000
TOTALS:		\$70,010	\$80,500	\$49,095	\$73,587	\$82,450

Town of Sawmills
Annual Budget Estimates - Expenditures

Fiscal Year: 2018-2019
General Fund - Public Works

Budget Page:
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Account	Fund 1	Last Year	Current Year			Budget
	Account #	Actual 2016-2017	Budget 2017-2018	Actual to February 2018	Estimated Entire Year	2018-2019 Estimate
Wages	1-40-4100	\$135,672	\$175,000	\$105,647	\$158,470	\$180,000
Overtime	1-40-4101	\$1,911	\$3,400	\$1,700	\$2,500	\$3,400
Wages Part Time	1-40-4102	\$0	\$0	\$0	\$0	\$0
Employee Benefits	1-40-4103	\$47,191	\$65,000	\$41,634	\$62,451	\$65,000
Workers Compensation	1-40-4104	\$5,263	\$6,500	\$5,847	\$5,847	\$6,500
FICA & Medi Taxes	1-40-4106	\$10,525	\$15,000	\$8,212	\$12,318	\$13,750
Professional Fee's Engineer	1-40-4120	\$0	\$1,000	\$0	\$0	\$1,000
Steets and Lights	1-40-4124	\$15,695	\$18,000	\$10,141	\$15,211	\$21,000
Uniforms	1-40-4125	\$2,355	\$6,300	\$1,460	\$2,300	\$6,000
Equipment and Materials	1-40-4129	\$0	\$2,000	\$760	\$1,140	\$4,000
Freight IN	1-40-4130	\$274	\$300	\$53	\$80	\$300
Travel & Schools	1-40-4131	\$0	\$1,500	\$90	\$150	\$1,000
Telephone	1-40-4132	\$1,814	\$3,500	\$1,232	\$1,848	\$2,500
Utilities	1-40-4133	\$7,952	\$8,500	\$4,635	\$6,953	\$8,000
Permits and Fees	1-40-4134	\$0	\$0	\$0	\$0	\$0
Repairs & Maintenance	1-40-4135	\$2,868	\$29,000	\$2,909	\$25,000	\$65,000
Non Refundable Taxes Expense	1-40-4150	\$345	\$300	\$183	\$275	\$400
Capital Outlay	1-40-4151	\$7,345	\$40,000	\$35,807	\$35,807	\$44,000
Computer Expense	1-40-4180	\$1,095	\$1,200	\$593	\$889	\$11,500
Prior Year Expenditures	1-40-4199	\$0	\$0	\$0	\$0	\$0
Fuel	1-40-4225	\$2,703	\$2,000	\$989	\$1,500	\$3,000
Leases & Maint	1-40-4243	\$180	\$1,000	\$0	\$0	\$1,000
Miscellaneous Exp	1-40-4295	\$11,283	\$13,000	\$5,245	\$7,800	\$13,835
Materials & Supplies	1-40-4515	\$3,095	\$3,500	\$1,978	\$3,000	\$15,000
Paving & Speed humps	1-40-4559	\$0	\$0	\$0	\$0	\$112,000
Contract Services	1-40-4760	\$3,050	\$28,120	\$240	\$360	\$28,000
TOTALS:		\$260,616	\$424,120	\$229,355	\$343,899	\$606,185

**Town of Sawmills
Annual Budget Estimates - Expenditures**

**Fiscal Year: 2018-2019
General Fund - Streets/Highways**

Budget Page:
13

Account	Fund 1	Last Year	Current Year			Budget
	Account #	Actual 2016-2017	Budget 2017-2018	Actual to February 2018	Estimated Entire Year	2018-2019 Estimate
Wages	1-50-4100	\$0	\$0	\$0	\$0	\$0
Overtime	1-50-4101	\$0	\$0	\$0	\$0	\$0
Employee Benefits	1-50-4103	\$0	\$0	\$0	\$0	\$0
Workers Compensation	1-50-4104	\$0	\$0	\$0	\$0	\$0
FICA & Medi Taxes	1-50-4106	\$0	\$0	\$0	\$0	\$0
Equipment Purchases	1-50-4117	\$0	\$0	\$0	\$0	\$0
Professional Fee's Engineer	1-50-4120	\$12,870	\$25,000	\$8,417	\$10,000	\$25,000
Safety Equipment and Materials	1-50-4129	\$0	\$0	\$0	\$0	\$0
Freight IN	1-50-4130	\$0	\$0	\$200	\$200	\$0
Repairs & Maintenance	1-50-4135	\$6,910	\$52,000	\$1,815	\$2,500	\$0
Capital Outlay	1-50-4151	\$0	\$0	\$0	\$0	\$0
Miscellaneous Exp	1-50-4295	\$0	\$1,000	\$0	\$500	\$0
Materials & Supplies	1-50-4515	\$0	\$13,500	\$6,892	\$10,000	\$0
Drainage	1-50-4558	\$0	\$0	\$0	\$0	\$0
Paving	1-50-4559	\$77,940	\$172,000	\$185,357	\$185,357	\$175,000
Right of Way	1-50-4600	\$0	\$0	\$0	\$0	\$0
TOTALS:		\$97,720	\$263,500	\$202,681	\$208,557	\$200,000

**Town of Sawmills
Annual Budget Estimates - Expenditures**

**Fiscal Year: 2018-2019
General Fund - Sanitation**

Budget Page:
14

		Last Year	Current Year			Budget
		Actual 2016-2017	Budget 2017-2018	Actual to February 2018	Estimated Entire Year	2018-2019 Estimate
Wages	1-60-4100	\$43,560	\$47,000	\$30,194	\$45,500	\$70,000
Overtime	1-60-4101	\$67	\$1,000	\$232	\$400	\$1,000
Wages Part Time	1-60-4102	\$0	\$0	\$0	\$0	\$0
Employee Benefits	1-60-4103	\$16,191	\$16,000	\$10,760	\$16,500	\$30,000
Workers Compensation	1-60-4104	\$3,000	\$4,000	\$3,603	\$3,603	\$3,000
FICA & Medi Taxes	1-60-4106	\$3,338	\$3,600	\$2,327	\$3,500	\$6,000
Recycle Rewards	1-60-4110	\$100	\$100	\$100	\$100	\$100
Professional Fee's Engineer	1-60-4120	\$0	\$0	\$0	\$0	\$0
Uniforms	1-60-4125	\$0	\$0	\$0	\$0	\$0
Equipment and Materials	1-60-4129	\$0	\$0	\$0	\$0	\$1,200
Freight IN	1-60-4130	\$150	\$200	\$40	\$60	\$200
Permits and Fees	1-60-4134	\$21,696	\$50	\$0	\$0	\$50
Repairs & Maintenance	1-60-4135	\$2,974	\$60,000	\$10,990	\$20,000	\$50,800
Postage	1-60-4136	\$0	\$3,500	\$2,077	\$3,500	\$3,500
Printing	1-60-4138	\$0	\$0	\$0	\$0	\$4,000
Unemployment Benefits	1-60-4149	\$0	\$0	\$0	\$0	\$0
Non Refundable Taxes Expense	1-60-4150	\$109	\$200	\$0	\$0	\$0
Capital Outlay	1-60-4151	\$0	\$335,000	\$281,432	\$281,432	\$70,000
Capital Reserve	1-60-4152	\$0	\$0	\$0	\$0	\$0
Fuel	1-60-4225	\$11,116	\$16,000	\$7,979	\$13,000	\$16,000
Allowance For Bad Debt	1-60-4285	\$850	\$1,000	\$500	\$500	\$1,000
Miscellaneous Exp	1-60-4295	\$0	\$3,000	\$510	\$1,000	\$1,000
Materials & Supplies	1-60-4515	\$457	\$1,000	\$80	\$150	\$1,000
Contracted Services	1-60-4760	\$0	\$0	\$0	\$0	\$0
Landfill Expenses	1-60-4761	\$6,144	\$10,500	\$3,996	\$6,500	\$7,000
Contracted Services Recycle	1-70-4762	\$63,159	\$64,500	\$37,973	\$65,000	\$68,000
TOTALS:		\$172,911	\$566,650	\$392,793	\$460,745	\$333,850

Town of Sawmills
Annual Budget Estimates - Expenditures

Fiscal Year: 2018-2019
General Fund - Community Development

Budget Page:
15

Account	Fund 1	Last Year	Current Year		Budget
	Account #	Actual 2016-2017	Budget 2017-2018	Actual to February 2018	2018-2019 Estimate
Wages	1-45-4100	\$50	\$200	\$0	\$200
Workers Compensation	1-45-4104	\$0	\$0	\$0	\$0
FICA & Medi Taxes	1-45-4106	\$4	\$50	\$0	\$50
Professional Fee's Engineer	1-45-4120	\$0	\$500	\$0	\$0
Office Supplies	1-45-4126	\$0	\$0	\$0	\$0
Office Equipment	1-45-4127	\$0	\$0	\$0	\$0
Freight IN	1-45-4130	\$24	\$250	\$0	\$100
Utilities	1-45-4133	\$0	\$250	\$129	\$250
Contractors	1-45-4135	\$190	\$10,000	\$0	\$10,000
Postage	1-45-4136	\$26	\$100	\$20	\$100
Advertising - Community Development	1-45-4137	\$704	\$1,500	\$725	\$1,500
Miscellaneous Exp	1-45-4295	\$347	\$1,000	\$0	\$1,000
Materials & Supplies	1-45-4515	\$16,415	\$36,100	\$12,800	\$27,000
Contract Services	1-45-4760	\$41,012	\$53,000	\$33,628	\$56,000
Plat & Zoning Fees	1-45-4980	\$0	\$0	\$0	\$0
TOTALS:		\$58,772	\$102,950	\$47,302	\$96,200

Town of Sawmills
Annual Budget Estimates - Expenditures

Fiscal Year: 2018-2019
General Fund - Parks & Recreation

Budget Page:
16

Account	Fund 1	Last Year	Current Year		Budget
	Account #	Actual 2016-2017	Budget 2017-2018	Actual to February 2018	2018-2019 Estimate
Wages	1-46-4100	\$67,615	\$63,000	\$39,099	\$59,000
Overtime	1-46-4101	\$173	\$1,250	\$147	\$250
Wages Part Time	1-46-4102	\$0	\$0	\$0	\$0
Employee Benefits	1-46-4103	\$33,715	\$31,000	\$19,417	\$30,000
Workers Compensation	1-46-4104	\$1,146	\$2,000	\$801	\$801
FICA & Medi Taxes	1-46-4106	\$5,186	\$6,000	\$3,002	\$5,000
Professional Fee's Engineer	1-46-4120	\$0	\$1,000	\$0	\$0
Veteran's Memorial Engraving	1-46-4122	\$400	\$1,500	\$0	\$1,000
Veteran's Park Flood Lights	1-46-4124	\$516	\$0	\$439	\$650
Uniforms	1-46-4125	\$0	\$0	\$0	\$0
Equipment and Materials	1-46-4129	\$2,530	\$3,000	\$0	\$3,000
Freight IN	1-46-4130	\$57	\$500	\$15	\$50
Telephone-Cell phone	1-46-4132	\$525	\$650	\$351	\$600
Utilities	1-46-4133	\$18,096	\$19,000	\$11,610	\$19,000
Permits and Fees	1-46-4134	\$0	\$150	\$0	\$0
Repairs & Maintenance	1-46-4135	\$15,960	\$99,000	\$4,351	\$10,000
Unemployment Benefits	1-46-4149	\$0	\$0	\$0	\$0
Non Refundable Taxes Expense	1-46-4150	\$0	\$50	\$0	\$0
Capital Outlay	1-46-4151	\$11,523	\$0	\$0	\$0
Capital Reserve	1-46-4152	\$0	\$0	\$0	\$0
Fuel	1-46-4225	\$3,396	\$5,000	\$1,530	\$2,500
Miscellaneous Exp	1-46-4295	\$524	\$3,000	\$100	\$150
Materials & Supplies	1-46-4515	\$6,137	\$10,000	\$1,699	\$5,000
Water Purchases	1-46-4558	\$204	\$1,000	\$180	\$300
Contract Services	1-46-4760	\$18,453	\$0	\$0	\$0
TOTALS:		\$186,156	\$247,100	\$82,741	\$136,301

Town of Sawmills
Annual Budget Estimates - Expenditures

Fiscal Year: 2018-2019
General Fund - Operating Transfers

Budget Page:
17

Account	Fund 1	Last Year	Current Year			Budget
	Account #	Actual 2016-2017	Budget 2017-2018	Actual to February 2018	Estimated Entire Year	2018-2019 Estimate
Operating Transfer to Water/Sewer	1-00-4490	\$0	\$86,000	\$86,000	\$86,000	\$0
Operating Transfer to Capital Projects	1-00-4493	\$0	\$0	\$0	\$0	\$0
Operating Transfer to CDBG	1-00-4494	\$0	\$0	\$0	\$0	\$0
Operating Transfer	1-00-4495	\$0	\$0	\$0	\$0	\$0
TOTALS:		\$0	\$86,000	\$86,000	\$86,000	\$0

Town of Sawmills
Annual Budget Estimates - Expenditures

Fiscal Year: 2018-2019
General Fund - Interlocal Transfer

Budget Page:
18

	Fund 1	Last Year	Current Year			Budget
Account	Account #	Actual 2016-2017	Budget 2017-2018	Actual to February 2018	Estimated Entire Year	2018-2019 Estimate
Interlocal Trans Caldwell County	1-20-4296	\$280,000	\$194,000	\$194,000	\$194,000	\$194,000
TOTALS:		\$280,000	\$194,000	\$194,000	\$194,000	\$194,000

**Town of Sawmills
Annual Budget Estimates - Expense**

**Fiscal Year: 2018-2019
Utility Fund - Water Department**

Budget Page:
19

Account Name	Fund 2	Last Year	Current Year			Budget
	Account #	Actual 2016-2017	Budget 2017-2018	Actual to February 2018	Estimated Entire Year	2018-2019 Estimate
Wages	2-80-4100	\$69,708	\$56,000	\$30,329	\$50,000	\$70,000
Overtime	2-80-4101	\$2,751	\$3,000	\$2,373	\$3,600	\$4,000
Wages Part Time	2-80-4102	\$0	\$0	\$0	\$0	\$0
Employee Benefits	2-80-4103	\$32,140	\$20,000	\$12,807	\$19,210	\$35,000
Workers Compensation	2-80-4104	\$4,250	\$4,000	\$1,792	\$1,792	\$5,000
FICA & Medi Taxes	2-80-4106	\$5,525	\$4,000	\$2,501	\$4,000	\$6,000
Professional Fee's Legal	2-80-4119	\$0	\$0	\$0	\$0	\$5,000
Professional Fee's Engineer	2-80-4120	\$12,801	\$25,000	\$20,131	\$25,000	\$20,000
Uniforms	2-80-4125	\$0	\$0	\$0	\$0	\$0
Equipment and Materials	2-80-4129	\$19,942	\$10,000	\$0	\$0	\$30,000
Freight IN	2-80-4130	\$288	\$250	\$39	\$50	\$500
Travel & Schools	2-80-4131	\$442	\$1,000	\$290	\$400	\$1,000
Telephone	2-80-4132	\$577	\$1,500	\$420	\$600	\$1,500
Utilities	2-80-4133	\$397	\$1,500	\$719	\$1,100	\$1,500
Permits and Fees	2-80-4134	\$3,365	\$4,500	\$3,185	\$4,000	\$5,000
Repairs & Maintenance	2-80-4135	\$33,162	\$234,000	\$160,473	\$175,000	\$150,000
Postage	2-80-4136	\$6,178	\$9,000	\$3,503	\$5,500	\$8,000
Printing	2-80-4138	\$5,387	\$5,000	\$3,331	\$5,000	\$10,000
Unemployment Benefits	2-80-4149	\$0	\$0	\$0	\$0	\$0
Non Refundable Taxes Expense	2-80-4150	\$0	\$100	\$0	\$0	\$709
Capital Outlay	2-80-4151	\$0	\$123,000	\$67,880	\$67,880	\$88,500
Capital Reserve	2-80-4152	\$0	\$0	\$0	\$0	\$0
Bank Service Charge	2-80-4170	\$2,808	\$4,000	\$2,747	\$3,000	\$3,500
Computer Expense	2-80-4180	\$255	\$3,500	\$0	\$0	\$400
Prior Year Expenditures	2-80-4199	\$0	\$0	\$0	\$0	\$0
Fuel	2-80-4225	\$5,291	\$7,000	\$4,734	\$5,500	\$7,000
Debt Service Payment-Cajah's Mtn W	2-80-4270	\$5,881	\$5,881	\$0	\$5,881	\$8,000
Penalties and Interest	2-80-4275	\$0	\$0	\$0	\$0	\$0
Cash Over/Short	2-80-4280	\$28	\$0	\$42	\$42	\$100
Allowance For Bad Debt	2-80-4285	\$3,372	\$2,500	\$0	\$4,400	\$5,000
Miscellaneous Exp	2-80-4295	\$701	\$1,500	\$86	\$150	\$5,000
Materials & Supplies	2-80-4515	\$12,517	\$0	\$12,188	\$19,000	\$25,000
Water Purchases	2-80-4558	\$186,130	\$260,000	\$148,580	\$225,000	\$260,000
Tech Support	2-80-4560	\$2,100	\$2,500	\$0	\$2,100	\$5,000
Due from CIP Reserve	2-80-4562	\$0	\$0	\$0	\$0	\$88,000
Contracted Services	2-80-4760	\$11,989	\$16,500	\$13,461	\$20,000	\$25,000
Transfer to CDBG Operating Transfer	2-80-4999		\$0			
TOTALS:		\$427,981	\$804,231	\$491,591	\$648,205	\$869,709

**Town of Sawmills
Annual Budget Estimates - Expense**

**Fiscal Year: 2018-2019
Utility Fund - Sewer Department**

Budget Page:
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Account Name	Fund 2	Last Year	Current Year			Budget
	Account #	Actual 2016-2017	Budget 2017-2018	Actual to February 2018	Estimated Entire Year	2018-2019 Estimate
Wages	2-90-4100	\$27,711	\$31,500	\$19,177	\$29,000	\$32,500
Overtime	2-90-4101	\$1,778	\$2,000	\$1,494	\$2,241	\$2,000
Wages Part Time	2-90-4102	\$0	\$0	\$0	\$0	\$0
Employee Benefits	2-90-4103	\$11,625	\$12,000	\$7,965	\$12,000	\$13,000
Workers Compensation	2-90-4104	\$1,013	\$1,500	\$1,500	\$1,500	\$1,500
FICA & Medi Taxes	2-90-4106	\$2,258	\$2,500	\$1,582	\$2,373	\$2,500
Professional Fee's Legal	2-90-4119	\$262	\$0	\$0	\$0	\$6,000
Professional Fee's Engineer	2-90-4120	\$36,651	\$50,000	\$10,723	\$120,000	\$10,000
Uniforms	2-90-4125	\$0	\$0	\$0	\$0	\$0
Equipment and Materials	2-90-4129	\$0	\$2,000	\$0	\$0	\$4,000
Freight IN	2-90-4130	\$0	\$250	\$385	\$500	\$500
Travel & Schools	2-90-4131	\$198	\$500	\$0	\$200	\$500
Telephone	2-90-4132	\$2,081	\$2,100	\$1,269	\$2,100	\$2,200
Utilities	2-90-4133	\$9,081	\$9,300	\$6,315	\$9,400	\$10,000
Permits and Fees	2-90-4134	\$1,290	\$600	\$180	\$300	\$1,000
Repairs & Maintenance	2-90-4135	\$16,788	\$31,000	\$8,248	\$13,000	\$30,000
Unemployment Benefits	2-90-4149	\$0	\$0	\$0	\$0	\$0
Non Refundable Taxes Expense	2-90-4150	\$204	\$200	\$0	\$115	\$200
Capital Outlay	2-90-4151	\$194	\$0	\$115	\$0	\$27,000
Capital Reserve	2-90-4152	\$0	\$86,000	\$0	\$86,000	\$0
Prior Year Expenditures	2-90-4199	\$0	\$0	\$0	\$0	\$0
Allowance For Bad Debt	2-90-4285	\$1,941	\$1,000	\$0	\$850	\$2,000
Miscellaneous Exp	2-90-4295	\$5	\$1,000	\$88	\$100	\$1,000
Materials & Supplies	2-90-4515	\$1,245	\$2,000	\$1,310	\$2,000	\$1,500
Contracted Services	2-90-4760	\$0	\$0	\$0	\$0	\$0
Sewer Charges	2-90-4558	\$15,262	\$20,000	\$17,581	\$40,000	\$100,000
Sewer Easements/RoW	2-90-4600	\$0	\$0	\$0	\$0	\$0
TOTALS:		\$129,583	\$255,450	\$77,932	\$321,479	\$247,400

AGENDA ITEM 9A

MEMO

DATE:

June 19, 2018

SUBJECT:

Discussion:
Adopt Storm Water
Discharge Program
Agreement with
City of Lenoir

Discussion:

The current agreement between the City of Lenoir and the Town of Sawmills expires on June 30, 2018. The enclosed Storm Water Discharge Agreement between the City of Lenoir and the Town of Sawmills will be effective July 1, 2018 and expire June 30, 2019. The cost the Town will pay the City of Lenoir to continue responsibility of the plan is in the amount of \$13,104.93 (thirteen thousand one hundred four dollars and ninety-three cent). The City of Lenoir will also be entitled to receive all revenues from fines and penalties which accrue.

There are sufficient funds in the budget for this purpose.

Recommendation:

Staff recommends Council to approve the Storm Water Discharge Program Agreement in the amount of \$13,104.93 (thirteen thousand one hundred four dollars and ninety-three cent) and covering the period of July 1, 2018 to June 30, 2019.

STATE OF NORTH CAROLINA

CALDWELL COUNTY

STORM WATER DISCHARGE PROGRAM AGREEMENT

This Agreement is entered into on this the _____ day of _____, 2018, by and between the Town of Sawmills, North Carolina ("the Town") and the City of Lenoir, a N.C. municipal Corporation ("the City").

WHEREAS, on or about September 12, 2005, the Town and the City were granted Permit No. NCS000474 to Discharge Storm Water under the National Pollutant Discharge Elimination System ("NPDES") by the State of North Carolina Department of Environment and Natural Resources Division of Water Quality (the "Permit"), incorporated herein by reference, in order to discharge storm water from their municipal separate storm sewer systems into the waters of the creeks and unnamed tributaries located within the Catawba River Basin which are named or described in the Permit; and,

WHEREAS, Caldwell County developed and implemented a Storm Water Plan (the "Plan") referred to in Part I of the Permit, and pursuant to a May 1, 2009, Storm Water Discharge Program Agreement, the County and the City agreed that the City assumed the implementation responsibilities for the Plan pursuant to the terms of said agreement, and pursuant to the terms of separate implementation agreements between the Town and the City; and,

WHEREAS, under the terms of said agreements the City's obligations to assume and provide implementation of the Plan shall cease effective June 30, 2018; and,

WHEREAS, the Town and the City desire and intend to extend such implementation of the Plan by the City for the Town for and including the period from July 1, 2018, through June 30, 2019 as provided in this Agreement.

THEREFORE, the County and the City, for and in consideration of the valuable considerations described herein, do agree as follows:

1. **EFFECTIVE DATES.** Effective date upon and beginning July 1, 2018, and continuing through June 30, 2019, the City shall assume responsibility for implementation of the Plan with respect to areas of the Town located within the municipal boundaries of the Town, such responsibility shall include all matters and files that are then currently pending.
2. For such implementation responsibilities by the City for said period, the Town shall pay to the City the amount of \$ 13,104.93 _____ on or before September 1 _____, 2018. Said amount has been calculated and agreed to between the Town and the City pursuant to and agreed-upon formula based upon the Town's current population and area relative to the proportionate populations and areas of other towns in Caldwell County which has entered into storm water plan implementation agreements with the City to determined proportionate shares of the total projected costs for the City in provided such implementation during the period of this Agreement.
3. The City shall additionally be entitled to have and receive all revenues from fines and penalties which accrue or may be obtained received by the City in the course of such implementation during the effective period of this Agreement.

4. This Agreement may be modified in writing by mutual agreement of the parties.

This Agreement is executed in duplicate originals, one of which is to be retained by each of the parties hereto.

TOWN OF SAWMILLS

By: _____
Town Manager

ATTEST:

Clerk to the Town Council

(Town Seal)

CITY OF LENOIR

By: _____
City Manager

ATTEST:

Clerk to the City Council

(City Seal)

AGENDA ITEM 9B

MEMO

DATE:

June 19, 2018

SUBJECT:

Discussion:
Adopt Sixth
Amendment To
Town of Sawmills
Licensing Agreement

Discussion:

The current agreement between the Town of Sawmills and the Sawmills Community Optimist Club, Inc., for the rights of the non-exclusive use of the baseball fields and concession stand at times and according to the schedule as mutually agreed upon by the Town of Sawmills and the Sawmills Community Optimist Club, Inc., was amended and continued until June 30, 2018. The Town of Sawmills and the Sawmills Community Optimist Club, Inc. wish to amend the current agreement to extend the agreement from July 1, 2018 through June 30, 2019.

Recommendation:

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

NORTH CAROLINA

SIXTH AMENDMENT TO
TOWN OF SAWMILLS LICENSING AGREEMENT

CALDWELL COUNTY

THAT WHEREAS, the TOWN OF SAWMILLS, a municipal corporation ("Town") and SAWMILLS COMMUNITY OPTIMIST CLUB, INC., a North Carolina nonprofit corporation ("Licensee") did enter into a License Agreement ("License") according to that Park License Agreement originally dated April 4, 2011, amended on August 16, 2011, August, 2013, July, 2014, July, 2015, July, 2016 and July, 2017.

THAT WHEREAS, the License Agreement was to exist for a period of one (1) year.

THAT WHEREAS, the License Agreement was amended and continued until the 30th day of June, 2018.

THAT WHEREAS, the parties do desire now to enter into a written Amendment to extend from the 1st of July, 2018 until the 30th day of June, 2019.

NOW, THEREFORE, the parties do hereby agree to this Amendment to License Agreement under the terms and conditions as follows:

1. The term of this Agreement shall exist from the 1st of July, 2018 until the 30th of June, 2019.
2. Either party may terminate this Agreement at any time by thirty (30) days advance written notice.
3. The grant of this License is exclusive to the Sawmills Community Optimist Club, Inc. and may not be assigned without the written consent of the Town of Sawmills.
4. This License continues to grant the Optimist Club the rights for a non-exclusive use of the baseball fields and concession stand at times and according to the schedule as mutually agreed upon. The specific times of use, description of programs and then thereafter any scheduling changes of programs must be submitted by the Optimist Club to the Town Administrator and approved prior to actual use.
5. Concurrently with the granting of this License, the Licensee shall forward to the Town Administrator a copy of the current Liability Insurance Policy providing coverage for personal injuries to each person and coverage for all personal injuries in each accident and coverage in such amounts as approved by the Town Administrator. Said Policy shall name the Town, it's Council Members and its Employees as Additional Insureds.

All the remaining terms and conditions of the original Park License Agreement and Amendment thereto are incorporated herein unless otherwise modified by these terms.

This the _____ day of _____, 2018.

SAWMILLS COMMUNITY OPTIMIST
CLUB, INC.

By: _____
Name: _____
Title: _____

TOWN OF SAWMILLS

By: _____
Mayor

ATTEST: _____
Town Clerk

APPROVED AS TO FORM:

Terry M. Taylor, Town Attorney

AGENDA ITEM 9C

MEMO

DATE:

June 19, 2018

SUBJECT:

Discussion:
AIA Grant and Resolution

Discussion:

The Town of Sawmills been awarded an Asset Inventory and Assessment (AIA) Grant through the Department of Environmental Quality (DEQ) to create a GIS for the town's drinking water infrastructure. This grant would help to the necessary field work, technical expertise, software, and hardware needed for the system. The town qualified for 95% funding through the DEQ qualifications for the AIA grant. The total cost of the is expected to be approximately \$88,500.00 of which DEQ is offering the town \$84,209.00 in grant funding. The town would be responsible for the remaining necessary funds.

The Town Council has included the necessary funds for this project in the draft Fiscal Year 2018/2019 Budget.

This project would be completed with the help of the Western Piedmont Council of Governments.

Attached with this memo is a resolution accepting the grant funds.

Recommendation:

Staff recommends Council vote to pass the resolution necessary to accept the grant funds.

RESOLUTION BY TOWN OF SAWMILLS

WHEREAS, the North Carolina General Statutes Chapter 159G has created Asset Inventory and Assessment grants to assist eligible units of government with meeting their water infrastructure needs, and

WHEREAS, the North Carolina Department of Environmental Quality has offered a State Reserve Grant in the amount of \$84,209.00 to perform asset inventory and assessment work, and

WHEREAS, the Town of Sawmills intends to perform said project in accordance with the agreed scope of work,

NOW, THEREFORE, BE IT RESOLVED BY THE TOWN COUNCIL OF THE TOWN OF SAWMILLS:

That Town of Sawmills does hereby accept the State Reserve Grant offer of \$84,209.00

That the Town of Sawmills does hereby give assurance to the North Carolina Department of Environmental Quality that any Conditions or Assurances contained in the Award Offer will be adhered to.

That Christopher Todd, Town Administrator and successors so titled, is hereby authorized and directed to furnish such information as the appropriate State agency may request in connection with such application or the project; to make the assurances as contained above; and to execute such other documents as may be required by the Division of Water Infrastructure.

Adopted this the _____ day of _____, 2018.

BY: _____

Mayor

ATTEST: _____

Town Clerk

AGENDA ITEM 10A

MEMO

DATE:

June 19, 2018

SUBJECT:

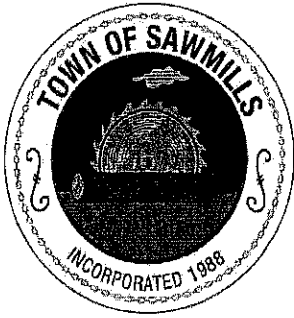
Planning Matter:
Planning Board
Annual Report

Discussion:

Attached is the 2017-2018 Annual Planning Report from Town Planner Becca Bleich.

Recommendation:

No Council action required.



MAYOR
Johnnie Greene

TOWN ADMINISTRATOR
Christopher Todd

TOWN PLANNER
Becca Bleich

**TOWN
COUNCIL**

Clay Wilson, Mayor Pro-Tem
Keith Warren
Joe Norman
Jeff Wilson
Rebecca Johnson

ANNUAL REPORT APRIL 2017-MAY 2018

Planning Ordinance Section 151.06: An annual report shall be prepared and submitted to the Town Council by May of each year. The report shall include a comprehensive and detailed review of the activities, problems and actions of the Planning Board as well as any budget requests and/or recommendations.

Planning Board Activities:

The Planning Board met one (1) time between April 2017 and May 2018:

- In February 2018, recommended text amendment to Section 153.114 "Signs in the H-B and G-M Zoning Districts." The amendment allows ground signs to be up to 30 feet tall, instead of 20 feet.

Planning Board Budget:

The board-related expenses that occurred in the reporting period were public hearing advertisements for Planning Board cases. Those advertisements cost approximately \$70 per publication. In FY18 Sawmills contracted with the WPCOG for one day a week of planning services.

Board of Adjustment Activities:

The Board of Adjustment did not meet between April 2017 and May 2018.

Project Management:

- Planner attended small cell wireless facility training at the WPCOG
- Planner attended Ready Rating Workshop
- Planner participated in the Vacant and Substandard Housing Task Force
- Planner attended review officer training

Zoning Permits (46):

- accessory building: 10
- singlewide: 1
- stickbuilt home: 14
- garage/carport: 2
- doublewide: 3
- residential addition: 4

- commercial: 1
- home occupation: 0
- cell tower: 1
- retaining wall: 1
- pool: 5
- dock w/ accompanying floodplain permit: 1
- other: 3

Subdivision Plats (3):

- family subdivision: 1
- minor subdivision: 2
- recombination: 0
- major subdivision: 0
- boundary survey: 0
- exempt: 0

Customer Requests:

New Planner provided zoning assistance to over 80 customers, consisting of various prospective buyers, realtors, property owners, developers, and concerned citizens since April 2017.

Code Enforcement Activities:

Offense	Property	Outcome
Minimum Housing		
	2148 Oaktree Ln	Deemed dilapidated
	1940 Leah Drive Lot 19	Inspected, hearing requested
High Grass		
	1948 Bucks Drive	Owner Abated
	4036 US-321 A	Owner Abated
	4125 Shoun Drive	Owner Abated
	4201 US-321 A	Owner Abated
	4215 Trojan Lane	Owner Abated
	4233 US-321 A	Owner Abated
	4515 Diamond Street	Owner Abated
	4680 Sawmills School Road	Owner Abated
	Ellen Street Lot 6	Owner Abated
Property Maintenance		
	4190 Duff Drive	Owner Abated
	4321 Cherokee Court	Owner Abated
	4446 Villa Lane	Owner Abated
	4515 Betts Street	Two letters sent
Nonconforming Accessory Structure		
	1956 Jody Drive	Owner Abated
	5711 Dream View Point	Two letters sent

AGENDA ITEM 12A

MEMO

DATE:

June 19, 2018

SUBJECT:

Updates:
Code Enforcement
Monthly Report

Discussion:

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

Recommendation:

No Council action required.

Code Enforcement Report
June 2018

Property Owner	Property Address	Issue	Status
Teresa Annas Compton	4476 Sawmills Sch Rd	dilapidated house	I believe Council can now vote to move forward with contracting out abatement efforts (Demo & Removal), and require reimbursement in the form of a lien on the property on this case. Will have to defer to Christopher and/or Attorney Terry Taylor.
Carolyn Bray/ Robyn Brittan	2570 Bakers Cir	abandoned mobile home	In order to move forward, a final NOV packet from Attorney to set a hearing date will be needed before Town can contract out the abatement efforts (Demo & Removal), and require reimbursement in the form of a lien on the property.
John "Jody" McRary	1956 Jody Drive	freight container as storage structure	Christopher and Mr. McRary have agreed on a place for relocating the shipping container. Town has determined which transport service will be utilized. Will have to defer to Christopher on a timeframe for relocation.
Jose Montes	4321 Cherokee Court	no proper driveway, zoning code issue	Spot checked 4/4/18. One car in cul-de-sac. Still no proper driveway ever installed. Letter sent on 4/4/18 giving owner 30 days to install a driveway.
Janice Griffin, Trustee of Iona Griffin	2148 Oaktree Lane	abandoned, partially burned apartment building	Spoke with lead contractor, Lewis Miller, of Lewis Miller Construction on 3/8/18. Still awaiting report from structural engineer to determine what's salvageable of what remains of the burnt structure. Once cleared to begin reconstruction, Mr. Miller anticipates 6 to 8 months for completion. Will continue to monitor.
Midland IRA	5711 Dream View Point	Nonconforming accessory structure	Spot checked in April. An accessory structure has been placed on the property before the principal structure has been constructed. Letter sent on 5/23/18. Deadline to remove structure is 6/7/18.
Jane Greene	4446 Villa Lane	outdoor storage encroaching on neighbor	Reviewed property on 4/18/18. Brush pile in rear yard needs to be removed and tarp in carport needs to be replaced. Letter sent 4/18/18. Deadline 5/3/18. Staff will continue to monitor property and research necessary resolutions.
Grant and Jamie Moretz	4515 Betts Street	livestock (goats) in platted subdivision	Another complaint received 5/29/18. Letter sent 5/29/18. Deadline 6/14/18.
John Wilcox	Janette's Way Lot 6	overgrown vegetation	Spot checked 4/18/18. Grass is overgrown. Letter sent 4/18/18. Deadline 5/3/18.
Walker Chun OK	4125 Shoun Dr	overgrown vegetation	Spot checked 5/23/18. Grass is overgrown. Letter sent 5/23/18. Deadline is 6/7/18.
Deborah Murphy	5538 Land Harbour Dr	Nonconforming accessory structure	Checked 5/22/18. There is no issue with the accessory structure in question. There is, however, a port-a-potty on the property from construction being done on the house. Will check back on 6/7/18 to see if it is still there.