

AGENDA

Regular Meeting of the Sawmills Town Council Sawmills Town Hall

Tuesday, March 19, 2024
6:00 pm

1. Call To Order Mayor Keith Warren
2. Invocation
3. Pledge of Allegiance Mayor Keith Warren
4. Adopt Agenda Mayor Keith Warren
5. Approve Meeting Minutes
A. February 20, 2024 Regular Meeting Minutes Mayor Keith Warren
B. February 20, 2024 Closed Session Minutes Mayor Keith Warren
6. Public Comment
7. Recognitions:
A. Recycle Rewards Mayor Keith Warren
8. Financial Matters:
A. Request for Donation to American Legion Hudson Post 392 Mayor Keith Warren
9. Public Comment
10. Updates:
A. Code Enforcement Report Mayor Keith Warren
B. Manager Updates Town Manager Chase Winebarger
C. Council Comment Mayor Keith Warren
11. Closed Session: N.C.G.S. §143-318.11(a)(3) Mayor Keith Warren
12. Adjourn Mayor Keith Warren

TUESDAY, FEBRUARY 20, 2024
TOWN OF SAWMILLS REGULAR COUNCIL MEETING
6:00PM

COUNCIL PRESENT

Mayor Keith Warren
Clay Wilson
Bobby Mosteller
Rebecca Johnson
Melissa Curtis

STAFF PRESENT

Chase Winebarger
Julie A Good
Terry Taylor
Kelly Melton

COUNCIL ABSENT

Joe Wesson

CALL TO ORDER: Mayor Keith Warren called the meeting to order at approximately 6:10pm.

INVOCATION: Pastor Tony Harris gave the invocation.

PLEDGE OF ALLEGIANCE: Mayor Keith Warren led the Pledge of Allegiance.

ADOPT AGENDA: Mayor Keith Warren asked for a motion to adopt the February 20, 2024 Agenda.

Clay Wilson made a motion, and Melissa Curtis seconded, to adopt the February 20, 2024 Agenda. All were in favor.

APPROVE JANUARY 16, 2024 REGULAR MEETING MINUTES: Mayor Keith Warren asked for a motion to approve the January 16, 2024 regular meeting minutes.

Clay Wilson made a motion, and Rebecca Johnson seconded, to approve January 16, 2024 regular meeting minutes. All were in favor.

APPROVE FEBRUARY 6, 2024 REGULAR MEETING MINUTES: Mayor Keith Warren asked for a motion to approve the February 6, 2024 regular meeting minutes.

Clay Wilson made a motion, and Rebecca Johnson seconded, to approve February 6, 2024 regular meeting minutes. All were in favor.

APPROVE FEBRUARY 6, 2024 BUDGET RETREAT MINUTES: Mayor Keith Warren asked for a motion to approve the February 6, 2024 budget retreat minutes.

Clay Wilson made a motion, and Rebecca Johnson seconded, to approve the February 6, 2024 budget retreat minutes. All were in favor.

PUBLIC HEARING: TEXT AMENDMENT:

OPEN PUBLIC HEARING: Mayor Keith Warren asked for a motion to open the public hearing.

Melissa Curtis made a motion, and Clay Wilson seconded, to open the public hearing. All were in favor.

STAFF COMMENTS/RECOMMENDATIONS: Town Attorney Terry Taylor stated that a text amendment has been completed to make minor changes to clarify language and particular sections of the existing Watershed ordinance. This is anything from small changes that clarify language and particular ordinances with just minor changes. Mostly all changes that are being recommended, were recommended by the state model ordinance.

PUBLIC COMMENT: No one wished to speak.

CLOSE PUBLIC HEARING: Mayor Keith Warren asked for a motion to close the public hearing.

Boby Mosteller made a motion, and Melissa Curtis seconded, to close the public hearing. All were in favor.

COUNCIL ACTION: Clay Wilson made a motion, and Rebecca Johnson seconded, to approve the text amendment to the Town of Sawmills Watershed Ordinance. All were in favor.

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

No one wished to speak.

RECOGNITIONS:

FEBRUARY RECYCLE REWARDS WINNER: Mayor Keith Warren announced Jeff Feid as the February Recycle Rewards Winner. A credit of forty dollars (\$40.00) will be added to the current sanitation bill.

No Council action was required.

FINANCIAL MATTERS:

UNIFORM GUIDENCE CONFLICT OF INTEREST POLICY: Mayor Keith Warren stated that stated Uniform Guidance is a set of rules and regulations that serves as a framework for grants management applicable to the use of federal funds.

Uniform Guidance requires the following policies be approved by the Governing Board:

1. Uniform Guidance Conflict of Interest Policy- for the Council's consideration at the February 20th meeting
2. Uniform Guidance Procurement Policy - adopted on 9/18/2018 - No changes are recommended.

Clay Wilson made a motion, and Rebecca Johnson seconded, to approve the Uniform Guidance Conflict of Interest Policy. All were in favor.

CALDWELL COUNTY SCHOOLS DONATION REQUEST: Mayor Keith Warren stated that as of December 31, 2023 that the Caldwell County Schools requested a donation I the amount of fourteen thousand dollars (\$14,000.00).

Clay Wilson made a motion, and Melissa Curtis seconded, to give a donation in the amount of fourteen thousand dollars (\$14,000.00) to the Caldwell County Schools. All were in favor.

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

No one wished to speak.

UPDATES:

FEBRUARY CODE ENFORCEMENT REPORT: Town Code Enforcement Officer Curt Willis stated that there are seven (7) code enforcement cases that are open.

No Council action was required.

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

- Town Manager Chase Winebarger stated that Republic Services picks up sanitation on public and private streets in the Town of Sawmills because that is what the Town did when it picked up sanitation itself. Town Manager Chase Winebarger stated that Republic Services usually does not pick up sanitation on private streets. Town Manager Chase Winebarger stated that there are a few streets that are hard for the Republic Service truck to get up, specifically, Crystal Drive. Town Manager Chase Winebarger stated that in the near future, that the Republic Services truck will not be going up Crystal Drive, and the residents on that street will be required to bring their sanitation cans to US Highway 321A for pick up. Town Manager Chase Winebarger stated that the Town will check private streets on an as needed basis to see if the Republic Services truck has any issues on the street, and if so, then more private streets will need to bring their sanitation cans to public streets.
- Town Manager Chase Winebarger stated that School Resource Officer Adam Minor had a tumor removed from the base of his brain and that the Caldwell County Sheriff's Department is selling raffle tickets to help with some of the costs that School Resource Officer Adam Minor is incurring due to the prolonged hospital stay. Town Manager Chase Winebarger asked Council if there were any objections in raffle tickets being sold at Town Hall. No one had any objections.
- Town Manager Chase Winebarger stated that he had spoken with Gary Bolick, the owner of the building on Sawmills School Road that is being rented to a motorcycle club. Town Manager Chase Winebarger stated that Gary Bolick had received the code enforcement letters and stated that the building should be vacated in the next few weeks.

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

Clay Wilson made a motion, and Rebecca Johnson seconded, to go into closed session pursuant to N.C.G.S. § 143.318-11(a)(3) at approximately 6:33pm. All were in favor.

Clay Wilson made a motion, and Rebecca Curtis seconded, to come out of closed session at approximately 7:11pm. All were in favor.

COUNCIL ADJOURN: Mayor Keith Warren asked for a motion to adjourn.

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

The meeting was adjourned at approximately 7:19pm.

Keith Warren, Mayor

Julie A. Good, Town Clerk

AGENDA ITEM 7A

MEMO

DATE:

March 19, 2024

SUBJECT:

Recognition:
Recycle Rewards
Program

Discussion:

The Town of Sawmills would like to congratulate Steve Bynum on winning the Recycle Rewards Program for the month of March. He will be presented with a Certificate of Appreciation. A forty dollar (\$40.00) credit will be added to the current sanitation bill.

Recommendation:

No Council action is required.

AGENDA ITEM 8A

MEMO

DATE:

March 19, 2024

SUBJECT:

Financial Matters:
Request for a Donation
To American Legion
Hudson Post 392

Discussion:

The Town has received a request from Caldwell County Schools for a donation in the amount of \$200.00 (two hundred dollars).

There are sufficient funds in the budget for this request.

Recommendation:

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



Town of Sawmills

Keith Warren, Mayor

Chase Winebarger, Town Manager

Funding Request:

Name of Organization:		Phone	
<u>American Legion Hudson Post 392</u>		# <u>828-367-0601</u> <u>828-493-7048</u>	
Permanent Address: <u>243 Legion Road</u>			
City: <u>Hudson</u>	State: <u>NC</u>	Zip Code: <u>28638</u>	
Contact Name: <u>Jo Ann Miller</u>	Fed Tax ID #:	<u>56-1530149</u>	
<u>828-320-4275</u>			

Amount Requested: <u>\$200⁰⁰</u>	Amount needed for the Project: _____
Date Funds Needed: <u>4-13-2024</u>	Project Begin/End Dates: <u>4-13-2024</u>
Complete description of project: <u>Rock Creek Coon Club will be doing a fundraiser</u> <u>for American Legion Post 392 All money raised will</u> <u>go to them to use for any veterans</u>	
How will the funds be used? <u>food, transportation - power bills</u>	
How will this project benefit the community? <u>Veterans helping Veterans</u>	

Official Town Use Only	
Date application received: <u>3-7-2024</u>	Date presented to Council: _____
Date approved/denied (circle one): _____	Amount approved: _____
Available balance in Governing Body Expense Acct: <u>1-10-4110</u>	<u>\$1800.00</u>
Date check written: _____	Check #: _____ Amount: _____

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

Kmeaton

AGENDA ITEM 10A

MEMO

DATE:

March 19, 2024

SUBJECT:

Updates:
Code Enforcement
Monthly Report

Discussion:

The attached report shows the progress that Code Enforcement Officer Curt Willis continues to make throughout the town.

Recommendation:

No Council action required.



CODE ENFORCEMENT ACTIONS TRACKER

February 2024

CEO Curt Willis, 828-485-4263, curt.willis@wpcog.org

Case Number (YRMT-XXX)	Date Opened (YRMTDY)	Town	Property Address	Violation	Man Hours	Status	Deadline
SW2402-128	240226	Sawmills	1769 Cajah's Mountain Rd	Nuisance - TJD	1	New Violation	240322
SW2402-129	240226	Sawmills	1769 Cajah's Mountain Rd	JNMV	1	New Violation	240322
SW2402-130	240226	Sawmills	4228 US Hwy 321A	Non Res Min	1	New Violation	240313
SW2402-131	240226	Sawmills	2153 Drum Ln	Nuisance - TJD	1	New Violation	240322
SW2402-132	240226	Sawmills	2085 White Pine Dr	Non Res Min	1	New Violation	240313
SW2402-133	240226	Sawmills	4298 Sawmills School Rd	Nuisance - TJD	1	New Violation	240322
SW2402-133	240226	Sawmills	4298 Sawmills School Rd	JNMV	1	New Violation	240322
SW2403-007	240301	Sawmills	1322 Gallatin Ln	Illicit Discharge	1	New Violation	240322
SW2403-052	240307	Sawmills	4330 Joplin Rd	Non Res Min	1	New Violation	240320
SW2403-053	240307	Sawmills	4330 Joplin Rd	Nuisance - TJD	1	New Violation	240320
SW2403-054	240307	Sawmills	4330 Joplin Rd	JNMV	1	New Violation	240320
SW2403-055	240307	Sawmills	1910 Leah Dr #18	Min Housing	1	New Violation	240320
SW2403-056	240307	Sawmills	1911 Leah Dr #18	Nuisance - TJD	1	New Violation	240320
SW2403-057	240307	Sawmills	1912 Leah Dr #18	JNMV	1	New Violation	240320
SW2403-085	240311	Sawmills	1910 Leah Dr #14	JNMV	1	New Violation	240430
SW2403-086	240311	Sawmills	1910 Leah Dr #14	Nuisance - TJD	1	New Violation	240430
SW2403-087	240311	Sawmills	1910 Leah Dr #13	Nuisance - TJD	1	New Violation	240430
SW2403-088	240311	Sawmills	1940 Laws MHP Dr #6	JNMV	1	New Violation	240430
SW2403-089	240311	Sawmills	1940 Laws MHP Dr #6	Nuisance - TJD	1	New Violation	240430
SW2403-090	240311	Sawmills	1940 Laws MHP Dr #7	Nuisance - TJD	1	New Violation	240430
SW2403-091	240311	Sawmills	1925 Leah Dr	JNMV	1	New Violation	240430
SW2403-092	240311	Sawmills	1925 Leah Dr	Nuisance - TJD	1	New Violation	240430
SW2403-093	240311	Sawmills	4360 Duncan Dr	Nuisance - TJD	1	New Violation	240430
SW2403-094	240311	Sawmills	4490 Sawmills School Rd	JNMV	1	New Violation	240430