

## **AGENDA**

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

**Tuesday, March 21, 2017  
6:00 pm**

- |     |                                                    |                  |
|-----|----------------------------------------------------|------------------|
| 1.  | Call To Order                                      | Mayor Joe Wesson |
| 2.  | Invocation                                         |                  |
| 3.  | Pledge of Allegiance                               | Mayor Joe Wesson |
| 4.  | Adopt Agenda                                       | Mayor Joe Wesson |
| 5.  | Approve Meeting Minutes                            |                  |
|     | A. February 21, 2017 Regular Meeting Minutes       | Mayor Joe Wesson |
|     | B. February 9, 2017 Budget Retreat Meeting Minutes | Mayor Joe Wesson |
| 6.  | Public Comment                                     | Mayor Joe Wesson |
| 7.  | Recognitions:                                      |                  |
|     | A. Recycle Rewards                                 | Mayor Joe Wesson |
| 8.  | Financial Matters:                                 |                  |
|     | A. American Legion Post 392 Donation Request       | Mayor Joe Wesson |
|     | B. Sawmills Elementary PTA Donation Request        | Mayor Joe Wesson |
| 9.  | Updates:                                           |                  |
|     | A. Code Enforcement Report                         | Mayor Joe Wesson |
|     | B. Council Comment                                 | Mayor Joe Wesson |
| 10. | Closed Session: Attorney/Client Privilege          | Mayor Joe Wesson |
| 11. | Adjourn                                            | Mayor Joe Wesson |

**TUESDAY, FEBRUARY 21, 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:** Mr. Bobby Mosteller 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 February 21, 2017 Agenda.

Keith Warren made a motion, and Gerelene Blevins seconded, to adopt the February 21, 2017 Agenda. All were in favor.

**APPROVE JANUARY 17, 2017 REGULAR MEETING MINUTES:** Mayor Joe Wesson asked for a motion to approve the January 17, 2017 regular meeting minutes.

Joe Norman made a motion, and Keith Warren seconded, to approve the January 17, 2017 regular meeting minutes. All were in favor.

**APPROVE JANUARY 19, 2017 SPECIAL MEETING MINUTES:** Mayor Joe Wesson asked for a motion to approve the January 19, 2017 special meeting minutes.

Joe Norman made a motion, and Keith Warren seconded, to approve the January 19, 2017 special meeting minutes. All were in favor.

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

No one wished to speak.

**RECOGNITIONS:**

**RECYCLE REWARDS WINNER:** Mayor Joe Wesson announced Mr. Floyd Pope as the February 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: ANNEXATION AGREEMENT WITH THE TOWN OF HUDSON:**

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

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

**STAFF COMMENTS/RECOMMENDATIONS:** Town Administrator Christopher Todd stated that the property owner at 1240 Cajah's Mountain Road (Cajah's Mountain Quik Mart) has petitioned for a satellite annexation to be part of the Town of Hudson. The address of 1240 Cajah's Mountain Road does not fall within the statutory jurisdiction of the Town of Hudson to allow for voluntary satellite annexation. The property is located with the statutory jurisdiction of the Town of Sawmills as part of the Extraterritorial Zoning Jurisdiction.

**PUBLIC COMMENT:** Mayor Joe Wesson asked if anyone wished to speak on the text amendment for minor subdivisions.

No one wished to speak.

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

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

**COUNCIL ACTION:** Joe Norman made a motion, and Keith Warren seconded, to enter into an ordinance establishing an annexation agreement between the Town of Hudson and the Town of Sawmills for the property located at 1240 Cahah's Mountain Road. All were in favor.

## **FINANCIAL MATTERS:**

**MAYFIELD DRIVE SEWER PROJECT BID DISCUSSION:** Town Administrator Christopher Todd stated that the bid opening for the Mayfield Drive water and sewer project was held on February 14, 2017. Four (4) bids were received:

<b>T&amp;K Utilities, Inc.</b>	<b>Asheville, NC</b>	<b>\$300,097.00</b>
Clark Ledbetter Grading & Hauling, Inc.	Shelby, NC	\$364,311.50
Piedmont Utility Group, LLC	Shelby, NC	\$413,240.76
Wesson Septic Tank Service	Shelby, NC	\$471,260.00

The bid packages have been reviewed by West Consultants, LLC on behalf of the Town. T&K Utilities, Inc. has not performed work for the Town of Sawmills but has completed contracts through West Consultants. Based on their previous jobs completed with West Consultants, West Consultants does consider T&K Utilities, Inc., qualified to perform the Mayfield Drive water and sewer project.

Gerelene Blevins made a motion, and Joe Norman seconded, to award the Mayfield Drive water and sewer project to T&K Utilities, Inc., for a total amount of three hundred thousand ninety-seven dollars (\$300,097.00). All were in favor.

## **DISCUSSION:**

**FUTURE SEWER INFRASTRUCTURE FUNDING:** Town Administrator Christopher Todd stated that the Town of Sawmills Council met for their annual Budget Retreat on February 9, 2017. At that time, the Council was introduced to the possibility of funding a sewer infrastructure project with a loan/grant combination available through the Department of Environmental Resources. The fund program, presented to the Council, is funded by the NC Connect Bond Referendum. This loan/grant program offers zero (0) percent interest loans over a twenty (20) year time period. The Town of Sawmills qualifies for a twenty-five (25) percent grant/principal forgiveness as part of the program. The administrators of the program therefore have the ability, but are not required, to offer a twenty-five (25) percent principal forgiveness to an application submitted by the town.

The project would allow service to be provided to part of Virginia Acres subdivision and surrounding area. The project cost would be approximately two point seven (2.7) million dollars. If Council applied for the NC Connect Bond funds to pay for this project, Council could request two point three (2.3) million dollars. If awarded the twenty-five (25) percent principal forgiveness this would total one million seven hundred twenty-five dollars (\$1,725,000.00) debt owed or eighty-six thousand two hundred fifty dollars (\$86,250.00), per year, for twenty (20) years.



This project would be funded using general fund dollars, and specifically from the adjusted sales tax reinvestment total. Additional funds should be available beginning in FY 2017/2018 due to a planned reduction in the town's contribution to the sales tax reinvestment program. This reduction results in eighty-six thousand dollars (\$86,000.00) the town will not be contributing annually to the aforementioned program. Along with these funds and an additional two hundred fifty dollars (\$250.00) from the general fund budget the town would be able to pay the debt service with no impact to water or sewer rates, or property tax, at this time.

Joe Norman made a motion, and Gerelene Blevins seconded, to start the application process for the NC Connect Bond Loan. All were in favor.

## **UPDATES:**

**FEBRUARY CODE ENFORCEMENT REPORT:** Town Planner Leslie M. Meadows stated that there are fifteen (15) code enforcement cases open:

- Caldwell Ready Mix Concrete is the owner of an abandoned mobile home and abandoned concrete factory. Final citation notice was sent certified mail on January 3, 2017, with a final deadline date of January 19, 2017, upon which a \$50.00 (fifty dollar) a day fine shall begin. Owner Wes Triplett called and stated that the pit had been filled on January 5, 2017 and provided pictures of the closed pit on January 20, 2017. Town Planner Leslie M. Meadows asked him to remove a pvc pipe directed to the pit. Owner agreed to send additional pictures once the pipe is removed;
- Teresa Annas Compton is the owner of a dilapidated house located at 4476 Sawmills School Road. Final citation notice was sent certified mail on January 3, 2017. Town Administrator Christopher Todd met with owner Teresa Compton and gave her a final deadline of February 3, 2017, upon which \$50.00 (fifty dollar) a day fine shall begin. There has been no change in the status of the case;
- Charles Hagaman, owner of 1940 Leah Drive #4. Final citation notice was sent certified mail on January 3, 2017, with a final deadline date of January 19, 2017, upon which a \$50.00 (fifty dollar) a day fine shall begin. There has been no reply and no change in the status of the case;
- Terry Rowe, owner of 4016 and 4017 Cloninger Way. Town Planner Leslie M. Meadows spoke with owner on December 6, 2016. Final citation notice was sent certified mail on January 3, 2017, with a final deadline date of January 19, 2017, upon which a \$50.00 (fifty dollar) a day fine shall begin. Owner decided on a contractor for demolition and Town Planner Leslie M. Meadows spoke with Harry Hatcher on January 19, 2017. Mr. Hatcher expects to begin demolition on February 8, 2017;
- Randall Hamby at 3632 Coble Dairy Road. All trees have been replanted and mulched as of February 7, 2017. Case is closed;

- WNC Properties, LLC owner of 4209 Creekview Pl. Minimum housing complaint. Town Planner Leslie M. Meadows stated that the WPCOG Vacant and Substandard Housing Taskforce held their first meeting on January 31, 2017. Town Planner Leslie M. Meadows contacted Minimal Housing Inspector Robin Soots again on February 2, 2017, about arranging a site visit with the landowner;
- David Graham (Landlord) owner of 4176 US Highway 321A. Minimum housing complaint. Town Planner Leslie M. Meadows stated that the WPCOG Vacant and Substandard Housing Taskforce held their first meeting on January 31, 2017. Town Planner Leslie M. Meadows contacted Minimal Housing Inspector Robin Soots again on February 2, 2017, about arranging a site visit with the landowner ;
- Casey Lynn Wallace, owner of 3950-1 Walters MHP Drive. Minimum housing complaint. Town Planner Leslie M. Meadows stated that the WPCOG Vacant and Substandard Housing Taskforce held their first meeting on January 31, 2017. Town Planner Leslie M. Meadows contacted Minimal Housing Inspector Robin Soots again on February 2, 2017, about arranging a site visit with the landowner;
- Tasco Properties owner of 2155 White Pine Dr #13. Minimum housing complaint. Town Planner Leslie M. Meadows stated that the WPCOG Vacant and Substandard Housing Taskforce held their first meeting on January 31, 2017. Town Planner Leslie M. Meadows contacted Minimal Housing Inspector Robin Soots again on February 2, 2017, about arranging a site visit with the landowner;
- Carolyn Bray, owner of 2570 Baker Cir. Abandoned mobile home. Town Planner Leslie M. Meadows spoke with contact on this case Amber Shumate (adopted son's daughter) on January 5, 2017. Town Planner Leslie M. Meadows was told that the family believes that the State may seize this property due to money being owed for Carolyn Bray's nursing home stay. Also Town Planner Leslie M. Meadows was also told that the mobile home in question belongs to owner's niece, Robin Brittan. Town Planner Leslie M. Meadows is trying to contact Mrs. Brittan. 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. Town Planner Leslie M. Meadows stated that one (1) of the two (2) trailer beds had been removed as of February 7, 2017. The high grass/weeds will be tensed to soon as the property is going back on the market to sale;
- Cheney Carter, owner 4361 Sawmills School Road. Abandoned/dilapidated home. Town Planner Leslie M. Meadows stated that there was no change in the property as of January 5, 2017 and there has been no response from the November deadline and there might be squatters living in home;
- Mike Mask, owner 4351 Sawmills School Road. Trash/outdoor storage. Mike Mask stopped by on February 2, 2017, to report most outdoor storage was moved to the back of the house and owner is working with tenants to dispose of the trash. Deadline is February 14, 2017;
- Rebecca Michael, owner 4393 Chantilly Drive. Outdoor storage/junk car. Town planner Leslie M. Meadows did a spot check on February 7, 2017 and sent notice of violation letter on February 9, 2017. Deadline is February 28, 2017;

- Edith Shatley, owner 2512 Crest Lane. Dwelling in outbuilding. Town Planner Leslie M. Meadows did a spot check on February 7, 2017, and sent notice of violation letter on February 9, 2017. Deadline is February 28, 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.

Jeff Wilson wanted to thank everyone for coming out.

Gerelene Blevins stated that she was glad to see everyone out tonight and for everyone to have a safe trip home.

Keith Warren wanted to thank everyone for coming out. Keith Warren also stated that he was excited about the sewer project and that everyone needed to pray about it. Keith Warren also asked that everyone pray for the children in local schools with all the sickness, flu and stomach virus going around.

Joe Norman wanted to thank everyone for coming out. Joe Norman also stated that he was glad everyone was in attendance for the next big steps the Town is taking. Joe Norman also stated he hoped everyone had a safe trip home.

Mayor Joe Wesson wanted to thank everyone for coming out. Mayor Joe Wesson wanted to commend Council for working together to get things done with the sewer project and there are great things happening for the Town.

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

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

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Joe Wesson, Mayor

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Julie A. Good, Town Clerk

**THURSDAY, FEBRUARY 9, 2017**  
**TOWN OF SAWMILLS ANNUAL BUDGET RETREAT**  
**9:00 AM**

**COUNCIL PRESENT**

Joe Wesson  
Gerelene Blevins  
Jeff Wilson  
Joe Norman  
Reed Lingerfelt

**STAFF PRESENT**

Christopher Todd  
Karen Clontz  
Ronnie Coffey  
Steve Coonse

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

**INVOCATION:** Councilman Reed Lingerfelt 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 February 9, 2017 Agenda.

Joe Norman made a motion, and Gerelene Blevins seconded, to adopt the February 9, 2017 agenda. All were in favor.

**GROUP BUILDING ACTIVITY:** Town Administrator Christopher Todd presented the Town Council with a discussion and group building activity to help begin the retreat process. The “Six Thinking Hats” explained how you should look at every problem through a diversity of perspectives and viewpoints with the goal of best addressing the problem.

**DEMOGRAPHICS ECONOMIC DATA PRESENTATION:** Town Administrator Christopher Todd presented a presentation showing the economic and demographic trends of Sawmills. The presentation was created for the town by the Western Piedmont Council of Governments (WPCOG). The presentation highlighted population trends and economic growth and decline occurring in Sawmills, Caldwell County, and the Hickory Metropolitan Statistical Area (HMSA).

**FINANCIAL MATTERS -**

**FINANCIAL UPDATE:** Finance Officer Karen Clontz presented to the council the following financial information for the Town Council.

1 – Attached is the summary sheet for revenues and expenditures year to date – 12/31/2016 – for all funds. The budget total is \$2,992,006 with \$1,877,575

budgeted for the General Fund and \$1,114,431 for the Utility Fund. (See Statement of Revenues and Expenditures-page 4)

	Annual Budget	YTD Actual	Remaining Budget %
Revenue	\$2,992,006	\$1,405,300	53%
Expenditures	\$2,992,006	\$1,073,722	64%
Over/Under		\$ 331,577	

2 - Cash Balance and Budget by Fund as of 12/31/2016:

A. Cash Balance by Fund Summary (See General Fund/Powell Bill- page 5; Utility Fund- page 6)

General Fund Balance – Unassigned	\$4,548,167
Powell Bill Fund Balance-Restricted/Streets	\$ 419,511
Utility Fund Balance	\$3,978,017
Capital Reserve Fund - Committed	\$335,000
<b>Total:</b>	<b>\$9,280,695</b>

Attached is a breakdown of the cash on hand and investments for each fund. The outline also compares the current fiscal year to the same time last year. Interest rates remain low. (pages 5-6)

B. Budget by Fund Summary:

<u>General Fund</u>	<u>Budget 16/17</u>	<u>Dec 2016 YTD</u>	<u>Remaining Budget %</u>
Revenue	\$1,877,575	\$ 988,094	46%
Expenditure	\$1,877,575	\$ 811,140	57%
Over/Under		\$ 176,953	

<u>Powell Bill Fund</u>	<u>Budget 16/17</u>	<u>Dec 2016 YTD</u>	<u>Remaining Budget %</u>
Revenue-State	\$149,980	\$147,621	.9%
Revenue-Reserve	\$0	\$0	
Expenditure	\$171,000	\$88,082	49%

Regarding the Powell Bill cash balance – the Town’s cash reserve must stay below the total sum of the past 5 years in revenue received from the State of North Carolina Department of Transportation. This is a result of HB 200 changes to GS 136-41.1 through 136-41.3. In summary, towns with a population over 5,000 cannot have a total reserve in excess of the 5 year total revenue received. The Town’s current five year total is \$750,807. Our cash balance is \$419,511, which is \$331,296 less than the total received (see page 5).

<u>Utility Fund</u>	<u>Budget 16/17</u>	<u>Dec 2016 YTD</u>	<u>Remaining Budget %</u>
Revenue	\$1,114,431	\$ 417,205	63%

Expenditure	\$1,114,431	\$ 262,582	76%
Over/Under		\$ 154,623	

Utility Fund revenues continue to remain steady.

### 3 – Fund Balance Appropriation – (page 7)

Also included with this memo is a spreadsheet listing fund balance appropriations from fiscal year ending 2004 to 2016.

### 4 – General Fund (Property/Vehicle and Sales Tax only)/Utility Fund Charts - for the past four years ending December 31<sup>st</sup>. (Pages 8-9)

Updates regarding increase/decrease in revenues/expenditures:

**Retirement** – The Local Government Retirement System (LGRS) Board proposed an increase of .58% beginning with fiscal year 2016-17. The LGRS Board will be increasing the rate by .25% over the next four years. Beginning July 1, 2016 the rate paid, by the Town for retirement, was 7.25% of gross wages. The new rate will be 7.50%. The Town, as an employer, contributed approximately \$31,000 to the Retirement System for the fiscal year 2015-2016. A copy of the rate increase chart follows on the next page.

Fiscal Year	Employer Contribution Rate	
	General Employees	Law Enforcement Officers
2016-17	7.25%	8.00%
<b>2017-18</b>	<b>7.50%</b>	8.25%
2018-19	7.75%	8.50%
2019-20	8.00%	8.75%
2020-21	8.25%	9.00%

**Insurance** – Property/Health/Workman's Comp. – The North Carolina League of Municipalities (NCLM) provides the Town's insurance through the pooling method.

- Health Insurance - There was no rate increase for FY 16/17 pertaining to health insurance. The annual meeting will be in Hickory in April where NCLM staff will report any new proposed increases. Total employer expenditures for FY 15/16 were \$128,555.
- Property Insurance – 5% decrease from FY 15/16. Employer expenditures for property insurance for FY 16/17 were \$15,565.
- Workman's Comp – 5% increase from FY 15/16. Employer expenditures for Workman's Comp for FY 16/17 were \$14,849.

**Fuel** – Fuel prices continue to decrease or remain stable. The overall average cost for diesel fuel is \$1.85 compared to \$1.92 this same time last year. Regular fuel prices have averaged out to \$2.12, which was the average cost for the same time

last year. Both the General Fund and Enterprise Fund has 69% of its fuel budget remaining.

**Land Fill/Recycle** – The average recycling percentage for calendar year 2016 was 62% compared to 64% for calendar year 2015.

Miscellaneous:

**NC Debt Setoff Program** – The Town was reimbursed \$241.43 from the Debt Setoff program for calendar year 2016. This brings the total reimbursement to \$4,532.07 since implementing this program.

## **DISCUSSION -**

**MISSION AND VALUES DEVELOPMENT:** The Town of Sawmills currently does not have a formal Mission Statement. A Mission Statement, along with a list of values would guide the council and staff in creating and enacting policy. Town Administrator Todd, asked if the Town Council would like for the WPCOG to facilitate a discussion to help create a mission and value driven budget process during their March budget workshop. Council agreed to have the WPCOG facilitate a discussion.

**PERSONNEL UPDATE:** Historically The Town of Sawmills has offered either a Cost of Living Adjustment or Merit Based Pay Increase. Based on the direction of the Council, staff will allow for a 0% - 5% Merit Based Pay Increase for employees.

**TAX DELINQUENCY:** The Town of Sawmills currently operates with a 92% property tax collection rate. This rate is comparable to the surrounding area and considered a decent collection rate. Currently though, there are approximately 672 delinquent tax bills back to 2007. The uncollected taxes during this time is worth approximately \$67,302.12 in lost revenue. Staff recommends using the North Carolina Debt Setoff Program to go after all bills that qualify for the program. Council directed staff to further investigate the program and attempt to collect taxes using the debt setoff program.

## **PUBLIC WORKS MATTERS -**

**STREET RATING STUDY:** Todd Poteet with West Consultants presented an updated street rating study outlining the state of all town streets. West Consultants showed the town streets were in good overall shape. Second, Poteet presented two proposed street maintenance plans. The first plan being a general plan, outlining streets with the most need and showing the cost to do a full repair/replacement for each street. The second plan outlined a process working on multiple streets throughout the town and fixing specific sections of those streets. Staff was directed by the Town Council to look into implementing the plan that would do multiple repairs to streets, rather than complete repaving projects.

**HORSESHOE BEND ROAD WATER LINE REPLACEMENT:** At the direction of the town staff, West Consultants presented a water line replacement project on Horseshoe bend. The project would repair a section of line approximately 1990 feet from the corner of Cajah

Mountain Road and Horseshoe Bend Road. This section has had multiple leaks in recent years and is in need of repair. The project was estimated to be \$167,825.00 by West Consultants. The Town Council directed staff to include this project in the preliminary budget.

**HORSESHOE BEND ROAD WATER LINE EXTENSION:** At the direction of the Town Council, staff worked with West Consultants to prepare and present a waterline extension project located on the boundary of town limits in Horseshoe Bend Road. West Consultants presented a two section project, based on the request of staff and council. The primary section which was designed to serve to two properties, not located within town limits, and estimated to cost \$121,875.00. This section was done with the understanding these property owners would annex into the town if water was to be provided to their properties. The second section, was a remainder of properties in the unincorporated area, which water service could be provided to as part of a large annexation and water project. The second section is estimated to cost \$147,460.00. Council instructed staff to work to find out if there is any interest for water service and annexation in the second section of the project.

**SEWER INFRASTRUCTURE FINANCING:** West Consultants presented 3 different sewer projects.

The first sewer project was estimated to be \$6,800,000 and would include a pump station. This project would serve the entire Virginia Acres subdivision and some surrounding area. Staff was asked to look into scaling this project down and identify potential funding sources.

The second project would finish the Bakers Circle area's need for sewer. This project is estimated to cost \$1,428,545.

The third project would provide sewer to the Stamey Road and surrounding area, for \$1,723,485. Staff was asked to look into this project and identify potential funding sources.

**CLOSING REMARKS:** Town Administrator Christopher Todd let the Council know that he appreciated their guidance in what looks to be another successful budget process.

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

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

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Julie A Good, Town Clerk

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Joe Wesson, Mayor



## **AGENDA ITEM 7A**

### **MEMO**

#### **DATE:**

March 21, 2017

#### **SUBJECT:**

Recognition:  
Recycle Rewards  
Program

#### **Discussion:**

The Town of Sawmills would like to congratulate Dale Andrews on winning the Recycle Rewards Program for the month of March. Mayor Joe Wesson will present him with a Certificate of Appreciation. A twenty-eight dollar (\$28.00) credit will be added to the current sanitation bill.

#### **Recommendation:**

No Council action is required.

## **AGENDA ITEM 8A**

### **MEMO**

#### **DATE:**

March 21, 2017

#### **SUBJECT:**

Financial Matters:  
Request for Donation

#### **Discussion:**

The Town has received a request from the American Legion Post 392 for a donation in the amount of two hundred dollars (\$200.00).

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: AMERICAN Legion Post 392  
Permanent Address: 243 LEGION RD  
City/State/Zip: HUDSON NC 28638  
Contact(s): TIM GORDON Phone #: 828 221 2900  
Email: \_\_\_\_\_

Amount Requested: \$200.00 Date Funds Needed: 4-15-17

Describe the purpose of the project and how the funds will be used:  
PROVIDE MEALS + FOOD FOR VETS + FAMILIES  
HELP VETS WITH BILLS (POWER, GAS, HOUSING)  
PROVIDE HOLIDAY ASSISTANCE FOR NEEDY VETS + KIDS

How will this project benefit the community?

HELPS ALL VETS IN THE COMMUNITY + THEIR FAMILIES.

### Official Town Use Only

Date application received: <u>2/20/2017</u>	Date presented to Town Council: <u>2/21/17</u>
Date approved/denied: _____	Amount approved: _____
Available balance in Governing Body donations expense account: <u>\$700.00</u>	
Check #/date: _____	Amount: _____

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

**AGENDA ITEM 8B**

**MEMO**

**DATE:**

March 21, 2017

**SUBJECT:**

Financial Matters:  
Request for Donation

**Discussion:**

The Town has received a request from the Sawmills Elementary School PTA for a donation in the amount of three thousand dollars (\$3,000.00).

There are not 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: PTA of Sawmills Elem. School  
Permanent Address: 4436 Sawmills School Rd.  
City/State/Zip: Granite Falls, N.C. 28630  
Contact(s): Sonya Phillips Phone #: 828-493-2992  
Carla McGinnis Email: 828-260-6159

Amount Requested: \$3,000.00 Date Funds Needed: Around March 1<sup>st</sup>

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

We have the money raised to purchase the swing sets - 7 swings and 1 ADA swing for our EC students. We do not have the money for the edging to hold in the mulch and the money for the mulch which has to be 12" deep.

How will this project benefit the community? or peagravel that has to be 6"

The children have all been asking for swings.

Anything that will help build our students in our community up and enjoy school, and students to

Official Town Use Only	
Date application received: <u>2/20/2017</u>	Date presented to Town Council: <u>2/21/2017</u>
Date approved/denied:	Amount approved:
Available balance in Governing Body donations expense account: <u>\$1700.00</u>	
Check #/date:	Amount:

come, we would love to do. We also feel it will update our school.

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

We would love to help build our community up, by people loving the school.

**AGENDA ITEM 9A**

**MEMO**

**DATE:**

March 21, 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.

Property Owner	Property Address	Issue	Status
Caldwell Ready Mix Concrete	2823 Mission Rd	abandoned concrete factory; mosquito infested pit	Wes reported pit being filled in on 1/5/17, and provided pictures of the closed pit on 1/20/17. Removal of PVC pipe. <b>CASE CLOSED.</b>
Teresa Annas Compton	4476 Sawmills Sch Rd	dilapidated house	Final Citation Notice sent certified mail on 1/3/17. Christopher met with Teresa and gave her a final deadline of 2/3/17, upon which \$50/day fines shall begin. No reply, no change.
Charles Hagaman	1940 Leah Dr, #4	abandoned mobile home	Final Citation Notice sent certified mail on 1/3/17. No reply, no change.
Terry Rowe	4016, 4017 Cloninger Wy	burned-out house	Demo completed as of 2/22/17. <b>CASE CLOSED.</b>
WNC Properties A LLC	4209 Creek View Pl	minimum housing complaint	First WPCOG Vacant & Substandard Housing Taskforce meeting held 1/31/17. Contacted Minimal Housing Inspector Robin Soots again on 2/2/17, about arranging site visit with landowner. No reply, no change.
David Graham (Landlord)	4176 US Hwy 321 A	minimum housing complaint	First WPCOG Vacant & Substandard Housing Taskforce meeting held 1/31/17. Contacted Minimal Housing Inspector Robin Soots again on 2/2/17, about arranging site visit with landowner. No reply, no change.
Casey Lynn Wallace	3950-1 Walters MHP Dr	minimum housing complaint	First WPCOG Vacant & Substandard Housing Taskforce meeting held 1/31/17. Contacted Minimal Housing Inspector Robin Soots again on 2/2/17, about arranging site visit with landowner. No reply, no change.
Tasco Properties	2155 White Pine Dr #13	minimum housing complaint	First WPCOG Vacant & Substandard Housing Taskforce meeting held 1/31/17. Contacted Minimal Housing Inspector Robin Soots again on 2/2/17, about arranging site visit with landowner. No reply, no change.
Carolyn Bray	2570 Bakers Cir	abandoned mobile home	No reply, no change. Last person to live in trailer was Carolyn's sister Betty's daughter Robyn Brittan.
Andrew Dehart	4036 US 321 A	high grass, junked vehicles	High grass/weeds still need to be tended. Will follow-up with local contact.
Chenay Carter	4361 Sawmills School Road	abandoned/delapidated home	No reply, no change.
Mike Mast	4351 Sawmills School Road	trash/outdoor storage	Most outdoor storage moved to back of house. <b>CASE CLOSED</b> again for now.
Rebecca Michael	4393 Chantilly Drive	Outdoor Storage/Welding	Visited site and spoke with tenant 2/28/17. Working with Terry Taylor and Fire Marshall on game plan to either remove or permit home welding occupation with CUP.
Edith Shatley	2512 Crest Lane	dwelling in outbuilding	Spot checked on 2/7/17. Sent notice of violation letter on 2/9/17. Deadline 2/28/17. No response. Difficult to verify this offense.