

# AGENDA

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

Tuesday, August 20, 2013  
6:00 P.M.

1. Call To Order Mayor Bob Gibbs
2. Invocation Pastor Rick Crouse
3. Pledge of Allegiance Mayor Bob Gibbs
4. Adopt Agenda Mayor Bob Gibbs
5. Approve July 16<sup>th</sup> Regular Meeting Minutes Mayor Bob Gibbs  
Approve July 16<sup>th</sup> Closed Session Meeting Minutes Mayor Bob Gibbs
6. Public Comment Mayor Bob Gibbs
7. Recognitions:
  - A. Recycle Rewards Winner Administrator Seth Eckard
  - B. Yard of the Month Winners Mayor Bob Gibbs
8. Financial Matters:
  - A. Adopt Proposed Pay Classification Study David Hill
  - B. Adopt CDBG Sewer Infrastructure Project Budget Ordinance Administrator Seth Eckard
  - C. Utility Fund Budget Amendment Administrator Seth Eckard
  - D. General Fund Budget Amendment Administrator Seth Eckard
9. Discussion:
  - A. Adopt Proposed Resolution in Support of 321-A Bridge Dedication Mayor Bob Gibbs
  - B. Adopt Proposed Resolution to Approve the Water Supply Plan Administrator Seth Eckard
  - C. Farmer's Market License Agreement Renewal Administrator Seth Eckard
10. Public Comment: Mayor Bob Gibbs
11. Updates:
  - A. Community Development Block Grant Monthly Status Report Administrator Seth Eckard
  - B. Code Enforcement Monthly Report Administrator Seth Eckard
  - D. Administrator's Report Administrator Seth Eckard
  - E. Council Comment Mayor Bob Gibbs
12. Adjourn Mayor Bob Gibbs

**AGENDA ITEM 7A**

**MEMO**

**DATE:**

August 14, 2013

**SUBJECT:**

Recognition:  
Recycle Rewards  
Winner

**Discussion:**

Deanna Rose Taylor is the Recycle Rewards winners for August. Town Administrator Seth Eckard will present Miss Taylor with a certificate of appreciation and a twenty-eight dollar (\$28.00) credit will be added to her current sanitation bill.

**Recommendation:**

No Council action required.

**AGENDA ITEM 7B**

**MEMO**

**DATE:**

August 14, 2013

**SUBJECT:**

Recognition:  
Yard of the Month  
Winners

**Discussion:**

Jeff and Camille Hawn, from the 28630 zip code, and Marx Industries, from the 28638 zip code, are the Yard of the Month winners for August. Mayor Bob Gibbs will present them with a certificate of appreciation.

**Recommendation:**

No Council action required.

**AGENDA ITEM 8A**

**MEMO**

**DATE:**

August 14, 2013

**SUBJECT:**

Financial Matters:  
Adopt Proposed Pay  
Classification Study

**Discussion:**

David Hill will be on hand to discuss a pay classification study for the Town of Sawmills.

**Recommendation:**

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

**AGENDA ITEM 8B**

**MEMO**

**DATE:**

August 14, 2013

**SUBJECT:**

Financial Matters:  
Adopt CDBG Sewer  
Infrastructure Project  
Budget Ordinance

**Discussion:**

The enclosed Project Budget Ordinance is required for the 2012 Duff Drive area Sewer Project Community Development Block Grant.

**Recommendation:**

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

BUDGET AMENDMENT  
TOWN OF SAWMILLS  
Utility Fund

The Town Council of the Town of Sawmills, at a meeting on the 20<sup>th</sup> day of August, 2013, passed the following amendment.

Be it resolved that the following amendment be made to the Budget for the fiscal year ended June 30, 2014.

<u>Department/Budget</u>	<u>Account Number</u>	<u>Account</u>	<u>Increase</u>
Sewer/Revenue	2-00-3901	Appropriated Net Assets	\$37,500
CDBG Local Commitment/Revenue	3-00-3902	Operating Transfer	\$37,500
Operating Transfer/Expense	2-80-4494	Transfer to CDBG Sewer	\$37,500
Local Commitment/Expense	3-00-4401	Local Commitment	\$37,500

*Explanation: To allocate funds for the CDBG Sewer Grant Fund 3. The Town's portion equals 5% (\$37,500) of the total grant allocation of \$750,000.*

Passed by majority vote of the Town Council of the Town of Sawmills on the 20th day of August, 2013. This amendment shall be attached to the minutes of such meeting and become official upon signature of the Mayor and Finance Officer.

\_\_\_\_\_  
Mayor, Town of Sawmills

\_\_\_\_\_  
Finance Officer, Town of Sawmills

BUDGET AMENDMENT  
TOWN OF SAWMILLS  
**General Fund**

The Town Council of the Town of Sawmills, at a meeting on the 20<sup>th</sup> day of August, 2013, passed the following amendment.

Be it resolved that the following amendment be made to the Budget for the fiscal year ended June 30, 2014.

<u>Department/Budget</u>	<u>Account Number</u>	<u>Account</u>	<u>Increase</u>
General Fund-Revenue	1-00-3990	Appropriated Net Assets	\$70,000
Public Works – Expense	1-40-4151	Capital Outlay	\$70,000

*Explanation: To cover remaining balance owed for the Public Works' building not completed during the 2012-2013 fiscal year.*

Passed by majority vote of the Town Council of the Town of Sawmills on the 20th day of August, 2013. This amendment shall be attached to the minutes of such meeting and become official upon signature of the Mayor and Finance Officer.

\_\_\_\_\_  
Mayor, Town of Sawmills

\_\_\_\_\_  
Finance Officer, Town of Sawmills

**AGENDA ITEM 9A**

**MEMO**

**DATE:**

August 14, 2013

**SUBJECT:**

Discussion:  
Adopt Proposed Resolution  
in Support of Dedicating  
the Replacement Bridge  
on 321-A to a Fallen  
Firefighter

**Discussion:**

The enclosed resolution is in support of the 321-A bridge dedication in memory of Sawmills fallen firefighter Richard "Chad" Settlemyre.

**Recommendation:**

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



**AGENDA ITEM 9B**

**MEMO**

**DATE:**

August 14, 2013

**SUBJECT:**

Discussion:  
Adopt Proposed  
Resolution to Approve  
the Water Supply Plan

**Discussion:**

North Carolina General Statutes 143-355(1) requires all units of local governments that provide or plan to provide public water service to prepare a Local Water Supply Plan.

The North Carolina Department of Environment & Natural Resources now requires that all units of local government adopt the attached resolution approving their Local Water Supply Plan.

**Recommendation:**

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

**AGENDA ITEM 9C**

**MEMO**

**DATE:**

August 14, 2013

**SUBJECT:**

Discussion:  
Farmer's Market License  
Agreement Renewal

**Discussion:**

Town Attorney Terry Taylor has drawn up the attached Farmers Market License Agreement between the Town of Sawmills and the Sawmills Farmers Market Association, Inc. The agreement will hold the Sawmills Farmers Market Association, Inc. responsible for the property belonging to the town during the operation of the Farmers Market.

**Recommendation:**

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

**AGENDA ITEM 11A**

**MEMO**

**DATE:**

August 14, 2013

**SUBJECT:**

Updates:  
Community Development  
Block Grant Monthly  
Status Report

**Discussion:**

The attached report shows that all the requirements for the Community Development Block Grant on behalf of the Haystation, LLC are on schedule.

**Recommendation:**

No Council action required.

**AGENDA ITEM 11B**

**MEMO**

**DATE:**

August 14, 2013

**SUBJECT:**

Updates:  
Code Enforcement  
Monthly Report

**Discussion:**

The attached report shows the progress that Planner Johnny Wear Continues to make throughout the town.

**Recommendation:**

No Council action required.