

AGENDA

Regular Meeting of the Sawmills Town Council Sawmills Town Hall

Tuesday, March 19, 2013
6:00 PM

1. Call To Order Mayor Bob Gibbs
2. Invocation Pastor Jim Hamby
3. Pledge of Allegiance Mayor Bob Gibbs
4. Adopt Agenda Mayor Bob Gibbs
5. Approve February 19th Regular Meeting Minutes Mayor Bob Gibbs
Approve March 7th Special Budget Workshop Minutes Mayor Bob Gibbs
6. Public Comment Mayor Bob Gibbs
7. Recognitions:
Recycle Rewards Winner Administrator Seth Eckard
8. Discussion:
 - A. Adopt Resolution to Amend Section 31.03 of the Sawmills Code of Ordinances Mayor Bob Gibbs
 - B. Sawmills 25-Year Anniversary Celebration Mayor Bob Gibbs
9. Public Comment Mayor Bob Gibbs
10. Updates:
 - A. Code Enforcement Monthly Report Administrator Seth Eckard
 - B. Administrator's Report Administrator Seth Eckard
 - C. Council Comment Mayor Bob Gibbs
11. Adjourn Mayor Bob Gibbs

**TUESDAY, FEBRUARY 19, 2013
TOWN OF SAWMILLS REGULAR COUNCIL MEETING
6:00 PM**

COUNCIL PRESENT

Bob Gibbs
Donnie Potter
Joe Wesson
Jeff Wilson
Johnny Wilson

STAFF PRESENT

Seth Eckard
Susan Nagle
Terry Taylor

COUNCIL ABSENT

Trena McRary Kirby

CALL TO ORDER: Mayor Bob Gibbs called the meeting to order.

INVOCATION: Chaplain Jason Hines gave the invocation.

PLEDGE OF ALLEGIANCE: Landon Hines and Gracie Steelmon led the Pledge of Allegiance.

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

Donnie Potter made a motion, and Joe Wesson seconded, to adopt the agenda. All were in favor.

APPROVE JANUARY 15, 2013 REGULAR MEETING MINUTES: Mayor Gibbs asked for a motion to approve the January 15, 2013 regular meeting minutes.

Johnny Wilson made a motion, and Donnie Potter seconded, to approve the minutes. All were in favor.

APPROVE FEBRUARY 12, 2013 SPECIAL BUDGET RETREAT MINUTES: Mayor Gibbs asked for a motion to approve the February 12, 2013 Special Budget Retreat Minutes.

Donnie Potter made a motion, and Joe Wesson seconded, to approve the minutes. All were in favor.

PUBLIC COMMENT: Mayor Gibbs asked if anyone wished to speak during public comment.

No one wished to speak.

RECOGNITIONS:

RECYCLE REWARDS WINNER: Town Administrator Seth Eckard announced Toni Thompson as the January Recycle Rewards winner. A credit of twenty-eight dollars (\$28.00) will be added to her sanitation bill and her certificate will be available at the Town Hall for pick up.

No Council action was required.

SAWMILLS VOLUNTEER FIRE & RESCUE DEPARTMENT AWARDS: Mayor Gibbs, on behalf of the Town Council, presented plaques of appreciation to the following:

Firefighter of the Year: Ben Whisenant

First Responder of the Year: Matt Steelmon

Officer of the Year: Keith Carver

No Council action was required.

FINANCIAL MATTERS:

REQUEST FOR DONATION TO CALDWELL HERITAGE MUSEUM: Mayor Gibbs stated that the Caldwell Heritage Museum has requested a donation.

Donnie Potter made a motion, and Joe Wesson seconded, to give a donation to the Caldwell Heritage Museum in the amount of \$250.00. All were in favor.

BID AWARD FOR STREET IMPROVEMENTS: Mayor Gibbs stated the town has received the following five bids, for the street improvements project:

Evans Construction	\$178,568.94
Midstate Contractors, Inc.	\$179,666.00
J.T. Russell & Sons, Inc.	\$215,850.25
Country Boy Landscaping, Inc.	\$232,715.00
Carolina Grading & Construction	\$232,951.50

Jeff Wilson made a motion, and Donnie Potter seconded, to award the bid to Evans Construction in the amount of \$178,568.94, as they were the lowest bidder. All were in favor.

BID AWARD FOR AN ADDITION TO PUBLIC WORKS STORAGE BUILDING:

Mayor Gibbs stated the town has received the following seven bids, for an addition to the Public Works storage building:

Mastercraft Log & Custom Homes, L.L.C.	\$153,875.00
Moss Marlow Building Co.	\$159,800.00
Wishon & Carter Builders, Inc.	\$167,790.00
Triangle Contractors, Inc.	\$168,300.00
Neill Grading & Construction, Inc.	\$169,400.00
Greene Construction, Inc.	\$169,997.00
Roy Hamby Construction Co., Inc.	\$171,000.00

There is \$150,000.00 included in the budget for this project and Mastercraft Log & Custom Homes, L.L.C. has agreed to lower their bid to that amount.

Donnie Potter made a motion, and Joe Wesson seconded, to award the bid to Mastercraft Log Homes, L.L.C. in the amount of \$150,000.00, as they are the lowest bidder. All were in favor.

DISCUSSION:**ADOPT AGREEMENT WITH NCDOT FOR 321-A BRIDGE REPLACEMENT:**

Mayor Gibbs stated the North Carolina Department of Transportation (NCDOT) plans to replace Bridge No. 6 over Little Gunpowder Creek (the bridge that connects Sawmills and Hudson) on US 321-A with a proposed start date of January 21, 2014.

Joe Wesson made a motion, and Jeff Wilson seconded, to adopt the enclosed agreement with NCDOT for 321-A bridge replacement. All were in favor.

ADOPT INTERLOCAL AGREEMENT WITH CALDWELL COUNTY FOR THE NATIONAL FLOOD INSURANCE PROGRAM:

Administrator Eckard stated by adopting the enclosed Interlocal Agreement with Caldwell County, the Town of Sawmills will be responsible for the National Flood Insurance Program and the county will only administer the program on behalf of the town.

Donnie Potter made a motion, and Joe Wesson seconded, to adopt the Interlocal Agreement with Caldwell County for the National Flood Insurance Program. All were in favor.

ADOPT STORMWATER DISCHARGE PROGRAM AGREEMENT WITH CITY OF LENOIR: Mayor Gibbs stated the current Stormwater Discharge Program Agreement between the City of Lenoir and the Town of Sawmills needs to be renewed. The enclosed agreement will renew the Stormwater Discharge Program Agreement for the period of July 1, 2013 to June 30, 2014.

Joe Wesson made a motion, and Jeff Wilson seconded, to adopt the Stormwater Discharge Program Agreement between the City of Lenoir and the Town of Sawmills in the amount of \$13,104.93. All were in favor.

ADOPT RESOLUTION DESIGNATING MARCH AS CALDWELL COUNTY AND TOWN OF SAWMILLS HISTORY MONTH: Mayor Gibbs stated Caldwell County adopted a resolution designating the month of March each year as Caldwell County History Month and invited all towns within the county to join them.

Donnie Potter made a motion, and Joe Wesson seconded to adopt the enclosed Resolution Designating the month of March each year as Caldwell County and Town of Sawmills History Month. All were in favor.

ADOPT RESOLUTION OFFERING EMPLOYEES ADDITIONAL HEALTH INSURANCE OPTIONS: Administrator Eckard stated that currently town employees only have one option for health insurance and the enclosed resolution allows them additional health insurance options to reduce their out of pocket expense.

Donnie Potter made a motion, and Johnny Wilson seconded, to adopt a resolution offering employees additional health insurance options. All were in favor.

PUBLIC COMMENT: Mayor Gibbs asked if anyone wished to speak during public comment.

David Powell and David Massie spoke in regards to the recent re-evaluation that was done by the county, which changed the amount citizens pay in property tax.

UPDATES:

ADMINISTRATOR'S REPORT: Town Administrator Seth Eckard made the following announcements:

- The grand opening for the Disc Golf course will be April 6th at 10:00 am at the Veterans Memorial Park.
- The town will celebrate their 25-year anniversary on Saturday, July 6th. There are no details on a celebration at this time.
- The Annual Easter Egg Hunt will be March 23rd from 10:30 am to 12:30 at the Veterans Memorial Park.
- The Festival Committee will meet on Wednesday, February 19th at 10:00 am.
- The Public Works Committee will meet on Wednesday, February 19th at 11:00 am.
- The Code Enforcement Committee will meet on Thursday, February 20th at 2:30 pm.

COUNCIL COMMENT: Mayor Gibbs asked if anyone on the Council wished to speak.

Councilman Potter asked about a bill in the house or senate regarding NCDOT.

ADJOURN: Mayor Gibbs asked for a motion to adjourn.

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

Susan Nagle, Town Clerk

Bob Gibbs, Mayor

**THURSDAY, MARCH 7, 2013
TOWN OF SAWMILLS SPECIAL
COUNCIL BUDGET WORKSHOP
5:00 PM**

COUNCIL PRESENT

Bob Gibbs, Mayor
Donnie Potter
Johnny Wilson
Jeff Wilson
Trena McRary Kirby

STAFF PRESENT

Seth Eckard
Karen Clontz
Ronnie Coffey

COUNCIL PRESENT

Joe Wesson

CALL TO ORDER: Mayor Bob Gibbs called the meeting to order at 5:00 p.m. at the Town Council Chambers.

INVOCATION: Mayor Gibbs gave the invocation.

PLEDGE OF ALLEGIANCE: Mayor Gibbs led the Pledge of Allegiance.

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

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

ITEMS FOR DISCUSSION:

The following items were discussed:

Possible Construction of Elmore Ln.
Possible Contract with the Caldwell County Sheriff's Department
Proposed Merit Pay for Town Staff

Budget Items by Department:

Public Works
Sanitation
Streets

ADJOURN: Mayor Gibbs asked for a motion to adjourn the meeting.

Donnie Potter made a motion, and Trena McRary Kirby seconded, to adjourn the meeting at 7:00 p.m. All were in favor.

Susan Nagle, Town Clerk

Bob Gibbs, Mayor

AGENDA ITEM 7

MEMO

DATE:

March 14, 2013

SUBJECT:

Recognition:
Recycle Rewards
Winner

Discussion:

The Recycle Rewards winner for March is Richard and Connie Lasher. Town Administrator Seth Eckard will present Mr. and Mrs. Lasher with a certificate of appreciation and a twenty-eight dollar (\$28.00) credit will be added to their current sanitation bill.

Recommendation:

No Council action required.

AGENDA ITEM 8A

MEMO

DATE:

March 14, 2013

SUBJECT:

Discussion:
Adopt a Resolution to
Amend Section 31.03
of the Sawmills Code of
Ordinances

Discussion:

As you may recall during the Budget Retreat on February 12, 2013, Council discussed the duties of the Town Administrator.

Section 31.03 of the Town's ordinance states: "The Town Council shall appoint a Town Administrator whose duties shall be to generally oversee the administration of the town staff and town affairs as so directed by the Mayor and Town Council. The Town Administrator shall serve at the pleasure of the Town Council and receive compensation from time to time as may be prescribed by the Town Council."

The enclosed resolution to amend Section 31.03 of the Town's ordinance will change the duties of the Town Administrator to state: "The Town Council shall appoint a Town Administrator whose duties shall be to execute and administer the policies and procedures as adopted by the Town Council. The Town Administrator shall be responsible for the preparation of a budget, keeping the Town Council advised of the status of the affairs of the Town, establishing sound positive public relations between the Town and its citizens, between the Town and other governmental agencies and between the Town and other boards and Commissions as directed by the Town Council. The Town Administrator has all hiring and firing authority for employees with the exception of the Finance Officer. The Town Administrator shall hire, evaluate and direct the Town's staff in accordance with the Personnel Policies as adopted by the Town Council. The Town Administrator shall serve at the pleasure of the Town Council and shall receive compensation from time to time as may be prescribed by the Town Council."

Recommendation:

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

AGENDA ITEM 8B

MEMO

DATE:

March 15, 2013

SUBJECT:

Discussion:
Sawmills 25-Year
Anniversary Celebration

Discussion:

The Festival Committee met on February 21st to discuss options on celebrating the Town's 25-Year anniversary. During this discussion, it was agreed upon by the committee, that the Town would like to honor everyone who has contributed to its success. The honorees would include current and past council/staff, current and past fire department board members/officers, and past Sawmills Sanitary District commissioners.

The committee discussed the possibility of holding a special July event to recognize the Town's silver anniversary, or having the event incorporated into the annual Sawmills Fall Festival. The Committee ultimately recommended that the celebration be included with the Fall Festival, but felt strongly that the entire Council needed to discuss and vote on this issue. Please review the two options the committee discussed, as well as the pros and cons for each.

Recommendation:

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

AGENDA ITEM 10A

MEMO

DATE:

March 14, 2013

SUBJECT:

Updates:
Code Enforcement
Monthly Report

Discussion:

Town Administrator Seth Eckard will update Council on the attached report showing the progress that Planner Johnny Wear continues to make throughout the town.

Recommendation:

No Council action required.