AGENDA

Regular Meeting of the Sawmills Town Council Sawmills Town Hall

Tuesday, December 17, 2019 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. November 19, 2019 Regular Meeting Minutes B. November 19, 2019 Closed Session Minutes	Mayor Johnnie Greene Mayor Johnnie Greene
6.	Public Comment	
7.	Recognitions: A. Recycle Rewards	Mayor Johnnie Greene
8.	Discussion: A. Approve Donation of 40 Foot Enclosed Trailer to Sawmills Volunteer Fire Department	Mayor Johnnie Greene Mayor Johnnie Greene
9,	Honoring of Out Going Council Members	Mayor Johnnie Greene
10.	Outgoing Council Comments	Mayor Johnnie Greene
11.	Adjourn	Mayor Johnnie Greene
12.	Oath of Office for New Council Members	Town Clerk Julie A Good
13.	Call to Order	Mayor Johnnie Greene
14.	Adopt Agenda	Mayor Johnnie Greene
15.	Public Comment	
16.	Organizational Matters:	
	A. Seating Arrangements	Mayor Johnnie Greene
	B. Election of Mayor Pro Tem	Mayor Johnnie Greene
	C. Council Ethics and Code of Conduct	Mayor Johnnie Greene
	D. Standing Council Committee Assignments	Mayor Johnnie Greene
17.	Financial Matters:	
	A. Adopt Budget Workshop Schedule	Mayor Johnnie Greene
	B. FY 2018-2019 Audit Presentation	Mayor Johnnie Greene
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18. Updates:

A. Code Enforcement Report B. Council Comment

Mayor Johnnie Greene Mayor Johnnie Greene

19. Adjourn

Mayor Johnnie Greene

TUESDAY, NOVEMBER 19, 2019 TOWN OF SAWMILLS REGULAR COUNCIL MEETING 6:00 PM

COUNCIL PRESENT

Mayor Johnnie Greene Keith Warren Clay Wilson Rebecca Johnson STAFF PRESENT

Terry Taylor Julie A Good

CALL TO ORDER: Mayor Johnnie Greene called the meeting to order at approximately 6:03pm.

INVOCATION: NC Representative Destin Hall gave the invocation.

PLEDGE OF ALLEGIANCE: Robert Procter, Kammyah Caldwell, Sarah Franklin, Brayden Powell, Ping Jun Sain and Eli Carlton of Sawmills Elementary School led the Pledge of Allegiance.

ADOPT AGENDA: Mayor Johnnie Greene asked for a motion to adopt the November 19, 2019 Agenda.

Joe Norman made a motion, and Rebecca Johnson seconded, to adopt the November 19, 2019 Agenda. All were in favor.

APPROVE OCTOBER 15, 2019 REGULAR MEETING MINUTES: Mayor Johnnie Greene asked for a motion to approve the October 15, 2019 regular meeting minutes.

Keith Warren made a motion, and Rebecca Johnson seconded, to approve the October 15, 2019 regular meeting minutes. All were in favor.

APPROVE OCTOBER 15, 2019 CLOSED SESSION MEETING MINUTES: Mayor Johnnie Greene asked for a motion to approve the October 15, 2019 closed session meeting minutes.

Joe Norman made a motion, and Keith Warren seconded, to approve the October 15, 2019 closed session meeting minutes. All were in favor.

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

No one wished to speak

RECOGNITIONS:

RECYCLE REWARDS WINNER: Mayor Johnnie Greene announced Ms. Freida Whisnant as the November Recycle Rewards winner. A credit of thirty-two dollars (\$32.00) will be added to her sanitation bill.

No Council action was required.

PUBLIC HEARING ON TOWN OF SAWMILLS CODE OF ORDINANCES, PHASE II STORMWATER ORDINANCE:

OPEN PUBLIC HEARING: Mayor Johnnie Greene asked for a motion to open the public hearing on Town of Sawmills Code of Ordinances, Phase II Stormwater Ordinance.

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

STAFF COMMENTS/RECOMMENDATIONS: Mayor Johnnie Greene stated that since contracting with the WPCOG, a draft of the required Stormwater Management Plan (SWMP) has been submitted to the State and awaiting the State's feedback. Once an acceptable SWMP and NPDES Permit are granted by the State and in order to enforce the Stormwater NPDES Permit, the Town is required to adopt a Stormwater and Illicit Discharge Ordinance with the WPCOG as the administrator of the stormwater plan. The purpose of the code is to comply with NC General Statute requirements.

PUBLIC COMMENT: Mayor Johnnie Greene asked if anyone wished to speak on the text amendment for zoning ordinance.

No one wished to speak.

CLOSE PUBLIC HEARING: Mayor Johnnie Greene asked for a motion to close the public hearing.

Clay Wilson made a motion, and Rebecca Johnson seconded, to close the public hearing. All were in favor.

COUNCIL ACTION: Joe Norman made a motion, and Rebecca Johnson seconded, to approve the Town of Sawmills Code of Ordinances, Phase II Stormwater Ordinance. All were in favor.

FINANCIAL MATTERS:

AMI LOAN RESOLUTION: Mayor Johnnie Greene stated that during the August 2019 council meeting, Council agreed to partially fund the AMI water meter project with outside funding in the form of a loan. A resolution authorizing Interim Town Manager, Karen Clontz, to enter into a contract with First Citizens Bank & Trust company, on behalf of the Town of Sawmills, to purchase collateral with the total amount not to exceed four hundred thousand (\$400,000.00) will need to be approved, along with the Installment Purchase Contract, to move ahead with the funding.

Rebecca Johnson made a motion, and Keith Warren seconded, to approve the Installment Purchase Contract and resolution, authorizing Interim Town Manager, Karen Clontz, to enter into a contract with First Citizens Bank & Trust company, on behalf of the Town of Sawmills, to purchase collateral with the total amount not to exceed four hundred thousand (\$400,000.00). All were in favor.

EMPLOYEE LONGEVITY PAY: Mayor Johnnie Greene stated that the Town of Sawmills has an employee longevity pay plan that has been historically paid out during the first pay period in December.

Joe Norman made a motion, and Rebecca Johnson seconded, to issue longevity paychecks to Town employees paid out the first pay period in December. All were in favor.

CALDWELL COUNTY VETERANS HONOR GUARD DONATION REQUEST: Mayor Johnnie Greene stated that the Caldwell County Veterans Honor Guard, Inc., requested a donation in the amount of one hundred dollars (\$100.00).

Rebecca Johnson made a motion, and Clay Wilson seconded, to give a donation in the amount of one hundred dollars (\$100.00) to Caldwell County Veterans Honor Guard, Inc. All were in favor.

REQUEST FOR DONATION TO CALDWELL COUNTY 4-H SADDLE CLUB: Mayor Johnnie Greene stated that the Town had received a donation request from the Caldwell County 4-H Saddle Club in the amount of one hundred dollars (\$100.00).

Joe Norman made a motion, and Rebecca Johnson seconded, to give a donation in the amount of one hundred dollars (\$100.00) to the Caldwell County 4-H Saddle Club. All were in favor.

GRANITE FALLS BOOSTER CLUB DONATION REQUEST: Mayor Johnnie Greene stated that the Granite Falls Athletic Club had requested a donation in the amount of one hundred fifty dollars (\$150.00).

Joe Norman made a motion, and Keith Warren seconded, to give a donation in the amount of one hundred fifty dollars (\$150.00) to Granite Falls Booster Club. All were in favor.

SOUTH CALDWELL BOOSTERS DONATION REQUEST: Mayor Johnnie Greene stated that the South Caldwell Boosters had requested a donation in the amount of one hundred fifty dollars (\$150.00).

Clay Wilson made a motion, and Rebecca Johnson seconded, to give a donation in the amount of one hundred fifty dollars (\$150.00) to the South Caldwell Boosters Club. All were in favor.

APPROVE AUDITORS CONTRACT FOR FY 2019-2020: Mayor Johnnie Greene stated that the current contract with the Town auditors Lowdermilk, Church & Co., L.L.P. needs to be renewed. The renewal contract will cover the period of July 1, 2019 to June 30, 2020.

Clay Wilson made a motion, and Joe Norman seconded, to approve a renewal contract with the Town auditors Lowdermilk, Church & Co, L.L.P. in the amount of \$11,350.00 (eleven thousand three hundred fifty dollars) and covering the period of July 1, 2019 to June 30, 2020. All were in favor.

PUBLIC COMMENT:

No one wished to speak.

NOVEMBER CODE ENFORCEMENT REPORT: There are eight (8) code enforcement cases open:

- Chaney Carter, owner of 4361 Sawmills School Rd. Overgrown vegetation. Town Planner Hunter Nestor stated that a letter was sent on July 19, 2018, with a deadline of August 3, 2018. Town Planner Hunter Nestor stated that the nuisance was abated by the Town on August 10, 2018. Town Planner Hunter Nestor stated that a hearing was held on September 6, 2018, and Ms. Carter did not show so Town will proceed to demolish house. Town Planner Hunter Nestor stated that an asbestos test was performed on the property on July 25, 2019, and the test did find asbestos. Town Planner Hunter Nestor stated that DARI was contacted on August 8, 2019, to give the Town an estimate for abatement, the cost of abatement is seventeen thousand nine hundred dollars (\$17,900.00). Town Planner Hunter Nestor stated that staff can proceed to demolish and abate the property. Town Planner Hunter Nestor stated that staff entered into an agreement with DARI and abetment of asbestos was removed and house was demolished. Town Planner Hunter Nester stated that a lien will be placed on the property;
- Carolyn Bray/Robyn Brittian, 2570 Baker Circle. Abandoned mobile home. Town Planner Hunter Nestor states that he is working with Town Attorney Terry Taylor to abate. Town Planner Hunter Nestor stated that the Town can treat this as a junk and

debris case and not minimum housing, and by doing so, can proceed after thirty (30) days with abatement. Town Planner Hunter Nestor stated he received a quote for demolishing the entire trailer and haul off debris, including all equipment, labor and fees, for a total of \$4,100.00 (four thousand one hundred dollars). Town Planner Hunter Nestor stated that staff plans to abate this budget year, hopefully in the Spring of 2020;

- Horror Fields, Kiser-Sawmills, Helena St. Fence/buffer. Town Planner Hunter Nestor stated that a complaint was received on April 10, 2019. Town Planner Hunter Nestor stated that the property is not in compliance with the conditions set in CUP. Town Planner Hunter Nestor stated that a NOV letter was sent out on April 11, 2019, with a deadline of May 10, 2019. Town Planner Hunter Nestor stated that he made a site visit on May 30, 2019 and owner is working to get property in compliance but there are still some other areas that need to be addressed. Town Planner Hunter Nestor stated that he made another site visit on September 28, 2019, and the property is currently in compliance with the CUP and no complaints of Horror Field operations. Town Planner Hunter Nestor stated that he has not received any other complaints regarding this property;
- Charles and Patsy Crotts, 4200 Crotts MHP Dr. Overgrown Vegetation. Town Planner Hunter Nestor stated that a complaint was made on May 21, 2019, and a NOV letter was sent out on June 3, 2019. Town Planner Hunter Nestor stated that the NOV letter came back and was resent to updated address on May 28, 2019. A second NOV letter was sent out on July 30, 2019, with a new deadline of August 8, 2019. Town Planner Hunter Nestor stated that he had received no response and no progress had been made as of August 8, 2019. Town Planner Hunter Nestor stated that he received a telephone call on September 17, 2019, asking if the property was going to be abated. Town Planner Hunter Nestor stated that a final NOV was sent to all members that were identified that had a stake in the property on September 19, 2019. Town Planner Hunter Nestor stated that a daughter of Mr. and Mrs. Crotts contacted him and stated that the property was sold in 2006 and should not be in their name. Town Planner Hunter Nestor stated that no other complaints have been made and that Complainant is trying to purchase the property;
- Debra Baker, 4476 Rual Dr. Overgrown vegetation/garbage and rubbish. Town Planner Hunter Nestor received a written complaint on May 22, 2019. Town Planner Hunter Nestor sent a NOV letter with a deadline of June 11, 2019. Town Planner Hunter Nestor stated that he has received no response, but the property had been mowed as of August 13, 2019. Town Planner Hunter Nester stated that the rest of the property is still not in compliance, but no other complaints have been made;
- Timberline Lumber Co, Inc, 4221 US Highway 321A. Overgrown Vegetation/Property Maintenance. Town Planner Hunter Nestor stated that he received a complaint on July 2, 2019 and sent a NOV letter on July 16, 2019. Town Planner Hunter Nestor stated that he has had no response as of August 8, 2019. Town Planner Hunter Nestor stated that he sent a second NOV letter on August 8, 2019, with a new deadline of August 20, 2019. Town Planner Hunter Nestor stated that some progress has been made. Town Planner Hunter Nestor stated that no other complaints

- have been made since the original complaint. Town Planner Hunter Nester stated that the property is currently in foreclosure;
- William and Lana Barlow, 2141 Stamey Rd. Living in RV/Camper. Town Planner Hunter Nestor stated that he received a complaint on September 27, 2019. Town Planner Hunter Nestor stated that he checked the property and the RV seems to be occupied. Town Planner Hunter Nestor stated that a NOV letter was sent on October 1, 2019, with a deadline of October 17, 2019. Town Planner Hunter Nestor stated that the trailer is still on the property and no one has contacted him about the letter. Town Planner Hunter Nestor stated that no other complaints have been made but he will continue to monitor and follow up with Complainant;
- Timothy Cowick, 4438 Rual Dr. Living in shed/property maintenance/illicit discharge in creek. Town Planner Hunter Nestor stated that he received a complaint on October 11, 2019, and a NOV letter was sent on October 15, 2019 with a deadline of November 1, 2019. Town Planner Hunter Nestor stated that he met with the property owner on November 15, 2019. Town Planner Hunter Nestor stated that the property owner claims he is not living in the shed and the illicit discharge is not from him. Town Planner Hunter Nestor stated that he will have the WPCOG Stormwater Officer investigate and notify the Caldwell County Environmental Health. Town Planner Hunter Nestor stated that he will continue to monitor.

No Council action was required.

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

Rebecca Johnson wanted to thank everyone for coming.

Johnnie Greene wanted to thank Chase Winebarger for coming and let everyone know that Chase Winebarger would be starting as the Town of Sawmills Town Manager in early December.

Interim Town Manager Karen Clontz wanted to inform everyone that Town Hall and Public Works would be closed on Thursday, November 28, 2019 and Friday, November 29, 2019 for Thanksgiving.

Interim Town Manager Karen Clontz also wanted to invite everyone to the Town of Sawmills Tree Lighting on Thursday, December 5, 2019 beginning at 6:30pm and the Town of Sawmills Christmas Parade on Saturday, December 7, 2019, beginning at 10:00am.

CLOSED SESSION FOR ATTORNEY CLIENT PRIVILEGE PURSUANT TO NCGS § 143-318.11 (a), 5(a) and 6: Mayor Johnnie Greene asked for a motion to go into closed session.

Rebecca Johnson made a motion, and Clay Wilson seconded, to go into closed session pursuant to NCGS § 143-318.11(a) 6 at approximately 6:25pm. All were in favor.

Joe Norman made a mo	tion, and Rebecca J	ohnson seconded, to	come out of cl	osed session at
approximately 7:10pm.	All were in favor.			

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

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

The meeting was adjourned at approximate	ly 7:10pm.
Johnnie Greene Mayor	Julie A. Good, Town Clerk

AGENDA ITEM 7A

MEMO

DATE:

December 17, 2019

SUBJECT:

Recognition: Recycle Rewards Program

Discussion:

The Town of Sawmills would like to congratulate James Gentry on winning the Recycle Rewards Program for the month of December. 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:

December 17, 2019

SUBJECT:

Financial Matters: Donation of 40 Foot Enclosed Trailer to Sawmills Volunteer Fire Department

Discussion:

During the October 15, 2019, regularly scheduled meeting of the Sawmills Town Council, the Council voted to convey two (2) refuse trucks, a 2009 LE 600 Mack-Low Entry Tandem and a 2018 LR 613 Mack-Low Entry Tandem, to the City of Lenoir. Said vehicles are conveyed "As Is", "Where Is" for the sum of two hundred fifty-eight thousand dollars (\$258,000.00) and the transfer from the City of Lenoir to the Town of Sawmills of a forty (40) feet-length enclosed trailer currently being used by the City of Lenoir Fire Department. Said trailer will then be donated to the Sawmills Volunteer Fire Department on behalf of the City of Lenoir Fire Department.

Council will need to approve the donation of the forty (40) feet-length enclosed trailer from the Town of Sawmills to the Sawmills Volunteer Fire Department.

Recommendation:

Staff recommends Council donate the forty (40) feet-length enclosed trailer to the Sawmills Volunteer Fire Department.

AGENDA ITEM 16A

MEMO

DATE:

December 17, 2019

SUBJECT:

Seating Arrangements

Discussion:

The new Council seating arrangement will be as follows:

- Melissa Curtis
- Keith Warren
- Rebecca Johnson
- Town Attorney Terry Taylor
- Mayor Johnnie Greene
- Town Administrator Chase Winebarger
- Joe Wesson
- Clay Wilson
- Town Clerk Julie A Good

Recommendation:

No Council action is required.

AGENDA ITEM 16B

MEMO

DATE:

December 17, 2019

SUBJECT:

Organizational Matters: Election of Mayor Pro Tem

Discussion:

As a result of the November 2019 election, Council will need to elect a new Mayor Pro Tem. Enclosed is a description of the duties of the Mayor Pro Tem in accordance with NCGS § 160A-70 and as stated in the Town of Sawmills Code of Ordinances.

Recommendation:

Council needs to elect a member of the Council to serve as the Mayor Pro Tem.

§ 160A-70. Mayor pro tempore; disability of mayor.

At the organizational meeting, the council shall elect from among its members a mayor pro tempore to serve at the pleasure of the council. A councilman serving as mayor pro tempore shall be entitled to vote on all matters and shall be considered a councilman for all purposes, including the determination of whether a quorum is present. During the absence of the mayor, the council may confer upon the mayor pro tempore any of the powers and duties of the mayor. If the mayor should become physically or mentally incapable of performing the duties of his office, the council may by unanimous vote declare that he is incapacitated and confer any of his powers and duties on the mayor pro tempore. Upon the mayor's declaration that he is no longer incapacitated, and with the concurrence of a majority of the council, the mayor shall resume the exercise of his powers and duties. In the event both the mayor and the mayor pro tempore are absent from a meeting, the council may elect from its members a temporary chairman to preside in such absence. (1971, c. 698, s. 1; 1979, 2nd Sess., c. 1247, s. 4.)

- (F) Represent the town at ceremonies and other official occasions; and
- (G) Perform other duties as authorized by the General Statutes, the Town Charter and this code. (1991 Code, § 20.03)

 Statutory reference:

Duties of the Mayor, see G.S. § 160A-69

§ 30.04 MAYOR PRO TEM.

At the first meeting after its election, the Town Council shall select one of its number to act as Mayor Pro Tem. The Mayor Pro Tem shall have no fixed term of office, but as such, shall perform all the duties of the Mayor in the Mayor's absence or disability. (1991 Code, § 20.04)

Statutory reference:

Mayor Pro Tem, see G.S. § 160A-70

MEETINGS

§ 30.15 REGULAR MEETINGS.

The Council shall hold a regular meeting on the third Tuesday of each month, except that if a regular meeting day is a legal holiday, the meeting shall be held at Town Hall and shall begin at 6:00 p.m. A copy of the Council's current meeting schedule shall be filed with the Town Clerk. (1991 Code, § 20.15) (Ord. passed 7-1-1988)

§ 30.16 SPECIAL, EMERGENCY AND ADJOURNED OR RECESSED MEETINGS.

- (A) Special meetings.
- (1) The Mayor, the Mayor Pro Tempore, or any two members of the Council may at any time call a special Council meeting by signing a written notice stating the time and place of the meeting and the subjects to be considered. At least 48 hours before a special meeting called in this manner, written notice of the meeting stating its time and place and the subjects to be considered shall be delivered to the Mayor and each Council member or left at his or her usual dwelling place; posted on the Council's principal bulletin board, or if none, at the door of the Council's usual meeting room; and mailed or delivered to each newspaper, wire service, radio station, television station, and person who has filed a written request for notice with the Town Clerk. Only those items of business specified in the notice may be transacted at a special meeting called in this manner, unless all members are present or have signed a written waiver of notice.

AGENDA ITEM 16C

MEMO

DATE:

December 17, 2019

SUBJECT:

Organizational Matters: Council Ethics and Code of Conduct

Discussion:

Enclosed with this memo is a copy of the Code of Ethics prepared by Attorney Terry Taylor and adopted by the Town Council on August 17, 2010. North Carolina General Statutes § 160A-83 requires the governing board to adopt a code of ethics to guide the actions of its members in the performance of their duties.

Also enclosed is a Standard of Conduct form prepared by Attorney Terry Taylor. Mayor Johnnie Greene asks each Council member to read this form. New Council members should be prepared to sign this document. A copy is kept on file with the Clerk.

Recommendation:

Council needs to review and sign the enclosed document.



STANDARD OF CONDUCT

Our Value Statement:

As a Council Member of the Town of Sawmills, I commit to conduct myself as a professional and support the following values:

- 1. <u>Service</u>. I will be responsive to the needs of citizens and my fellow Council Members by consistently exceeding their expectations.
- 2. Respect. I believe in the value of my fellow Council Members and recognize each person's contribution as important.
- 3. <u>Integrity</u>. I will be fair, consistent and honest with my fellow Council Members, the staff and citizens. I will be responsible and I will do what I say I will do.
- 4. <u>Competence</u>. As a Council Member, I will continue to grow and develop my skills and understanding through attending seminars and read other information that is available to me about governing of a town in North Carolina.
- 5. <u>Innovation</u>. I will be open-minded, I will be flexible and receptive to change and actively involved in identifying opportunities for improvement for the town.
- 6. Attitude. I will treat my fellow Council Members, the staff and citizens with respect and dignity. I will listen and communicate in a sincere way, being sensitive to the needs of others.

This the _____ day of ______, 20____,

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		(Seal)

AGENDA ITEM 16D

MEMO

DATE:

December 17, 2019

SUBJECT:

Organizational Matter: Standing Council Committee Assignments

Discussion:

Enclosed with this memo is a copy of the Standing Council Committees as appointed by the Mayor.

Recommendation:

No Council action is required.



Town of Sawmills

Standing Council Committees for 2020-2022

Public Works Committee

Clay Wilson

Melissa Curtis

Roadways & Streets Water Resources

water Resources

Wastewater

Drainage

Right-of-Ways Solid Waste

Parks & Recreation Committee

Rebecca Johnson

Keith Warren

Parades, Festivals, & Special Events

Civic Organizations

Planning & Development Committee

Clay Wilson

Keith Warren

Land Use Regulations

Zoning

Extra-Territorial Jurisdiction (ETJ)

Code Enforcement

Law & Finance Committee

Melissa Curtis

Rebecca Johnson

Administration

Budget Appropriations

Audit Performance

Public Health & Safety

Intergovernmental Committee

Keith Warren

Joe Wesson

W.P.C.O.G.

N.C.L.M.

Community Colleges

Chamber of Commerce

Institute of Government

Intergovernmental (County/State)

Clay Wilson

Joe Wesson

Personnel Committee

*The Mayor is a member of all Standing Council Committees

Updated: December 2019

AGENDA ITEM 17A

MEMO

DATE:

December 17, 2019

SUBJECT:

Financial Matters: Adopt Budget Workshops Schedule

Discussion:

Enclosed with this memo is a copy of the proposed FY 2020-2021 budget workshop schedule.

The annual Council budget retreat is scheduled for Thursday, February 13, 2020, from 9:00 am to 4:00 pm, at the Caldwell County EDC.

As presented, the budget schedule includes four (4) budget workshops.

Recommendation:

Staff recommends Council adopt the FY 2020-2021 budget workshops schedule.



FY 2020-2021 Budget Retreat and Workshop Schedules

December 17th at 6:00 pm

Regular Council Meeting

Adopt FY 2019-2020 Budget Retreat and Workshop Schedules

(Sawmills Town Hall Council Chambers)

January 16th at 6:00 pm

Special Council Meeting

Coffee with the Council

(Sawmills Town Hall Council Chambers)

February 13th from 9:00-

4:00

Special Council Meeting

Annual Council Budget Retreat

(Caldwell County Economic Development Commission)

March 5th from 5:00-7:00

Special Council Meeting

Budget Workshop Number 1

(Sawmills Town Hall Council Chambers)

April 2nd from 5:00-7:00

Special Council Meeting

Budget Workshop Number 2

(Sawmills Town Hall Council Chambers)

April 16th from 5:00-7:00

Special Council Meeting

Budget Workshop Number 3

(Sawmills Town Hall Council Chambers)

May 7th from 5:00-7:00

Special Council Meeting

Budget Workshop Number 4 (If needed)

(Sawmills Town Hall Council Chambers)

May 19th at 6:00 pm

Regular Council Meeting

Presentation of FY 2019-2020 Budget and Call a Public Hearing

(Sawmills Town Hall Council Chambers)

June 16th at 6:00 pm

Regular Council Meeting

Public Hearing and Adoption of FY 2019-2020 Budget

(Sawmills Town Hall Council Chambers)

^{*}As required by law all meetings are open to the public.

AGENDA ITEM 18A

MEMO

DATE:

December 17, 2019

SUBJECT:

Updates: Code Enforcement Monthly Report

Discussion:

The attached report shows the progress that Planner Hunter Nestor continues to make throughout the town.

Recommendation:

No Council action required.

		Code	Code Enforcement Report
Property Address	Property Owner	enssj	Notes
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4221 US HWY 321A	Timberline Lumber CO INC	Overgrown Vegetation/ Property Maintenance	Complaint Received 7/2, Original letter was sent 7/16 and no response or no progress as of 8/8. Second warning letter was sent on 8/8 with new deadline of 8/20. Some progress has been made. No other complaints have been made since original complaint. Property is also in foreclosure. Will continue to monitor and research who new owner may be.
2141 STAWEY ROAD	William and Lana Barlow	Living in RV/Camper	Complaint Received 9/27. Staff checked the property and the RN seems to be occupied. Letter was sent on 10/1. Deadline of 10/17. Trailer is still on property and no one has contacted me about the letter. No other complaints have been made but will continue to monitor and follow up with complainant.
4438 RURAL DR	Timothy, Cowick	Living in Shed/Property Maintenance/ill icit Discharge in creek	Living in Shed/Property Planner on 11/5. He claims to not be living in shed. Claims the Illicit discharge is not from him. Maintenance/III WPCOG Storm Water Officer investigated and found o source of Illicit discharge. Will continue to monitor.
4284 TROJAN LN	Debra Rose	Dangerous Dog/Animal Creating a Nuisance	Complaint Received 11/26. Multiple dogs a running around off leash in neighborhood. Dogs are digging holes, habitual barking, howling and whining through the night and creating a physical threat to neighbors and other animals. Letter was sent on 12/3. Deadline 12/19.