

**TUESDAY, FEBRUARY 6, 2024**  
**TOWN OF SAWMILLS ANNUAL BUDGET RETREAT**  
**9:00 AM**

**COUNCIL PRESENT**

Mayor Keith Warren  
Clay Wilson  
Rebecca Johnson  
Bobby Mosteller  
Joe Wesson

**STAFF PRESENT**

Chase Winebarger  
Julie A Good  
Terry Taylor  
Kelly Melton

**COUNCIL ABSENT**

Melissa Curtis

**CALL TO ORDER:** Mayor Keith Warren called the meeting to order at approximately 9:51am.

**INVOCATION:** Councilman Bobby Mosteller 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 6, 2024 Budget Retreat Agenda.

Rebecca Johnson made a motion, and Clay Wilson seconded, to adopt the February 6, 2024 Budget Retreat Agenda. All were in favor.

**FINANCIAL UPDATES: DISCUSSION:** Finance Officer Kelly Melton stated that as of December 31, 2023 that:

In the General Fund the Revenue Line item has used 37.79% (thirty-seven point seventy-nine percent) of the FY 2023/2024 budget and the Expenditures Line item has used 31.83% (thirty-one point eighty-three percent) of the FY 2023/2024 budget.

In the Water/Sewer Fund the Revenue Line item has used 44.96% (forty-four point ninety-six percent) of the FY 2023/2024 budget and the Expenditures Line item has used 45.16% (forty-five point sixteen percent) of the FY 2023/2024 budget.

In the Capital Project-Town Hall Line item Architect has used 10.33% (ten point thirty-three percent) of the FY 2023/2024 budget.

In the Capital Project-South Caldwell Sewer Pump Station Elevation Project Line item has used 0% (zero percent) of the FY 2023/2024 budget.

## **TOWN MANAGER UPDATES:**

Town Manager Chase Winebarger stated he had talked with Sawmills Elementary School regarding playground equipment. Town Manager Chase Winebarger stated that he has learned that the Caldwell County Board of Education does not give schools money to buy playground equipment, but the PTA at the school can ask for donation and do fundraisers to raise the money for playground equipment.

## **FINANCIAL UPDATES: PARKS AND RECREATION:**

Town Manager Chase Winebarger stated that Parks and Recreation has not put together an official list yet, but that the following has been discussed:

- Scoreboard: The scoreboard for the 300' field has been purchased but there need to be power run to the scoreboard. Town Manager Chase Winebarger stated that he would like to run power to a stand like the one at the Farmers Market field for other uses on the 300' field. Town Manager Chase Winebarger stated he would get amounts for this project and that the project might span over multiple budget years.
- Town Manager Chase Winebarger stated that he would like to price and purchase weather warning systems for both Baird and Veterans Parks. Town Manager Chase Winebarger stated that there would be a tone for everyone to get out of the parks during a major weather event and then a different tone would sound when it is safe to return to the parks, along with signage explaining the process.
- Town Manager Chase Winebarger stated that with the installation of lights at Veterans Park, flag football will be played on the football field. Town Manager Chase Winebarger stated that there will need to be additional bleachers bought for the flag football league.
- Town Manager Chase Winebarger stated that the bank has been cleared on the 300' field at Baird Park and as soon as it warms up, that the bleachers will be installed and a new set will need to be purchased for that field as well.
- Town Manager Chase Winebarger stated that he intends to give officials a increase in pay this year.
- Town Manager Chase Winebarger stated that the amounts for the covered area at the playground at Baird Park have all come in higher then expected so he is not sure if that will be possible this fiscal year.
- Town Manager Chase Winebarger Chase Winebarger stated that he has had some interest in pickleball and will get some amounts for a court.
- Town Manager Chase Winebarger stated that there is a 50'x100' covered area at the new Parks and Recreation building that for minimal cost cand been converted into an indoor batting facility for Town of Sawmills teams. Town Manager Chase Winebarger stated that he would like to have an additional parent waiting room with a television off from the batting facility for parents to be able to wait on their children and watch them at the same time.
- Town Manager Chase Winebarger stated that he would like to look into starting a wrestling league if there is minimal cost and enough interest.

## **FINANCIAL UPDATES: PUBLIC WORKS:**

Town Manager Chase Winebarger stated Public Works has not put together an official list yet, but that the following has discussed:

- Town Manager Chase Winebarger stated that a new pole shed will need to be built on the new Public Works property for some equipment. Town Manager Chase Winebarger stated that he would have a size and cost estimates at the next budget meeting.
- Town Manager Chase Winebarger stated that the bucket truck at Public Works is over ten (10) years old and needs to be replaced.
- Town Manager Chase Winebarger stated that he has received a petition for Leonard Bumgarner on Mill Drive, asking that the Town of Sawmills take make Mill Drive a Town street. Town Manager Chase Winebarger stated that Mr. Bumgarner is willing to give the Town property to put a cul-de-sac on. Town Manager Chase Winebarger stated that he purposes that the Council take the road and pave it. Town Manager Chase Winebarger stated he would purpose that the paperwork and all easements get done during fiscal year 2024/2025 and that the paving and any waterline work would be done during the fiscal year 2025/2026.
- Town Manager Chase Winebarger stated that after the Mill Drive project is completed, that the Town look at adding Ellen Street and Holly Springs Drive as Town maintained streets.
- Town Manager Chase Winebarger stated that the Town was having problems with a house on Crystal Drive again. Town Manager Chase Winebarger stated that the same individual that stated the Republic driver hit his car last year, has now stated that the Republic driver ran over the water meter. Town Manager Chase Winebarger stated that he went and looked at the meter and could not tell if it had been ran over with a trash truck or not. Town Manager Chase Winebarger stated that the next step is to have all the individuals that live on Crystal Drive to bring their trash cans to US Highway 321A and the Republic truck not go up the road because it is not a Town road.
- Town Manager Chase Winebarger stated that there is still money in the budget to finish the waterline from Withers Drive to Sunrise Baptist Church on Mission Road. Town Manager Chase Winebarger stated, if it is possible, that he would like to see if we could get the same company that did the waterline work on Baker Circle and Shoun Drive to finish the waterline on Mission Road.
- Town Manager Chase Winebarger stated that there are a few patching projects that have been talked about for fiscal year 2024/2025. Town Manager Chase Winebarger stated he would get a list together during the budget process.
- Town Manager Chase Winebarger stated that Public Works Director Steve Coonse is working on a list of items that is no longer needed at public works so that they can be auctioned off. Town Manager Chase Winebarger stated that Public Works Director Steve Coonse should have that list soon.

**FINANCIAL UPDATES: GENERAL:**

Town Manager Chase Winebarger stated that an official list has not yet been put together, but the following has been discussed:

- Town Manager Chase Winebarger stated that he proposes a minimum of 5% (five percent) salary increase for employees this year. Town Manager Chase Winebarger stated that the Town of Granite and the Town of Hudson have recently completed salary studies and he will do an inhouse salary study to see where the Town of Sawmills is and bring that information to Council before salary increases are finalized.
- Town Manager Chase Winebarger stated that the Town will have fireworks this year.
- Town Manager Chase Winebarger stated that the nuisance abatement amount will need to be increased this year.
- Town Manager Chase Winebarger stated that the Town will have costs related to the Evergreene project this year.
- Town Manager Chase Winebarger stated that the Town of Granite would like to sale the Town of Sawmills the South Caldwell sewer pump station. Town Manager Chase Winebarger stated that he will speak to the Town of Granite more about the pump station and then bring it to Council.

**MOBILE HOMES:** Town Manager Chase Winebarger stated that he has spoken with Town Attorney Terry Taylor and Town Planner Dustin Millsaps regarding noncompliance Mobile Home Ordinances. Town Manager Chase Winebarger stated that he would like to work with Town Attorney Terry Taylor and Town Planner Dustin Millsaps to see if the ordinances need to be changed. Town Manager Chase Winebarger stated that there are 36 (thirty-six) mobile home parks in the Town of Sawmills and only nineteen (19) are in compliance with the 2000 Mobile Home ordinances.

Town Manager Chase Winebarger stated that he would like to make the Mobile Home Ordinance that states that if a mobile home is moved out then the owner has 120 (one hundred twenty) days to replace the home or the whole park will need to be brought up to date more understandable. Town Manager Chase Winebarger stated that the 120 (one hundred twenty) days starts when the mobile home is moved out.

**FINANCIAL UPDATES: ASSUSTANT TOWN MANAGER/PLANNER**

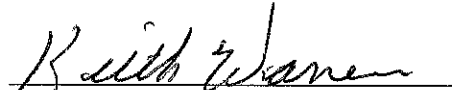
Town Manager Chase Winebarger stated that he would like to hire an assistant town manager/planner to work from the Town Hall instead of continuing to contract planning and stormwater services from the Western Piedmont Council of Governments (WPCOG). Town Manager Chase Winebarger stated that he would like to hire someone that will do planning and stormwater, plus help with town manager duties and other responsibilities assigned by the Town Manager. Town Manager Chase Winebarger stated that he would have more details plus salary expenses available for Council during the upcoming budget meetings.

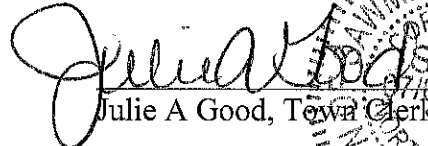
February 6, 2024  
Budget Retreat

**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 11:50am.

  
Keith Warren, Mayor

  
Julie A Good, Town Clerk

