

**TUESDAY, JULY 15, 2025
TOWN OF SAWMILLS REGULAR COUNCIL MEETING
6:00PM**

COUNCIL PRESENT

Mayor Keith Warren
Clay Wilson
Rebecca Johnson
Melissa Curtis
Bobby Mosteller

STAFF PRESENT

Chase Winebarger
Julie A Good
Terry Taylor
Kelly Melton

COUNCIL ABSENT

Joe Wesson

CALL TO ORDER: Mayor Keith Warren called the meeting to order at approximately 6:00pm.

INVOCATION: Pastor Levi Addison gave the invocation.

PLEDGE OF ALLEGIANCE: Pastor Levi Addison led the Pledge of Allegiance.

ADOPT AGENDA: Mayor Keith Warren asked for a motion to adopt the July 15, 2025, Agenda.

Rebecca Johnson made a motion, and Clay Wilson seconded, to adopt the July 15, 2025, Agenda. All were in favor.

APPROVE JUNE 17, 2025, REGULAR MEETING MINUTES: Mayor Keith Warren asked for a motion to approve the June 17, 2025, regular meeting minutes.

Clay Wilson made a motion, and Bobby Mosteller seconded, to approve the June 17, 2025, regular meeting minutes. All were in favor.

APPROVE JUNE 17, 2025, CLOSED SESSION MEETING MINUTES: Mayor Keith Warren asked for a motion to approve the June 17, 2025, closed session meeting minutes.

Clay Wilson made a motion, and Bobby Mosteller seconded, to approve the June 17, 2025, closed session meeting minutes. All were in favor.

PUBLIC COMMENT:

David McKee wanted to discuss the FY 2025-2026 budget and the tax revaluation.

Emily Yount wanted to discuss the FY 2025-2026 budget, tax revaluation, and speed humps in Virigina Acres.

RECOGNITIONS:

JULY RECYCLE REWARDS WINNER: Mayor Keith Warren announced T. Chad Moore as the July Recycle Rewards Winner. A credit of forty dollars (\$40.00) will be added to the current sanitation bill.

No Council action was required.

FINANCE:

CAPITAL IMPROVEMENT PROGRAM (CIP): Town Finance Officer Kelly Melton stated that the Town's formal Capital Improvement Program (CIP) covers a span of ten (10) years and is a long-term plan that is updated on an annual basis. Town Finance Officer Kelly Melton stated that the following purchases/projects were completed: Public Works Pole Shed; Baird Park Indoor Facility; Baird Park and Veterans Park lights; Park improvements including new Scoreboards, Windscreens and Bleachers; Paving/Resurfacing on Cherokee Court, Drum Lane, Adams Drive, Remont Drive and Rual Drive; Speed Tables on Waterworks Road; new Brush Truck; Ami Meters load paid in full; new generator for Sawmills School Lift Station. Town Finance Officer Kelly Melton stated that the following projects have been started: new Town Hall. Town Finance Officer Kelly Melton stated that the annual operating budget for July 1, 2025-June 30, 2026, was approved by the Governing Board on June 17, 2025, and contains all of the items listed in the CIP with the exception of the new Town Hall and Municipal Park, US Highway 321A Waterline Replacement, Evergreene Industrial Park, and Elevation Project-Bert Huffman Road, which are projects outside of the annual operating budget. Town Finance Officer Kelly Melton stated that the General Fund CIP expenditures total \$3,283,686.00 (three million two hundred eighty-three thousand six hundred eighty-six dollars) and the Utility Fund CIP expenditures total \$1,932,894.00 (one million nine hundred thirty-two thousand eight hundred ninety-four dollars). Town Finance Officer Kelly Melton stated that the CIP serves as a planning tool to project future needs for the addition of new capital assets and the replacement of existing capital assets.

Clay Wilson made a motion, and Bobby Mosteller seconded, to approve the Town of Sawmills Capital Improvement Plan for the 10 (ten) year period of July 1, 2025, through June 30, 2035. All were in favor.

FINANCIAL REPORT AS OF JUNE 30, 2025: Finance Officer Kelly Melton stated that as of June 30, 2025, that:

- In the General Fund there are outstanding revenues-Sales Tax for May and June totaling approximately three hundred thousand dollars (\$300,000.00); Quarterly Shared Revenues for June 30, 2025 totaling approximately fifty thousand dollars (\$50,000.00); Outstanding Expenditures totaling approximately twenty-six thousand dollars (\$26,000.00); and is estimated that the Town will use approximately five hundred fifty thousand dollars (\$550,000.00) of the one million two hundred thirty-five thousand dollars (\$1,235,000.00) Fund Balance Appropriation authorized in the FY 2024-2025 budget.
- Powell Bill Expenditures totaling approximately two hundred fifty-four thousand two hundred eighty-seven dollars (\$254,287.00). Funds received total one hundred eighty-seven five hundred thirty-eight dollars (\$187,538.00). The difference will be made up from the Powell Bill reserve (the Powell Bill reserve authorized for use is two hundred seventy-five thousand five hundred dollars (\$275,500.00)).
- Utility Fund revenues total approximately one million three hundred fifty-one thousand one hundred fifty-five dollars (\$1,351,155.00) with expenses of one million one hundred forty-nine thousand two hundred eighty-one dollars (\$1,149,281.00) with no outstanding expenditures and an estimated surplus of two hundred one thousand eight hundred seventy-four dollars (\$201,874.00).
- The total paid to CBSA for the new Town Hall project total two hundred thirty-four thousand nine hundred sixty-nine dollars (\$234,969.00) project to date. The budgeted amount is four hundred seventy-three dollars (\$473,000.00). The amount spent is approximately fifty percent (50%).
- The total expenditures for the FEMA BRIC grant project total twenty-one thousand nine hundred eighty-five dollars (\$21,985.00) project to date. The Town has been reimbursed for approximately six thousand nine hundred forty-seven dollars (\$6,947.00).
- FEMA Helene funds have been obligated for Cat B and Cat D. Cat G is moving thru the system and should be obligated soon, Cat A and Cat Z estimates will be updated.
- During the FY 2024-2025 the Town earned interest in the amount of four hundred eighteen thousand four hundred seventy-six dollars (\$418,476.00).

No Council action was required.

PLANNING MATTERS:

ORDINANCE DIRECTING TOWN OFFICIALS TO DEMOLISH THE PROPERTY LOCATED AT 2451 ANNAS DRIVE AS AN IMMINENT DANGER TO THE PUBLIC AND DIRECTING THAT A NOTICE BE PLACED THEREON THAT THE SAME MAY NOT BE OCCUPIED: Mayor Keith Warren stated that Town Code Enforcement Officer Curt Willis has served the Owner(s) of 2451 Annas Drive regarding

the minimum housing complaints. Mayor Keith Warren stated that Town Code Enforcement Officer Curt Willis has drafted an Ordinance Directing Town Officials to Vacate and Close 2451 Annas Drive As An Imminent Danger To The Public And Directing That A Notice Be Placed Thereon That The Same May Not Be Occupied.

Rebecca Johnson made a motion, and Clay Wilson seconded, to approve the Ordinance Directing Town Officials to Vacate and Close 2451 Annas Drive As An Imminent Danger To The Public And Directing That A Notice Be Placed Thereon That The Same May Not Be Occupied as written. All were in favor.

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

No one wished to speak.

UPDATES:

JUNE CODE ENFORCEMENT REPORT: Town Code Enforcement Officer Curt Willis stated that there is one (1) code enforcement case that is open.

No Council action was required.

TOWN MANAGER UPDATES: Town Manager Chase Winebarger had the following updates:

- Town Manager Chase Winebarger stated that staff would like to know what color lights Council would like on the Town Christmas Tree to be placed on the Farmers Market Lot for Christmas. Melissa Curtis and Rebecca Johnson advised Town Manager Chase Winebarger to have colored lights ordered for the Town Christmas Tree. All Council were in favor.

COUNCIL COMMENT:

Melissa Curtis wanted to thank everyone for coming to the meeting.

Bobby Mosteller wanted to thank everyone for coming to the meeting.

Rebecca Johnson wanted to thank everyone for coming to the meeting and stated that it was good to have other people in the audience other than Kelly Price.

Clay Wilson wanted to thank everyone for coming.

Mayor Keith Warren wanted to thank everyone for coming.

CLOSED SESSION PURSUANT TO N.C.G.S. §143.318-11(A)(3): Mayor Keith Warren asked for a motion to go into closed session.

Clay Wilson made a motion, and Bobby Mosteller seconded, to go into closed session pursuant to N.C.G.S. § 143.318-11(a)(3) at approximately 6:32pm. All were in favor.

Rebecca Johnson made a motion, and Bobby Mosteller seconded, to come out of closed session at approximately 7:07pm. All were in favor.

TOWN MANAGER CONTRACT: Mayor Keith Warren during the June 17, 2025, regular Town of Sawmills Council meeting that the Town Manager Contract was approved with the exception of Section 4: Health, Disability and Life Insurance Benefits Recommended Section A, which was tabled until the regularly July 15, 2025, Town of Sawmills Council meeting. Mayor Keith Warren stated that the Section 4: Health, Disability and Life Insurance Benefits Recommended Section A has been updated to read the following:

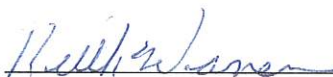
A. If requested, the Employer agrees to provide and to pay the premiums for medical, vision and dental insurance for the Employee, and if requested, also to provide the same to cover his spouse and dependents, should the Employee request it with a cap on the cost of such to the Town of Sawmills of two thousand dollars (\$2,000.00) per month.

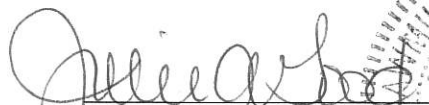
Clay Wilson made a motion, and Bobby Mosteller seconded, to approve Section 4: Health, Disability and Life Insurance Benefits Recommended Section A. If requested, the Employer agrees to provide and to pay the premiums for medical, vision and dental insurance for the Employee, and if requested, also to provide the same to cover his spouse and dependents, should the Employee request it with a cap on the cost of such to the Town of Sawmills of two thousand dollars (\$2,000.00) per month. The motion passed three (3)-to one (1).

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 7:08pm.


Keith Warren, Mayor


Julie A. Good, Town Clerk

