

**TUESDAY, DECEMBER 20, 2011
TOWN OF SAWMILLS REGULAR COUNCIL MEETING
6:00 P.M.**

COUNCIL PRESENT

Bob Gibbs
Gerelene Blevins
Beverly Fry
Joe Norman
Donnie Potter
Joe Wesson

STAFF PRESENT

Seth Eckard
Susan Nagle
Terry Taylor

MEMBERS PRESENT

Trena McRary Kirby
Jeff Wilson
Johnny Wilson

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

INVOCATION: Mayor Bob Gibbs gave the invocation.

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

APPROVAL OF NOVEMBER 15th REGULAR MEETING MINUTES: Mayor Gibbs asked for a motion to approve the November 15, 2011 regular meeting minutes.

On a motion made by Joe Norman, and seconded by Donnie Potter, the minutes were approved. All were in favor.

RECOGNITIONS:

YARD OF THE MONTH WINNERS: Mayor Pro-Tem Gerelene Blevins stated Janie and Dwight Miller is the December yard of the month winner from the 28638 zip code and Councilwoman Beverly Fry stated Klaus and Kucha Hadschin is the December yard of the month winner from the 28630 zip code. Mayor Gibbs stated that the winners are not present tonight and may pick up their picture and certificate at the Town Hall at there convenience.

No Council action is required.

RECYCLE REWARDS PROGRAM WINNER: Town Administrator Seth Eckard would like to congratulate Richard and Sylvia Williams on winning the Recycle Rewards Program for December. Administrator Eckard stated Mr. and Mrs. Williams will receive a twenty-eight dollar (\$28.00) credit on their sanitation bill and may pick up their certificate at the Town Hall at their convenience.

No Council action is required.

PLANNING MATTERS: ALTERNATE PLANNING COMMISSION MEMBER APPOINTMENT: Mayor Gibbs stated there is still a need for an alternate from the E.T.J. (Extra-Territorial Jurisdiction) to serve on the Planning Commission and asked Council if anyone had a recommendation.

This matter has been tabled until the next regular meeting as there were no recommendations.

OUTGOING COUNCIL COMMENTS: Mayor Gibbs asked the outgoing Council members if they would like to say anything.

Councilwoman Gerelene Blevins stated it has been an honor being here as long as I have and It's been a pleasure to work with the Council and all the employee's. Councilwoman Blevins also stated, she has been through three Town Administrator's and worked with every Mayor pictured on the wall so it really has been an honor. Thank you all.

Councilwoman Beverly Fry stated she has enjoyed serving the citizens in the Town of Sawmills for the previous four years as well as the Council members. Councilwoman Fry also hopes that everybody who serves on the Council enjoys serving, as well as working together to do the best for the Town and would also like to say, thank you for the privilege she has enjoyed it.

Councilman Joe Norman stated he has served the Town for a long time, from a community, to a sanitary district , and now to a fully grown town. Councilman Norman stated the new Council coming on are all capable and qualified. Councilman Norman would also like to thank the people that have voted for him over the years and the people he has worked with, he appreciates it.

Mayor Gibbs would like to thank all the outgoing Council members for their service to the town, as well as their understanding throughout the trials and tribulations gone through as a Council and wish them the best of luck. Mayor Gibbs then asked Councilwoman Blevins and Councilwoman Fry if starting in April they would be willing to help with the yard of the month program as official members stating, he would appreciate it.

ADJOURN: Mayor Gibbs asked for a motion to adjourn.

On a motion made by Donnie Potter, and seconded by Joe Norman, the meeting was adjourned. All were in favor.

OATH OF OFFICE FOR NEW COUNCIL MEMBERS: Town Clerk Susan Nagle administered the Oath of Office to incoming Council members Trena McRary Kirby, Jeff Wilson, and Johnny Wilson.

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

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

On a motion made by Donnie Potter, and seconded by Jeff Wilson, the agenda was adopted. All were in favor.

ORGANIZATIONAL MATTERS:

SEATING ARRANGEMENTS: Mayor Gibbs asked that the Council members to please change their seats as they are in alphabetical order from right to left.

ELECTION OF MAYOR PRO-TEM: Mayor Gibbs asked for a motion to elect a Mayor Pro-Tem.

On a motion made by Trena McRary Kirby, and seconded by Joe Wesson, Johnny Wilson will be the new Mayor Pro-Tem. All were in favor.

COMMITTEE ASSIGNMENTS: Mayor Gibbs appointed the new Standing Town Council committees. (See attached).

No Council action is required.

COUNCIL ETHICS AND CODE OF CONDUCT: Mayor Gibbs stated Town Attorney Terry Taylor prepared a Standard of Conduct form in August 2010 which states that the Mayor and Council will have the right respect, integrity, confidence, attitude, service towards the town, and innovation that they will be open minded.

Attorney Taylor stated, that all new Council members will be attending the “Newly Elected Officials class” and there there will probably be a whole session on this so, if anyone has any questions either now or after returning from school she will be glad to answer them.

Mayor Gibbs stated the Standard of Conduct form is not mandatory but, he would ask Council to sign their name, put todays date on it, and return to the Clerk before leaving.

COUNCIL RETREAT: Town Administrator Seth Eckard would like to hold a Council retreat to review goal settings for the year, discuss upcoming policies, and have the opportunity to look outside the daily operations of the town discussing where we want the town to be in the next one to five years.

On a motion made by Joe Wesson, and seconded by Donnie Potter, Council called for a special meeting for the purpose of a Council retreat to take place on February 9, 2012 at the E.D.C. from 10:00 a.m.-4:00 p.m. All were in favor.

ADOPT RESOLUTION APPROVING THE ELECTRONIC AUCTION OF SURPLUS PROPERTY: Town Administrator Eckard stated in 2000 the Council adopted a policy that states if the Town accumulates excess property a sealed bid auction will take place. Administrator Eckard would like Council to adopt a resolution allowing staff the authority to do electronic sealed bids which, would start January 20 and run for a designated period of time using GovDeals.com or any other website the town choses. The resolution would also allow staff to donate any remaining surplus property to a non-profit organization after the sealed bids have been open and accepted.

After discussion, a motion was made by Trena McRary Kirby, and seconded by Joe Wesson, to hold an electronic auction on the surplus property for the enclosed list starting January 20, 2012. All were in favor.

PLANNING MATTERS:

REQUEST FOR APPROVAL OF MAY MINOR SUBDIVISION: Town Planner Emily Hines stated that Marlon and Brenda May has requested a minor subdivision of property located on Hickory Nut Ridge Road parcel numbers 2755-36-9457, 2755-46-6368, and 2755-35-9535. The existing lot is zoned RA-20 and the three parcels would be subdivided to create one lot approximately 1.78 acres plus .11 acres located in the right-of-way. The Subdivision Review Board has reviewed this request and recommends Council approval.

On a motion made by Joe Wesson, and seconded by Donnie Potter, Council approved the minor subdivision request for Marlon and Brenda May. All were in favor.

FINANCIAL MATTERS:

CALL FOR A PUBLIC HEARING: APPLY FOR A COMMUNITY DEVELOPMENT BLOCK GRANT (CDBG) FOR SEWER PROJECT: Town Administrator Seth Eckard and staff have been working with the Town Engineering Firm, West Consultants and the Western Piedmont Council of Governments (W.P.C.O.G.) to discuss a grant opportunity. This will be a rather large grant for sewer infrastructure in Sawmills in an area that has been identified. Administrator Eckard stated the logistics of the application are being worked on and would like Council to discuss holding a public hearing at the next regular Council meeting where there will be more details and information given.

On a motion made by Trena McRary Kirby, and seconded by Donnie Potter, a public hearing to discuss an application on a Community Development Block Grant (CDBG) for a sewer project was called to take place at the next regularly scheduled Council meeting on January 17, 2012 at 6:00 p.m. at the Sawmills Town Hall. All were in favor.

UPDATES:

CODE ENFORCEMENT MONTHLY REPORT: The enclosed report shows the updated progress continuously made throughout the town by Code Enforcement Officer Tony Cline.

No Council action is required.

ADMINISTRATORS REPORT: Town Administrator Seth Eckard stated the town is wrapping up the food drive and would like to thank Mom's Country Kitchen for raising over 200 pounds of food. Mom's Country Kitchen also offered a free desert to anyone who donated food.

Administrator Eckard also stated, the winter newsletter went out today and should be in mailboxes soon.

Administrator Eckard wished everyone Happy Holidays and Merry Christmas.

Mayor Gibbs would like to wish everyone everyone a Merry Christmas and a Happy New Year.

PUBLIC COMMENT: Mayor Gibbs asked if there was anyone wishing to speak during public comment.

There was no one wishing to speak.

ADJOURN: Mayor Gibbs asked for a motion to adjourn.

On a motion made by Donnie Potter, and seconded by Joe Wesson, the meeting was adjourned. All were in favor.

Susan Nagle, Town Clerk

Bob Gibbs, Mayor