

TUESDAY, JULY 22, 2014
TOWN OF SAWMILLS REGULAR COUNCIL MEETING
6:00 PM

COUNCIL PRESENT

Bob Gibbs
Joe Wesson
Gerelene Blevins
Jeff Wilson
Trena McRary Kirby
Johnny Wilson

STAFF PRESENT

Seth Eckard
Julie Good
Terry Taylor
Elinor Hiltz

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.

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

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

APPROVE JUNE 17, 2014 REGULAR MEETING MINUTES: Mayor Bob Gibbs asked for a motion to approve the June 17, 2014 regular meeting minutes.

Trena McRary Kirby made a motion, and Joe Wesson seconded, to approve the minutes. All were in favor.

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

No one wished to speak.

RECOGNITIONS:

RECYCLE REWARDS WINNER: Town Administrator Seth Eckard announced Diane McNeil as the July 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.

YARD OF THE MONTH WINNERS: Mayor Bob Gibbs announced Fred and Donnie Inman, from the 28630 zip code, and Wayne and Anita Prestwood, from the 28638 zip code, as the July Yard of the Month winners. Mayor Bob Gibbs stated that both certificates would be available at the Town Hall for pick up.

No Council action was required.

DISCUSSION:

ADOPT STORM WATER DISCHARGE PROGRAM AGREEMENT WITH CITY OF LENOIR: Town Administrator Seth Eckard stated that the current agreement between the City of Lenoir and the Town of Sawmills for the Storm Water Discharge Program needs to be renewed. The renewal Agreement will cover the period of July 1, 2014 to June 30, 2015.

Jeff Wilson made a motion, and Joe Wesson seconded, to adopt the renewal Agreement with the City of Lenoir in the amount of \$13,104.93 (thirteen thousand, one hundred four dollars and ninety-three cents). All were in favor.

ADOPT SECOND AMENDMENT TO TOWN OF SAWMILLS LICENSING AGREEMENT: Town Administrator Seth Eckard stated that the current Licensing Agreement between the Town of Sawmills and the Sawmills Community Optimist Club, Inc., for the rights to non-exclusive use of the baseball fields and concession stand times and according to the schedule as mutually agreed upon by the Town of Sawmills and the Sawmills Community Optimist Club, Inc., needs to be renewed. The renewal Licensing Agreement will cover the period of July 1, 2014 to June 30, 2015.

Joe Wesson made a motion, and Jeff Wilson seconded, to adopt the Second Amendment to Town of Sawmills Licensing Agreement. All were in favor.

ADOPT TOWN OF SAWMILLS PRIVATE STREET ACCEPTANCE PROCEDURES: Town Administrator Seth Eckard stated that there are a few private streets, either unpaved, or do not meet minimum standards in the Town. For the Town of Sawmills to take over a private street, the street must be in the Town limits and not a State maintained highway. A signed agreement must be submitted with 100% of the adjacent property owners signatures and the property owners will be responsible for 50% of the construction bid amount to bring the street up to the Town's minimum standards.

Joe Wesson made a motion, and Gerelene Blevins seconded, not to adopt the Town of Sawmills Private Street Acceptance Procedures. Trena McRary Kirby, Jeff Wilson and Johnny Wilson were against the motion.

Jeff Wilson made a motion, and Johnny Wilson seconded, to adopt the Town of Sawmills Private Street Acceptance Procedures. Trena McRary Kirby was in favor, Joe Wesson and Gerelene Blevins were against the motion. The motion carried with a split vote.

ADOPT FIRST AMENDMENT TO FARMERS MARKET LICENSING AGREEMENT: Town Administrator Seth Eckard stated that the current licensing

agreement between the Town of Sawmills and the Sawmills Farmers Market Association, Inc., needs to be renewed. The renewal Licensing Agreement will cover the period of July 1, 2014 to June 30, 2015.

Joe Wesson made a motion , and Gerelene Blevins seconded, to adopt the First Amendment to Farmers Market Licensing Agreement. All were in favor.

FINANCIAL MATTERS:

REQUEST FOR A DONATION TO SAWMILLS FARMERS MARKET: Town Administrator Seth Eckard stated that the Sawmills Farmers Market has requested a donation in the amount of \$1,000.00 (one thousand dollars).

Joe Wesson made a motion, and Gerelene Blevins seconded, to give a donation in the amount of \$1,000.00 (one thousand dollars) to the Sawmills Farmers Market. All were in favor.

REQUEST FOR A DONATION TO TERRY CANNON'S BASEBALL TEAM: Town Administrator Seth Eckard stated that Terry Cannon has requested a donation in the amount of \$100.00 (one hundred dollars) for gate fees for his traveling baseball team.

Jeff Wilson made a motion, and Joe Wesson seconded, to give a donation in the amount of \$100.00 (one hundred dollars) to Terry Cannon. All were in favor.

DISPOSAL OF UNSCHEDULED RECORDS: Town Administrator Seth Eckard stated that the attached list shows all records that staff would like to destroy in accordance with the North Carolina General Statutes Municipal Records and Disposition Schedule.

Gerelene Blevins made a motion, and Joe Wesson seconded, for staff to destroy all records on the attached list. All were in favor.

INFORMAL BID FOR BATHROOMS AT VETERANS PARK: Town Administrator Seth Eckard stated that included in this year's budget are funds for bathrooms at Veterans Park. This item is being purchased under the informal bid process. Town Administrator Seth Eckard received a quote from CXT, Inc., an L.B. Foster Company, for the Cortex Flush Building in the amount of \$47,725.66 (forty-seven thousand, seven hundred twenty-five dollars and sixty-six cents).

Trena McRary Kirby made a motion, and Joe Wesson seconded, to approve the purchase of the Cortex Flush Building from CXT, Inc., in the amount of \$47,725.66 (forty-seven thousand, seven hundred twenty-five dollars and sixty-six cents) at Veterans Park. All were in favor.

PLANNING MATTERS:

RE-APPOINT PLANNING BOARD MEMBERS: Town Planner Elinor Hiltz stated that

the term of appointment for the following 4 (four) Planning Board Members will expire on August 1, 2014: Chairman Steve Duncan, Vice-Chairman Buford Pennell, David Powell and Thad Hall. Town Planner Elinor Hiltz advised Council that all 4 (four) members are willing to serve another term.

Gerelene Blevins made a motion, and Jeff Wilson seconded, to approve staff's recommendations to reappoint the following 4 (four) Planning Board Members: Chairman Steve Duncan, Vice-Chairman Buford Pennell, David Powell and Thad Hall. All were in favor.

CALL FOR A PUBLIC HEARING FOR A REZONING ON HICKORY NUT RIDGE ROAD: Town Planner Elinor Hiltz stated that on July 1, 2014, the Planning Board unanimously recommended approval of this rezoning from R-20 to RA-20. This is a 10 (ten) acre piece of property. The subject property has 1 (one) mobile home and 1 (one) stick built home on it and the applicant would like to do a family subdivision to add 2 (two) additional mobile homes. Town Planner Elinor Hiltz stated that this rezoning is consistent with the Comprehensive Plan and an RA-20 district is right across the street.

Joe Wesson made a motion, and Gerelene Blevins seconded, to call for a public hearing for rezoning 4741 and 4737 Hickory Nut Ridge Road from R-20 to RA-20. All were in favor.

CALL FOR A PUBLIC HEARING TO TEXT AMENDMENT CHANGE: Town Planner Elinor Hiltz stated under Town of Sawmills current code, churches are only allowed in residential districts. The Town would like to amend the zoning code to allow churches in every zoning district because churches can fit in a variety of building types in a variety of areas.

Gerelene Blevins made a motion, and Joe Wesson seconded, to call for a public hearing to make a text amendment change to the zoning code to allow churches in every zoning district. All were in favor.

REPLACEMENT MOBILE HOME PROPOSAL: Town Planner Elinor Hiltz stated that on May 6, 2014, the Planning Board unanimously recommended approval of the text amendment to the Town of Sawmills Code of Ordinance sections 153.075, 153.146 and 153.147. On May 20, 2014, Council conducted the first read and called for a public hearing. During the Public Hearing on June 17, 2014, Town Planner Elinor Hiltz objected to the mobile home checklist. The attached text amendments are consistent with the Comprehensive Plan and adds the Mobile Home Checklist into the Town of Sawmills Code of Ordinances.

Joe Wesson made a motion, and Jeff Wilson seconded, to adopt the replacement mobile home proposal with the mobile home checklist. All were in favor.

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

Reed Lingerfelt spoke in regards to the bathrooms at Veterans Park and also spoke about the Private Street Acceptance Procedures.

Phyllis Chester spoke in regards to her code enforcement case.

UPDATES:

COMMUNITY DEVELOPMENT BLOCK GRANT MONTHLY STATUS REPORT AND UPDATE: Administrator Eckard stated Sherry Long, Community Development Director with the Western Piedmont Council of Governments has enclosed an update and the monthly status report for the Community Development Block Grant (CDBG) which shows that all requirements are on schedule for the Haystation, LLC.

No Council action was required.

COMMUNITY DEVELOPMENT BLOCK GRANT SEWER PROJECT MONTHLY UPDATE: Administrator Eckard stated Lisa Helton, Project Administrator with the Western Piedmont Council of Governments has enclosed an update on the Community Development Block Grant Sewer Project.

No Council action was required.

CODE ENFORCEMENT MONTHLY REPORT: Administrator Seth Eckard stated the Town Planner Elinor Hiltz has enclosed an updated status report of Code Enforcement cases and the progress that has been made on each case as of June 2014.

No Council action was required.

ADMINISTRATORS REPORT: Administrator Seth Eckard made the following announcements:

- Sunday July 20, 2014, Sawmills hosted the Sawmills Sling Disc Golf Tournament. 75 of the State's best disc golf players came to Sawmills to play. A pro-disc golfer from Charlotte won the event. Every hole had a sponsor, including Sawmills Hardware. This was a charity event and there was over \$1,600.00 (sixteen hundred dollars) raised for Caldwell County Special Olympics and the DAV. All the money was split evenly between the 2 (two) charities. Sawmills will host another Charity Disc Golf Tournament in the spring.
- Sawmills Farmers Market is still going strong. This is the prime time of the season. The Sawmills Farmers Market is open every Tuesday from 3:00 pm until 7:00 pm through October.
- Sawmills has a new business called Carolina Locust. There will be a ribbon cutting on July 31, 2014, at 9:00 am. Carolina Locust is going to take locust hardwood and make high-end decking material and furniture. Sawmills is getting a sawmill once again.

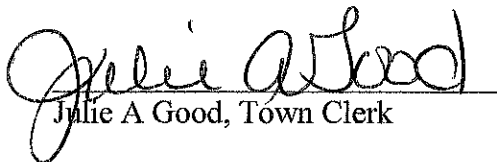
COUNCIL COMMENT: Mayor Bob Gibbs asked if anyone on the Council had any questions or comments at this time.

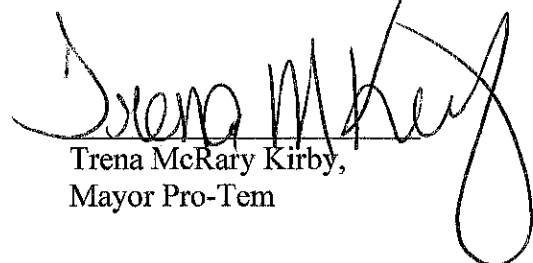
Joe Wesson wanted to thank the public for coming out and to remind everyone that the Council needs all the input from the public that Council can get.

COUNCIL WENT INTO CLOSED SESSION FOR ATTORNEY CLIENT PRIVILEGE.

COUNCIL ADJOURN: Mayor Bob Gibbs asked for a motion to adjourn.

Gerelene Blevins made a motion, and Joe Wesson seconded, to adjourn the meeting. All were in favor.


Julie A Good, Town Clerk


Trena McRary Kirby,
Mayor Pro-Tem

**North Carolina Department of Cultural Resources
Division of Archives and Records
Government Records Branch**

REQUEST FOR DISPOSAL OF UNSCHEDULED RECORDS

TO Assistant Records Administrator
N.C. Division of Archives and Records
Government Records Branch
4615 Mail Service Center
Raleigh, NC 27699-4615

FROM Name Town of Saw Mills
County Caldwell
Agency or department Administration
Phone number 888-396-7903

In accordance with the provisions of G.S. 121 and 132, approval is requested for the destruction of records listed below. These records have no further use or value for official or administrative purposes.

RECORDS TITLE	DESCRIPTION	INCLUSIVE DATES	QUANTITY	MICROFILMED? (YES OR NO)	RETENTION PERIOD
A/R Cash Receipts + Water Bills	Receipts + water bill cards.	July, Aug, Sept, Oct, Nov, Dec 2010	1 copy of each	NO	3yrs
A/R Cash Receipts + Water Bills	Receipts + water bill cards.	Jan, Feb, March, April, May, June 2011	1 copy of each	NO	3yrs
A/R Control Reports	Transaction Control Reports from Cash Receipts	Aug - Dec 2010 - 2012	1 copy	NO	1yr
A/R - write off Acct	Accounts that have been written off	Jan - Dec 2006 - 2010	1 copy	NO	3yrs
A/R - Vacant Billing	Billing reports of vacant accounts	July - June 2010 - 2011	1 copy	NO	1yrs
A/R - Late Fee Report	Accounts Billing for late fees	July - June 2010 - 2011	1 copy	NO	1yr.
A/R - Pre-Billing	Billing Report before bills are printed	July - June 2010 - 2011	1 copy	NO	1yr.
A/R - Disconnect list	List showing accounts disconnected for month	July - June 2010 - 2011	1 copy	NO	3yrs.
A/R - Meter Readings	reports that show the usage on each account	July - June 2010 - 2011	1 copy	NO	3yrs
A/R - Call logs	Report that shows accounts on the call list		1 copy	NO	1yr.

Requested by: Krista Swette Signature, Office Manager Title, 6-26-14 Date
 Approved by: [Signature] Signature, Mayor Head of Governing Board, 7-25-14 Date
 Concurring by: [Signature] Signature, Town Clerk Assistant Records Administrator, 7-25-14 Date
 (as indicated) NC Division of Archives and Records

**North Carolina Department of Cultural Resources
Division of Archives and Records
Government Records Branch**

REQUEST FOR DISPOSAL OF UNSCHEDULED RECORDS

TO Assistant Records Administrator
N.C. Division of Archives and Records
Government Records Branch
4615 Mail Service Center
Raleigh, NC 27699-4615

FROM Name Town of Sawmills
County Caldwell
Agency or department Administration
Phone number 808-390-1903

In accordance with the provisions of G.S. 121 and 132, approval is requested for the destruction of records listed below. These records have no further use or value for official or administrative purposes.

RECORDS TITLE	DESCRIPTION	INCLUSIVE DATES	QUANTITY	MICROFILMED? (YES OR NO)	RETENTION PERIOD
Admin - Project Files	Housing Rehab Project Files and all records	1993, 1994, 1995	1 copy of each	NO	5yrs.
Admin - CDBG Sewer Proj	CDBG - Sewer Project Files on a sewer project	1992-2002	1 copy of each	NO	5yrs.
Admin - CDBG Block Grant	CDBG - Block Grant Project Files on industrial zoning	1992-2002	1 copy of each	NO	5yrs.
AP - Audit Files	AP records + reports for auditors	July-June 2005-2009	1 copy of each	NO	3yrs.
AP - PO's Audit Files	PO's for purchases in auditors boxes	July-June 2005-2009	1 copy of each	NO	3yrs.
Finance - Audit Files	Bank statements for auditors	July-June 2005-2009	1 copy of each	NO	3yrs.
Finance - Audit Files	Bank recs. and all paper work for auditors	July-June 2005-2009	1 copy of each	NO	3yrs.
GL - Audit Files	General Leger entries for auditors	July-June 2005-2009	1 copy of each	NO	3yrs.
UB - Audit Files	Adjustments for accounts	July-June 2005-2009	1 copy of each	NO	3yrs.

Requested by: *Kim Swill* Signature Title Office Manager Date 6-27-14

Approved by: *[Signature]* Signature Title Mayor Date 7-25-14

Concurred by (as indicated): *[Signature]* Signature Title Town Clerk Date 7-25-14

Assistant Records Administrator
NC Division of Archives and Records

Code Enforcement Report
July, 2014

<u>Property Owner</u>	<u>Property Address</u>	<u>Issue</u>	<u>Status</u>
STAT Inc	3046 Eli Lane	Person living in shed	A few building materials remain on property. His deadline to remove them was June 30 so planner needs to call him again.
Phyllis & Jimmy Chester	6098 Spartan Dr	Trash in front and back yard	July 24 deadline. Will present quote for abatement to Council in August. If Council wants to abate, owner will receive a 15 day warning letter. If they do not respond, town will hire contractor to abate the nuisance, then owner will receive a 30-day warning that the town is about to place a lien on the property.
Ralph Flannagan	4417 Nathan's Way	Buildings falling in	July 24 deadline. Will present quote for abatement to Council in August. If Council wants to abate, owner will receive a 15 day warning letter. If they do not respond, town will hire contractor to abate the nuisance, then owner will receive a 30-day warning that the town is about to place a lien on the property.
Ajay Patel	3049 Eli Ln	building falling down, roof blowing off	July 24 deadline. Will present quote for abatement to Council in August. If Council wants to abate, owner will receive a 15 day warning letter. If they do not respond, town will hire contractor to abate the nuisance, then owner will receive a 30-day warning that the town is about to place a lien on the property.
Ann Newton	4438 Jess Dr	High grass	lien on property
Robin Deaton	4699 Greenwood Dr	High grass	upon inspection on May 22 grass was already mowed
Hendrix Lawn Care	1497 Cajah Mtn Rd	Littering	not supposed to dump landscaping stuff there. Owners will rezone when they are ready to
Charles Hagaman, Katrina Sharpe	2161 White Pine Dr	High grass	owners mowed
Mark Stinson, William Walker Jr	4237 Benfield Dr	High grass	owners mowed
Ajay Patel	3049 Eli Ln	High grass	owner mowed
Jack & Kim Blankenship	1641 Lafayette Ave	High grass	bank mowed