

## AGENDA

### Regular Meeting of the Sawmills Town Council Sawmills Town Hall

Tuesday, April 19, 2016  
6:00 pm

1. Call To Order Mayor Joe Wesson
2. Invocation
3. Pledge of Allegiance Mayor Joe Wesson
4. Adopt Agenda Mayor Joe Wesson
5. Approve Meeting Minutes  
A. March 22, 2016 Regular Meeting Minutes Mayor Joe Wesson
6. Public Comment Mayor Joe Wesson
7. Recognitions:  
A. Recycle Rewards Mayor Joe Wesson
8. Financial Matters:  
A. WPCOG Planner/Code Enforcement Officer Agreement Mayor Joe Wesson
9. Discussion:  
A. Maggie Lane Street Petition Mayor Joe Wesson  
B. Adopt Official Zoning Map Mayor Joe Wesson  
C. Railroad Commission Member Appointment Mayor Joe Wesson  
D. Code Red Phone System Policy Mayor Joe Wesson
10. Updates:  
A. SBEA March Progress Report Mayor Joe Wesson  
B. Code Enforcement Report Mayor Joe Wesson  
C. Steering Committee Report Mayor Joe Wesson  
D. Council Comment Mayor Joe Wesson
11. Adjourn Mayor Joe Wesson

**TUESDAY, MARCH 22, 2016  
TOWN OF SAWMILLS REGULAR COUNCIL MEETING  
6:00 PM**

**COUNCIL PRESENT**

Joe Wesson  
Gerelene Blevins  
Jeff Wilson  
Joe Norman  
Keith Warren  
Reed Lingerfelt

**STAFF PRESENT**

Christopher Todd  
Julie Good  
Terry Taylor

**CALL TO ORDER:** Mayor Joe Wesson called the meeting to order.

**INVOCATION:** Pastor Eddie Tapper gave the invocation.

**PLEDGE OF ALLEGIANCE:** Mayor Joe Wesson led the Pledge of Allegiance.

**ADOPT AGENDA:** Mayor Joe Wesson asked for a motion to adopt the March 22, 2016 Agenda.

Joe Norman made a motion, and Reed Lingerfelt seconded, to adopt the March 22, 2016 agenda. All were in favor.

**APPROVE FEBRUARY 16, 2016 REGULAR MEETING MINUTES:** Mayor Joe Wesson asked for a motion to approve the February 16, 2016 regular meeting minutes.

Gerelene Blevins made a motion, and Joe Norman seconded, to approve the February 16, 2016 regular meeting minutes. All were in favor.

**APPROVE FEBRUARY 16, 2016 CLOSED SESSION MINUTES:** Mayor Joe Wesson asked for a motion to approve the February 16, 2016 closed session minutes.

Reed Lingerfelt made a motion, and Joe Norman seconded, to approve the February 16, 2016 closed session minutes. All were in favor.

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

No one wished to speak.

**RECOGNITIONS:**

**RECYCLE REWARDS WINNER:** Mayor Joe Wesson announced Ms. Misty Vess, as the March Recycle Rewards winner. A credit of twenty-eight dollars (\$28.00) will be added to her sanitation bill. Mayor Joe Wesson stated that her certificate would be available at the Town Hall for pick up.

No Council action was required.

**PUBLIC HEARING: DUFF DRIVE SEWER PROJECT:**

**OPEN PUBLIC HEARING:** Mayor Joe Wesson asked for a motion to open the public hearing.

Jeff Wilson made a motion, Gerelene Blevins seconded, to open the public hearing. All were in favor.

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**STAFF COMMENTS/RECOMMENDATIONS:** Lisa Helton, with the WPCOG, stated that the Public Hearing is required by the Department of Commerce. The Town received one million seven hundred thousand one hundred one dollars and eighty-nine cents (\$1,700,101.89) for the Duff Drive Sewer Project that was a Community Development Block Grant. The grant made public sanitary sewer available to seventy (70) households. The CDBG funds provided ninety-five percent (95%) of the total expenditures and the Town provided five percent (5%) of the project cost.

**PUBLIC COMMENT:** Mayor Joe Wesson asked if anyone wished to speak on the Duff Drive Sewer Project.

No one wished to speak.

**CLOSE PUBLIC HEARING:** Mayor Joe Wesson asked for a motion to close the public hearing.

Joe Norman made a motion, and Keith Warren seconded, to close the public hearing. All were in favor.

**COUNCIL ACTION:** Jeff Wilson made a motion, and Keith Warren seconded, to close the Community Development Block Grant. All were in favor.

**FINANCIAL MATTERS:**

**DISABLED AMERICAN VETERANS CHAPTER 6 DONATION REQUEST:** Mayor Joe Wesson stated that the Disabled American Veterans Chapter 6 requested a donation.

Gerelene Blevins made a motion, and Jeff Wilson seconded, to give a donation in the amount of \$200.00 (two hundred dollars) to the Disabled American Veterans Chapter 6. All were in favor.

**PUBLIC WORKS NEW MOWER QUOTES:** Mayor Joe Wesson stated the Town of Sawmills Public Works Department is in need of a new mower. The Town has received the following quotes:

Massey Ferguson	\$65,359.00
NJPA	\$69,731.25
Parker Farm Service	\$90,020.00

Joe Norman made a motion, and Jeff Wilson seconded, to award the informal bid to Pennell & Sons, Inc. for the Massey Ferguson Mower in the amount of sixty-five thousand three hundred fifty-nine dollars (\$65,359.00). All were in favor.

**DISCUSSION:**

**FARMERS MARKET GAZEBO:** Mayor Joe Wesson stated that, as discussed during the February Council meeting, the Town was presented with the idea of placing a gazebo at the Farmers Market location. Council asked for more design and build information on the gazebo before a decision was made. The gazebo idea was originally presented by a citizen during this year's Coffee with Council. As a structure, this building would provide an ascetically pleasing aspect, shelter during some weather events and a venue for people to use during non-market events.

Staff has received a cost estimate for the gazebo from Morgan's.

The gazebo will be a 10' x 20' with:

Floor Joists will all be 2"x 6" on 16" center

Rafters will be 2"x 6" on 16" center

4"x 4" posts all around

4"x 4" Skids under gazebo keeping it close to the ground

All wood is pressure treated

Felt on plywood under metal roof

40 year warranty on metal roof (will match color to roof on Town Hall)

Gazebo will have a 3 year warranty

Jeff Wilson made a motion, and Reed Lingerfelt seconded, to accept the bid from Morgan's in the amount of six thousand seven hundred ninety-nine dollars and ninety-eight cents (\$6,799.98). All were in favor.

**FARMERS MARKET RULES:** Town Administrator Christopher Todd stated that the

following changes in the proposed Farmers Market Rules from last year are:

- Annual Market Membership Fee-\$10.00 (This fee is due and payable upon acceptance of vendor application)
- Market Manager: The Town of Sawmills Town Administrator will appoint a designated person to serve as Market Manager. The Market Manager may deny the privilege of operating at the Market to any vendor who violates the guidelines, or who otherwise takes actions determines to be detrimental to the Market. The Market Manager reserves the right to request additional information before making a decision to allow, deny, or limit access to the Market, but it is not required by these guidelines to do so. The privilege of selling on the Market site is not an entitlement. In utilizing his/her discretion to suspend, revoke, or otherwise terminate a vendor's privilege to sell at the Market, the Market Manager may consider a vendor's history of cooperation with Market staff and the vendor's good faith effort to obey the Market guidelines.
- Handcrafted Products: An item which an observer of the craft can appreciate the technique and employment of manual skill in the production of the product. To be considered "handmade," the item must show evidence of manual skills obtainable only through a significant period of experience and dedication. All work must be original and executed by the vendor or a member of the vendor's farm or craft unit. All products, as well as the majority of components making up the product, must be handcrafted.
- Each vendor must provide a sign that identifies his/her business.
- Pets must be on a leash at all times and supervised by their owners. Aggressive and unruly pets will be required to leave the farmers market immediately and to not be brought back to the farmers market. Owners are responsible for cleaning up after their pets.
- It is up to the discretion of the Market Manager to allow late vendors the privilege to participate. Any late vendors will forfeit their assigned spot, and be placed where the Market Manager deems appropriate.
- Conflict Resolution: Vendors should direct their concerns regarding the market's operation, vendor issues and/or their complaints to the Market Manager immediately for quick resolution.
- If the market management finds any of the guidelines not being followed, the penalties will be:
  - 1<sup>st</sup> Offense: Verbal Warning
  - 2<sup>nd</sup> Offense: Banned from all use of Market for 30 days
  - 3<sup>rd</sup> Offense: Banned from use of the Market until January 1<sup>st</sup> of the following year
  - 4<sup>th</sup> Offense: Banned from Market indefinitely

Jeff Wilson made a motion, and Gerelene Blevins seconded, to adopt the Farmers Market Rules. All were in favor.

**RESTRUCTURING OF WATER PAYMENT SCHEDULE AND NOTIFICATION:**

Town Administrator Christopher Todd stated that the current water and sewer payment schedule and notification process should be discussed in order to provide a better service to residents and reduce staff time and costs. Currently we mail utility bills out at the beginning of the month. The utility payment is due upon receipt. A late penalty is added on the 16<sup>th</sup> of the month, and if the bill is not paid by the 26<sup>th</sup> of the month, the utility is disconnected. This has become confusing for utility customers and does not facilitate an easy schedule for them to remember.

Also, the town currently places red door hangers as a final notice three (3) days before disconnects. The process of hanging the final notices takes an average of twenty (20) staff hours and ten (10) truck hours.

It is believed that a change of policy would alleviate some of these issues.

The proposed changes to the policy are:

- Disconnect delinquent accounts on the last day of the month;
- No extensions as customers have until the last day of the month;
- No more red door hanger final notices;
- Compensate for red door hanger final notices by using Code Red Phone system;
- Give the customer the choice to pay the past due bill and a reconnect fee, or pay both the past due and current bills.

Joe Norman made a motion, and Reed Lingerfelt seconded, to change the disconnect policy to the last day of the month, do away with extensions, give the customer the choice to pay the bill and the reconnect fee or pay both the late and current bill starting April 2016, and to let customers know that as of July 1, 2016, the town will no longer give out red door hangers as a final notice. All were in favor.

**IN GOD WE TRUST SIGN:** Mayor Joe Wesson stated that during the February Council meeting, Council voted to put the US Motto, "In God We Trust," in Council Chambers and on the Town Hall building. Council needs to decide where they would like the placement of the motto.

Joe Norman made a motion, and Gerelene Blevins seconded, to place the US Motto, "In God We Trust," under the Town Seal at the Mayor's seat in Council Chambers and above the Sawmills Town Hall on the outside of the building. All were in favor.

**UPDATES:**

**SBEA FEBRUARY PROGRESS REPORT:** Town Administrator Christopher Todd stated that Sherry Long, from the Western Piedmont Council of Governments, has enclosed a progress report for the SBEA project 12-C-2443.

No Council action was required.

**DUFF DRIVE SEWER PROJECT REPORT:** Town Administrator Christopher Todd stated that Lisa Helton, from the Western Piedmont Council of Governments, has enclosed a progress report for the Duff Drive Sewer project. With the Public Hearing during the March meeting this project is now finished.

No Council action was required.

**MARCH CODE ENFORCEMENT REPORT:** Town Planner Elinor Hiltz stated that there are three (3) code enforcement cases open:

- Steven Killian at 4801 Helton Road. Customer is working on getting the vehicle towed voluntarily. All of the furniture was removed from the porch.
- Wendy Hadchin is the owner of a dilapidated house located at 4476 Sawmills School Road. Code Enforcement Officer Elinor Hiltz emailed the homeowner on February 18, 2016 and February 23, 2016 and has received no response on posting "for sale" signs or allowing a minimum housing inspection. On March 10, 2016 Code Enforcement Officer Elinor Hiltz drafted a letter about repairing the walls.
- Tim Hart at 1940 Leah Drive #4. A Code Enforcement meeting is needed regarding having the owner remove the abandoned mobile home.

No Council action was required.

**COUNCIL COMMENT:** Mayor Joe Wesson asked if anyone on the Council had any questions or comments at this time.

Joe Norman stated that everything went well and he appreciates everyone coming out and putting your input in. Invited everyone to come back in April.

Keith Warren stated that it was a good meeting and appreciates everyone that came out. He stated that he would like to see more of the public at the meetings. Have a safe trip home. Happy Easter everyone.

Gerelene Blevins stated that she was glad to see everyone at the meeting and was glad the public had input on where they would like to see the US Motto in Council Chambers. The public is the one that elects the Council and if the Council knows what the public wants they can try to get it done, but if they don't know then it can't get done.

Jeff Wilson thanked everyone for coming out.

Reed Lingerfelt thanked everyone for coming out and be careful going home. Reed Lingerfelt wanted to let Public Works Director, Ronnie Coffey, know that he has a super crew. They go above their expectations of their job to help the people in the community. They take care of the people of Sawmills. Couldn't ask for any better. Reed Lingerfelt would also like to thank the office staff for all they do.

Mayor Joe Wesson stated that he would like to thank everyone for coming and would like to encourage more people to come out and participate and make comments because some of the best ideas come from the citizens. He commended the Council for approving the US Motto, "In God We Trust." When it was first announced there was a great response in support. There were a few that didn't want it but they were outnumbered. Also like to commend Council on the budget process for working hard together and Town Attorney Terry Taylor for what she is doing to help. Also like to commend Town Administrator Christopher Todd and the town staff for all that they do.

**COUNCIL ADJOURN:** Mayor Joe Wesson asked for a motion to adjourn.

Jeff Wilson made a motion, and Joe Norman seconded, to adjourn the meeting. All were in favor.

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Julie A Good, Town Clerk

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Joe Wesson, Mayor



**AGENDA ITEM 7A**

**MEMO**

**DATE:**

April 19, 2016

**SUBJECT:**

Recognition:  
Recycle Rewards  
Program

**Discussion:**

The Town of Sawmills would like to congratulate Josephine Wilson on winning the Recycle Rewards Program for the month of April. Mayor Joe Wesson will present her with a Certificate of Appreciation. A twenty-eight dollar (\$28.00) credit will be added to the current sanitation bill.

**Recommendation:**

No Council action is required.

**AGENDA ITEM 8A**

**MEMO**

**DATE:**

April 19, 2016

**SUBJECT:**

Financial Matters:  
Approve Proposed  
Contract Renewal with  
Western Piedmont  
Council of Governments

**Discussion:**

The current contract with the Western Piedmont Council of Governments (WPCOG) for planning services will expire on June 30, 2016 and will need to be renewed. If renewed, the enclosed contract will be effective starting July 1, 2016 and ending June 30, 2017.

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The amount of the contract will not exceed thirty-three thousand three hundred seventy dollars (\$33,370.00) and will be billed in equal twelve (12) monthly payments of two thousand seven hundred eighty dollars (\$2,780.00). This expenditure is included in the FY 2015-2016 budget.

**Recommendation:**

Staff recommends Council discuss this matter and decide how they wish to proceed.

AGREEMENT BETWEEN THE  
WESTERN PIEDMONT COUNCIL OF GOVERNMENTS AND  
THE TOWN OF SAWMILLS  
FOR THE PROVISION OF  
TECHNICAL PLANNING ASSISTANCE:  
JULY 1, 2016 – JUNE 30, 2017

This **AGREEMENT**, entered into on the first day of July, 2016, by and between the Western Piedmont Council of Governments (hereinafter referred to as the "Planning Agency") and the Town of Sawmills, North Carolina (hereinafter referred to as the "Local Government"); **WITNESSETH THAT:**

**WHEREAS**, the Planning Agency is empowered to provide technical assistance by the North Carolina General Statutes and by resolution passed by the Planning Agency on April 17, 1972. Technical assistance shall consist of the provisions of services as described in Attachment A, which is herein made part of this Contract;

**WHEREAS**, the Local Government has requested the Planning Agency to provide such technical assistance to the Local Government and;

**WHEREAS**, the Planning Agency desires to cooperate with the Local Government in every way possible to the end that the proposed activities are carried out in an efficient and professional manner;

**NOW, THEREFORE**, the parties hereto do mutually agree as follows:

1. **Personnel.** That during the period of this Contract, the Planning Agency will furnish the necessary trained personnel to the Local Government.
2. **Travel/Printing.** The Local Government will pay for expenses related to conferences, conventions, seminars, local travel, etc. of the personnel when the Local Government requests or approves travel related to the Local Government's planning program, or if it is beneficial to both parties, the costs will be shared on an agreed-upon ratio. The Local Government will also pay for expenses related to printing of report(s), mailings to advisory boards, and other costs not related to normal travel and staffing costs associated with personnel furnished by the Planning Agency.
3. **Compensation.** That for the purpose of providing funds for carrying out this Contract, the Local Government will pay the Planning Agency a fee not to exceed **\$33,370.00** (thirty-three-thousand, three hundred and seventy dollars) during the period beginning July 1, 2016 and ending June 30, 2017. These fees will be billed in equal monthly payments of **\$2,780.00** (two-thousand, seven-hundred and eighty dollars).

4. **Termination/Modifications.** The Local Government may terminate the Contract by giving the Planning Agency a thirty-day written notice. Furthermore, if there is a need to amend the proposal outlined in Attachment A, either party may do so with the written consent of the other.
5. **Time of Performance.** The Planning Agency shall ensure that all services required herein shall be completed and all required reports, maps, and documents submitted during the period beginning July 1, 2016 and ending June 30, 2017.
6. **Interest of Members, Officers, or Employees of the Planning Agency, Members of the Local Government, or Other Public Officials.** No member, officer, or employee of the Planning Agency or its agents; no member of the governing body of the locality in which the program is situated; and no other public official of such locality or localities who exercises any functions or responsibilities with respect to the program during his or her tenure or for one year thereafter, shall have any financial interests, either direct or indirect, in any contract or subcontract, or the proceeds thereof, for work to be performed in connection with the program assisted under this Agreement. Immediate family members of said members, officers, employees, and officials are similarly barred from having any financial interests in the program. The Planning Agency shall incorporate, or cause to be incorporated, in all such contracts or subcontracts, a provision prohibiting such interest pursuant to the purpose of this section.
7. **Nondiscrimination Clause.** No person in the United States shall on the grounds of race, color, national origin, or sex be excluded from participation in, be denied the benefits of, or be subjected to discrimination with any program or activity funded in whole or in part with funds available under the Housing and Development Act of 1974, Section 109.
8. **Age Discrimination Act of 1975, as amended.** No qualified person shall on the basis age be excluded from participation in, denied the benefits of, or otherwise be subjected to discrimination under any program or activity which receives benefits from federal financial assistance.
9. **Section 504, Rehabilitation Act of 1973, as amended.** No qualified handicapped person shall, on the basis of handicap be excluded from participation in, be denied the benefits of, or otherwise be subjected to discrimination under any program or activity which receives or benefits from federal financial assistance.

IN WITNESS WHEREOF, the Planning Agency and the Local Government have executed this Agreement as of the date first above written.

LOCAL GOVERNMENT:  
TOWN OF SAWMILLS

PLANNING AGENCY:  
WESTERN PIEDMONT COUNCIL OF  
GOVERNMENTS

By: \_\_\_\_\_  
Mayor

By: \_\_\_\_\_  
Executive Director

Attest: \_\_\_\_\_  
Town Clerk

By: \_\_\_\_\_  
Chairman

Preaudit Statement:

This instrument has been preaudited in the manner prescribed by the Local Government Budget and Fiscal Control Act.

By: \_\_\_\_\_  
Local Government Financial Officer

ATTACHMENT A  
TOWN OF SAWMILLS  
TECHNICAL PLANNING ASSISTANCE:  
JULY 1, 2016 – JUNE 30, 2017  
WORK PROGRAM / BUDGET

The following work program and budget are presented as descriptive of the work and dollar amounts called for in the agreement concerning planning activities by the Western Piedmont Council of Governments for the Town of Sawmills. The product(s) of the planning activities shall be:

WORK PROGRAM

1. Code Administration  
Assistance in the administration of the Town's Zoning Ordinance and Subdivision Regulations will be provided. Planning advice and staff memoranda and recommendations will be provided to the Town Council, Town Administrator, Town Attorney, Planning Board, and Board of Adjustment. Some examples of duties include staff administration of zoning permits, rezoning applications and hearings, Board of Adjustment applications and hearings, site plan reviews, and subdivision reviews and zoning map updates. Technical assistance will be provided with Code Enforcement on an "as needed" basis.
2. Parks and Recreation Planning  
Assistance with Parks Master Plan and PARTF grant application.
3. Other Duties as Directed by Town Administrator or Town Council  
It is understood that priority changes and/or substitutions may be made by the Town Manager or Town Council as needed to include work in such areas as annexation, extraterritorial zoning, or other planning-related topics, not to exceed the dollar/time/travel amount of this contract.

BUDGET

The contract budget – including all salaries, fringe benefits, travel expenses and indirect costs – totals **\$33,370.00** to be billed in twelve equal payments of **\$2,780.00** starting July, 2016.

**AGENDA ITEM 9A**

**MEMO**

**DATE:**

April 19, 2016

**SUBJECT:**

Discussion:  
Town of  
Sawmills Private  
Street Acceptance-  
Maggie Lane

**Discussion:**

The Town of Sawmills has the ability to take over the maintenance responsibilities of private streets, through the Private Street Acceptance Procedure. Once accepted, a private street becomes a Town street in perpetuity. Maggie Lane is a private street accessed from Cahah Mountain Road. The owners have submitted a street petition for Council's review.

**Recommendation:**

Staff recommends Council discuss this matter and determine how they would like staff to proceed.





**AGENDA ITEM 9B**

**MEMO**

**DATE:**

April 19, 2016

**SUBJECT:**

Discussion:  
Adopt Official Zoning Map

**Discussion:**

**ADOPT OFFICIAL ZONING MAP**

The Town annually adopts an official zoning map that is signed by the acting Mayor and Town Clerk in case a property's legal zoning status is ever questioned. An official zoning map does not have to be adopted after each rezoning case, but can be adopted annually to make sure the official zoning map is current. No official zoning changes have been made to the map. The map did have some general design issues addressed to allow for more ease of reading and understanding the contents.

The proposed official maps are included in the packet and a poster size one will be available in the Council Chambers.

**Action Needed:**

Motion to adopt the official zoning map.

**AGENDA ITEM 9C**

**MEMO**

**DATE:**

April 19, 2016

**SUBJECT:**

Discussion:  
Caldwell County  
Railroad Commission  
Member Appointment

**Discussion:**

A representative from each municipality serves a two (2) year term on the Caldwell County Railroad Commission. Joe Wesson is currently serving on the Caldwell County Railroad Commission. The term started on January 1, 2014 and lasts until December 31, 2016.

**Recommendation:**

Staff recommends Council decide whom they wish to appoint as the Caldwell County Railroad Commission member representing the Town of Sawmills.

## AGENDA ITEM 9D

### MEMO

#### DATE:

April 19, 2016

#### SUBJECT:

Discussion:  
Code Red Phone  
System Policy

#### Discussion:

The Town of Sawmills uses and operates an automated phone system called Code Red. This system allows the Town to quickly and reliably disseminate information to the citizens of Sawmills. At this point in time, in order to clarify the use of this system, a formal policy of use is being presented to the Town Council.

#### Policy-

The Code Red phone system is operated by the Town of Sawmills with the purpose of disseminating accurate information to the citizens, businesses, and property owners of the town, in an efficient and effective manner. The primary goal of this information is to help ensure the aforementioned parties are aware of important town emergencies, business, and activities. This system is not intended to advertise the events of private and non-profit entities.

The following is an approved list of issues which the Code Red system can be used to notify users of the system.

1. Town sponsored community events
2. Town/regional emergencies
3. Water and/or sewer customer disruptions of service
4. The notification of town hall or town services temporary closings
5. Sawmills Fire Department officially sponsored community events.

This policy is meant to ensure that users of the system remain informed and are efficiently and quickly communicated with regarding the happenings of the town.

#### Recommendation:

Council review and adopt the Code Red Policy.

**AGENDA ITEM 10A**

**MEMO**

**DATE:**

April 19, 2016

**SUBJECT:**

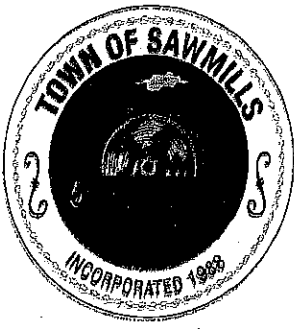
Updates:  
SBEA March  
Progress Report

**Discussion:**

Sherry Long, from the Western Piedmont Council of Governments (WPCOG), sent the attached progress report for the SBEA Project 12-C-2443.

**Recommendation:**

No Council action required.



**MAYOR**  
Joe Wesson

**TOWN ADMINISTRATOR**  
Christopher Todd

**TOWN  
COUNCIL**

Keith Warren, Mayor Pro Tem  
Gerelene Blevins  
Reed Lingerfelt  
Joe Norman  
Jeff Wilson

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**TO:** Joe Wesson, Mayor  
Keith Warren, Mayor Pro Tem  
Gerelene Blevins, Councilwoman  
Reed Lingerfelt, Councilman  
Joe Norman, Councilman  
Jeff Wilson, Councilman

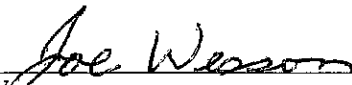
**FROM:** Sherry Long, WPCOG

**SUBJECT:** Progress Report on SBEA 12-C-2443

**DATE:** April 8, 2016

The Department of Commerce is requiring a monthly progress report for Small Business Entrepreneurial Assistance (SBEA) Project CDBG 12-C-2443 be provided to the Sawmills Town Council each month. This report must also signed by the Mayor submitted to the Department of Commerce by the 10<sup>th</sup> day of each month. The following activities occurred in March, 2016:

- The band saws were purchased for McGee Wood Products. All CDBG funds for equipment have been spent. The company anticipates to have all of the jobs will be created by the end of April, 2016.
- A closeout Public Hearing will be required to complete the project. As soon as the jobs are documented, I will notify the Town Administrator to schedule the Public Hearing.

  
\_\_\_\_\_  
Joe Wesson  
Mayor

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4076 US Highway 321-A \* Sawmills NC \* (828)396-7903 \* (828)396-8955 fax

<http://www.townofsawmills.com/>

The Town of Sawmills does not discriminate on the basis of age, sex, race, religion, national origin, disability, political affiliation, or marital status.

**AGENDA ITEM 10B**

**MEMO**

**DATE:**

April 19, 2016

**SUBJECT:**

Updates:  
Code Enforcement  
Monthly Report

**Discussion:**

The attached report shows the progress that Planner Elinor Hiltz continues to make throughout the town.

**Recommendation:**

No Council action required.



**AGENDA ITEM 10C**

**MEMO**

**DATE:**

April 19, 2016

**SUBJECT:**

Updates:  
Comprehensive Steering  
Committee Report

**Discussion:**

The attached report is a summary of the Comprehensive Steering Committee Public Meeting of April 5, 2016.

**Recommendation:**

No Council action required.





**MAYOR**  
Joe Wesson

**TOWN ADMINISTRATOR**  
Christopher Todd

**TOWN  
COUNCIL**

Keith Warren, Mayor Pro-Tem  
Gerelene Blevins  
Reed Lingerfelt  
Joe Norman  
Jeff Wilson

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## MEMO

TO: Christopher, Town Administrator

FROM: Elinor Hiltz, Town Planner

DATE: April 12, 2016

SUBJECT: Comprehensive Plan Steering Committee Update

Cody Byrd, Region 9 Vice President of the NC Homebuilders Association and Gamewell resident, spoke to the committee about the Caldwell County housing market. He explained that the current housing market makes it difficult to build new single-family houses for two reasons:

- Housing prices rise are low and there are some foreclosures still on the market. There are only two or three spec houses in the county right now that Mr. Byrd knows of.
- Banks do not loan the full amount for construction loans anymore.

Sawmills did not get as many new houses during the housing boom in 2000-2008 as Hickory, Catawba County, Lenoir, and Caldwell County. Then, none of the region received many new units during the recession from 2008 to 2016. This is one explanation for the average home value in Sawmills being lower than the region and the county.

Builders look for nearby amenities like city parks, downtowns, or schools when choosing sites for new housing.

The government has created a subsidy for workforce housing, and now a lot of builders can make a profit building apartments as opposed to single-family houses.

The committee indicated potential sites for future apartments, large-lot homes, condos, small-lot homes, and mobile homes in Sawmills.