

## AGENDA

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

Tuesday, December 15, 2015  
6:00 pm

1. Call To Order  
Mayor Pro Tem Trena McRary Kirby
2. Invocation  
Preacher Ed Warren
3. Pledge of Allegiance  
Mayor Pro Tem Trena McRary Kirby
4. Approve Meeting Minutes  
A. November 17, 2015 Regular Meeting Minutes  
Mayor Pro Tem Trena McRary Kirby  
B. November 17, 2015 Closed Session Minutes  
Mayor Pro Tem Trena McRary Kirby
5. Public Comment
6. Recognitions:  
A. Recycle Rewards  
Mayor Pro Tem Trena McRary Kirby  
B. Yard of Month Winner  
Mayor Pro Tem Trena McRary Kirby
7. Public Comment
8. Honoring of Out Going Council Members  
Mayor Elect Joe Wesson
9. Outgoing Council Comments  
Mayor Pro Tem Trena McRary Kirby
10. Adjourn  
Mayor Pro Tem Trena McRary Kirby
11. Oath of Office for New Council Members  
Town Clerk Julie A Good
12. Call to Order  
Mayor Joe Wesson
13. Adopt Agenda  
Mayor Joe Wesson
14. Public Comment
15. Organizational Matters:  
A. Seating Arrangements  
Mayor Joe Wesson  
B. Appointment of Open Council Seat  
Mayor Joe Wesson  
C. Election of Mayor Pro Tem  
Mayor Joe Wesson  
D. Council Ethics and Code of Conduct  
Mayor Joe Wesson
16. Financial Matters:  
A. Adopt Budget Workshop Schedule  
Mayor Joe Wesson  
B. FY 2014-2015 Audit Presentation  
Mayor Joe Wesson
17. Discussion:  
A. Private Street Acceptance Policy Review  
Mayor Joe Wesson  
B. Elmore Drive-Private Street Acceptance  
Mayor Joe Wesson

18. Public Comment

19. Updates:

- A. SBEA November Progress Report
- B. Code Enforcement Report
- C. Comprehensive Steering Committee Report
- D. Duff Drive Sewer Progress Report
- E. Council Comment

Mayor Joe Wesson  
Mayor Joe Wesson  
Mayor Joe Wesson  
Mayor Joe Wesson  
Mayor Joe Wesson

20. Adjourn

Mayor Joe Wesson

**TUESDAY, NOVEMBER 17, 2015  
TOWN OF SAWMILLS REGULAR COUNCIL MEETING  
6:00 PM**

**COUNCIL PRESENT**

Trena McRary Kirby  
Joe Wesson  
Gerelene Blevins  
Jeff Wilson

**STAFF PRESENT**

Christopher Todd  
Julie Good  
Terry Taylor

**COUNCIL ABSENT**

Johnny Wilson

**CALL TO ORDER:** Mayor Pro Tem Trena McRary Kirby called the meeting to order.

**INVOCATION:** Keith Warren gave the invocation.

**PLEDGE OF ALLEGIANCE:** Mayor Pro Tem Trena McRary Kirby led the Pledge of Allegiance.

**ADOPT AGENDA:** Mayor Pro Tem Trena McRary Kirby asked for a motion to adopt the November 17, 2015 agenda.

Jeff Wilson made a motion, and Joe Wesson seconded, to adopt the November 17, 2015 agenda. All were in favor.

**APPROVE OCTOBER 20, 2015 REGULAR MEETING MINUTES:** Mayor Pro Tem Trena McRary Kirby asked for a motion to approve the October 20, 2015 regular meeting minutes.

Joe Wesson made a motion, and Gerelene Blevins seconded, to approve the October 20, 2015 regular meeting minutes. All were in favor.

**APPROVE OCTOBER 20, 2015 CLOSED SESSION MINUTES:** Mayor Pro Tem Trena McRary Kirby asked for a motion to approve the October 20, 2015 closed session minutes.

Gerelene Blevins made a motion, and Joe Wesson seconded, to approve the October 20, 2015 closed session minutes. All were in favor.

**APPROVE NOVEMBER 9, 2015 SPECIAL MEETING MINUTES:** Mayor Pro Tem Trena McRary Kirby asked for a motion to approve the November 9, 2015 special meeting minutes.

Jeff Wilson made a motion, and Gerelene Blevins seconded, to approve the November 9, 2015 special meeting minutes. All were in favor.

**PUBLIC COMMENT:** Mayor Pro Tem Trena McRary Kirby asked if anyone had any questions or comments at this time.

No one wished to speak.

**RECOGNITIONS:**

**RECYCLE REWARDS WINNER:** Town Administrator Christopher Todd announced that after checking numerous accounts on the computer generated list, Public Works Director, Ronnie Coffey, could not find a recycle rewards winner this month.

No Council action was required.

**YARD OF THE MONTH WINNERS:** Town Administrator Christopher Todd announced Robert Yount from the 28630 zip code, and Harold Williams, from the 28638 zip code, as the November Yard of the Month winners. Town Administrator Christopher Todd stated that the certificates would be available at the Town Hall for pick up.

No Council action was required.

**FINANCIAL:**

**EMPLOYEE LONGEVITY PAY:** Mayor Pro Tem Trena McRary Kirby stated that the Town of Sawmills pays out an employee longevity pay the first pay period of December.

Joe Wesson made a motion, and Gerelene Blevins seconded, to approve disbursement of longevity pay to employees the first pay period in December. All were in favor.

**APPROVE AUDITORS CONTRACT FOR FY 2015-2016:** Mayor Pro Tem Trena McRary Kirby stated that the current contract with the Town auditors Lowdermilk, Church & Co., L.L.P. needs to be renewed. The renewal contract will cover the period of July 1, 2015 to June 30, 2016.

Jeff Wilson made a motion, and Joe Wesson seconded, to approve a renewal contract with the Town auditors Lowdermilk, Church & Co, L.L.P. in the amount of \$10,500.00 (ten thousand five hundred dollars) and covering the period of July 1, 2015 to June 30, 2016. All were in favor.

**PUBLIC COMMENT:** Town Administrator Christopher Todd asked if anyone had any questions or comments at this time.

Deputy Jon Hawn, Sawmills Elementary School Resource Officer, stated that Sawmills Veterans Celebration was wonderful. The celebration was well developed and Deputy Hawn has received numerous positive comments from the public on the event.

**UPDATES:**

**SBEA SEPTEMBER PROGRESS REPORT:** Mayor Pro Tem Trena McRary Kirby 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.

**NOVEMBER CODE ENFORCEMENT REPORT:** Mayor Pro Tem Trena McRary Kirby stated that 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 November 2015.

No Council action was required.

**COMPERHENSIVE STEERING COMMITTEE REPORT:** Mayor Pro Tem Trena McRary Kirby stated that the Town Planner Elinor Hiltz has enclosed a status report from the November 3, 2015 steering committee meeting.

No Council action was required.

**DUFF DRIVE SEWER PROJECT REPORT:** Mayor Pro Tem Trena McRary Kirby stated that Lisa Helton, from the Western Piedmont Council of Governments, has enclosed a progress report for the Duff Drive Sewer project.

No Council action was required.

**COUNCIL COMMENT:** Mayor Pro Tem Trena McRary Kirby asked if anyone on the Council had any questions or comments at this time.

Joe Wesson thanked everyone for coming and wanted to encourage citizen input.

Mayor Pro Tem Trena McRary Kirby invited every one to the December 1, 2015 steering committee public meeting being held at the Sawmills Volunteer Fire Department. Mayor Pro Tem Trena McRary Kirby also wanted to invite everyone to the Sawmills Christmas Tree Lighting on December 3, 2015 beginning at 6:30 pm and to the Sawmills Christmas Parade on December 5, 2015 beginning at 10:00 am.

Jeff Wilson wanted to thank everyone for attending the Veterans Celebration. Jeff Wilson stated that Joe Wesson did a great job with the celebration and also wanted to thank the

Town's public works department and office staff for working so hard to make the celebration a success.

**CLOSED SESSION: ATTORNEY/CLIENT PRIVILEGE AND PERSONNEL:** Mayor Pro Tem Trena McRary Kirby asked for a motion to go into closed session.

Gerelene Blevins made a motion, and Joe Wesson seconded, to go into closed session at 6:18 pm.

Joe Wesson made a motion, and Jeff Wilson seconded, to come out of closed session at 7:20 pm.

**PERSONNEL MATTERS:** As discussed in closed session, Mayor Pro Tem Trena McRary Kirby asked for a motion for staff compensation.

Joe Wesson made a motion, and Jeff Wilson seconded, to approve a one-time compensation as follows:

- Karen Clontz-\$1,800.00 (eighteen hundred dollars) and 24 (twenty-four) hours of vacation time;
- Ronnie Coffey-\$1,000.00 (one thousand dollars)
- Kim Trivette-\$300.00 (three hundred dollars)
- Julie Good-\$300.00 (three hundred dollars).

All were in favor.

**COUNCIL ADJOURN:** Mayor Pro Tem Trena McRary Kirby asked for a motion to adjourn.

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

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Julie A Good, Town Clerk

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Trena McRary Kirby,  
Mayor Pro-Tem

**AGENDA ITEM 6A**

**MEMO**

**DATE:**

December 15, 2015

**SUBJECT:**

Recognition:  
Recycle Rewards  
Program

**Discussion:**

The Town of Sawmills would like to congratulate Dennis Greer on winning the Recycle Rewards Program for the month of December. Mayor Pro Tem Trena McRary Kirby will present him 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 6B**

**MEMO**

**DATE:**

December 15, 2015

**SUBJECT:**

Recognition:  
Yard of the Month  
Winners

**Discussion:**

The Yard of the Month winner for December is Mary Wicker at 2683 Terrace Drive. Mayor Pro Tem Trena McRary Kirby will present Ms. Wicker with a Certificate of Appreciation.

**Recommendation:**

No Council action required.



**AGENDA ITEM 8**

**MEMO**

**DATE:**

December 15, 2015

**SUBJECT:**

Honoring of Out Going Council Members

**Discussion:**

The Town of Sawmills would like to recognize Mayor Pro Tem Trena McRary Kirby and Councilman Johnny Wilson for their service and dedication to the citizens of the Town of Sawmills. Mayor Elect Joe Wesson will present them with a Certificate of Appreciation.

**Recommendation:**

No Council action required.

**AGENDA ITEM 11**

**MEMO**

**DATE:**

December 15, 2015

**SUBJECT:**

Oath of Office for  
New Council Members

**Discussion:**

Town Clerk, Julie A. Good, will administer the Oath of Office as follows:

- Mayor - Joe Wesson
- Council Members - Joe Norman, Keith Warren and Jeff Wilson

**Recommendation:**

No Council action is required.

**AGENDA ITEM 15A**

**MEMO**

**DATE:**

December 15, 2015

**SUBJECT:**

Seating Arrangements

**Discussion:**

The new Council seating arrangement will be as follows (from right to left):

- Joe Norman
- Keith Warren
- Gerelene Blevins
- Town Attorney
- Mayor
- Town Administrator
- Jeff Wilson
- Open Seat
- Town Clerk

**Recommendation:**

No Council action is required.

**AGENDA ITEM 15B**

**MEMO**

**DATE:**

December 15, 2015

**SUBJECT:**

Organizational Matters:  
Appointment of Open Council  
Seat

**Discussion:**

As a result of the November 2015 election, Joe Wesson's Council seat is now vacant. Council will need to appoint a qualified resident to the open Town Council seat. This individual will serve the remaining two year term. This is done in accordance with NCGS § 160A-63 and as stated in the Town of Sawmills Code of Ordinances.

**Recommendation:**

Council needs to appoint a qualified resident of the Town of Sawmills to serve as a Council Member for the remaining two year term.

**AGENDA ITEM 15C**

**MEMO**

**DATE:**

December 15, 2015

**SUBJECT:**

Organizational Matters:  
Election of Mayor  
Pro Tem

**Discussion:**

As a result of the November 2015 election, Council will need to elect a new Mayor Pro Tem. Enclosed is a description of the duties of the Mayor Pro Tem in accordance with NCGS § 160A-70 and as stated in the Town of Sawmills Code of Ordinances.

**Recommendation:**

Council needs to elect a member of the Council to serve as the Mayor Pro Tem.

**AGENDA ITEM 15D**

**MEMO**

**DATE:**

December 15, 2015

**SUBJECT:**

Organizational Matters:  
Council Ethics and  
Code of Conduct

**Discussion:**

Enclosed with this memo is a copy of the Code of Ethics prepared by Attorney Terry Taylor and adopted by the Town Council on August 17, 2010. North Carolina General Statutes § 160A-83 requires the governing board to adopt a code of ethics to guide the actions of its members in the performance of their duties.

Also enclosed is a Standard of Conduct form prepared by Attorney Terry Taylor. Mayor Joe Wesson asks each Council member to read this form. New Council members should be prepared to sign this document. A copy is kept on file with the Clerk.

**Recommendation:**

Council needs to review and sign the enclosed document.

**AGENDA ITEM 16A**

**MEMO**

**DATE:**

December 15, 2015

**SUBJECT:**

Financial Matters:  
Adopt Budget  
Workshops Schedule

**Discussion:**

Enclosed with this memo is a copy of the proposed FY 2016-2017 budget workshop schedule.

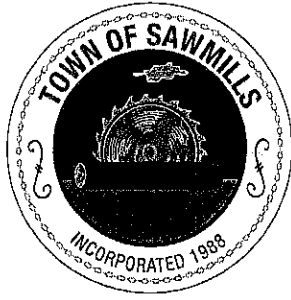
The annual Council budget retreat is scheduled for Thursday, February 11, 2015, from 9:00 am to 4:00 pm, at the Caldwell County EDC.

As presented, the budget schedule includes four (4) budget workshops.

If Council would rather meet in the morning hours of 9:00 am to 11:00 am, or the afternoon hours of 1:00 pm to 3:00 pm, staff can accommodate the Council.

**Recommendation:**

Staff recommends Council adopt the FY 2015-2016 budget workshops schedule.



## **FY 2016-2017 Budget Retreat and Workshop Schedules**

<b>December 15th at 6:00 pm</b> Regular Council Meeting	<b>Adopt FY 2016-2017 Budget Retreat and Workshop Schedules</b> (Sawmills Town Hall Council Chambers)
<b>January 21st at 6:00 pm</b> Special Council Meeting	<b>Coffee with the Council</b> (Sawmills Town Hall Council Chambers)
<b>February 11th from 9:00-4:00</b> Special Council Meeting	<b>Annual Council Budget Retreat</b> (Caldwell County Economic Development Commission)
<b>March 10th from 5:00-7:00</b> Special Council Meeting	<b>Budget Workshop Number 1</b> (Sawmills Town Hall Council Chambers)
<b>April 7th from 5:00-7:00</b> Special Council Meeting	<b>Budget Workshop Number 2</b> (Sawmills Town Hall Council Chambers)
<b>April 21st from 5:00-7:00</b> Special Council Meeting	<b>Budget Workshop Number 3</b> (Sawmills Town Hall Council Chambers)
<b>May 5th from 5:00-7:00</b> Special Council Meeting	<b>Budget Workshop Number 4 (If needed)</b> (Sawmills Town Hall Council Chambers)
<b>May 17th at 6:00 pm</b> Regular Council Meeting	<b>Presentation of FY 2015-2016 Budget and Call a Public Hearing</b> (Sawmills Town Hall Council Chambers)
<b>June 21st at 6:00 pm</b> Regular Council Meeting	<b>Public Hearing and Adoption of FY 2015-2016 Budget</b> (Sawmills Town Hall Council Chambers)

**\*As required by law all meetings are open to the public.**



**AGENDA ITEM 16B**

**MEMO**

**DATE:**

December 15, 2015

**SUBJECT:**

Financial Matters:  
FY Ending June 30, 2015  
Audit Presentation

**Discussion:**

Enclosed with your agenda packet is a copy of the audit for fiscal year ending June 30, 2015.

James Lowdermilk and Rick Hammer, with Lowdermilk, Church & Co., LLP, will be on hand to formally present the audit to the Mayor and Council.

**Recommendation:**

No council action required.

**AGENDA ITEM 17A**

**MEMO**

**DATE:**

December 15, 2015

**SUBJECT:**

Discussion:  
Town of  
Sawmills Private  
Street Acceptance  
Procedures- Review

**Discussion:**

Currently the Town has a few private streets, either unpaved, or do not meet minimum standards. 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. The property owners are also responsible for 50% of the construction bid amount to bring the street up to the Town's minimum standards.

**Recommendation:**

Staff recommends Council discuss this matter and determine if they would like to alter the policy or leave it as written.

**TOWN OF SAWMILLS**  
**STREETS AND SIDEWALKS**

***GENERAL PROVISIONS***

**§93.01 TOWN COUNCIL APPROVAL OF NEW STREETS**

Before any new street offered for dedication to the Town is accepted as such, and officially recognized as a Town-maintained street, the Town Council must give its approval, finding that the street complies with each of the requirements listed below.

- A. The street must be free of charge and clear of all encumbrances.
- B. The street must be a part of an existing minimum 35-foot recorded right-of-way. Otherwise, a registered survey and legal description must be prepared prior to consideration of a dedication.

***Sawmills - General Regulations***

- C. A signed agreement of the dedication must be submitted by 100% of the adjacent property owners. The property owners need to understand at the time of submitting the petition, that they will be responsible for fifty (50%) percent of the construction bid amount to bring the road up to the Town's minimum standards. The signed petitions for all new streets offered for dedication to the Town must be submitted to the Town Clerk.
- D. The Town will pave and improve roads as funds are available each year. The Town Council Street Committee, Public Works Superintendent and Town Engineer will rank each street eligible to be paved according to the density in which the streets are developed and the physical shape the streets are in. The actual improvements scheduled will be approved by the Town Council and periodically revised. If necessary, the paving schedule may be spread over two or more years to accommodate the Town's budget.
- E. All utilities requiring removal, relocation or adjustments shall be made at no expense to the Town. Any existing utilities may remain upon approval by the Town prior to dedication.

- F. At least 20% of the number of lots bordering the street must be individually owned.
- G. Any street less than two-tenths of one mile (1,056 feet) must serve at least four owner-occupied residences (otherwise it will be considered a private driveway). Additionally, there must be one owner-occupied residence for each one-tenth of one mile (528 feet) thereafter.
- H. All streets and right-of-way offered to the Town must meet the current minimum standards set forth by the Town Ordinances and approved by the Town Engineer.
- I. The Town reserves the right to allow deviations from the design criteria listed herein. The deviations allowed will be reasonable and limited only by safety and maintenance factors and must be recommended by the Public Works Superintendent and Town Engineer.
- J. Any street that extends from an existing state - or Town-maintained street must meet the right-of-way standards of the existing street.
- K. The following definitions shall be used to determine the appropriate design and construction standards. These determinations will be made by the Town Council Street Committee and the Public Works Superintendent. Any determination by the Street Committee and/or the Public Works Superintendent concerning the dedication of private streets to the Town may be appealed to the Town Council.

- (1) **LOCAL RESIDENTIAL STREETS.** Streets that do not connect thoroughfares or serve major traffic generators. These streets may serve as connectors between existing **LOCAL RESIDENTIAL STREETS**.
- (2) **MINOR RESIDENTIAL SUBDIVISION STREETS.** Dead-end, cul-de-sac and loop streets less than one-tenth of a mile (1,056 feet) in length that do not connect to more than one local residential street.
- (3) **PRIVATE DRIVEWAY.** Streets which serve less than four permanent residences regardless of length. These streets will not be eligible for acceptance into the Town system.
- (4) **RESIDENTIAL COLLECTOR STREETS.** Streets which serve as the connecting street between local residential streets and thoroughfare streets.

- L. All streets created in family subdivision even if dedicated to the public are not eligible for acceptance into the town system until they are brought up to Town standards.  
(1991 Code, §40.01) (Ord. Passed 1-22-1991; Ord. 11-92-5, passed -1992;  
Ord. Passed 12-15-1998)

**AGENDA ITEM 17B**

**MEMO**

**DATE:**

December 15, 2015

**SUBJECT:**

Discussion:  
Town of  
Sawmills Private  
Street Acceptance-  
Elmore Drive

**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. During 2014, the residents and property owners of Elmore Drive submitted a petition for street acceptance for the Council to review. At that time, due to concerns by both council and residents, the street was not accepted by the Town Council. At this time, staff has been asked to review Elmore Drive as a potential street of the Town, and as a result, the Town would accept the maintenance responsibilities. Elmore Drive is a private street accessed from 321-A, and adjacent to the Sawmills Hardware Store.

The estimated project cost, as of the 2013/2014 fiscal year, was \$165,000 to bring the street up to the Town's minimum standards and improve the existing water line on the street. Currently the water line is located in the middle of the street and it would be more cost effective to do both projects simultaneously.

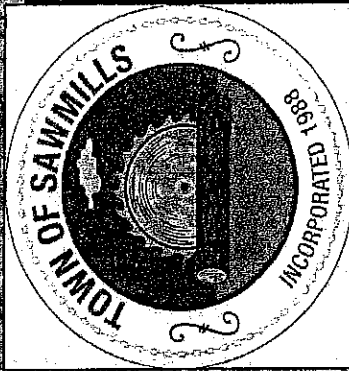
**Recommendation:**

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

**ESTIMATED COST \$165,000**  
**THE COST INCLUDES GRADING AND**  
**PAVING FOR AN 18 FOOT WIDE STREET,**  
**DRAINAGE PIPES, INSTALLING A NEW**  
**WATERLINE AND FIRE HYDRANT.**  
**(THE WATER IMPROVEMENT COST IS**  
**NOT POWELL BILL FUND ELIGIBLE.**  
**\$25,000)**

**PROPOSED 45'**  
**RIGHT OF WAY**

**ELMORE DRIVE**





**AGENDA ITEM 19A**

**MEMO**

**DATE:**

December 15, 2015

**SUBJECT:**

Updates:  
SBEA November  
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

TOWN ADMINISTRATOR  
Christopher Todd

TOWN  
COUNCIL

Trena McRary Kirby, Mayor Pro-Tem  
Johnny Wilson  
Joe Wesson  
Jeff Wilson  
Gerelene Blevins

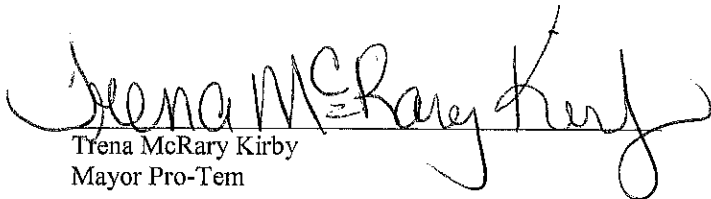
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December 4, 2015

TO: Trina McRary Kirby, Mayor Pro-Tem  
Gerelene Blevins, Councilwoman  
Joe Wesson, Councilman  
Jeff Wilson, Councilman  
Johnny Wilson, Councilman  
FROM: Sherry Long, WPCOG  
SUBJECT: Progress Report on SBEA 12-C-2443  
DATE: December 4, 2015

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 Pro-tem and submitted to the Department of Commerce by the 10<sup>th</sup> day of each month. The following activities occurred in November, 2015:

- McGee Wood Products is compiling a list of the equipment they wish to purchase and will give the information to the Town by the end of December.

  
Trena McRary Kirby  
Mayor Pro-Tem

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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 19B**

**MEMO**

**DATE:**

December 15, 2015

**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 19C**

**MEMO**

**DATE:**

December 15, 2015

**SUBJECT:**

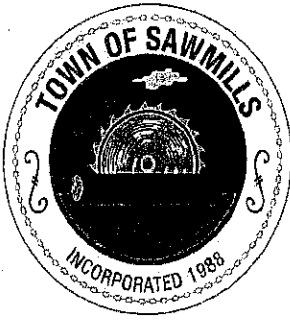
Updates:  
Comprehensive Steering  
Committee Report

**Discussion:**

The attached report is a summary of the Comprehensive Steering Committee Public Meeting of December 1, 2015.

**Recommendation:**

No Council action required.



## TOWN COUNCIL

**TOWN ADMINISTRATOR**  
Christopher Todd

Trena McRary Kirby, Mayor Pro-Tem  
Gerelene Blevins  
Joe Wesson  
Jeff Wilson  
Johnny Wilson

**TOWN PLANNER**  
Elinor Hiltz

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## MEMO

TO: Christopher, Town Administrator

FROM: Elinor Hiltz, Town Planner

DATE: December 9, 2015

SUBJECT: Comprehensive Plan Steering Committee Meeting December 1

The Sawmills Comprehensive Plan Public Input Meeting on December 1 was very well attended. There were about 30 participants- 3 tables of 10. There was a solid hour of discussion and citizen participation during the meeting that ran from 6:00 to 7:30. At the end of the meeting the citizens voted for the ideas that were most important to them. The top vote-getters were:

- “fix or demolish abandoned houses and buildings”-15 votes
- “get rid of the Railroad”-14 votes
- “some owners need to resolve renter problems with drugs and crime and messiness”-11 votes
- “get rid of the ETJ”-11 votes
- “provide water/sewer along the Highway 321 corridor”-10 votes
- “the Town needs more services for children”-9 votes
- “preserve farm areas”-8 votes
- “give agricultural exemptions from codes”-8 votes
- “the Town needs to do more code enforcement”-6 votes
- “the Town has a good Fire Dept”-6 votes
- “the Town has a good Farmers Market”-6 votes
- “the Town needs housing diversity”-5 votes
- “demolish Kohler and Campbell”-4 votes

Strategies to address these citizens’ concerns will get written into the Comprehensive Plan and will be revealed in the draft plan in May.

The committee will launch a survey to reach an even broader public in January.

**AGENDA ITEM 19D**

**MEMO**

**DATE:**

December 15, 2015

**SUBJECT:**

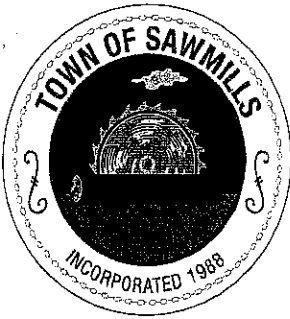
Updates:  
Duff Drive Sewer  
Progress Report

**Discussion:**

Lisa Helton, from the Western Piedmont Council of Governments (WPCOG), sent the attached progress report for the Duff Drive Sewer project.

**Recommendation:**

No Council action required.



**MAYOR**

**TOWN ADMINISTRATOR**  
Christopher Todd

**TOWN  
COUNCIL**

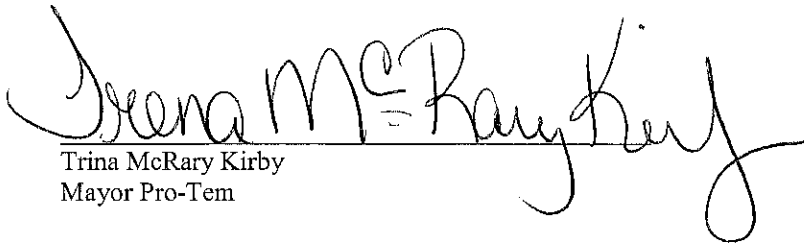
Trena McRary Kirby, Mayor Pro-Tem  
Johnny Wilson  
Joe Wesson  
Jeff Wilson  
Gerelene Blevins

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TO: Trina McRary Kirby, Mayor Pro-Tem  
Gerelene Blevins, Councilwoman  
Joe Wesson, Councilman  
Jeff Wilson, Councilman  
Johnny Wilson, Councilman  
FROM: Lisa Helton  
SUBJECT: Duff Drive Area Sewer Project  
DATE: December 5, 2015

The Department of Commerce is requiring a monthly progress report for Duff Drive Area Sewer Project CDBG # 12-C-2506 be provided to the Sawmills Town Council each month. This report must also signed by the Mayor Pro-Tem and submitted to the Department of Commerce by the 10<sup>th</sup> day of each month. The following is an update of the project for the end of November, 2015:

- Job is 95% complete
- CDBG funds in the amount of \$783,367.15 spent to date (78%).
- Main line is completed.
- 16 service connections need to be made.
- Clean up underway



Trina McRary Kirby  
Mayor Pro-Tem