

## AGENDA

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

Tuesday, January 20, 2015  
6:00 pm

1. Call To Order Mayor Pro-Tem Trena McRary Kirby
2. Invocation
3. Pledge of Allegiance Mayor Pro-Tem Trena McRary Kirby
4. Adopt Agenda Mayor Pro-Tem Trena McRary Kirby
5. Approve Meeting Minutes  
A. December 16, 2014 Regular Meeting Minutes Mayor Pro-Tem Trena McRary Kirby
6. Public Comment Mayor Pro-Tem Trena McRary Kirby
7. Recognitions:  
A. Recycle Rewards Administrator Seth Eckard
8. Financial Matters:  
A. Adopt Amended Budget Workshop Schedule Administrator Seth Eckard  
B. McGee Sewer Easement Administrator Seth Eckard  
C. Donation Request Administrator Seth Eckard
9. Discussion:  
A. Greater Hickory Metropolitan Planning Organization (MPO) Appointment Administrator Seth Eckard
10. Public Comment:
11. Updates:  
A. Code Enforcement Monthly Report Administrator Seth Eckard  
B. Administrators Report Administrator Seth Eckard  
C. Council Comment Mayor Pro-Tem Trena McRary Kirby
12. Closed Session: Attorney/Client Privilege Mayor Pro-Tem Trena McRary Kirby
13. Adjourn Mayor Pro-Tem Trena McRary Kirby

**TUESDAY, December 16, 2014**  
**TOWN OF SAWMILLS REGULAR COUNCIL MEETING**  
**6:00 PM**

**COUNCIL PRESENT**

Trena McRary Kirby  
Joe Wesson  
Jeff Wilson  
Johnny Wilson  
Gerelene Blevins

**STAFF PRESENT**

Seth Eckard  
Julie Good  
Terry Taylor

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

**INVOCATION:** Councilman Joe Wesson 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 agenda.

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

**APPROVE NOVEMBER 18, 2014 REGULAR MEETING MINUTES:** Mayor Pro-Tem Trena McRary Kirby asked for a motion to approve the November 18, 2014 regular meeting minutes.

Jeff Wilson made a motion, and Johnny Wilson seconded, to approve the 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 Seth Eckard announced Mr. and Mrs. Jim and Claudia Cooke as the December Recycle Rewards winner. A credit of twenty-eight dollars (\$28.00) will be added to their sanitation bill and their certificate will be available at the Town Hall for pick up.

No Council action was required.

**YARD OF THE MONTH WINNERS:** Town Administrator Seth Eckard announced that Ms. Reba Storie, from the 28630 zip code, and Mr. and Mrs. Gary and Sandra Grogan, from the 28638 zip code, as the December Yard of the Month winners. Town Administrator Seth Eckard stated that both certificates would be available at the Town Hall for pick up.

No Council action was required.

**FINANCIAL MATTERS:**

**ADOPT BUDGET WORKSHOPS SCHEDULE:** Mayor Pro-Tem Trena McRary Kirby asked for a motion to adopt the proposed FY 2015-2016 budget workshop schedule.

Joe Wesson made a motion, and Gerelene Blevins seconded, to adopt the proposed FY 2015-2016 budget workshop schedule. All were in favor.

**BID AWARD FOR DUFF DRIVE AREA CDBG SEWER PROJECT:** Town Administrator Seth Eckard stated that on December 4, 2014, the Town held a bid opening for the Duff Drive Area Sewer Project. The Town received the following seven (7) bids:

Davis Grading, Inc.	\$956,594.10
<b>Neill Grading &amp; Construction Co, Inc.</b>	<b>\$904,884.00</b>
PF Plumbing Contractors, Inc.	\$968,411.00
Hickory Sand Company, Inc.	\$1,023,929.75
Iron Mountain Construction Co, Inc.	\$1,024,684.00
Monroe Roadways, Inc.	\$1,074,773.48
Bell Construction Co, Inc.	\$1,178,758.40

Joe Wesson made a motion, and Gerelene Blevins seconded, to award the bid to Neill Grading & Construction Co, Inc., in the amount of nine hundred four thousand eight hundred eighty four dollars (\$904,884.00). All were in favor.

**BUDGET ORDINANCE AMENDMENTS:** Town Administrator Seth Eckard stated that there are two (2) enclosed budget amendments for fiscal year 2014-2015. The first amendment transfers two hundred eighty thousand dollars (\$280,000.00) budgeted for Repairs and Maintenance to the Operating Transfer line item.

Jeff Wilson made a motion, and Joe Wesson seconded, to approve the budget ordinance amendment in the amount of two hundred eighty thousand dollars (\$280,000.00) from Repairs and Maintenance to the Operating Transfer line item. All were in favor.

The second amendment recognizes the revenue and expense accounts in the CDBG fund for the Town's local commitment to the project.

Johnny Wilson made a motion, and Joe Wesson seconded, to approve the budget ordinance amendment for the revenue and expense accounts in the CDBG fund. 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.

**UPDATES:**

**CODE ENFORCEMENT MONTHLY REPORT:** Administrator Seth Eckard stated 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 December 2014.

No Council action was required.

**ADMINISTRATORS REPORT:** Town Administrator Seth Eckard made the following announcements:

- Dee Blackwell will be retiring, after forty (40) years of service, from the WPCOG. There is a retirement party this Thursday, December 18, 2014, at the Crown Plaza in Hickory. Any Council Members that are going and want to ride together should be at the Town Hall at 5:15 pm. Dinner starts at 6:00 pm.
- The Town offices and Public Works will be closing at noon on Wednesday, December 24, and will be closed Thursday, December 25 and Friday, December 26 for the Christmas Holiday.
- The Town offices and Public Works will be closed Thursday January 1 for the New Years holiday.
- There will be a Community meeting at the Town Hall on January 8 for all customers affected by the CDBG Duff Drive Sewer Project.

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

Joe Wesson wanted to commend Councilwoman Gerelene Blevins for the great job she did on the Christmas Tree Lighting, Town Clerk Julie Good for the great job she did on the Christmas Parade and wanted to thank staff for the great job everyone did on the Christmas Party. Joe Wesson also wished everyone a Merry Christmas.

Johnny Wilson wanted to thank everyone for the Christmas cards and wished everyone a Merry Christmas.

Jeff Wilson wished everyone a Merry Christmas.

Trena McRary Kirby wished everyone a Merry Christmas and wanted everyone to know how blessed we are.

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

Jeff Wilson made a motion, and Joe Wesson 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 7A**

**MEMO**

**DATE:**

January 20, 2015

**SUBJECT:**

Recognition:  
Recycle Rewards  
Program

**Discussion:**

The Town of Sawmills would like to congratulate Mr. and Mrs. Michael and Wendy Smith on winning the Recycle Rewards Program for the month of January. Town Administrator Seth Eckard will present Mr. and Mrs. Smith 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:**

January 20, 2015

**SUBJECT:**

Financial Matters:  
Adopt Amended  
Budget Workshop  
Schedule

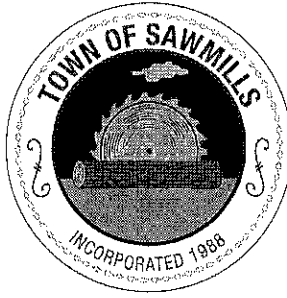
**Discussion:**

Enclosed with this memo is a copy of the proposed FY 2015-2016 amended budget workshop schedule.

The budget workshop scheduled for April 23, 2015, conflicts with the annual WPCOG meeting. The proposed alternative date that Town Administrator recommends is April 16, 2015, from 5:00 pm to 7:00 pm.

**Recommendation:**

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



## **FY 2015-2016 Budget Retreat and Workshop Schedules**

<b>December 16<sup>th</sup> at 6:00 pm</b> Regular Council Meeting	<b>Adopt FY 2015-2016 Budget Retreat and Workshop Schedules</b> (Sawmills Town Hall Council Chambers)
<b>January 22<sup>nd</sup> at 6:00 pm</b> Special Council Meeting	<b>Coffee with the Council</b> (Sawmills Town Hall Council Chambers)
<b>February 12<sup>th</sup> from 9:00-4:00</b> Special Council Meeting	<b>Annual Council Budget Retreat</b> (Caldwell County Economic Development Commission)
<b>March 12<sup>th</sup> from 5:00-7:00</b> Special Council Meeting	<b>Budget Workshop Number 1</b> (Sawmills Town Hall Council Chambers)
<b>April 2<sup>nd</sup> from 5:00-7:00</b> Special Council Meeting	<b>Budget Workshop Number 2</b> (Sawmills Town Hall Council Chambers)
<b>April 16<sup>th</sup> from 5:00-7:00</b> Special Council Meeting	<b>Budget Workshop Number 3</b> (Sawmills Town Hall Council Chambers)
<b>May 7<sup>th</sup> from 5:00-7:00</b> Special Council Meeting	<b>Budget Workshop Number 4 (If needed)</b> (Sawmills Town Hall Council Chambers)
<b>May 21<sup>st</sup> 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 16<sup>th</sup> 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 8B**

**MEMO**

**DATE:**

January 20, 2015

**SUBJECT:**

Financial Matters:  
McGee Sewer  
Easement

**Discussion:**

To finish up on all easement acquisitions for the Duff Drive Sewer Easements, the amount of two thousand dollars (\$2,000.00) needs to be paid to Roger and Elaine McGee.

**Recommendation:**

Staff recommends to pay the amount of two thousand dollars (\$2,000.00) to Roger and Elaine McGee as the Deed of Easement is now recorded.

Workflow No. 0000074713-0027



Doc ID: 009483060004 Type: CRP  
Recorded: 09/17/2014 at 02:16:44 PM  
Fee Amt: \$28.00 Page 1 of 4  
Workflow# 0000074713-0027  
Caldwell County, NC  
WAYNE L RASH Register of Deeds

BK 1856 PG 360-363

Prepared by and Return to: ✓ Terry M. Taylor, Attorney at Law  
P.O. Drawer 2428, Hickory, NC 28603

STATE OF NORTH CAROLINA

EASEMENT AGREEMENT FOR  
DUFF DRIVE SEWER PROJECT

COUNTY OF CALDWELL

THIS UTILITIES AND EASEMENT AGREEMENT, made this the 23 day of July, 2014, by and between Roger McGee and wife, Elaine McGee, and having an address of 6907 East Oak Island Drive, Oak Island, North Carolina 28465 (Property Address: Stamey Road consisting of approximately 1.87 acres, Hudson, North Carolina 28638), (hereinafter "Parties of the First Part") and The Town of Sawmills, a North Carolina Municipal Corporation, 4076 U.S. Highway 321-A, Sawmills, North Carolina 28630, (hereinafter "Party of the Second Part");

WITNESSETH:

That for and in consideration of the sum of Two Thousand Dollars (\$2,000.00) and other good and valuable consideration, the receipt of which is hereby acknowledged, the Parties of the First Part do hereby grant and convey unto the Party of the Second Part, its successors and assigns, the right and easement to construct and maintain any and all street rights of way and utilities, including, but not limited to, water and sewer, and storm drainage lines and pipes, electrical and electronic lines and systems, either above or below ground, and all other utilities that may be operated by the Party of the Second Part at any time in the future, through and upon the land of the Parties of the First Part, the same being situated in Lovelady Township, Caldwell County, North Carolina, and more particularly described as follows:

Caldwell County Tax Parcel No.: 2766-33-4308

4

**Permanent Easement Area.**

**BEING** all of that 25 foot utility easement area shown as the Town of Sawmills Duff Drive Sewer Project, and being the easement as shown and more particularly described on the plat entitled, Town of Sawmills Duff Drive Sewer Project, as is recorded in Plat Book 30, Page 131-132, Caldwell County Registry, to which reference is hereby made for greater certainty in description.

**Temporary Construction Easement Area.**

**Together with an easement for construction purposes extending 15 feet on either side of the Permanent Easement Area as said Permanent Easement Area is more particularly described in the Plat referred to hereinabove. The Temporary Construction Easement shall expire one year after any utility line constructed in said Permanent Easement Area has been in use and is operating.**

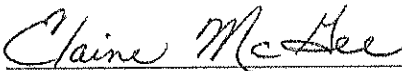
The Parties of the First Part agree to keep the property within said Permanent Easement Area clear of buildings, structures, trees, bushes, undergrowth and of other obstructions that would interfere with the location, construction and maintenance of the utility lines and/or mains provided that the Parties of the First Part, their heirs, successors and assigns may use said easement for purposes not inconsistent with the rights herein granted the Party of the Second Part.

**TO HAVE TO HOLD**, the said grant of right and easement unto it, the Party of the Second Part, its successors and assigns, forever.

The said grant shall include the right of ingress and egress over the above described land of the Parties of the First Part for the purpose of constructing, maintaining, repairing, enlarging and reconstructing any such street or utility on said premises or removing any obstruction interfering with the enjoyment of such rights and, in general, any rights and privileges which may be necessary for the permanent maintenance of any street and/or utilities in, through and upon said premises.

**IN TESTIMONY WHEREOF**, the said Parties of the First Part have hereunto set their hands and seals as of the day and year first above written.

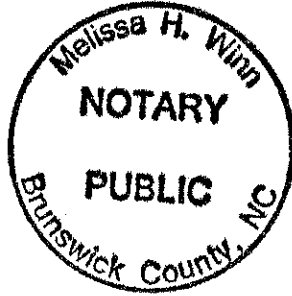
  
\_\_\_\_\_  
Roger McGee (Seal)

  
\_\_\_\_\_  
Elaine McGee (Seal)

STATE OF NORTH CAROLINA  
COUNTY OF Brunswick

I, Melissa H. Winn, a Notary Public of Brunswick County, North Carolina, do hereby certify **Roger McGee and wife, Elaine McGee**, personally appeared before me this day and acknowledged the due execution of the foregoing instrument.

WITNESS my hand and notarial seal, this the 28 day of July, 2014.



Notary Public: Melissa H. Winn

My commission expires: Sept 15, 2018

Notary Name: Melissa H. Winn



**AGENDA ITEM 8C**

**MEMO**

**DATE:**

January 20, 2015

**SUBJECT:**

Financial Matters:  
Request for Donation

**Discussion:**

The Town has received a request from the Caldwell County Schools for a donation in the amount of \$14,000.00 (fourteen thousand dollars).

There are sufficient funds in the budget for this request.

**Recommendation:**

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



Town of Sawmills

Trena McRary Kirby, Mayor Pro Tem  
Seth Eckard, Town Administrator

Funding Request:

Name of Organization:	<u>Caldwell County Schools</u>	Phone #:	<u>728 8407</u>
Permanent Address:	<u>1914 Hickory Blvd SW, Lenoir NC</u>	Zip Code:	<u>28645</u>
City:	<u>Lenoir</u>	State:	<u>NC</u>
Contact Name:	<u>David Johnson</u>	Fed Tax ID #:	<u>50-6000998</u>

Amount Requested:	<u>\$ 14,000</u>	Amount needed for the Project:	<u>\$ 14,000</u>
Date Funds Needed:	<u>1-1-2015</u>	Project Begin/End Dates:	<u>August 2014</u>
Complete description of project:	<u>Provide funding for Officer Hawn, School Resource Officer</u>		
How will the funds be used?:	<u>Support for salaries &amp; benefits for school resource officer</u>		
How will this project benefit the community?:	<u>Security provided for elementary school</u>		

v 378

<u>Official Town Use Only</u>			
Date application received:	<u>1/9/15</u>	Date presented to Council:	<u>1/20/15</u>
Date approved/denied (circle one):		Amount approved:	
Available balance in Governing Body Expense Acct:	<u>\$ 14,450</u>		
Date check written:	Check #:	Amount:	

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

**AGENDA ITEM 9A**

**MEMO**

**DATE:**

January 20, 2015

**SUBJECT:**

Discussion:  
Greater Hickory  
Metropolitan Planning  
Organization (MPO)  
Appointment

**Discussion:**

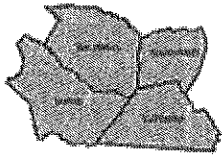
The Greater Hickory Metropolitan Planning Organization (MPO) serves the transportation needs of Brookford, Cahah's Mountain, Catawba, Cedar Rock, Claremont, Conover, Connelly Springs, Drexel, Gamewell, Glen Alpine, Granite Falls, Hickory, Hildebran, Hudson, Lenoir, Long View, Maiden, Morganton, Newton, Rhodhiss, Rutherford College, Sawmills, Valdese and the Hickory urbanized areas of Alexander, Burke, Caldwell and Catawba Counties.

The MPO has asked for a member of Council to represent the Town of Sawmills at their meetings.

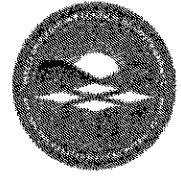
**Recommendation:**

Staff recommends Council decide if they wish to appoint a representative for the Town of Sawmills on the MPO.





**GREATER HICKORY  
METROPOLITAN PLANNING ORGANIZATION (MPO)**  
1880 2<sup>nd</sup> Avenue NW, PO Box 9026  
Hickory, NC 28603



**AGENDA  
JOINT MEETING**

**GREATER HICKORY METROPOLITAN PLANNING ORGANIZATION (GHMPO)  
METROPOLITAN TECHNICAL COORDINATING COMMITTEE (MTCC)**

**UNIFOUR RURAL PLANNING ORGANIZATION (URPO)  
RURAL TECHNICAL COORDINATING COMMITTEE (RTCC)**

WEDNESDAY, DECEMBER 17, 2014

2:00 PM – 3:30 PM

WESTERN PIEDMONT COG OFFICES

1880 2<sup>ND</sup> AVENUE NW

HICKORY NC

Call To Order and Introductions – John Marshall

**Action Items:**

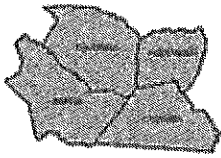
- I. Approve Minutes of October 22, 2014 – John Marshall (Attachment I)
- II. Resolution of Support for Lenoir Bicycle Planning Grant Application – John Marshall (Attachment II)
- III. Resolution **Amendment** for 5310 Grant Application - Catawba County Department of Social Services is the Applicant but Western Piedmont Regional Transit Authority is the Designated Recipient for our Urban Area and Must be Shown Receiving the 5310 Funds in the STIP (Attachment III)

**Business Items / Potential Business Items:**

- IV. Household Travel Behavior Survey Discussion – Pam Cook and Daniel Sellers, NCDOT (Attachment IV)
- V. Draft STIP FY 2015-2025 Discussion (Attachment V)

**Strategic Topics:**

- VI. NCDOT Update – Divisions 11, 12 and 13
- VII. Reports, Concerns, and Discussion from Members & Citizen Comments / Other Business
- VIII. Adjournment



# GREATER HICKORY METROPOLITAN PLANNING ORGANIZATION (MPO)

1880 2<sup>nd</sup> Avenue NW, PO Box 9026  
Hickory, NC 28603



## MINUTES, JOINT MEETING

### GREATER HICKORY METROPOLITAN PLANNING ORGANIZATION (GHMPO) METROPOLITAN TECHNICAL COORDINATING COMMITTEE (MTCC) UNIFOUR RURAL PLANNING ORGANIZATION (URPO) RURAL TECHNICAL COORDINATING COMMITTEE (RTCC)

WEDNESDAY, October 22, 2014 2:00 PM – 3:30 PM  
WESTERN PIEDMONT COG OFFICES  
1880 2<sup>ND</sup> AVENUE NW, HICKORY NC

PRESENT-MTCC	ABSENT-MTCC
Kristina Solberg for Jay Swain – NCDOT Div. 13	Marshall Eckard – Brookford
Bryan Pearson - WPRTA	Eva Moses – Glen Alpine
Rebecca Bentley – Hudson	Stan Kiser – Caldwell County
Elinor Hiltz for Seth Eckard – Sawmills	Sherri Bradshaw - Drexel
Mike Pettyjohn – NCDOT Div. 11	Dee Blackwell - WPCOG
Alex Fulbright for Todd Clark – Newton	Mary Carter - Gamewell
David Keilson – NCDOT Div. 12	Donald Duncan - Conover
Dean Ledbetter – NCDOT Div. 11	Doug Barrick – Claremont
Art Delaney - Rhodhiss	Andrew Ventresca – Iredell County
Scott Collier – NCDOT Area Traffic Engineer	Burke Chamber Member
Seth Harris for Rick French – Alexander County	Deborah Ashley – Caldwell Chamber
Shelley Stevens for Joel Mashburn - Catawba	Tom Lundy – Catawba County
Caroline Kone for Mick Berry – Hickory	Todd Herms - Maiden
Chuck Hansen – City of Hickory	Loretta Barren - FHWA
Reuben Chandler – NCDOT Div. 12	Cajah's Mountain Member
Chuck Mullis for David Epley – Long View	Kenneth Geathers – Rutherford College
Mark Young for Sally Sandy - Morganton	Bryan Steen – Burke County
Jared Wright for Lane Bailey – Lenoir	Cedar Rock Member
Andrea Surratt - Hickory	Connelly Springs Member
Laurie LoCicero for Jeff Morse – Valdese	Jerry Church – Granite Falls
Daniel Cooper Sellers – NCDOT W Planning Unit	Jacky Eubanks – Catawba County
Reuben Chandler – NCDOT Div. 12	Jay Adams – Catawba Chamber
	Hildebran Member
PRESENT-RTCC	ABSENT-RTCC
Mike Pettyjohn – NCDOT Div. 11	David Odom – Taylorsville
Dean Ledbetter – NCDOT Div. 11	Bryan Steen – Burke County
Kristina Solberg for Jay Swain – NCDOT Div. 13	Burke Chamber Member
Daniel Cooper Sellers – NCDOT W Planning Unit	Stan Kiser – Caldwell County
Seth Harris for Rick French – Alexander County	Deborah Ashley – Caldwell Chamber
Reuben Chandler – NCDOT Div. 12	Tom Lundy – Catawba County
OTHERS PRESENT	Andrew Ventresca – Iredell County
John Marshall - WPCOG	Jacky Eubanks – Catawba County
Kelly Larkins - WPCOG	Jay Adams – Catawba Chamber
Erin Todd – WPCOG	
Anthony Siarr – WPCOG	
Taylor Dellinger - WPCOG	
Tom Beil - WPCOG	
Merlin Perry – Caldwell County Pathways	

Call To Order and Introductions – Mr. Marshall called the meeting to order and welcomed all present at 2:02 PM and requested that introductions be made by all present.

#### Action Items:

- I. **Approval of MTCC AND RTCC Minutes** – September 24, 2014 - Mr. Marshall asked for a motion to approve the minutes of the September 24, 2014 meeting of the TCC. A motion to approve the minutes as presented was made by Mr. Young. The motion was seconded by Ms. Surratt and approved unanimously.

**II. Section 5310 Application Approval (Catawba County DSS)** – Mr. Marshall requested that the Board recommend approval of the Section 5310 Application for Catawba County DSS to the TAC. The Western Piedmont Regional Transit Authority (WPRTA) approved the 5310 application at their September 18, 2014 Board meeting and approved the 5310 application's inclusion into the MTIP and STIP at their Board meeting on October 16, 2014. The Section 5310 Application for Catawba County DSS was recommended for approval to the TAC upon a motion by Mr. Young, and a seconded by Ms. Surratt. The motion was unanimously approved.

**III. MTIP Amendment for 5310 Grant Application** - Mr. Marshall requested that the Board recommend approval of the Resolution adopting the MTIP Amendment for 5310 Grant Application to the TAC. The Resolution adopting the MTIP Amendment for 5310 Grant Application was recommended for approval to the TAC upon a motion by Mr. Young, and a seconded by Ms. Surratt. The motion was unanimously approved.

Business Items / Potential Business Items:

**IV. Greenway Transportation Passenger Sampling Update** – Mr. Dellinger reviewed the passenger sampling data gathered for Greenway Public Transportation per the Federal Transit Administration (FTA) requirements for the TCC Board members present. Mr. Bell updated the Board members present on the additional data being gathered and the possible uses WPRTA, WPCOG and the MPO could have for it. This was informational only; no action was needed at this time.

**V. Western Piedmont Regional Bicycle Plan Update** - Mr. Larkins updated the TCC Board members on the Western Piedmont Regional Bicycle Plan.

Strategic Topics:

**VI. NCDOT Update** – NCDOT Staff presented the following updates:

- Division 11 – Mr. Ledbetter – The Grace Chapel connector is scheduled for first surface layer & guard rail installation by January. The project was delayed due to contractor dealing with employee death on another job. The Connelly Springs Road project will be open to traffic in early November.
- Division 12 – Mr. Chandler – The Rocky Ford Road Bridge is now open, the Conover Startown Road is scheduled for a November 15<sup>th</sup> completion date. Highway 321 resurfacing is ongoing. There is a signing project on I-40. Resurfacing in Catawba.
- Division 13 – Ms. Solberg – Work on Exit 105 on I-40 should be completed next spring with final asphalt and lines painted. Work on Exit 104 is on hold waiting for AT&T to do their part, should be completed by spring 2015. Exit 119 will get friction surface to help alleviate hydro-planing. Various bridge projects are ongoing.

**VII. Reports, Concerns, and Discussion from Members & Citizen Comment / Other Business** – There was no other business at this time. The next meeting will be in 2015 unless an amendment to the MTIP is needed.

**VIII. Adjournment** – As there was no other business at 2:58 PM Mr. Marshall adjourned the meeting upon a motion by Mr. Young and a second by Ms. Surratt.

Respectfully Submitted,

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John Marshall, MPO/TCC Chairman

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Jacky Eubanks, RPO/TCC Chairman

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Kelly Larkins, TCC Secretary

**AGENDA ITEM 11A**

**MEMO**

**DATE:**

January 20, 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.

Property Owner	Property Address	Issue	Status
Timothy Cowick	4438 Rural Dr	Man living in shed	case closed. Mr Cowick said he does not live there; he lives with his mother. I told him the Town would write or call if we get another complaint and need him to do anything different.