

AGENDA

Regular Meeting of the Sawmills Town Council Sawmills Town Hall

Tuesday, October 18, 2016
6:00 pm

1. Call To Order Mayor Joe Wesson
2. Invocation Pastor Steve Coonse
3. Pledge of Allegiance Mayor Joe Wesson
4. Adopt Agenda Mayor Joe Wesson
5. Approve Meeting Minutes Mayor Joe Wesson
 - A. September 20, 2016 Regular Meeting Minutes
6. Public Comment Mayor Joe Wesson
7. Recognitions: Mayor Joe Wesson
 - A. Recycle Rewards
8. Discussion: Mayor Joe Wesson
 - A. Part F Committee and Update
9. Financial Matters: Mayor Joe Wesson
 - A. Donation Request for Caldwell County Saddle Club
 - B. Donation Request for Sawmills Elementary School
 - C. Donation Request for Sawmills Elementary School PTA
10. Planning: Mayor Joe Wesson
 - A. Board of Adjustments Vacancies
11. Updates: Mayor Joe Wesson
 - A. Code Enforcement Monthly Report
 - B. Council Comments
12. Adjourn Mayor Joe Wesson

**TUESDAY, SEPTEMBER 20, 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
Terry Taylor
Julie A Good

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

INVOCATION: Pastor Allen Norrod 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 September 20, 2016 Agenda.

Keith Warren made a motion, and Joe Norman seconded, to adopt the September 20, 2016 agenda.

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

Reed Lingerfelt made a motion, and Joe Norman seconded, to approve the August 16, 2016 regular meeting minutes. All were in favor.

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

Gerelene Blevins made a motion, and Keith Warren seconded, to approve the August 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.

Susan Holman wanted to speak about her complaint regarding 4008 Cloninger Way and 2823 Mission Road. Ms. Holman stated that she had spoken to Council before on this

matter. She stated that it is a combination of illegal dumping, but the more pressing issue that she has at the moment is where the trucks were pulling in to load. It is full of water and is a mosquito pit. Ms. Holman stated that she could not walk from her vehicle to her house without mosquito bites. Ms. Holman stated that this is a health hazard and would like something done.

Ms. Holman stated that with the dumping and the two (2) houses on Cloninger Way which have burned. One house fifteen (15) years ago and the other last winter. With nothing being boarded off, there are rats coming from all the properties. Ms. Holman stated that she has done everything that she knows to do to work on the properties. Ms. Holman stated that she had spoken with the Town Code Enforcement Officer Leslie M Meadows. As Town Council, there should be something that the members can do about the properties and health hazards. Ms. Holman also stated that this has been going on for four (4) years.

RECOGNITIONS:

RECYCLE REWARDS WINNER: Mayor Joe Wesson announced Mr. Richard Williams, as the September Recycle Rewards winner. A credit of twenty-eight dollars (\$28.00) will be added to his sanitation bill.

No Council action was required.

PUBLIC HEARING: TEXT AMENDMENT FOR MINOR SUBDIVISIONS:

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

Joe Norman made a motion, Reed Lingerfelt seconded, to open the public hearing. All were in favor.

STAFF COMMENTS/RECOMMENDATIONS: Town Administrator Christopher Todd stated that the hearing is for a text amendment for part of the zoning ordinance. In most jurisdictions, minor subdivisions are reviewed and approved in-house since the applicant is not building a new road and there are not that many factors to consider, or outside agencies to consult, unlike major subdivisions. A majority of the plat submittals in Sawmills are one-lot splits and family subdivisions. The purpose of this amendment is to speed up the review process for those types of applications for plats consisting of five (5) or fewer lots.

The proposal is to drop the requirement that family splits and minor subdivisions must be reviewed by the Subdivision Review Board (SRB) and Council. This proposal does not change the procedures for major subdivisions in which the SRB reviews the preliminary plat and then SRB, Planning Board and Council review the final plat.

PUBLIC COMMENT: Mayor Joe Wesson asked if anyone wished to speak on the text amendment for minor subdivisions.

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: Joe Norman made a motion, and Gerelene Blevins seconded, that the text amendment for minor subdivision be adopted. All were in favor.

DISCUSSION:

CDBG SEWER GRANT: Town Administrator Christopher Todd stated that the public hearing scheduled for the CDBG Sewer Grant for September 20, 2016 Council meeting had been cancelled. After town staff and WPCOG staff surveyed the project area, there was an inability at this time to find any septic failures in the proposed area. Town staff, along with WPCOG, have decided to hold this application until a later grant cycle.

No Council action was needed.

TOWN HALL BOLLARD PROPOSAL: Town Administrator Christopher Todd stated that due to concerns of safety related to the proposed bollard design that staff brought to Council during the August meeting, staff would like to propose an alternate design. The new bollard proposal would be bollards that are flexible in nature and would still deter parking in front of the building. A bike rack would still be installed behind the bollards to insure vehicles could not park between the bollards and the building. The project is still estimated to cost less than fifteen hundred dollars (\$1,500.00).

Reed Lingerfelt made a motion, and Gerelene Blevins seconded, to approve the proposed bollard plans. All were in favor.

FINANCIAL MATTERS:

GRANITE FALLS MIDDLE BLUE DEMON CLUB DONATION REQUEST: Mayor Joe Wesson stated that the Granite Falls Middle Blue Demon Club had requested a donation in the amount of one hundred fifty dollars (\$150.00).

Gerelene Blevins made a motion, and Joe Norman seconded, to give a donation in the amount of one hundred fifty dollars (\$150.00) to Granite Falls Middle Blue Demons Club.

All were in favor.

SOUTH CALDWELL SPARTAN ATHLETIC CLUB DONATION REQUEST:

Mayor Joe Wesson stated that the South Caldwell Spartan Athletic Club had requested a donation in the amount of one hundred fifty dollars (\$150.00).

Joe Norman made a motion, and Gerelene Blevins seconded, to give a donation in the amount of one hundred fifty dollars (\$150.00) to South Caldwell Spartan Athletic Club. All were in favor.

PLANNING MATTERS:

DISSOLUTION OF STEERING COMMITTEE: Mayor Joe Wesson stated that the last meeting of the steering committee was on June 6, 2016. The committee has served its purpose and is no longer needed. Town Administrator Christopher Todd stated that the steering committee was formed to help with the Comprehensive Plan.

Joe Norman made a motion, and Reed Lingerfelt seconded, to resolve the steering committee. All were in favor.

APPOINTMENT FOR ETJ BOARD OF ADJUSTMENT MEMBER: Town Administrator Christopher Todd stated that the Board of Adjustment has a vacant seat for a ETJ member.

Mayor Joe Wesson stated that Council should table this matter until the October 18, 2016 meeting.

UPDATES:

SEPTEMBER CODE ENFORCEMENT REPORT: Town Planner Elinor Hiltz stated that there are fourteen (14) code enforcement cases open:

- Caldwell Ready Mix Concrete is the owner of an abandoned mobile home and abandoned concrete factory. Town Planner spoke with Wes Triplett. Mr. Triplett will call EPA, who mandated the catch basin, to see if they will allow him to pump the water out (which is a temporary solution) or fill it with dirt (which is a permanent solution but a disadvantage if the next buyer wants to operate a concrete plant);
- Teresa Annas Compton is the owner of a dilapidated house located at 4476 Sawmills School Road. Town Planner sent letter on June 21, 2016 with an August 21, 2016 deadline to rebuild walls, repair holes and fix roofline using the nuisance code with a fifty dollar (\$50.00) per day punishment;
- Charles Hagaman, owner of 1940 Leah Drive #4. Tim Hart asked for a ninety day (90) extension. Town Planner will check back on October 7, 2016;

- Peter Rowe, owner of 4016 and 4017 Cloninger Way. Owner will board up barn and remove two (2) houses by September 2, 2016;
- Randall Hamby at 3632 Coble Dairy Road. Town Planner visited the site on September 8, 2016 and is working with the landowner and contractor. The deadline for planting more trees will be this fall and Town Planner is trying to dissuade owner from removing all mature trees and just replace the dead trees;
- WNC Properties, LLC owner of 4209 Creekview Pl. Minimum housing complaint. Sent petition to complainant to collect five (5) signatures on July 21, 2016;
- David Hoyle at 2465 Granville Dr. Bushes blocking view of road, high grass and solid waste. Sent citation letter on September 6, 2016. Will check back after September 21, 2016;
- David and Amy Dula at 2303 O J Lane. High grass. Need to contact mower for quote;
- John Wilcox, owner of Lot #6 on Ellen Street. High grass. Need to contact mower for quote;
- Chaney Carter (Houston, TX address) at 4361 Sawmills School Rd. high grass. Sent citation letter on September 6, 2016. Will recheck after September 21, 2016;
- Casey Lynn Wallace, owner of 3950-1 Walters MHP Drive. Minimum housing complaint. Complainant was to pick petition up at Town Hall to collect five (5) signatures;
- Jones and Barbara Shoe at 4380 Sawmills School Rd. High grass. Sent citation letter on September 6, 2016. Will recheck after September 21, 2016;
- Tasco Properties owner of 2155 White Pine Dr #13. Emailed petition to complainant to collect five (5) signatures;
- Carolyn Bray, owner of 2570 Baker Cir. Abandoned mobile home. Need code enforcement committee meeting.

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 wanted to thank everyone for coming. Mr. Norman stated that he thought it was a very productive meeting and, hopefully, the Council can continue making progress for the Town.

Keith Warren stated that he appreciated everyone coming out. Mr. Warren stated that he and his wife went to the skating rink Saturday night and everyone in the Town needs to check it out. Mr. Warren stated that the new owners had really made the skating rink nice. Mr. Warren stated that he appreciated everyone coming out and have a safe trip home.

Gerelene Blevins stated she was glad to see everyone out tonight and she wanted to let Nancy and Reed Lingerfelt know they are in her prayers and if there is anything she can do for them to please let her know.

Jeff Wilson thanked everyone for coming out and Mr. Wilson stated he would like to congratulate Town Attorney Terry Taylor for her niece being a silver medalist in the summer Olympics for pole vaulting.

Reed Lingerfelt wanted to thank everyone for coming out. The Council had a good meeting. Mr. Lingerfelt stated that him and Nancy appreciate everyone's prayers and they are going to need them. They are both facing an uphill battle right now. Mr. Lingerfelt stated that God is a mighty physician and He is with them and He will be with them and he just needs everyone's prayers and if they need anyone they will call and ask for help. Mr. Lingerfelt stated he hoped everyone was safe going home and again thanked everyone for coming.

Mayor Joe Wesson stated that the Town needed to have a Parks and Rec committee meeting possibly next week. Parks and Rec Committee will meet Wednesday, September 28, 2016 at 4:30 pm at Town Hall. Mayor Wesson also stated that the Sawmills Fall Festival will be this Saturday, September 24, 2016 from 11:00 am to 3:00 pm and anticipate a good turnout. The Town has a good turn out every year for the fall festival. The Town takes pride in the festivities that the Town does each year and people look forward to coming to them and enjoy them. Mayor Wesson also told Reed and Nancy Lingerfelt that their prayers at home will be continued for them. Mayor Wesson wanted to thank anyone for coming out. Mayor Joe Wesson also stated that the Council gets their best ideas from the citizens. Mayor Wesson stated he hoped everyone had a blessed evening.

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

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

Julie A Good, Town Clerk

Joe Wesson, Mayor

AGENDA ITEM 7A

MEMO

DATE:

October 18, 2016

SUBJECT:

Recognition:
Recycle Rewards
Program

Discussion:

The Town of Sawmills would like to congratulate Cleat Isenhour on winning the Recycle Rewards Program for the month of October. Mayor Joe Wesson 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 8A

MEMO

DATE:

October 18, 2016

SUBJECT:

Recognition:
Parks and Recreation Trust
Fund Committee and Update

Discussion:

The Town of Sawmills decided as part of the 2016-2017 Fiscal Year budget to work with the Western Piedmont Council of Governments (WPCOG) to apply for and create the required documents for a Parks and Recreation Trust Fund (PARTF) grant. A major component of the PARTF application is a parks master plan. Staff would like to request that council appoint a committee to serve as the Parks Master Plan Committee.

The proposed committee is as follows-

1. Joe Wesson: Mayor
2. Christopher Todd: Town Administrator
3. Leslie Meadows: Town Planner
4. Donnie Potter: Resident/County Commissioner
5. Bennie Townsend: Parks and Recreation Program Coordinator

Attached is the proposed timeline for the process.

Recommendation:

Staff recommends the Town Council appoint the prepared committee list.

Sawmills Recreation Plan

Schedule

Survey completed	10/21/2016
Survey to public/posted online	10/25/2016
Kick-Off Meeting	3 pm on 10/27/2016
Walk-thru to evaluate existing facilities & park land	2 pm on 11/1/2016
Demographics of residents completed	Early November
Focus Group Meetings	December
Public meeting	6 pm on 12/6/2016
School groups	Mid-December
DAV	Mid-December
Deadline for Survey Results	12/31/2016
Sawmills Recreation Committee (Discuss evaluation of existing facilities and public input)	3 pm on 1/26/2017
Develop estimates of park land to be acquired and recreation facilities to be developed	February
Sawmills Recreation Committee (present draft)	3 pm on 3/9/2017
Present Final Plan to Town Council	6 pm on 3/21/2017

AGENDA ITEM 9A

MEMO

DATE:

October 18, 2016

SUBJECT:

Financial Matters:
Request for a Donation
To Caldwell County
Saddle Club

Discussion:

The Town has received a request from Caldwell County Saddle Club for a donation in the amount of \$200.00 (two hundred 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.

Funding Request

Name of Organization: Caldwell County Saddle Club

Permanent Address: 1403 Winkurst St. SE

City/State/Zip: Lenoir, NC 28645

Contact(s): Robbie Jenning Phone #: 808-662-5304

Email:

Amount Requested: \$200.00

Date Funds Needed:

Describe the purpose of the project and how the funds will be used:

How will this project benefit the community?

They come to Fall Festival

Official Town Use Only	
Date application received: <u>9/23/16</u>	Date presented to Town Council: <u>10/18/16</u>
Date approved/denied:	Amount approved:
Available balance in Governing Body donations expense account: <u>\$1,500.00</u>	
Check #/date:	Amount:

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

AGENDA ITEM 9B

MEMO

DATE:

October 18, 2016

SUBJECT:

Financial Matters:
Request for a Donation
To Sawmills Elementary
School

Discussion:

The Town has received a request from Sawmills Elementary School for a donation in the amount of \$250.00 (two hundred fifty 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.

Funding Request

Name of Organization: Sawmills Elementary School

Permanent Address: 4436 Sawmills School Rd

City/State/Zip: Granite Falls, NC 28630

Contact(s): Courtney Wright Phone #: 828-396-2610

Email: cwright@caldwellschools.com

Amount Requested: \$250.00 Date Funds Needed: _____

Describe the purpose of the project and how the funds will be used:
See Attached

How will this project benefit the community?

Official Town Use Only	
Date application received: <u>10/3/16</u>	Date presented to Town Council: <u>10/18/16</u>
Date approved/denied:	Amount approved:
Available balance in Governing Body donations expense account: <u>\$1500.00</u>	
Check #/date:	Amount:

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



SAWMILLS ELEMENTARY SCHOOL

4436 Sawmills School Road Granite Falls, NC 28630
(828) 396-2610

Candy Shop...Reading is Sweet

At Sawmills Elementary School we are planning a school wide book read to encourage students and families to read together and improve their reading skills. We will be reading *Charlie and the Chocolate Factory* by Roald Dahl. We will be purchasing a paperback copy of this book for every student. We will have a Candy Shop Reading Theme for the 2016-2017 school year.

Our faculty sets goals to encourage students' growth in reading. The reward for reaching the first goal is a t-shirt. The children love to earn these shirts provided by your donations and most students earn their t-shirt during the first nine weeks of school. Over 85% of our students met their end-of-year goal by reading daily at their reading level and scoring 85% or higher on their Accelerated Reading tests.

We are again asking for donations from area businesses to purchase these shirts. We will print the name of your business on the back of the shirts to recognize a contribution of \$250.00 or more. If we receive funds beyond the cost of the 500 shirts, we will use the funds for other reading incentives and positive behavior incentives that go directly to students.

We appreciate your partnership and commitment to public education. Thank you!

Sincerely,

Courtney Wright
Principal

SAWMILLS ELEMENTARY SCHOOL

4436 Sawmills School Road Granite Falls, NC 28630
(828) 396-2610

T-shirt Donation Information

Name of
Business _____

(as you wish to be listed on the t-shirts)

Contact Person _____

Address _____

Phone Number _____

Donation Amount _____

Please return this form and donation to Sawmills Elementary School, care of
Courtney Wright by August 22, 2016. Thank you for helping to support our school!

AGENDA ITEM 9C

MEMO

DATE:

October 18, 2016

SUBJECT:

Financial Matters:
Request for a Donation
To Sawmills Elementary
School PTO

Discussion:

The Town has received a request from Sawmills Elementary School PTO for a donation.

There are sufficient funds in the budget for this request.

Recommendation:

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

Funding Request

Name of Organization: Sawmills Elementary School PTA

Permanent Address: 4436 Sawmills School Road

City/State/Zip: Sawmills, NC 28630

Contact(s): Gretchen Blagg Phone #: 828-302-9688

Email: textilechic@gmail.com

Amount Requested: \$ 200-\$300 Date Funds Needed: Nov 4th Fall Festival

Describe the purpose of the project and how the funds will be used:
PTA is raising funds to purchase a 6 person swing for our children. we would use these funds to pay for food for our fall festival and prizes.

How will this project benefit the community?
Provides a 6 person swing for the playground. Currently we have 1 swing.

Official Town Use Only	
Date application received: <u>10/31/16</u>	Date presented to Town Council: <u>10/18/16</u>
Date approved/denied:	Amount approved:
Available balance in Governing Body donations expense account: <u>\$1,500.00</u>	
Check #/date:	Amount:

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



*Sawmills Elementary School
4436 Sawmills School Road
Granite Falls, North Carolina 28630
(828)396-2610 Fax: (828)396-2232*

September 12, 2016

To Whom It May Concern:

Please be advised that the following are members of Sawmills Elementary School's PTA and are acting on behalf of the school to secure donations for the Fall Festival to be held at the school on November 4, 2016.

Sonya Phillips
Carla McGinnis
Mindy Rice
Gretchen Blagg

If you have any questions or concerns, please feel free to call me at (828)396-2610. Thank you in advance for your support.

Sincerely,

A handwritten signature in cursive script that reads "Courtney S. Wright".

Courtney S. Wright
Principal
Sawmills Elementary School

PTA of Sawmills Elementary School Tax Exemption # 81-3073384
Group Code 8535

AGENDA ITEM 10A

MEMO

DATE:

October 18, 2016

SUBJECT:

Recognition:
Board of Adjustments
Vacancies

Discussion:

The Board of Adjustments has a vacancy for an ETJ Member seat. This item was tabled from the September 20, 2016 meeting.

Due to the passing of Board of Adjustment Member, Carolyn Evert, an appointment will also need to be made for an in-town seated position.

Both positions are seated Board members.

Recommendation:

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

AGENDA ITEM 11A

MEMO

DATE:

October 18, 2016

SUBJECT:

Updates:
Code Enforcement
Monthly Report

Discussion:

The attached report shows the progress that Planner Leslie Meadows continues to make throughout the town.

Recommendation:

No Council action required.

Code Enforcement Report
October, 2016

Property Owner	Property Address	Issue	Status
Caldwell Ready Mix Concrete	2823 Mission Rd	abandoned mobile home; abandoned concrete factory; mosquitos	Have not gotten a response to messages left for Wes Tripletter about said potential buyer for concrete plant. Will continue to call.
Teresa Annas Compton	4476 Sawmillis Sch Rd	dilapidated house	May need Code Enforcement Committee Meeting. Petition submitted 9/17/15.
Charles Haganan	1940 Leah Dr, #4	abandoned mobile home	Spoke to MHP Manager, Tim Hart, on 10/11/16. Underpinning has been removed, and Kenny Kid is coming to haul trailer away this week.
Terry Rowe	4016, 4017 Cloninger Wy	burned-out house	Father, Peter Rowe, passed away. Have spoken to Harry Hatcher, who will be performing the demo. He is trying to reach son, Terry Rowe.
Randall Hamby	3632 Coble Dairy Rd	fallen trees in zoning buffer	Finally tree planting season. On 10/11/16, spoke again with landowner and contractor, Mike Willis, who is finishing a project for the town first. Still trying to dissuade owner from removing all mature trees.
WNC Properties A LLC	4209 Creek View Pl	minimum housing complaint	10/6/16 Turned over to Caldwell Co. Minimum Housing Inspector Robin Soots.
Current Resident	2465 Granville Drive	Bushes blocking view of road, high grass, solid waste	Sent citation letter on 9/6/16. Needs recheck. Number for plaintiff has been disconnected.
David Graham (Landlord)	4176 US Hwy 321 A	minimum housing complaint	10/6/16 Turned over to Caldwell Co. Minimum Housing Inspector Robin Soots.
Casey Lynn Wallace	3950-1 Walters MHP Dr	minimum housing complaint	10/6/16 Turned over to Caldwell Co. Minimum Housing Inspector Robin Soots.
Tasco Properties	2155 White Pine Dr #13	minimum housing complaint	10/6/16 Turned over to Caldwell Co. Minimum Housing Inspector Robin Soots.
Carolyn Bray	2570 Bakers Cir	abandoned mobile home	May need Code Enforcement Committee meeting. Complaint submitted Jul 20.
		4 High Grass Complaints	Town hired TurfPro to mow the four yards on file. Landowners will be billed for reimbursement.