

AGENDA

Regular Meeting of the Sawmills Town Council Sawmills Town Hall

Tuesday, September 15, 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. August 18, 2015 Regular Meeting Minutes Mayor Pro-Tem Trena McRary Kirby
B. August 18, 2015 Closed Session Minutes Mayor Pro-Tem Trena McRary Kirby
6. Public Comment Mayor Pro-Tem Trena McRary Kirby
7. Recognitions:
A. Recycle Rewards Mayor Pro-Tem Trena McRary Kirby
B. Yard of Month Winners Mayor Pro-Tem Trena McRary Kirby
8. Financial:
A. Bank Signature Cards Mayor Pro-Tem Trena McRary Kirby
B. Informal Bid for UTV Purchase for Public Works Mayor Pro-Tem Trena McRary Kirby
C. Donation Request for South Caldwell Spartan Athletic Club Mayor Pro-Tem Trena McRary Kirby
D. Donation Request for Granite Falls Middle School Blue Demon Club Mayor Pro-Tem Trena McRary Kirby
9. Planning:
A. Sawmills Comprehensive Plan Tentative Schedule Planner Elinor Hiltz
B. Sawmills Comprehensive Plan Steering Committee Planner Elinor Hiltz
10. Public Comment: Mayor Pro-Tem Trena McRary Kirby
11. Updates:
A. SBEA August Progress Report Mayor Pro-Tem Trena McRary Kirby
B. September Code Enforcement Report Mayor Pro-Tem Trena McRary Kirby
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, AUGUST 18, 2015
TOWN OF SAWMILLS REGULAR COUNCIL MEETING
6:00 PM

COUNCIL PRESENT

Trena McRary Kirby
Joe Wesson
Jeff Wilson
Johnny Wilson
Gerelene Blevins

STAFF PRESENT

Karen Clontz
Julie Good
Terry Taylor

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

INVOCATION: Buford Pennel 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 August 18, 2015 agenda.

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

APPROVE JULY 21, 2015 REGULAR MEETING MINUTES: Mayor Pro-Tem Trena McRary Kirby asked for a motion to approve the July 21, 2015 regular meeting minutes.

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

APPROVE JULY 21, 2015 CLOSED SESSION MINUTES: Mayor Pro-Tem Trena McRary Kirby asked for a motion to approve the July 21, 2015 closed session minutes.

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

APPROVE AUGUST 4, 2015 SPECIAL MEETING MINUTES: Mayor Pro Tem Trena McRary Kirby asked for a motion to approve the August 4, 2015 special meeting minutes.

Johnny Wilson made a motion, and Joe Wesson seconded, to approve the minutes. All were in favor.

APPROVE AUGUST 4, 2015 CLOSED SESSION MINUTES: Mayor Pro Tem Trena McRary Kirby asked for a motion to approve the August 4, 2015 closed session minutes.

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

APPROVE AUGUST 5, 2015 SPECIAL MEETING MINUTES: Mayor Pro-Tem Trena McRary Kirby asked for a motion to approve the August 5, 2015 special meeting minutes.

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

APPROVE AUGUST 5, 2015 CLOSED SESSION MINUTES: Mayor Pro-Tem Trena McRary Kirby asked for a motion to approve the August 5, 2015 closed session minutes.

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

ANNOUNCEMENTS:

NEW TOWN ADMINISTRATOR: Mayor Pro-Tem Trena McRary Kirby asked for a motion to appoint Christopher Todd as the Town Administrator for the Town of Sawmills. Administrator Christopher Todd will start on September 14, 2015 with a starting salary of \$54,000.00 (fifty-four thousand dollars).

Joe Wesson made a motion, and Gerelene Blevins seconded, to approve Christopher Todd as the Town Administrator for the Town of Sawmills with a start date of September 14, 2015 with a starting salary of \$54,000.00 (fifty-four thousand dollars). All were in favor.

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

New Town Administrator Christopher Todd stated that he was happy to be starting on September 14, 2015 and he wanted the public to know that he would have an open door policy for staff, as well as members of the community.

RECOGNITIONS:

RECYCLE REWARDS WINNER: Mayor Pro Tem Trena McRary Kirby announced Mr. Jordan Neill as the August Recycle Rewards winners. A credit of twenty-eight dollars (\$28.00) will be added to his sanitation bill. Mayor Pro Tem Trena McRary Kirby stated that his certificate would be available at the Town Hall for pick up.

No Council action was required.

YARD OF THE MONTH WINNERS: Mayor Pro Tem Trena McRary Kirby announced

Town Hall for pick up.

No Council action was required.

FINANCIAL:

REMONT DRIVE AND OXFORD DRIVE WATERLINE REPLACEMENT PROJECT BID RESULTS: Interim Town Administrator Karen Clontz stated that the Town had received 3 (three) bids for the Remont Drive and Oxford Drive waterline replacement project:

Wesson Septic Tank Service, Inc.	\$89,225.00
Davis Grading, Inc.	\$90,795.00
Bell Construction Co., Inc.	\$92,763.00

Gerelene Blevins made a motion, Johnny Wilson seconded, to award the bid to Wesson Septic Tank Service, Inc., in the amount of \$89,225.00 (eighty-nine thousand two hundred twenty-five dollars). All were in favor.

DISPOSAL OF UNSCHEDULED RECORDS: Mayor Pro Tem Trena McRary Kirby stated that the attached list shows all records that staff would like to destroy in accordance with the North Carolina General Statutes Municipal Records and Disposition Schedule.

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

DISCUSSION:

ENCROACHMENT AGREEMENT: Mayor Pro Tem Trena McRary Kirby stated that South Carolina Telecommunications Group Holdings, LLC, d/b/a Spirit Communications has filled out an Encroachment Agreement for the Coble Dairy Road.

Joe Wesson made a motion, and Johnny Wilson seconded, to approve the Encroachment Agreement. All were in favor.

EVENT SCHEDULE DATE CHANGE FOR VETERANS MEMORIAL CELEBRATION: Mayor Pro Tem Trena McRary Kirby stated that this year the Town's Veterans Memorial Celebration this year is November 7, 2015 which is also the same day as the Sawmills Fire Department's Annual Ham Day.

Joe Wesson made a motion, and Jeff Wilson seconded, to change the date of the Veterans Memorial Celebration from November 7, 2015 to November 14, 2015 and the Veterans Celebration will be the second Saturday in November until changed by Council. 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:

SBEA JULY 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.

AUGUST 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 August 2015.

No Council action was required.

ADMINISTRATOR'S REPORT: Interim Town Administrator Karen Clontz made the following announcements:

- September 12 is the Fall Festival at Sawmills Municipal Park from 11:00 am to 3:00 pm. The Town will also be doing a Code Red to inform citizens of the festival;
- November 14 will be the Veterans Memorial Celebration; and
- Marx Industries will open the Horror Fields in October

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

Mayor Pro-Tem Trena McRary Kirby wanted to congratulate Christopher Todd and welcome him to Sawmills. Mayor Pro-Tem Trena McRary Kirby also wanted to thank Anthony Starr and the Western Piedmont Council of Governments staff for their help and support during the hiring process.

Joe Wesson wanted to thank everyone for coming. Joe Wesson also wanted to congratulate Christopher Todd. Joe Wesson also wanted to thank Deputy John Hawn, Resource Officer for Sawmills Elementary, for the good job he does.

Johnny Wilson congratulated Christopher Todd on the new position and wanted Christopher Todd to know that even though he couldn't be here during the interview process that Christopher Todd had his support. Johnny Wilson also wanted to thank everyone for the

thoughts and prayers for his family. Johnny Wilson also wanted to thank Officer John Hawn for what he does at the Elementary School and on Sawmills School Road with the traffic when school is in.

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

Jeff Wilson made a motion, and Joe Wesson seconded, to go into closed session at 6:31 pm.

Joe Wesson made a motion, and Johnny Wilson seconded, to come out of closed session at 6:56 pm.

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

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

Julie A Good, Town Clerk

Trena McRary Kirby,
Mayor Pro-Tem

AGENDA ITEM 7A

MEMO

DATE:

September 15, 2015

SUBJECT:

Recognition:
Recycle Rewards
Program

Discussion:

The Town of Sawmills would like to congratulate Mr. Bradly Haas on winning the Recycle Rewards Program for the month of September. 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 7B

MEMO

DATE:

September 15, 2015

SUBJECT:

Recognition:
Yard of the Month
Winners

Discussion:

William H. Lee, from the 28630 zip code, and Aaron Littell, from the 28638 zip code, are the Yard of the Month winners for September. Mayor Pro Tem Trena McRary Kirby will present them with a Certificate of Appreciation.

Recommendation:

No Council action required.

AGENDA ITEM 8A

MEMO

DATE:

September 15, 2015

SUBJECT:

Financial Matters:
Approve Update to
Bank Signature Cards

Discussion:

With the hiring of Town Administrator Christopher Todd, new signature cards will need to be on file at First Citizens Bank and CommunityOne Bank.

First Citizens Bank – Checking – A/P, Safety Deposit Box, Public Fund CD's
CommunityOne Bank – Public Fund CD's

The following Council and Staff need authorization to sign on behalf of the Town with regards to banking transactions:

- Joe Wesson – Councilman
- Johnny Wilson – Councilman
- Christopher Todd – Town Administrator
- Karen Clontz – Finance Officer

Recommendation:

Staff recommends Council approve the new signature cards to be on file at First Citizens Bank and Community One.

**CERTIFIED COPY OF CORPORATE RESOLUTIONS
(For Deposit Accounts, Borrowing, and Other Relationships)
and
CERTIFICATE OF INCUMBENCY**

TOWN OF SAWMILLS

[Legal name of corporation, professional corporation, or professional association]

The undersigned certifies to First-Citizens Bank & Trust Company ("Bank") that I am the duly elected Secretary, Assistant Secretary, or other officer of the above-named corporation (the "Corporation") with authority to maintain and authenticate records of the Corporation. I further certify to Bank that the Corporation is duly organized and existing under the laws of the State of NORTH CAROLINA and that the Corporation is in good standing.

CERTIFIED COPY OF CORPORATE RESOLUTIONS

I further certify that the following is a true copy of resolutions adopted by the Board of Directors of the Corporation either at a duly authorized and held meeting of the Board of Directors at which a quorum was present and proper notice given or by unanimous written consent, that such resolutions are in conformity with the charter and bylaws of the Corporation, that they have not been rescinded, revoked, amended, or modified in any respect, and that they remain in full force and effect as of the date of this certification.

RESOLVED:

DEPOSIT AND DEPOSIT-RELATED SERVICES RELATIONSHIP

1. **Designation of Bank as a Depository.** That Bank is designated a depository of the Corporation. Funds of the Corporation may be deposited in accounts maintained by Bank in the name of the Corporation. All such deposit accounts shall be subject to the rules of Bank as set forth in the First Citizens Bank Deposit Account Agreement, as amended from time to time. Bank is authorized:
 - a. To honor, receive or pay all checks, drafts, and all other instruments or orders for payment or withdrawal made on behalf of the Corporation and charge any deposit account with Bank, and to honor any authorization for the transfer of funds between different accounts, whether such orders are transmitted to Bank by telephone, computer, automated clearing house, wire transfer system or other means, for whatever purpose and to whomever payable, even though payment may create an overdraft, even though such items may be drawn or endorsed to the order of the signer for exchange or cashing or in payment of the individual obligation of such signer, or for deposit to such signer's personal account, or for any other use or disposition, when signed by an original or facsimile signature of, or otherwise initiated by, any ONE Authorized Signer, and Bank shall be not required under any obligation to inquire as to the circumstances of the issuance or use of any such item or to the application or disposition of such item or the proceeds.
 - b. To honor the endorsement of any ONE Authorized Signer on checks, drafts, notes or all other types of instruments payable or belonging to the Corporation, whether such endorsement be made manually, by endorsement stamp, or otherwise, and whether for deposit, for collection, or otherwise, and/or to receive cash or part cash for same, or to make "less cash" deposits by receiving cash for part or all of the amount of such instruments and depositing the balance, if any, when such instruments are signed, accepted, or otherwise endorsed, whether by stamp, manual, or facsimile signature, with the Corporation assuming full responsibility for any and all payments made by Bank in reliance upon the manual stamp or facsimile signature of an Authorized Signer and with the Corporation agreeing to indemnify and hold Bank harmless against any loss, cost, damage, or expense suffered or incurred by Bank arising out of the misuse or unlawful/unauthorized use by any person of such stamp or facsimile signature.

2. **Authorized Signers.** That for purposes of these resolutions, the term "Authorized Signer" refers individually to each of the officers and other agents of the Corporation listed with an "X" in the column headed "Authority / Deposit / Authorized Signers" in the Certificate of Incumbency which is incorporated herewith. If no such person is so designated, the term "Authorized Signer" shall refer individually to each person from time to time holding the office of Chairman, President, Vice-President or Treasurer of the Corporation. Each Authorized Signer is authorized:
 - a. To open and close any deposit account with Bank.
 - b. To transact all business with respect to any such account, including, but not limited to, writing checks, drafts, notes and all other orders for payment or transfer of funds and endorsing checks, drafts, notes and all other types of instruments payable or belonging to the Corporation.

- c. To authorize in any letter, form, signature card or notice other persons not listed in the Certificate of Incumbency with an "X" in the "Authority / Deposit / Authorized Signers" column as additional Authorized Signers who may execute a signature card on behalf of the Corporation and transact business on any such account.
3. **Additional Authority.** That each Authorized Signer is additionally authorized on behalf of the Corporation:
 - a. **Certificates of Deposit (CDs).** To purchase CDs, bonds and all other types of intangible personal property from Bank.
 - b. **ATM and Debit Cards.** To obtain from Bank and use an ATM or debit card to withdraw funds from any deposit account with Bank, and to designate other persons not so designated herein to use an ATM or debit card to withdraw funds from any of the Corporation's accounts.
 - c. **Night Depository Agreements.** To execute night depository agreements, designate from time to time the agents empowered to act on behalf of the Corporation in connection with night deposit transactions, and revoke such designations.
 - d. **Safe Deposit Boxes.** To enter into safe deposit box agreements, designate deputies and other agents empowered to have access to any safe deposit box, revoke such designations, and terminate safe deposit box agreements.
 - e. **Other Deposit-Related Products and Services.** To enter into an agreement for the use of any other deposit-related products or services offered by Bank, including, but not limited to, electronic funds transfer services (e.g., wire transfer services and online/electronic banking services), and initiate and conduct transactions pursuant to such agreements.

BORROWING AND OTHER CREDIT RELATIONSHIPS

1. **Authorized Representatives.** That for purposes of these resolutions, the term "Authorized Representative" shall refer to each of the officers and other agents of the Corporation listed with an "X" in the column headed "Authority / Borrowing / Authorized Representatives" in the Certificate of Incumbency. If no such person is so designated, the term "Authorized Representative" shall refer individually to each person from time to time holding the office of Chairman, President, or Vice-President of the Corporation. The term "Authorized Representative" shall also include such additional individuals named as being so authorized in any letter, form or notice signed by any Authorized Representative named in this document.
2. **General Borrowing Authority.** That each Authorized Representative is authorized to borrow or otherwise obtain credit from Bank from time to time in such sums and upon such terms and conditions as to repayment, rate of interest, and security therefore as he or she may determine, and to execute and deliver in the name and on behalf of the Corporation applications, notes, credit agreements and any and all other agreements, evidences of indebtedness with respect to all sums so borrowed or credit otherwise obtained, and to obligate the Corporation to repay Bank the indebtedness and obligations so incurred. Each Authorized Representative is additionally authorized to:
 - a. Pledge, mortgage or otherwise create security interests in any property held by or belonging to the Corporation.
 - b. Execute and deliver deeds of trust, mortgages, security deeds, security agreements, and all other security instruments whether of obligation or hypothecation which they may determine necessary or appropriate to secure sums borrowed or credit obtained by the Corporation.
3. **Authority with Respect to Specific Credit Relationships.** That each Authorized Representative is authorized:
 - a. **Credit Cards.** To obtain credit from Bank by the use of a MasterCard®/Visa® Card or other credit card (collectively, "Credit Card") issued by Bank, in such sums as may seem advisable to the Authorized Representative, and upon such terms as may be prescribed by Bank, to designate other persons to use a Credit Card in the name of and on behalf of the Corporation, and to execute applications and agreements of any type in connection with a Credit Card.
 - b. **Revolving Lines of Credit.** To obtain credit from Bank under one or more other revolving lines of credit (including, but not limited to, lines of credit providing overdraft protection for deposit accounts) offered or issued by Bank, in such sums as may seem advisable to the Authorized Representative and upon such terms as may be prescribed by Bank, to sign, or designate other persons to sign, checks or other items drawn on any checking account of the Corporation which may activate loans under such revolving lines of credit, to sign special (direct advance) checks or other instruments which activate loans under such revolving lines of credit and to execute applications and agreements of any type in connection with lines of credit.
 - c. **Letters of Credit.** To apply for and receive letters of credit and, from time to time, increase the amount, extend the date of expiration or amend the terms of any outstanding letters of credit.
4. **Payment of Proceeds.** That Bank is authorized and directed to pay the proceeds of any such loans, lines of credit or other borrowings or credit arrangements as directed by an Authorized Representative whether or not to the order of said person in his or her individual capacity, for deposit to his or her individual credit, or to be applied or deposited in any manner for his or

CORPORATE AUTHORIZATION RESOLUTION

CommunityOne Bank, N.A.
707 College Ave, SW
Lenoir, NC 28645

By: Town of Sawmills
4076 US Hwy 321A
Sawmills NC 28630-9497

Referred to in this document as "Financial Institution"

Referred to in this document as "Corporation"

I, JULIE GOODE, TOWN CLERK, certify that I am Secretary (clerk) of the above named corporation organized under the laws of NORTH CAROLINA, Federal Employer I.D. Number 56-1609679, engaged in business under the trade name of Town of Sawmills, and that the resolutions on this document are a correct copy of the resolutions adopted at a meeting of the Board of Directors of the Corporation duly and properly called and held on 09/15/15 (date). These resolutions appear in the minutes of this meeting and have not been rescinded or modified.

AGENTS Any Agent listed below, subject to any written limitations, is authorized to exercise the powers granted as indicated below:

Name and Title or Position	Signature	Facsimile Signature (if used)
A. <u>JOE WESSON, COUNCILMAN</u>	X _____	X _____
B. <u>JOHNNY WILSON, COUNCILMAN</u>	X _____	X _____
C. <u>CHRISTOPHER TODD, TOWN ADMINISTRATOR</u>	X _____	X _____
D. <u>KAREN CLONTZ, FINANCE OFFICER</u>	X _____	X _____
E. _____	X _____	X _____
F. _____	X _____	X _____

POWERS GRANTED (Attach one or more Agents to each power by placing the letter corresponding to their name in the area before each power. Following each power indicate the number of Agent signatures required to exercise the power.)

Indicate A, B, C, D, E, and/or F	Description of Power	Indicate number of signatures required
_____	(1) Exercise all of the powers listed in this resolution.	_____
<u>A B C D</u>	(2) Open any deposit or share account(s) in the name of the Corporation.	<u>2</u>
<u>A B C D</u>	(3) Endorse checks and orders for the payment of money or otherwise withdraw or transfer funds on deposit with this Financial Institution.	<u>2</u>
_____	(4) Borrow money on behalf and in the name of the Corporation, sign, execute and deliver promissory notes or other evidences of indebtedness.	_____
_____	(5) Endorse, assign, transfer, mortgage or pledge bills receivable, warehouse receipts, bills of lading, stocks, bonds, real estate or other property now owned or hereafter owned or acquired by the Corporation as security for sums borrowed, and to discount the same, unconditionally guarantee payment of all bills received, negotiated or discounted and to waive demand, presentment, protest, notice of protest and notice of non-payment.	_____
_____	(6) Enter into a written lease for the purpose of renting, maintaining, accessing and terminating a Safe Deposit Box in this Financial Institution.	_____
_____	(7) Other _____	_____

LIMITATIONS ON POWERS The following are the Corporation's express limitations on the powers granted under this resolution.

EFFECT ON PREVIOUS RESOLUTIONS This resolution supersedes resolution dated _____ . If not completed, all resolutions remain in effect.

CERTIFICATION OF AUTHORITY

I further certify that the Board of Directors of the Corporation has, and at the time of adoption of this resolution had, full power and lawful authority to adopt the resolutions on page 2 and to confer the powers granted above to the persons named who have full power and lawful authority to exercise the same. (Apply seal below where appropriate.)

If checked, the Corporation is a non-profit corporation.

In Witness Whereof, I have subscribed my name to this document and affixed the seal of the Corporation on _____ (date).

Attest by One Other Officer _____

Secretary _____

RESOLUTIONS

The Corporation named on this resolution resolves that,

- (1) The Financial Institution is designated as a depository for the funds of the Corporation and to provide other financial accommodations indicated in this resolution.
- (2) This resolution shall continue to have effect until express written notice of its rescission or modification has been received and recorded by the Financial Institution. Any and all prior resolutions adopted by the Board of Directors of the Corporation and certified to the Financial institution as governing the operation of this corporation's account(s), are in full force and effect, until the Financial Institution receives and acknowledges an express written notice of its revocation, modification or replacement. Any revocation, modification or replacement of a resolution must be accompanied by documentation, satisfactory to the Financial Institution, establishing the authority for the changes.
- (3) The signature of an Agent on this resolution is conclusive evidence of their authority to act on behalf of the Corporation. Any Agent, so long as they act in a representative capacity as an Agent of the Corporation, is authorized to make any and all other contracts, agreements, stipulations and orders which they may deem advisable for the effective exercise of the powers indicated on page one, from time to time with the Financial Institution, subject to any restrictions on this resolution or otherwise agreed to in writing.
- (4) All transactions, if any, with respect to any deposits, withdrawals, rediscounts and borrowings by or on behalf of the Corporation with the Financial Institution prior to the adoption of this resolution are hereby ratified, approved and confirmed.
- (5) The Corporation agrees to the terms and conditions of any account agreement, properly opened by any Agent of the Corporation. The Corporation authorizes the Financial Institution, at any time, to charge the Corporation for all checks, drafts, or other orders, for the payment of money, that are drawn on the Financial Institution, so long as they contain the required number of signatures for this purpose.
- (6) The Corporation acknowledges and agrees that the Financial Institution may furnish at its discretion automated access devices to Agents of the Corporation to facilitate those powers authorized by this resolution or other resolutions in effect at the time of issuance. The term "automated access device" includes, but is not limited to, credit cards, automated teller machines (ATM), and debit cards.
- (7) The Corporation acknowledges and agrees that the Financial Institution may rely on alternative signature and verification codes issued to or obtained from the Agent named on this resolution. The term "alternative signature and verification codes" includes, but is not limited to, facsimile signatures on file with the Financial institution, personal identification numbers (PIN), and digital signatures. If a facsimile signature specimen has been provided on this resolution, (or that are filed separately by the Corporation with the Financial Institution from time to time) the Financial Institution is authorized to treat the facsimile signature as the signature of the Agent(s) regardless of by whom or by what means the facsimile signature may have been affixed so long as it resembles the facsimile signature specimen on file. The Corporation authorizes each Agent to have custody of the Corporation's private key used to create a digital signature and to request issuance of a certificate listing the corresponding public key. The Financial Institution shall have no responsibility or liability for unauthorized use of alternative signature and verification codes unless otherwise agreed in writing.

Pennsylvania. The designation of an Agent does not create a power of attorney; therefore, Agents are not subject to the provisions of 20 Pa.C.S.A. Section 5601 et seq. (Chapter 56; Decedents, Estates and Fiduciaries Code) unless the agency was created by a separate power of attorney. Any provision that assigns Financial Institution rights to act on behalf of any person or entity is not subject to the provisions of 20 Pa.C.S.A. Section 5601 et seq. (Chapter 56; Decedents, Estates and Fiduciaries Code).

FOR FINANCIAL INSTITUTION USE ONLY

Acknowledged and received on _____ (date) by _____ (initials) This resolution is superseded by resolution dated _____ .

Comments:

AGENDA ITEM 8B

MEMO

DATE:

September 15, 2015

SUBJECT:

Financial Matters:
Informal Bid
for UTV purchase
for Public Works

Discussion:

Included in this year's budget are funds for a new UTV for Public Works.

This item is being purchased under the informal bid process.

Public Works Director Ronnie Coffey received quotes from:

1) High Country	Polaris Gem Car (street legal)	\$19,802.93
2) Carolina Golf Cart	Polaris Gem Car (street legal)	\$18,524.00
3) Carolina Golf Cart	Club Car Villager 8 person (street legal)	\$16,864.00
4) Yale Carolinas	Cushman Shuttle 8 person (not street legal)	\$15,583.00
5) Motive Power Inc.	Club Car Villager 8 person (not street legal)	\$14,600.00
6) Citecar Electric Vehicles	Citecar 8 person Electric Cart (street legal)	\$11,565.00

There are sufficient funds in the budget for the current fiscal year.

Recommendation:

Staff recommends Citecar Electric Vehicles 8 person Electric Cart, white in color, street legal will all passenger seatbelts electric cart in the amount of \$11,565.00 (eleven thousand five hundred sixty-five dollars).

AGENDA ITEM 8C

MEMO

DATE:

September 15, 2015

SUBJECT:

Financial Matters:
Request for a Donation
To South Caldwell
Spartan Athletic Club

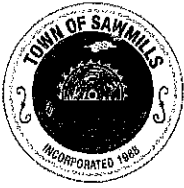
Discussion:

The Town has received a request from the South Caldwell Spartan Athletic Club for a donation in the amount of \$75.00 (seventy-five 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
Town Administrator

Funding Request:

Name of Organization: Spartan Athletic Club Phone #: 828-381-4805

Permanent Address: 7035 Spartan Drive

City: Hudson State: NC Zip Code: 28638

Contact Name: Terry Cannon Fed Tax ID #: _____

Amount Requested: 75.00 Amount needed for the Project: _____

Date Funds Needed: 9/11/15 Project Begin/End Dates: _____

Complete description of project:

How will the funds be used?:
All Sports Program

How will this project benefit the community?:
Show support of your local schools

Official Town Use Only

Date application received: _____ Date presented to Council: _____

Date approved/denied (circle one): _____ Amount approved: _____

Available balance in Governing Body Expense Acct: _____

Date check written: _____ Check #: _____ Amount: _____

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

AGENDA ITEM 8D

MEMO

DATE:

September 15, 2015

SUBJECT:

Financial Matters:
Request for a Donation
To Granite Falls Middle
Blue Demon Club

Discussion:

The Town has received a request from Granite Falls Middle School Blue Demon Club for a donation in the amount of \$100.00 (one hundred dollars) for a hole sponsorship for their Golf Tournament.

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
, Town Administrator

Funding Request:

Name of Organization: <u>The Blue Demon Club</u>		Phone #: <u>828-381-4805</u>
Permanent Address: <u>90 N Main St.</u>		
City: <u>Granite Falls</u>	State: <u>NC</u>	Zip Code: <u>28630</u>
Contact Name: <u>Terry Cannon</u>	Fed Tax ID #: _____	

Amount Requested: <u>\$100.00</u>	Amount needed for the Project: _____
Date Funds Needed: <u>10/1/15</u>	Project Begin/End Dates: _____
Complete description of project: _____ _____	
How will the funds be used?: <u>Hole Sponsorship for Golf Tournament</u>	
How will this project benefit the community?: <u>Support of local schools.</u>	

<u>Official Town Use Only</u>	
Date application received: _____	Date presented to Council: _____
Date approved/denied (circle one): _____	Amount approved: _____
Available balance in Governing Body Expense Acct: _____	
Date check written: _____	Check #: _____ Amount: _____

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

**GRANITE FALLS MIDDLE SCHOOL
ATHLETIC DEPARTMENT**
90 North Main Street Granite Falls, N.C. 28630
(828) 392-2341 FAX (828) 396-7072

**GRANITE FALLS MIDDLE SCHOOL
ATHLETICS BLUE DEMON CLUB
GOLF TOURNAMENT SPONSORSHIP FORM**

The Granite Falls Middle School Athletics Blue Demon Club is organizing its sixteenth annual fall golf tournament at Orchard Hills on Saturday October 10th. The Blue Demon Club raises money to fund the athletic program at Granite Falls Middle School. The Blue Demon Club pays for uniforms, equipment, officials, field maintenance, some coaching salaries, and part of the activity bus maintenance. This year's money will go toward football helmet reconditioning and new soccer uniforms.

Would your business please consider sponsoring a hole at our golf tournament at a cost of \$100.00 or being a corporate sponsor at a cost of \$500.00? The Blue Demon Club will place a sign with your business name on it at a designated hole on the golf course. Corporate sponsor price includes a 4-man team.

If possible, please return this form with the Blue Demon Club representative who visits you, and inform us of your intentions. If you choose to participate, please pay from this invoice.

We know that groups who want donations for various projects frequently approach businesses, and we appreciate your consideration for our tournament.

Sincerely,
Kevin Prince, Athletic Director
Terry Cannon, President
Granite Falls Middle School Blue Demon Club

Company Name _____
Contact Person _____ **Contact Phone #** _____
Address _____

_____ **HOLE SPONSORSHIP** @ \$100.00 _____

_____ **CORPORATE SPONSORSHIP** @ \$500.00 _____

Corporate Sponsor includes four-man team fees

**GRANITE FALLS MIDDLE SCHOOL
ATHLETIC DEPARTMENT**

**90 North Main Street
(828) 396-2341**

**Granite Falls, N.C. 28630
FAX (828) 396-7072**

Dear Golfer,

The Granite Falls Middle School Athletics Blue Demon Club would like to thank you for your participation in our annual golf tournament in years past. We would like to invite you to join us this year for our seventeenth annual fundraiser. The tournament is being held at Orchard Hills, Saturday, Oct 10. Registration and lunch begin at 12:30 and tee off time is 1:15 with a shotgun start. The format will be a 4-man Captain's Choice.

To participate in our tournament this year, please send the information below as soon as possible along with \$55.00 (mulligan included) individual or \$220.00 for team (includes fees, lunch, and goody bag) to the school address listed above, attention Kevin Prince, Athletic Director. (Checks payable to GFMS Blue Demon Club) Your support in our fundraiser will be greatly appreciated. To show our appreciation, the Blue Demon Club will sponsor cash prizes for two flights of \$300.00 for the 1st place team, \$200.00 for 2nd place team, and \$100.00 for the 3rd place team. Numerous door prizes will also be awarded as well as other hole prizes including: closest to pin, straightest drive, longest putt, hole in one, and longest drive.

We sincerely hope that you will consider golfing with us again this year. We also encourage you to ask others to register teams for the tournament. Share this form, or have them call the school for information on the tournament. Thank you in advance for your continued support.

Respectfully,
Kevin Prince
Athletic Director

Individual Registration: Name _____ Phone # _____

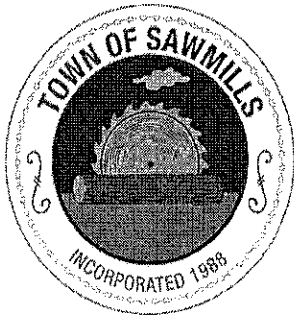
Or Team Registration:

Golfer 1: _____ Phone #: _____

Golfer 2: _____ Phone #: _____

Golfer 3: _____ Phone #: _____

Golfer 4: _____ Phone #: _____



**TOWN
COUNCIL**

TOWN ADMINISTRATOR
Christopher Todd

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

TOWN PLANNER
Elinor Hiltz

AGENDA ITEM 9A

SAWMILLS COMPREHENSIVE PLAN TENTATIVE SCHEDULE

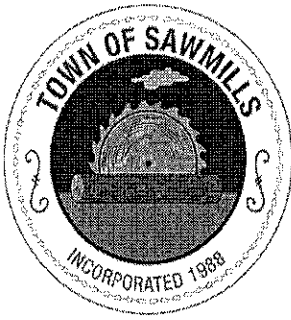
Steering Committee meetings will be Planning Board meeting times:
6:00 the 1st Tuesday usually

Mo.	Date	Activity
1	Sept 15	Council mtg. Approve Steering Committee (SC). what is comp plan? distribute schedule
2	Oct 6	SC kickoff mtg. distribute schedule. what is comp plan? comp plan exercise. demographics presentation. launch survey
3	Nov 3*	SC mtg. transportation presentation. intergovernmental cooperation question-and-answer possibly with County Manager. SC vision statement and establishment of goals.
4	Dec 1	Public input mtg. history presentation. Small group work
5	Jan 5	SC mtg. land use element part 1-current land use map
6	Feb 2	SC mtg. economic devp presentation question-and-answer with Caldwell EDC. market analysis report
7	Mar 2	SC mtg. public works presentation. discuss housing, parks, schools. discuss survey results regarding housing.
8	Apr 5	SC mtg. agri, natural resources. Green Growth Toolbox presentation
9	May 3	SC mtg. land use element part 2-future land use map
	May 24	Public input mtg. Public reviews draft
10	Jun 7	PB mtg. Planning Board reviews draft
	Jun 21	Council mtg. Council first read of draft
11	Jul 19	Council mtg. Council approve plan

*dates could change

Chapters

- 1 Setting & Historical Background
- 2 Demographics
- 3 Transportation
- 4 Economic Development
- 5 Community Facilities and Public Services
- 6 Housing
- 7 Agriculture and Natural Resources
- 8 Land Use
- 9 Implementation



**TOWN
COUNCIL**

TOWN ADMINISTRATOR
Christopher Todd

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

TOWN PLANNER
Elinor Hiltz

AGENDA ITEM: 9B

SAWMILLS COMPREHENSIVE PLAN STEERING COMMITTEE

Steering Committee meetings will be Planning Board meeting times:
6:00 the 1st Tuesday usually.

- | | | |
|----|-------------------------|-------------------------------|
| 1. | Callie Messer | Resident, Renter |
| 2. | Donnie Potter | County Commissioner |
| 3. | Barbara Jones | Resident, Virginia Acres |
| 4. | Courtney Wright | Sawmills Elementary Principal |
| 5. | Shelda Aultman | Resident, Retired Teacher |
| 6. | Carolyn Evert | Board of Adjustment |
| 7. | David Powell | Planning Board |
| 8. | Gerelene Blevins | Town Council |
| 9. | Jake Ramsey | Business Owner |

ACTION NEEDED: Adoption of Steering Committee list

AGENDA ITEM 11A

MEMO

DATE:

August 18, 2015

SUBJECT:

Updates:
SEBA August
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.



**TOWN
COUNCIL**

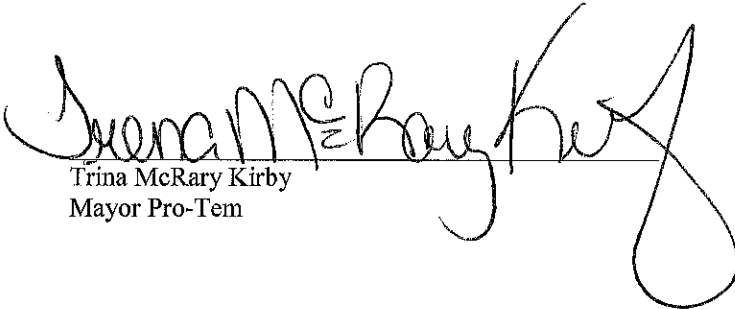
TOWN ADMINISTRATOR

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

TO: Trina McRary Kirby, Mayor Pro-Tem
Gerelene Blevins, Councilwoman
Joe Wesson, Councilman
Jeff Wilson, Councilman
Johnny Wilson, Council
FROM: Sherry Long, WPCOG
SUBJECT: Progress Report on SBEA 12-C-2443
DATE: September 2, 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 be signed by the Mayor Pro-tem and submitted to the Department of Commerce by the 10th day of each month. The following activities occurred in August, 2015:

- Advertised on IPS for 2012 or newer Peterbilt 388 tandem axle truck. Bids are scheduled to be opened on September 9th at 2:pm



Trina McRary Kirby
Mayor Pro-Tem

Town of Sawmills

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 11B

MEMO

DATE:

September 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.

Code Enforcement Report
September, 2015

Property Owner	Property Address	Issue	Status
Wendy Hadschin	4476 Sawmills Sch Rd	abandoned house missing exterior wall	Owner called on Aug 27. Because of an heirs' disagreement temporarily unable to sell property. She does not want to own this property and will sell as quickly as she can. Cannot afford to patch holes. Will mow and pick up but not patch holes until she receives further direction. code enforcement committee mtg is Sept 10
Rebecca Fox McRary	2311 Coral Dr	abandoned mobile home	Owner wanted an extension. Sept 20 deadline to tow mobile home frame and remove debris. I will send another letter if it is still there after Sept 20
James Gobie	1468 May Rd	fowl at large	sent letter Aug 13; will inspect on or after Sept 30
Billy Randall Hamby	3263 Coble Dairy	hole in building	hole was plugged but not with a permanent plug so we wrote another letter on Sept 3 giving him until Sept 20 to plug the hole with brick or cinderblock
Randy Murphy	1685 Dry Ponds Rd	too many mobile homes on one parcel	deadline Oct 8 to remove 3rd trailer. On Aug 13 Randy Murphy was working on it; thinks it might be finished in time; will call if he cannot make deadline.
Gene & Jennifer Miller	4317 Cherokee Ct	high grass	complainant agreed to stop mowing the lot and let it become wooded since it's vacant, owned by Caldwell Banker, and not for sale
Jane Mason	2451 Annas Dr	human excrement in house	not enforceable by planning ordinances
Billy Randall Hamby	3263 Coble Dairy	tree buffer around cell tower died	sent letter Sept 3 giving late October deadline to replace trees
Steven Killian?	4801 Helton Rd?	4 junk cars, trash around mobile home	code enforcement committee mtg Sept 10
Dedrick Reid	2452 Granville Dr	mobile home and truck across property lines, trash	code enforcement committee mtg Sept 10