

AGENDA

Regular Meeting of the Sawmills Town Council Sawmills Town Hall

Tuesday, June 18, 2013
6:00 P.M.

1. Call To Order
Mayor Bob Gibbs
2. Invocation
Pastor Buford Pennell
3. Pledge of Allegiance
Mayor Bob Gibbs
4. Adopt Agenda
Mayor Bob Gibbs
5. Approve May 21st Regular Meeting Minutes
Mayor Bob Gibbs
6. Public Comment
Mayor Bob Gibbs
7. Public Hearing: Adopt Proposed FY 2013-2014 Budget
 - A. Open Public Hearing
Mayor Bob Gibbs
 - B. Staff Comments/Recommendations
Administrator Seth Eckard
 - C. Public Comment
Mayor Bob Gibbs
 - D. Close Public Hearing
Mayor Bob Gibbs
 - E. Council Action
Mayor Bob Gibbs
8. Recognitions:
 - A. Recycle Rewards Winner
Administrator Seth Eckard
 - B. Yard of the Month Winners
Mayor Bob Gibbs
 - C. Retirement of Sawmills Elementary School Principal
Mayor Bob Gibbs
 - D. Charity Chase Half Marathon Runner
Mayor Bob Gibbs
9. Financial Matters:
 - A. Request for a Donation to Sawmills Farmers Market
Administrator Seth Eckard
 - B. Approve Proposed Contract Renewal with Western Piedmont Council of Governments
Administrator Seth Eckard
10. Discussion:
 - A. Adopt Proposed Adopt-A-Spot Program
Administrator Seth Eckard
 - B. Approve Creation of Caldwell County Railroad Commission and Adopt Proposed Bylaws
Administrator Seth Eckard
11. Public Comment
12. Updates:
 - A. Community Development Block Grant Monthly Status Report
Administrator Seth Eckard
 - B. Code Enforcement Monthly Report
Administrator Seth Eckard
 - C. Administrator's Report
Administrator Seth Eckard
 - D. Council Comment
Mayor Bob Gibbs
13. Adjourn
Mayor Bob Gibbs

AGENDA ITEM 7

MEMO

DATE: June 12, 2013

SUBJECT: Public Hearing:
Adopt Proposed
FY 2013-2014
Budget

Discussion:

Council has received a copy of the proposed FY 2013-2014 budget, budget ordinance, budget message and fee structure.

Listed below are the salient points of the budget:

General Fund Expenditures:

Governing Body	\$32,350.00
Administration	\$391,700.00
Finance	\$67,900.00
Public Works	\$144,150.00
Streets and Highways	\$389,225.00
Sanitation	\$443,100.00
Community Development	\$44,750.00
Parks and Recreation	\$185,450.00
Interlocal Transfer to Caldwell County	\$280,000.00
Total	\$1,978,625.00

Fund Balance Appropriated: \$0.00

Utility Fund Expenditures

Water	\$636,610.00
Sewer	\$104,500.00
Total	\$741,110.00

Total Budget \$2,719,735.00

As required by State Law the budget is balanced.

The budget includes the current tax rate of .20 (twenty cents) per \$100.00 (one hundred dollar) valuation.

The water, sewer, and sanitation rates will remain the same.

There is also included in the budget a merit pay increase of up to 5% (five percent) for Town employees, which is based on employee performance reviews.

See enclosed list of the proposed FY 2013-2014 fee structure.

Recommendation:

Staff recommends Council adopt the proposed FY 2013-2014 budget as presented.

AGENDA ITEM 8A

MEMO

DATE:

June 12, 2013

SUBJECT:

Recognition:
Recycle Rewards
Winner

Discussion:

Don and Karen Turnmire are the Recycle Rewards winners for June. Town Administrator Seth Eckard will present Mr. and Mrs. Turnmire with a certificate of appreciation and a twenty-eight dollar (\$28.00) credit will be added to their current sanitation bill.

Recommendation:

No Council action required.

AGENDA ITEM 8B

MEMO

DATE:

June 12, 2013

SUBJECT:

Recognition:
Yard of the Month
Winners

Discussion:

Johnnie and Patricia Greene, from the 28630 zip code, and Fay and Skip Icenhour, from the 28638 zip code, are the Yard of the Month winners for June. Mayor Bob Gibbs will present them with a certificate of appreciation.

Recommendation:

No Council action required.

AGENDA ITEM 8C

MEMO

DATE:

June 12, 2013

SUBJECT:

Recognitions:
Retirement of Sawmills
Elementary School
Principal

Discussion:

The Town of Sawmills would like to recognize Principal Robin DiBernardi for her dedication and commitment to education. Mrs. DiBernardi started her career in public education in 1979 in the Caldwell County School system. Mrs. DiBernardi will retire from public education on July 1, 2013. after 33 years of service educating the children of Caldwell County.

Below is a timeline of Mrs. DiBernardi's career in education:

- 1979-2001** Teacher at Gamewell Elementary School then Granite Falls Elementary School.
- 2001-2003** Assistant Principal at Whitnel Four Seasons Elementary School.
- 2003-2006** Assistant Principal at South Caldwell High School.
- 2006-2013** Principal at Sawmills Elementary School.

As you can see, Mrs. DiBernardi has helped to educate, mentor, and guide children and young adults in Caldwell County for 33 years starting her career in Sawmills and ending her career in Sawmills. We cannot thank her enough for all that she has done to help make our children and young adults become well-educated adults.

Recommendation:

No Council action required.

AGENDA ITEM 8D

MEMO

DATE:

June 12, 2013

SUBJECT:

Recognitions:
Charity Chase Half
Marathon Runner

Discussion:

The Town of Sawmills would like to recognize 11-year-old Gaden Nichols for running in the Charity Chase Half Marathon. The marathon is 13.1 miles long and took place June 1, 2013 at 6:30 am in Hickory. Gaden a rising 6th grader who attended Sawmills Elementary School was in the running club and on the race team. Gaden competed in the marathon with Sawmills Elementary School P.E. teacher Mr. Phillip Harkey who informed staff that Gaden ran in the 14 and under age group finishing in 3rd place with a time of 2 hours and 19 minutes.

Recommendation:

No Council action required.

AGENDA ITEM 9A

MEMO

DATE:

June 13, 2013

SUBJECT:

Financial Matters:
Request for a Donation
to Sawmills Farmers
Market

Discussion:

The Sawmills Farmers Market is requesting a donation in the amount of \$100.00 which will be used to provide \$1.00 (one dollar) vouchers to school children visiting the market during their annual "Kids Day". The vouchers will only be "produce eligible" which helps promote healthy eating choices for children.

There are sufficient funds in the budget for this request.

Recommendation:

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

AGENDA ITEM 9B

MEMO

DATE:

June 12, 2013

SUBJECT:

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

Discussion:

The current contract with the Western Piedmont Council of Governments (WPCOG) for planning services will expire on June 30, 2013 and will need to be renewed.

There are no changes in the services provided and, if renewed, the enclosed contract will be effective starting July 1, 2013 and ending June 30, 2014.

The amount of the contract, will not exceed \$20,500.00 (Twenty-thousand, five-hundred dollars) and will be billed in equal monthly payments. This expenditure was included in the FY 2013-2014 budget.

Recommendation:

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

AGENDA ITEM 10A

MEMO

DATE:

June 12, 2013

SUBJECT:

Discussion:
Adopt Proposed
Adopt-A-Spot Program

Discussion:

The Adopt-A-Spot program encourages citizen involvement to help in an effort to make our Town more clean and litter-free. With the adoption of this program, citizens would volunteer and agree to clean litter from their adopted area on a quarterly basis for a two-year period and follow all requirements as outlined in the program. The Town will provide volunteers with supplies and a recognition sign (where possible).

Recommendation:

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

AGENDA ITEM 10B

MEMO

DATE:

June 12, 2013

SUBJECT:

Discussion:
Approve Creation of
Caldwell County Railroad
Commission and Adopt
Proposed Bylaws

Discussion:

With the adoption of the 2013 Sales Tax Reinvestment Program Agreement Extension, the program had two significant funding changes. The new agreement no longer funds the Stormwater Program and the Caldwell County Railroad Commission. The Town entered into a new contract with the City of Lenoir for Stormwater services on February 19, 2013.

The Caldwell Railroad Commission proposed to amend their bylaws during their last meeting. The changes in the bylaws reflect how the Commission will be funded moving forward. The Town of Sawmills will be responsible for one-ninth (1/9th) of the total annual operating expenses of the Caldwell Railroad Commission. Last year, the budget for the Caldwell Railroad Commission was \$25,000.00. If the budget were to remain the same for FY 2013-2014 then the Town of Sawmills' share will be \$2,778.00 for FY 2013-2014.

This is not to be confused with the cost to operate the railroad, but only reflects the cost of the operations of the Caldwell Railroad Commission. The Caldwell Railroad Commission is responsible for the infrastructure and right-of-ways. For instance, if a business along the portion of the railroad in Sawmills needed a spur then the Commission would have to approve it.

The City of Lenoir, Caldwell County, and the Town of Hudson have already approved the bylaw changes. The Town of Granite Falls is expected to approve the changes during their next Council meeting.

Recommendation:

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

AGENDA ITEM 12A

MEMO

DATE:

June 12, 2013

SUBJECT:

Updates:
Community Development
Block Grant Monthly
Status Report

Discussion:

Nancy Coley with the Western Piedmont Council of Governments stated the attached report shows that all the requirements for the Community Development Block Grant on behalf of the Haystation, LLC are on schedule.

Recommendation:

No Council action required.

AGENDA ITEM 12B

MEMO

DATE:

June 13, 2013

SUBJECT:

Updates:
Code Enforcement
Monthly Report

Discussion:

Town Administrator Seth Eckard will update Council on the attached report showing the progress that Planner Johnny Wear Continues to make throughout the town.

Recommendation:

No Council action required.