

**TUESDAY, SEPTEMBER 20, 2011**  
**TOWN OF SAWMILLS REGULAR COUNCIL MEETING**  
**6:00 P.M.**

**COUNCIL PRESENT**

Bob Gibbs  
Gerelene Blevins  
Joe Norman  
Donnie Potter  
Joe Wesson

**STAFF PRESENT**

Karen Clontz  
Susan Nagle  
Terry Taylor

**COUNCIL ABSENT**

Beverly Fry

**CALL TO ORDER:** Mayor Bob Gibbs called the meeting to order.

**INVOCATION:** Pastor Wade Mitchell gave the invocation.

**PLEDGE OF ALLEGIANCE:** Mayor Gibbs led the Pledge of Allegiance.

**ADOPT AGENDA:** Mayor Gibbs asked for a motion to adopt the agenda with the following addition: add line item 8E.

On a motion made by Donnie Potter, and seconded by Joe Norman, the agenda was adopted with the addition. All were in favor.

**APPROVAL OF AUGUST 16<sup>th</sup> REGULAR MEETING MINUTES:** Mayor Gibbs asked for a motion to approve the August 16, 2011 regular meeting minutes.

On a motion made by Joe Wesson, and seconded by Gerelene Blevins, the minutes were approved. All were in favor.

**RECOGNITIONS:**

**YARD OF THE MONTH WINNERS:** Mayor Pro-Tem Gerelene Blevins presented Joe and Annie Marler from the 28630 zip code with a certificate for winning the yard of the month and Mayor Gibbs stated Charles and Pat Holden from the 28638 zip code was the yard of the month winner for September. Mayor Gibbs stated that Charles and Pat Holden are unable to be here tonight but may pick up their picture and certificate at the Town Hall at their convenience.

No Council action is required.

**RECYCLE REWARDS PROGRAM WINNER:** Mayor Bob Gibbs stated Michael and Tara Bradshaw are the recycle rewards program winners for September. Mayor Bob Gibbs stated they are unable to be here tonight but may pick up their certificate at the Town Hall at their convenience and they will receive a credit of twenty-five dollars (\$25.00) on their current sanitation bill.

No Council action is required.

**FINANCIAL MATTERS:**

**BID AWARDS FOR STORM DRAINAGE IMPROVEMENTS ON BUCKS DRIVE:** Mayor Gibbs stated the Town recently received the following six bids for the storm drainage improvements on Bucks Drive:

<b>Bennick Enterprises, LLC</b>	<b>\$26,625.00</b>
Hilton, Inc.	\$29,538.78
Wilkie Construction Co.	\$29,455.00
Midstate Contractors, Inc.	\$31,750.00
Country Boy Landscaping, Inc.	\$45,554.00
Kris Williams Grading, Inc.	\$52,606.00

On a motion made by Joe Wesson, and seconded by Donnie Potter, Council awarded the bid to Bennick Enterprises, LLC in the amount of \$26,625.00. All were in favor.

**NC DEPARTMENT OF CORRECTIONS CONTRACT:** Mayor Gibbs stated the enclosed contract with the North Carolina Department of Corrections would be effective August 31, 2011 through June 30, 2012 and would cover two laborers at a cost of \$1.00 per hour for eight hours a day for a total amount of \$438.00. The Town would have to provide Workman's Compensation Insurance at an additional cost of approximately \$1,300.00, which was not included in this budget year.

After much discussion, Donnie Potter made a motion to table this matter until the next regular Council meeting and Joe Norman seconded so that Town Administrator Eckard can review this contract more in depth.

**PLANNING MATTERS:**

**RESIGNATION OF PLANNING COMMISSION MEMBER:** Town Planner Emily Hines stated that Planning Commission member Bobby Austin has resigned leaving a vacant seat open. Current alternate Thad Hall has given his consent to serve on the Planning Commission.

Town Planner Hines stated that this leaves two alternate vacancies as the Towns Ordinance states that the Planning Commission consists of five members and two alternates. Town Planner Hines would recommend appointing one alternate within the town limits and one alternate from the E.T.J. (Extra-Territorial Jurisdiction). Mayor Gibbs asked Council to come to the October 18, 2011 regular Council meeting with recommendations for the two vacant seats on the Planning Commission.

On a motion made by Donnie Potter, and seconded by Joe Wesson Council appointed Thad Hall as the Planning Commission member. All were in favor.

**REQUEST FOR APPROVAL OF A MINOR SUBDIVISION:** Town Planner Emily Hines stated Mr. Ralph L. and Mrs. Lantha O. Bryant have requested their property located on Dry Ponds Road split into three lots. The existing lot is 3.25-acres and would be split as follows: lot one: 1.315 acres and lot two: 0.621 acres, and lot three 1.414 acres.

The Planning Board reviewed this request and would recommend Council approval with the condition that all proper easement language is on the Plat.

On a motion made by Joe Norman, and seconded by Joe Wesson, the minor subdivision for Mr. Ralph L. and Mrs. Lantha O. Bryant was approved with the condition. All were in favor.

**REQUEST FOR A CONDITIONAL USE PERMIT:** Town Planner Emily Hines stated that Jack and Debbie Mason have requested a Conditional Use Permit to allow a horse on 1.09 acres of pasture land located at 3912 US Highway 321-A and having 10.89 acres.

Planner Hines also, stated according to the Sawmills Zoning regulations, Council must approve a Conditional Use Permit to have horses in the RA-20 zoning district and the Planning Commission would recommend the Council call for a public hearing on this matter.

On a motion made by Joe Wesson, and seconded by Joe Norman, the Council will hold a public hearing on a Conditional Use Permit to allow a horse at 3912 US Highway 321-A at the October 18, 2011 regular Council Meeting. All were in favor.

**REQUEST FOR A CONDITIONAL USE PERMIT:** Town Planner Emily Hines stated that STAT, Inc. has requested a Conditional Use Permit for a household hazardous waste site for the wholesale storage of gasoline and oil products, including bottled gas and oxygen on 2.67 acres, which is located on Spartan Drive Parcel number 2776-24-8991.

Planner Hines also, stated this is an allowable use and according to the Sawmills Zoning regulations, Council must approve a Conditional Use Permit to allow wholesale storage of gasoline and oil products, including bottled gas and oxygen in the HB zoning district and the Planning Commission would recommend the Council call for a public hearing on this matter.

On a motion made by Donnie Potter, and seconded by Joe Wesson, the Council will hold a public hearing on a Conditional Use Permit to allow a household hazardous waste site for the wholesale storage of gasoline and oil products, including bottled gas and oxygen on Spartan Drive Parcel number 2776-24-8991 at the October 18, 2011 regular Council Meeting. All were in favor.

**WATERWORKS ROAD:** Mayor Pro-Tem Gerelene Blevins would like to propose Council consider lowering the current speed limit on Waterworks Road from 35 M.P.H. to 20 M.P.H. as well as putting up no passing signs, and children at play signs. Attorney Terry Taylor stated the Town would need to have a traffic report done showing from a Traffic Engineer where to place the signs and what the speed limit needs to be.

After discussion, Council tabled this so that Town Administrator Seth Eckard could research to see if the Town had already done this in the past and if not what the Town would need to do to have a Traffic Engineer look at the Road and submit a report.

**UPDATES:**

**CODE ENFORCEMENT MONTHLY REPORT:** The enclosed report shows the updated progress continuously made throughout the Town by Code Enforcement Officer Tony Cline.

No Council action is required.

**ADMINISTRATORS REPORT:** Finance Officer Karen Clontz stated that included in the agenda packets is a list of unscheduled records that staff destroyed due to limit storage space. Finance Officer Clontz also stated, the Town Festival will take place on Saturday, September 24, 2011 at the Sawmills Baird Drive Park from 10:00 a.m.-4:00 p.m. with new vendors and the Optimist Club is doing a BBQ Cook-Off and invited everyone to come out and join in the festivities. Mayor Gibbs stated there is a lot more things to enjoy this year than there was last year and the Town will still give out free hotdogs, popcorn and a drink until they run out.

Donnie Potter stated the Optimist Club is sponsoring a BBQ Cook-Off. The Tickets are \$8.00 for adults and \$4.00 for kids 12 and under. Anyone wishing to purchase a ticket may do so by contacting an Optimist Club member or purchasing a wristband at the gate.

**PUBLIC COMMENT:** Mayor Gibbs asked if anyone would like to speak during the public comment period.

Brad Wright, Art Teacher at Sawmills Elementary School, Clarence Finley, and Kristy Greene all asked to addressed the Council with concerns over how the Town sign art contest was done. Trena Kirby asked what the winner was told when the Town sign art contest first came about.


William Eckard would like to thank Mayor Pro-Tem Gerelene Blevins for taking the time to address most of his concerns.


Edward Lineback would like to address his concerns over the restrooms at Sawmills Baird Drive Park not being open for public use.

Ron McCracken would like to put a mobile home on the property to allow his Aunt to live in.

**ADJOURN:** Mayor Gibbs asked for a motion to adjourn.

On a motion made by Donnie Potter, and seconded by Joe Wesson, the meeting was adjourned. All were in favor.

  
Susan Nagle, Town Clerk

  
Bob Gibbs, Mayor

New Contract       Modified Contract       Renewal      Job Code H01002-003

**NC DEPARTMENT OF CORRECTION  
DIVISION OF PRISONS  
INMATE LABOR CONTRACT**

FACILITY NAME AND NUMBER Caldwell Correctional Center #4625      DATE 8/31/11

AGENCY NAME AND BILLING ADDRESS Town of Sawmills, 476 US Hwy 321-A Granite Falls, NC 28630

Project Beginning Date: 08/31/11      Project Ending Date: 06/30/12

**PROJECT DESCRIPTION:** Duties will include, but are not limited to, janitorial, grounds/building maintenance, cleaning park/recreation area maintenance, public works projects, roadside cleaning, recycling projects and other governmental agency projects.

**PROJECT COST**

LABOR:

Number of Laborers 2 x \$1.00 per 8 hour work day = 2x219 Projected Number of Days of Project =

\$438.00 Total Projected Labor Cost

ADMINISTRATIVE:

Administrative Cost  Waived  Not Waived \_\_\_\_\_ / \_\_\_\_\_  
(Region Director Signature) Date

**PROJECT TOTAL COST TO BE BILLED \$438.00** ("Total Projected Labor COST" plus "Administrative COST"

above)

**INVOICE TO BE SUBMITTED:**  Monthly     Quarterly     Semi-annually     Annually

Other (specify) \_\_\_\_\_

**APPROVED BY:**

\_\_\_\_\_/\_\_\_\_\_  
1. Governmental Agency authority      Date

\_\_\_\_\_/\_\_\_\_\_  
2. Facility Head      Date

\_\_\_\_\_/\_\_\_\_\_  
3. Region Director      Date

\_\_\_\_\_/\_\_\_\_\_  
4. Program Services Manager      Date

Form Distribution by Program Services: Original -Facility Copy -Program Services, Region Office, and Accounting

**NORTH CAROLINA DEPARTMENT OF CORRECTION  
DIVISION OF PRISONS**

**INMATE LABOR AGREEMENT**

DATE: 8/31/11

For the purpose of employing inmate labor from the Division of Prisons, the following terms are agreed upon by the Division of Prisons and the Town Of Sawmills  
476 US Hwy 321A, Granite Falls ,NC 28630.

I. Logistics

- A. Inmate labor will be supplied by Division of Prisons. All inmates assigned to labor contracts will be English speaking or have completed English as a second language training.
- B. Inmates will be provided lunch by Division of Prisons.
- C. Transportation will be supplied by DOC. Work schedules will also be furnished by Town Of Sawmills.
- D. Inmates may work eight (8) hours per day, seven (7) days per week. This will include travel time to and from the correctional facility. Schedules may be varied or staggered depending upon the assigned work station. Inmates may be authorized to work in excess of eight (8) hours per day, with the authorization of Division of Prisons. (Note: The agency will be billed \$1.00 per 8 hour workday, even if the inmate(s) work less than an eight (8) hour day.)
- E. No inmate will be allowed to work in an area that is not supervised by a Custodial Agent.
- F. No inmate will be allowed to work on school property, e.g., private or public elementary, middle or high schools, while students are on the property. No sex offender inmate will be assigned or allowed to work on the property of any educational facility, e.g., private or public elementary, middle, high school, community college or university, etc.
- G. The Division of Prisons has zero-tolerance for undue familiarity or sexual abuse with an offender. It is the contract agency's duty to report any allegations of inmate sexual violence either by another inmate, correctional staff, correctional agents, agency vendors and/or volunteers. (see Section VIII below)

II. Work Station/Duties

- A. Work stations may be any property owned or leased by: Town of Sawmills.
- B. Inmates are allowed to perform manual labor tasks such as the following:
  - 1. Floor care duties including sweeping, mopping, vacuuming and buffing.  
*Inmates are not allowed to operate motorized floor cleaning equipment designed to transport the operator.*
  - 2. Furniture, fixtures, windows and cabinetry cleaning, dusting and/or polishing that is done from the floor or a step ladder.

3. Custodial duties such as emptying trash cans, carrying out trash, restocking supplies in restrooms, moving furniture, and setting up furniture.
4. Motor vehicle maintenance, washing and vacuuming which does not require the inmate to be on elevated surfaces more than four feet tall, without appropriate fall protection. Acceptable fall protection would include ladders, standard railings on working surfaces, properly erected scaffolding or a personal fall arrest system. *Inmates are not allowed to operate motor vehicles for any reason and cannot be allowed to have the keys for operating a motor vehicle for any reason.*
5. Grounds care duties including litter pick up, grass mowing, weed eating, pruning, hedge trimming, leaf blowing, raking, applying herbicides and pesticides, setting out and taking up small plants and bushes. *Inmates must be trained by managers and supervisors in the safe operation of any powered equipment. Inmates can be trained to operate riding mowers. All equipment must have manufacturer and OSHA required warning labels, safety guards and devices in good condition. Inmates applying herbicides and pesticides must be trained and closely supervised by a duly licensed applicator responsible to insure the inmate follow regulations and safe work practices. Inmates must receive hazard communication training on all chemicals they work with. They must be provided with all necessary personal protective equipment for the task they are performing.*
6. Minor building maintenance duties including painting, caulking, clearing rain gutters and power washing that can be done from the ground, ladder, properly constructed and erected scaffolding or with an approved personal fall arrest system.
7. Right of way & drainage maintenance using bush axes & shovels.

*Inmate labor contract duties and tasks are expected to be for basic manual labor, such as those listed above, and normally utilizing manual tools such as shovels, brooms, mops, bush axes, etc. Inmates can be trained to use basic powered lawn care equipment, including riding mowers. This list of tasks is not exclusive of others but anything outside the scope of these types of work activities should be discussed with, and approved by, the correctional facility's management before assigning the inmate to perform the proposed duties.*

- C. Inmates are not allowed to perform hazardous duties such as the following:
1. Work with electric transmission utility line crews in any capacity.
  2. Work within ten feet of any unguarded, energized electrical transmission lines or high voltage equipment, and/or within ten feet of any conductive object involved in a task near unguarded, energized electrical transmission lines or high voltage equipment.
  3. Enter any permit required confined space including but not limited to sewer manholes, lift stations, water tanks, chlorine contact chambers, utility vaults, salt bins, etc.
  4. Disturb any suspected or confirmed asbestos containing materials including but not limited to thermal system insulation, vinyl floor tiles, flooring mastic,



roofing, roofing felts, exterior shingle siding, acoustical ceiling tiles, fire proofing materials, solid wallboard (transite), cement water pipes, cement asbestos, sheetrock or fire doors. *Typical work activities which would disturb suspected or confirmed asbestos containing materials are normally part of renovation or demolition projects which require removal or destruction of existing materials, equipment or structures.*

5. Disturb any suspected or confirmed lead based paint by sanding, scraping, cutting, sawing, welding or power washing. *Typical work activities which could disturb suspected or confirmed lead based paint are normally part of remodeling, renovation, repair, window case replacement, electrical/plumbing/carpentry work and preparing surfaces for painting.*
6. Perform or participate in sandblasting work.
7. Operate heavy equipment or aerial man lifts of any kind. Some examples of prohibited equipment are: tractors, bull dozers, back hoes, cranes, grade alls, road construction equipment, fork lifts, boom trucks, etc. *(However, inmates are allowed to perform maintenance and repair work on this type of equipment.)*
8. Perform any task that requires the use of a respirator due to exceeding the contaminant's permissible exposure limits.
9. Work over or in water where a drowning hazard exists, without the appropriate protection, such as: standard railings, personal fall arrest systems, personal flotation devices, ring buoys and/or skiffs, as required by the OSHA standards.
10. Work in trenches or excavations four feet deep or greater.
11. Work on or adjacent to public roads and highways without the proper Manual on Uniform Traffic Control Device (MUTCD) work zone safety set up utilizing the correct traffic control devices and high visibility vests, provided by Division of Prisons.
12. Operate chain saws.
13. Sit, stand or ride on any piece of equipment in a manner not consistent with the design of said vehicle or machinery while that equipment has its motor running or is moving. Examples of prohibited practices include, but are by no means limited to: standing on mower deck, riding in bucket of a loader, riding seated on a trailer hitch.

*This list of tasks is not exclusive of others that might be considered too hazardous for inmate labor contracts. Any tasks or duties similar to these or in question, in regards to personnel safety, should be addressed with the correctional facility's management before assigning the inmate to perform the proposed duties. Failure to follow these guidelines may result in suspension of this contract and the removal of inmate labor.*

### III. Supervision

- A. Town of Sawmills agrees all inmate project supervisors will receive the Department of Corrections Inmate Orientation Training. Project Supervisors, upon successful participation in Orientation Training, are designated as Custodial Agents. New employees will be scheduled to receive this orientation training

prior to being allowed to supervise inmate projects without being accompanied by Correctional Officers.

B.

1. Custodial Agent will be on-site at each workstation.
2. Each Custodial Agent will provide the inmate with a job description and will provide the Department of Correction with a periodic inmate work performance evaluation if requested for classification purposes.
3. The Custodial Agents of the inmates working under labor contract will provide all safety training, appropriate to the hazards and duties of each task to be performed by the inmate, in accordance with OSHA regulations. This training will include the hazards associated with the task, the proper and safe use of any equipment assigned for performing the work, the hazards associated with any chemicals used in the work, the proper safe work methods for performing the task and the correct use of any personal protective equipment needed to perform the task. This training will be ongoing and documented by the managers and supervisors for the duration of the inmate labor contract. These training records will be made available upon request from any DOP or DOC facility, region or state official, and/or safety inspectors. The training documentation must be signed and dated by the inmate and manager/supervisor who conducted the training.
4. Work schedules will be provided by **Town of Sawmills**.
5. Custodial Agents will designate break areas and ensure that inmates are supervised during all breaks.
6. Custodial Agents are to receive annual Orientation training.
7. Custodial Agents are to receive briefing in Undue Familiarity and Prison Rape Elimination Act (PREA) as part of Orientation training.

IV. Safety Equipment

- A. The Division of Prisons will provide state issued steel-toed shoes. No inmate will be allowed to work without steel-toed shoes.
- B. Inmates are required to wear DOP issued high visibility vests where required by safety rules and regulations and/or by Division of Prisons manager's request.
- C. The town/county/DOT and State will furnish all other personal protective equipment needed according to the OSHA standards, other regulatory guidelines and hazard analyses of the task to be performed. All equipment to be used by inmates in the performance of their assigned tasks must meet all safety requirements for guarding, warning labels, condition and operation as required by OSHA and the manufacturer.
- D. The Custodial Agents of the town/county/DOT and State shall insure that all inmates utilize all required safety equipment and safe work procedures in the performance of their assigned tasks.
- E. The town/county/DOT and State supervisors, who act as the Custodial Agents shall insure that all inmates have completed all required safety training in the use of approved equipment, hazards communication and the proper use of personal

protective equipment. All training has been documented and maintained on file by the agency.

- F. Inmate injury due to failure to follow safety regulations and/or use required safety equipment may result in suspension of this contract and removal of inmate labor.

V. Waiver and Billing Information

It is agreed that the North Carolina Department of Correction will waive administrative cost, transportation and custody supervision cost.

VI. Medical

Whenever any inmate assigned to the State Department of Correction shall suffer accidental injury or accidental death arising out of and in the course of employment, to which the inmate has been assigned, the provisions of G.S. 97-13, shall apply. The governmental agency shall compensate the Department of Correction.

The following procedures are to be followed when an inmate sustains an injury while on work assignment for an agency:

- 1) If the injury is serious or life threatening: the agency will contact EMS and have the injured inmate transported to the nearest medical facility. The agency must immediately notify the inmate's prison facility of the incident.
- 2) If the injury is non-serious or is non-life threatening: When the agency has trained first aid personnel on-site at the time the inmate is injured, they may provide the inmate first aid, and immediately notify the inmate's prison facility of the incident.
- 3) If the injury is non-serious or is non-life threatening: and the agency does not have trained first aid personnel onsite to render first aid that may be needed, the agency is to transport the inmate to the nearest medical facility for treatment and immediately notify the inmate's prison facility of the incident.
- 4) If the injury is non-serious or is non-life threatening: and the agency can not provide first aid or transportation to the nearest medical facility, the agency is to immediately notify the inmate's prison facility to transport the inmate for first aid.

When any inmate injury occurs on a labor contract project, whether first-aid and/or medical assistance is rendered, the agency is to provide the inmate's prison facility written documentation of the incident as soon as possible.

VII. Inmate Conduct

**Town of Sawmills** reserves the right to refuse or return an inmate should safety, security or order is questionable and agrees to follow North Carolina Department of Correction rules and regulations as stipulated in the Supervisory Orientation Training session. Division of Prisons will be the sole party responsible for issuing disciplinary action against any inmate employed by **Town of Sawmills**. Any misconduct will be reported immediately to Division of Prisons facility superintendent. Either party with a 30-day notice may terminate the contract at any time.

VIII. PREA

The Department of Correction has zero-tolerance for behavior with an offender that is unduly familiar or sexually abusive. Departmental staff, correctional agents, agency vendors and volunteers are strictly prohibited from engaging in personal dealings or any conduct of a sexual nature with offenders. Conversation and conduct with offenders is to be professional at all times. Sexual acts between an offender and departmental staff, correctional agents, agency vendors and volunteers violates the federal Prison Rape Elimination Act of 2003 (PREA) and is punishable as a Class E felony in North Carolina. Under North Carolina and federal law an offender CAN NOT consent to engage in sexual activity with departmental staff, correctional agents, agency vendors and volunteers, and all such activity legally is against the will of the offender- no matter what the offender says. Additionally, it is a criminal offense for any person to sell or give any inmate any intoxicating drink, barbiturate or stimulant drug, or any narcotic, poison or poisonous substance, except upon the prescription of a physician, or to convey to or from an inmate any letters or oral messages or any instrument or weapon by which to effect an escape, or that will aid in an assault or insurrection, or to trade with an inmate for clothing or stolen goods or to sell an inmate any article forbidden by prison rules.

“As a valued Correctional Agent of the Division of Prisons, it is important to remember that any knowledge of or a report of any incidents of unduly familiar and sexual abuse involving a labor contract inmate, you have a duty to report this information immediately to your contact person at the facility of housing for the inmate and/or to the office of the Division of Prisons. You may also report the information to the Office of PREA Administration at [prea@doc.state.nc.us](mailto:prea@doc.state.nc.us) . By signing this contract you acknowledge that you understand and will abide by this policy as outlined above.”

Code Enforcement Monthly Report

Opened	Case Number	Property Address	Owner or Occupant	Status or Comments
10/28/2010	PN11-03	4455 Rual Drive	William Miller	Owners final deadline to remove combustibles and trash from the property is 9/25/11. Monitor.
11/1/2010	MVO11-01	4228 US Hwy 321A	Arnold Wilson	Massive improvements in cleaning the property have occurred. I will review today's pictures of the property and compare them to the ordinances before deciding to close this case.
11/1/2010	HC11-03	4476 Sawmills Sch. Rd.	Jerry Hatchings	Deadline for new owner to repair or demolish the house is 11/23/11. Monitor
11/1/2010	Z11-02	1625 Cajah Mtn. Rd.	Ray and Betty Philyaw	Elderly owner continues to remove property from mobile home that must be removed. Monitor.
11/1/2010	Z11-01	4141 Duff Drive	Clarks Auto	No change has occurred in removing junk cars.
1-Dec	PN11-09	Crotts Mobile Home	Charles and Pansey Crotts	Recently learned owner was involved in an accident. Attempts to be made to get county to foreclose on the property, which will put the property into someone's hands who will clean the dilapidated mobile homes and trash away.
12/8/2010	MVO11-02	1747 Cajah Mtn. Rd.	Donald Street	Recently lost contact with the owner due to a change of phone number. To step up attempts to have junk vehicles, and trash removed. Monitor.
2/25/2011	PN11-16	2511 Baker Circle	Steve and Mary Hand	Owner has been issued a final deadline to remove trash and open storage on the property. Monitor.
2/23/2011	PN11-19	4100 Farr MHP	Owen Farr-Deceased	Clean-up at the property has slowed. To make another contact with family member who promised the property would be cleaned. Monitor
3/30/2011	MVO11-05	4487 Diamond Street	Troy Wilson Jr.	Repairs to the house are in process. Monitor
5/25/2011	PN11-38	4115 and 4117 Ardmore Ln.	Lewis Gragg	Deadline has been issued to remove 1 of the 2 substandard structures on the property by the end of the month. Monitor
7/13/2011	PN12-10	1940 Leah Ln	Tim Hart	Mobile home demolished by the owner. Case Closed.

Tony W. Cline  
Code Administrator

All items Updated on September 14, 2011

Code Enforcement Monthly Report

Opened	Case Number	Property Address	Owner or Occupant	Status or Comments
7/13/2011	PN12-09	4845 Holly Springs	Bank of America	Property mowed by town contractor. Closed Case.
7/27/2011	PN12-14	2218 Marcus	Thelma Dale	Mobile home in the process of being demolished and associated debris remove by owner. Monitor
8/3/2011	Z12-01	5243 Union Church Road	Tony and Deborah Hartley	Owner obtained a zoning permit for locating an out-building on the property. Closed Case.
8/3/2011	PN12-15	4361 Sawmills Sch. Road	Chenay Carter	Property mowed by owner. Closed Case.
8/10/2011	PN12-17	6088 Spartan Drive	Cindy Fritts	Property mowed by the owner. Closed Case
8/10/2011	PN12-18	6086 Spartan Drive	Cindy Fritts	Property mowed by the owner but the dilapidated mobile home remains. Deadline to remove the mobile home not until end of September. Monitor
8/31/2011	HC12-02	4257 Horseshoe Bend	Lewis Miller	Owners house was inspected for Minimum Housing Code compliance. Hearing to be held with the owner on 9/28/11
9/7/2011	MVO12-01	4255 Trojan Ln	Aubrey Sipes	Notice to remove junk vehicles and mow the grass has been sent. Monitor
9/8/2011	HC12-22	2231 Russell	Sharon Arney	Notice sent to remove openly stored trash and debris by 9/20/11
14-Sep	PN12-24	4388 Duncan	Renneth Minton	Notice sent to mow and clean the property as well as remove a dilapidated out-building on the property

Tony W. Cline  
Code Administrator

All items Updated on September 14, 2011