

**STATE OF NORTH CAROLINA  
COUNTY OF GASTON  
TOWN OF CRAMERTON**

**November 1, 2016**

The Board of Commissioners for the Town of Cramerton met in regular session on Tuesday, November 1, 2016 at 7:00 p.m., in the G.M. Michael Room at the Cramerton Town Hall.

**Board Members present:** Mayor Ronnie Worley; Mayor Pro Tempore Will Cauthen; Commissioners Houston Helms, Demetrios Koutsoupas, Donald Rice, and Susan Neeley.

**Staff Present:** David Pugh, Town Manager; Bill Brown, Town Attorney; Chief Greg Ratchford; Joel Lineberger, Finance Director; Dave Pettine, Planning Director; and Wilene Cunningham, Town Clerk.

**Call to Order and Determination of Quorum:** Mayor Worley called the meeting to order at 7:00 p.m. and determined a quorum was present.

**Invocation:** Given by Attorney Brown.

**Pledge of Allegiance:** Given by all.

**Adoption of Agenda for this meeting:** The Town Manager stated two of the closed session items listed on the agenda for NCGS143-31.11(a)(3) to consult with the attorney to protect the client-attorney privilege regarding Canipe v. Gaston County Board of Commissioners et. al. and NCGS 143-31.11(a)(4) to discuss matters relating to the location or expansion of business in the area served by this body can be removed. A correction for the date of the Veterans Memorial proclamation should read Friday November 11<sup>th</sup>. The presentation of the Cramerton FY 15-16 audit by Rob Collis of Collis and Associates will not be presented tonight. A motion was made by Mayor Pro Tem Cauthen to adopt the amended agenda. The motion was seconded by Commissioner Koutsoupas and passed by unanimous vote.

**Public Comment:** No one signed up to speak.

**Proclamation in Recognition of Veterans Day, November 11, 2016:** Mayor Worley read the proclamation recognizing November 11, 2016 as Veterans Day.

**Agenda Items Not Requiring a Public Hearing:**

- **Parks and Recreation: NC Trails Grant – Bathroom at Goat Island Bridge.**

**Presentation of Draft NC Trails Grant Budget:** Mr. Smallwood, Parks and Recreation Director, stated the proposed budget for the Goat Island restrooms and parking area is \$120,000.00. The project budget is comprised of \$100,000.00 NC Trails Grant and a \$20,000.00 matching grant. The project consists of a pre-constructed Denali Series restroom and water fountain structure on the Centennial Center side of Goat Island with the addition of two parking spaces on the Lakewood side of Goat Island. Project bids will be structured to allow different elements of the project to be included. Optional elements included curb and landscaping around the guy wires in the current fire station parking lot and elevating the bridge approach on the Centennial Center side of the island to make it level due to settling since construction. This will provide an “a la carte” approach to bidding and allow for the addition of other elements if the project comes in under budget. The Board will need to decide the style of finish and colors for the bathroom structure and if they want a pet watering fountain station installed. The Town Manager stated Resolution 2016-02 is for exemption of the Town from G.S. 143-64.31 which authorizes units of local

government to exempt contracts for design services from the qualifications-based selection requirements if the estimated fee is less than \$50,000.00. Attorney Brown stated the Board would need to approve and accept the bid and then empower the Town Manager and Attorney to proceed forward. Commissioner Helms asked if the aesthetic choices for the finishes for the restroom need to be decided tonight. Mr. Smallwood said no. Attorney Brown stated those choices do not affect the specifications that are being bid on.

**Resolution Exempting Cramerton from the Mini Brooks Act for McGill Associates to perform Engineering Work for the NC Trails Grant:** A motion was made by Commissioner Helms to approve and adopt the resolution exempting Cramerton from the Mini Brooks Act for McGill Associates to perform engineering work for the NC Trails Grant. The motion was seconded by Mayor Pro Tem Cauthen and passed by unanimous vote. Attorney Brown stated adoption of this resolution allows the request for proposals to be skipped as the Town is already working with McGill Associates.

- **Planning: 29/74 Lakewood Greenway update.** Mr. Pettine stated the greenway from Goat Island to Wilkinson Boulevard is moving along. He stated he spoke to the engineer today about Duke Energy's right-of-way and the installation of an NCDOT approved gate. Plans have been sent to NCDOT for review and approval. Project should go to bid either at the end of November or first of December. A construction schedule will then be available. The Carolina Thread Trail will be working with the Town regarding signage. A meeting has been held with the Town of McAdenville regarding connectivity to their down town area. Mr. Pettine stated he would continue to keep the Board updated regarding the bids and construction schedule.
- **Board of Commissioners: Personnel Policy Review.** Attorney Brown stated a resolution along with Exhibit A is presented at this meeting for the Board's final approval. Commissioner Koutsoupas stated he agreed to the policy but had noted a few grammatical errors that he would address with the Town Manager. A motion was made by Commissioner Koutsoupas to approve Resolution 2016-03 for proposed changes to the personnel policy. The motion was seconded by Commissioner Neeley and approved by all. Mayor Worley asked if the personnel policy addressed possible leave sharing. The Town Manager stated this is included in the current policy. The motion passed by unanimous vote.

### **Manager's Report:**

***Veterans Memorial Proposed Site Signage:*** Commissioner Rice stated he likes the verbiage "future site". Commissioner Koutsoupas stated he liked "proposed site" as this indicates the site has been chosen. Commissioner Rice said citizens are ready to see some movement regarding the memorial. Commissioner Koutsoupas stated placement of the sign would provide community feedback. Commissioner Helms stated he liked using "proposed site". The Town Manager stated he would work with the Parks and Recreation Director regarding creation of the sign and placement.

***River District:*** A meeting was held regarding the proposed River District which includes the Catawba River crossing. A lot of work has been completed regarding this possible project with the City of Gastonia and the MPO's. Discussion has been held with the City of Charlotte's staff and elected officials. This project would include the West Boulevard extension which would connect to the Douglas International Airport and the Dixie Berryhill area. A resolution of support is being prepared by the City of Gastonia to present to the City of Charlotte. A private developer is funding this project. This project would promote connectivity. A meeting is scheduled to be held regarding this project on November 21<sup>st</sup> at the Government Center on Fourth Street in Charlotte. The Board was encouraged to attend. Mayor Worley asked if a North Carolina route number had been assigned as this would assist in promoting this project. At this time no one was aware of a route number being assigned. The Town Manager stated the next Board meeting is

November 17<sup>th</sup> and a resolution of support could be prepared and presented for adoption in order to be available for the November 21<sup>st</sup> meeting in Charlotte.

**Two Rivers Utilities:** Mike Bynum stated TRU responded to twenty-three water meter related service requests, repaired two water leaks, and responded to two sewer related calls. TRU completed one asphalt patch for a utility cut. Eighteen preventive maintenance service requests were completed at the pump stations.

**Town Attorney:** Nothing to report.

**Town Clerk:** The Town Clerk presented to the Board information regarding the upcoming dates for November and December events. The Montcross Chamber of Commerce will hold a ribbon cutting event for the ABC Store on New Hope Road on Tuesday, November 22<sup>nd</sup>. The applications from Jeff Smithers and Emily Leazer for consideration of reappointment to the Parks and Recreation Advisory Board were given to the Board for review.

**Police Department:** Chief Ratchford had nothing to report.

**Fire Department:** Chief Foulk stated the Santa Ride was scheduled for Saturday, December 10<sup>th</sup>. He stated some applications for the Fire Department had been received.

**Planning:** Mr. Pettine stated the bike-ped grant has been finalized with the contractor for the project. Contracts regarding the Cramer Mountain sidewalk project is being finalized. Paving will be coordinated with NCDOT to be completed at a later date. Commissioner Koutsoupas asked about the large tract of land across the street from Timberlake. Mr. Pettine stated this parcel is being discussed by the City of Belmont in their comprehensive plan regarding an overlay district for this property. The density of the property is being reduced to three units per acre to align with their current comprehensive land plan. The City of Belmont is holding a public hearing on Monday the 7<sup>th</sup> for discussion of this parcel.

**Finance Director:** Mr. Lineberger stated he received the ABC Board audit as this document is required as part of the Town's audit process. He stated the Town remains fiscally healthy.

**Parks and Recreation:** Mr. Smallwood stated the basketball and cheerleading signups have been completed. The "Destiny Lives On" fall festival is scheduled to be held on Sunday, November 6<sup>th</sup>, in the Centennial Center. The Parks and Recreation Department will assist in this event and Goat in the Boat merchandise will be available for sale.

#### **Committee Reports:**

- **Parks and Recreation Advisory Board:** Commissioner Koutsoupas stated the advisory board committee will meet on Monday, November 7<sup>th</sup>. Two of the current members have returned their reappointment applications for review. The Turkey Shoot is scheduled for Saturday, November 12<sup>th</sup>.
- **Cramerton Historical Society:** Commissioner Koutsoupas stated the historical society will meet on Thursday, November 10<sup>th</sup>, at 6:30 p.m. at the Senior Center.
- **Community Committee:** Mayor Pro Tem Cauthen said this committee will meet on Monday, November 7<sup>th</sup>, at Town Hall at 6:00 p.m. The Little Library project will be discussed at the first meeting.
- **Cramerton Merchants Association:** Mayor Pro Tem Cauthen stated the next meeting will be held on Tuesday, November 15<sup>th</sup>, at 8:00 a.m. at Town Hall.

**Topics of Discussion for Each Commissioner:**

Commissioner Neeley had nothing to report.

Commissioner Rice had nothing to report.

Mayor Pro Tem Cauthen stated the holiday ornaments have been received. He asked if the funds received should be for the Veterans Memorial or the Community Committee for projects. The Board's consensus was to place the funding in the Veterans Memorial fund. Mayor Pro Tem Cauthen stated 150 of the laser etched ornaments had been ordered and will be available for sale at the holiday festival and parade. The Town Manager stated they will be available at the upcoming "Destiny Lives On" event.

Commissioner Koutsoupas asked the Board to consider changing the meeting dates to Thursdays. He stated Thursday meetings would allow staff time to prepare the agenda during the week and not on Friday afternoons. Chief Ratchford stated the calendar would need to be reviewed regarding the upcoming Municipal Citizens Academy sessions. A motion was made by Commissioner Koutsoupas to hold the regular and workshop meetings on Thursdays effective the first meeting in January 2017. The motion was seconded by Commissioner Rice and approved by all.

Commissioner Helms had nothing to report.

Mayor Worley stated 48,383 registered voters had voted as of the early voting statistics as of tonight.

**Closed Session: N.C.G.S. 143-318.11(a)(3) Consult with the attorney to protect the attorney-client privilege; and N.C.G.S. 143-318.11(a)(6) To consider the qualifications, competence, performance, condition of appointment of a public officer or employee or prospective public officer or employee.** A motion was made by Commissioner Neeley to enter into closed session. The motion was seconded by Commissioner Rice and approved by all.

**Adjournment:** Upon return to open session, Mayor Worley advised the Board that Chief Young declined the offer to be the Town's Grand Marshal. Mayor Worley stated the Board would need to continue consideration of someone else. With no action being taken and no further business to be discussed, a motion was made by Commissioner Neeley to adjourn at 9:07 p.m. The motion was seconded by Mayor Pro Tem Cauthen and passed by unanimous vote.

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Mayor Ronnie Worley

**ATTEST:**

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Wilene Cunningham, Town Clerk