

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

February 16, 2017

The Board of Commissioners for the Town of Cramerton met in workshop session on Thursday, February 16, 2017 at 6:00 p.m., in the G.M. Michael Room at the Cramerton Town Hall.

Board Members present: Mayor Will Cauthen, Mayor Pro Tempore Demetrios Koutsoupas, Commissioners Dixie Abernathy, Houston Helms, Donald Rice (arrived at 6:06 p.m.), and Susan Neeley.

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

Call to Order: Mayor Cauthen called the meeting to order and determined a quorum was present.

6:00 Workshop Meeting – Cramerton Traffic Calming Policy. Mr. Pettine stated he has been researching information regarding traffic calming policies for other municipalities. Initiation begins with a request from a homeowners association or a minimum of five signatures for the owners of five separate properties in the neighborhood will be required before studies will be initiated. Staff does a field review gathering information regarding speed and volume along with traffic citations and/or accidents. The qualifying criteria is split into two classes. Class A is minor excessive speed and the Town may request the Police Department to increase enforcement on a random basis during the hours when the majority of the speeding violations occur. Class B is excessive speed or traffic volume and residents may petition the Town for traffic calming measures through the Board of Commissioners. Mr. Pettine stated consideration needs to be given in defining what is considered excessive speeding and traffic volume is also subjective. If an area meets the Class B criteria then they can do a petition. Some municipalities contain the following criteria to determine the need for traffic calming devices: average speed exceeds 30 miles per hour during any one hour period in which the number of vehicles meets or exceeds 100; 85th percentile speed greater than speed limit; average annual daily traffic volumes should be greater than 500; 85th percentile speed should be equal or greater than five miles per hour over the posted limit.

Mayor Cauthen stated he spoke to Chief Ratchford about the number of vehicles traveling on Lake Road. Traffic was monitored for three to four days and there was an average of 420 vehicles daily and speed was actually slower than expected.

Mr. Pettine stated that once studies were completed regarding Class A and B requirements then the next step would be canvassing the neighborhood for signatures for the petition supporting traffic calming devices beyond increased enforcement. The Town's policy on canvassing and petitioning is: a canvass form to obtain neighborhood consensus, along with a map highlighting the area to be canvassed and the recommended traffic calming measures issued by the Board of Commissioners to the persons or entity initiating the request; the Town staff will determine the area of affected residents to be canvassed. Any expansion of the area to be petitioned other than the subject travel route will be determined by the Board of Commissioners and Town staff; the contact person is required to obtain signatures of seventy percent of all households in the affected area for or against consideration of traffic calming measures; and a minimum of sixty-five percent of the households within the affected area must be in favor of the proposed traffic control measures before town staff forwards a request to the Town's Board of Commissioners. Mr. Pettine stated that signatures on any petition would need to be qualified by staff and matched against current tax records. Discussion was held regarding the affected area includes areas outside of a specific road being considered. Some adjoining areas may be affected only during part of the day and some other areas may have alternate points of ingress and egress. Currently the Town does each request case by case and discussions are held with Town staff and a determination is made regarding what is considered to be the affected area. If the traffic study indicates traffic calming devices should be considered then criteria is needed on to place them to maintain uniformity. The Town's policy

states that property owners would bear fifty percent of all actual costs over \$2,000.00 of the described and approved traffic calming device installation project and such costs may be assessed in accordance with North Carolina State Statutes. The Board of Commissioners may waive the special assessment fee for traffic calming proposals that demonstrate a significant need for the installation. Commissioner Helms asked about this fee. Attorney Brown stated this fee is for infrastructure improvement for that area and that some municipalities budget for items such as traffic medians or traffic circles as part of the traffic calming process. Commissioner Rice asked about any differences when a neighborhood does not have a homeowners association and how the monies are collected. Commissioner Neeley asked for an update on Newport Landing Way. Mr. Pettine stated they have a homeowners association but the traffic calming devices have not been installed. The Public Works Department will install them once vacuum leaf pick up has ended.

Attorney Brown stated that traffic calming devices are pre-funded not post-funded. Commissioner Abernathy asked how many Class B requests have been received. Mr. Pettine stated no requests have met the Class B criteria. Commissioner Abernathy asked what happens if a neighborhood is petitioning for consideration of installation of traffic calming devices as it applies to Class B and they do not have a homeowners association or structured leadership. Attorney Brown stated it is the general duty of the municipality to provide safe and passable streets. Mayor Pro Tem Koutsoupas asked who is responsible for maintenance. Mr. Pettine stated maintenance would be provided by the Town. Discussion was held regarding possibly use of landscaping, speed enforcement, and other means of traffic calming without affecting public safety vehicles. Mr. Pettine stated usually the street that is being discussed is the main focus but other points need to be considered. The town manager asked if anyone on the Board had any verbiage they liked regarding determining what is affected area. Commissioner Helms said the affected area should be recommended by staff including public safety. Mayor Cauthen stated signage advising citizens there was a possibility of future installation of traffic calming methods in their neighborhood might be helpful. Attorney Brown stated the current policy needs to be worked on regarding delegation of discretion and how citizens will be affected materially and limit the scope. The Board agreed.

Mayor Cauthen called a ten minute recess prior to the start of the 7:00 workshop meeting.

7:00 Workshop Meeting:

Board Members present: Mayor Will Cauthen, Mayor Pro Tempore Demetrios Koutsoupas, Commissioners Dixie Abernathy, Houston Helms, Donald Rice, and Susan Neeley.

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

Call to Order and Determination of Quorum: Mayor Cauthen called the 7:00 p.m. meeting to order and determined a quorum was present. The Board thanked everyone for being at the meeting tonight.

Adoption of Agenda for this meeting: Mayor Cauthen advised the Board that the agenda had several amendments. The Cramer family bench dedication proclamation and golf cart ordinance are being placed at the top of tonight's agenda along with several other amendments for consideration. A motion was made by Commissioner Neeley to adopt the amended agenda. The motion was seconded by Mayor Pro Tem Koutsoupas and passed by unanimous vote.

Cramer Family Garden Bench Dedication. Jeff Ramsey introduced Warren Cramer and recognized several of the Cramerton Historical Society members who were present. Mr. Ramsey stated that Warren Cramer is the grandson of Stuart Cramer, Sr. and this garden bench is from their home that was recently sold in Mecklenburg County. The home has now been placed on the historic homes registry. Mr. Cramer stated he has recently moved back to Cramerton and is living in one of the restored mill homes. He stated his brother was not in attendance tonight as he is living in Florida. Mr. Cramer stated the garden bench belonged to his mother, Elizabeth, and his father met her while he was serving in the military. His mother was from England and loved

gardening. Mr. Cramer stated he is in the process of gathering information to write a book about his grandfather and encouraged anyone who had memories they would be willing to share to please contact him. Mayor Cauthen read the proclamation for the Cramer family bench dedication.

Cramerton Golf Cart Ordinance and Utility Vehicle Ordinance: Mayor Cauthen advised the audience that public comment would be allowed after the discussion has been completed by the Board. He stated there had been a lot of comments received regarding increased costs to cart and UTV owners in order to be in compliance with the new ordinances. Commissioner Helms stated he spoke with several cart owners and they wanted to have the availability of travel between Belmont and McAdenville. Discussion was held by the Board regarding liability in reference to the police department and the importance of connectivity between other communities. Commissioner Neeley stated she agreed with Commissioner Helms and was looking forward to hearing from golf cart and UTV owners tonight. A motion was made by Commissioner Neeley to reconsider adopting ordinances to amend the golf cart and UTV ordinances. Commissioner Rice stated public safety is important as to ensure golf carts and UTVs are safe to transverse public roads. Golf carts were originally designed to be used on golf cart paths. Retrofitting of the carts is to assist in increasing safety for both the driver and passengers along with safety for the drivers of other vehicles. He stated he was conscious of the added cost to these vehicles for these added safety features. The motion was seconded by Commissioner Abernathy. Commissioner Abernathy stated she agreed with the other commissioners and felt staff provided due diligence. She stated she received feedback from three people and one person stated they supported the town's decision and she agreed to bring this topic back to the Board for discussion. Attorney Brown stated a motion to reconsider would be a parliamentary maneuver following Robert's Rules of Order and Ordinances numbers 77 and 78 were approved at the last Board meeting by unanimous vote. The motion to reconsider will remove the adoption of the ordinances as approved at the last Board meeting and has to occur at tonight's meeting. No public hearing is required. The vote was 3 to 2 in favor of reconsidering the ordinances with Commissioners Helms and Rice voting nay.

Public Comment: Karen Wynn, 503 Bentley Court, stated she has lived at her current address for twenty-five years and she uses their golf cart to commute to Goat Island and Mayworth's Pub downtown. She stated she feels the requirement for a speedometer is ridiculous and to upgrade her cart would cost approximately \$1,500.00. She asked that the Board retain the prior ordinance.

Kitty Russell, 3015 Greenmont Circle, stated she has concerns about golf carts traveling across Wilkinson Boulevard to McAdenville and Belmont. She stated she could not understand why the state would consider allowing this.

Proclamation to recognize Black History Month in the Town of Cramerton. Mayor Cauthen read the proclamation to recognize Black History Month in the Town of Cramerton.

Agenda Items Requiring a Public Hearing:

A public hearing to consider an application for a Conditional Rezoning of Gaston County Parcel Number 208728 consisting of approximately 23.84 acres on Armstrong Ford Road.

Open Public Hearing: Prior to opening the public hearing Mayor Pro Tem Koutsoupas advised the Board that he owns property in the Timberlake neighborhood. A motion was made by Commissioner Helms to open the public hearing. The motion was seconded by Mayor Pro Tem Koutsoupas and approved by all. Attorney Brown advised the Board a motion was needed regarding the disclosure provided by Mayor Pro Tem Koutsoupas. A motion was made by Commissioner Helms to allow Mayor Pro Tem Koutsoupas to be part of the public hearing process. The motion was seconded by Commissioner Neeley and approved by all. The Planning Director stated the applicant is present at tonight's meeting. The parcel being considered for conditional rezoning is 23.84 acres located on Armstrong Ford Road with a current zoning of R1. The proposed development would create 83 units and be age restricted (55 and older) and would be consistent with the town's current land use plan. Traffic volume would be an estimated 305 total trips per day for the proposed age restricted development as compared to 83 single family

units which would create about 790 total trips per day. Lots are smaller with low to no maintenance per unit with a minimal yard. Mr. Pettine stated there is currently a stub out from the Timberlake neighborhood but is not paved completely to the property line. The developer is willing to pave up to their side of the property and then install some type of barricade to avoid any type of cut through traffic. Parking inside the development would be restricted to one side. The developer requested parking on both sides. No garbage pickup will be provided in the alley ways and auxiliary parking has been identified. The Planning Board advised approval of this project with the removal of condition #7 which reads "connection with existing Timberlane Drive shall be established, but may be gated and only used as a point of emergency access". Mr. Pettine stated the Planning and Zoning Board and staff recommends approval of the conditional rezoning request for this project.

Staff Comments/BOC questions and answers: Mayor Pro Tem Koutsoupas asked about the private alley ways and streets regarding upkeep. Mr. Pettine stated the alley ways would be private with no maintenance by the Town. The Town would take on maintenance of the public streets when final approval of the streets is granted by the Town engineer at least one year prior to roadways being accepted into the maintenance system and once fifty percent of the lots on that street have a habitable dwelling on it. Mayor Cauthen asked about bike-ped connectivity. Mr. Pettine stated the barricade could be designed to allow pedestrians and bikes. Commissioner Rice asked about the reduction of the lot size from 12,000 to 6,000 square foot. Mr. Pettine stated this is typical for this type of project.

Developer Comments: Mr. Pettine introduced Adam Fiorenzi with New Style Home. Mr. Fiorenzi stated he lives at 301 Fieldbrook Place, Charlotte. His partner, Brock Fankhauser, is also in attendance tonight. New Style Homes is a Charlotte based home builder and they are the second largest homebuilder for anyone age 55 and older. Homes will be all brick, single story, from \$200,000.00 to \$500,000.00 in cost. Developments are typically located near medical facilities and restaurants. The average occupant is 65 years old. Occupancy is 1.6 persons per home with an average of 1.4 cars. Cost of units per square foot is around \$181.00. Maintenance such as pressure washing, cleaning gutters, and landscaping is maintained through the homeowners association. These units will have either alley accessed garages or public street garages. Several different floor plans are available. Each unit will have a private outdoor side courtyard. The development will have a club house and consideration is being given to a possible boardwalk for connectivity to the river. This boardwalk would be open to the public.

Mayor Pro Tem Cauthen asked if the age restriction was based solely on ownership or occupancy. Mr. Fiorenzi stated this would be based on occupancy. Currently there are deed restrictions that are in place from over forty years ago that involves the current residents of the Timberlake neighborhood. Mr. Fiorenzi stated the biggest issue regarding this development is the connection factor to Timberlake. Commissioner Helms asked about this project might be phased. Mr. Fiorenzi stated there should be three phases.

Public Comment: Brent Jones, 2050 Shaggy Bark Court, stated he has lived in the Timberlake neighborhood for five years. He stated he always felt informed whenever a project had been considered for this property and he is concerned about the number of proposed homes on such smaller lots. He asked what effect the zoning change would make to the amendment to the declaration of covenants since a shopping center was mentioned. Attorney Brown advised that the covenant issues are a private matter and the town can only enforce zoning.

Seth Kane, 2553 Shaggy Bark Court, stated he has lived here for the last fifteen years. He questioned Attorney Brown regarding the covenants being a private matter but as they address land use in the past where the town agreed to the original covenants when it was originally divided is the town still part of the covenant. Attorney Brown stated the town did not agree to the original covenants and does not have legal authority to do anything with covenants. Mr. Kane said the walking trail or roadway could create a road from that land to Shaggy Bark and this would ruin the cul-de-sac. He asked about the time frame of when documents will be recorded. He said he received the amendment but has not been able to find the original document and recommended the Board allow more time prior to approving this project.

Jim Antley, 1002 South Fork Lane, stated he and his wife moved from 2515 Shaggy Bark Court this past November. He stated they traveled to Rock Hill and looked at the development and loved the maintenance free aspect of the project. He stated that he and his wife hope to be a potential owner of the one of the proposed units here in Cramerton.

Kitty Russell, 3015 Greenmont Circle, stated she was concerned about there being only one road in and out of the proposed development. She stated another point of ingress and egress for emergency vehicles and possibly fewer homes in that development could be considered.

Shane Jenkins, 3308 Hawthorne Lane, stated the project is fantastic. He asked about the possibility of the developer deciding not to build the proposed project and another owner purchased the project. Attorney Brown advised that the conditional zoning restricts the next owner to follow the site plan.

Alan Haggai, 2535 Shaggy Bark Court, stated his property would share a property line and he wanted to know what type of buffer would be allowed. He asked if the property would be terraced. Mr. Haggai stated he would prefer to see the lots be half lot sizes. Attorney Brown recommended Mr. Haggai speak to the developer outside of the public hearing for further details.

Close Public Hearing: A motion was made by Commissioner Neeley to close the public hearing. The motion was seconded by Commissioner Helms and approved by all.

Consider Approval of the Conditional Rezoning of Gaston County Parcel Number 208728 consisting of approximately 23.84 acres on Armstrong Ford Road. Commissioner Rice asked the developer if a natural buffer is planned regarding Shaggy Bark Court. Mr. Fiorenzi stated a fifteen foot buffer is planned for the rear of the property and could possibly be up to twenty-five feet or greater at some lots.

A motion was made by Commissioner Helms to approve the conditional rezoning of Gaston County Parcel Number 208728 consisting of approximately 23.84 acres on Armstrong Ford Road with the removal of condition #7 and adoption of condition #14 “the connection to Timberlane Drive be constructed to the property line, and barricaded with guard rail type device”. The motion was seconded by Commissioner Rice and approved by all.

Mayor Cauthen called a ten minute recess.

A motion was made by Commissioner Abernathy to adopt a resolution finding the rezoning to be reasonable and consistent with the town land use plan. The motion was seconded by Commissioner Neeley and approved by all.

Agenda Items Not Requiring a Public Hearing:

Roads: 2017 Cramerton Road Maintenance and Paving.

- **Presentation of Contractor Bids:** The Town Manager stated there had been a mathematical error in the bid tabs. Bonnie Fisher, engineer with US Infrastructure, confirmed the error was minor and per general law and DOT bidding scopes the mistake did not affect the end total. Attorney Brown stated there was a misplacement of the decimal in the unit prices and the error was considered to meet the elements of clerical error. Ms. Fisher stated the bidder was a responsible bidder and the Board could accept them as the low bidder or reject all the bids and then rebid the project. If all bids are rejected then it becomes a time factor regarding the project. Ms. Fisher stated the project would need to be advertised and this would add an additional three weeks. The Town Manager stated the delay would also affect the LGC process. Staff recommended acceptance of the bid from B&N Grading. Ms. Fisher stated B&N Grading has several projects with the City of Charlotte and they were recommended. Commissioner Rice asked if B&N Grading has the capability to cover multiple projects. Ms. Fisher stated she would confirm that.

Attorney Brown stated the Board needs to accept the bid at tonight's meeting and the contract would be finalized. A motion was made by Commissioner Helms to award the bid to B&N Grading as the lowest bidder. The motion was seconded by Commissioner Rice and approved by all. The Board agreed to a start date for the paving project of April 10, 2017. The Town Manager advised the Board that the LGC meets on March 4th.

- **Presentation of Bank RFP to Finance 2017 Road Project:** The Finance Director presented information to the Board regarding the results of his requests for RFP's. Several additional banks were added to the list and three responses were received. Park Sterling Bank submitted the lowest rate and inquired about what the loan would be secured with by the town. Mr. Lineberger stated Park Sterling expressed a desire to start a banking relationship with the town. Response information was provided to the Board regarding proposed rates for financing for ten, seven and five years from the Bank of the Ozarks, Branch Banking and Trust, and Park Sterling Bank. The request for proposal was for an amount not to exceed one million dollars. Mr. Lineberger recommend the term of the loan for ten years. The Board asked about the Powell Bill Fund balance. The town can accumulate up to ten annual payments and we have one year available before some of the monies have to be spent to avoid penalty. Commissioner Rice recommended considering use of the current amount of \$412,000.00 that is in the Powell Bill Fund. The Board discussed several options using a combination of Stormwater funds with Powell Bill funding to minimize loan; use Stormwater funds and minimize loan; use Stormwater funds and borrow a million dollars; or use Stormwater funds, Powell Bill funds, and borrow a million dollars. Discussion was held regarding the restrictions that apply when using stormwater and Powell Bill funds. The Public Works Department utilizes about \$50,000.00 of the Powell Bill Fund for road work each year. The Board discussed opting for a seven year loan and pay it off as a six year loan. Commissioner Helms stated he likes the seven year loan term for \$650,000.00 with a two percent interest rate from Park Sterling Bank. The Finance Director advised the Board that the loan fees are not included as part of the financing and would need be paid upfront. The Board advised the Finance Director to proceed with the financing proposal from Park Sterling Bank for \$650,000.00 with a two percent interest rate for installment financing not to exceed one million dollars. Attorney Brown stated this information will need to be sent to the LGC prior to their March 7th meeting. The Finance Director left the meeting to prepare the required resolutions and capital project ordinance.

Planning and Zoning:

Cramerton Town Border and Extra Territorial Jurisdiction (ETJ) Map Presentation. A map was presented to the Board indicating the areas that are incorporated, unincorporated, and the extra territorial jurisdiction. Mayor Cauthen stated this is a good tool for the elected officials to have.

Build A Better Boulevard Master Plan: The Town Manager stated this plan was approved in April 2015 and needs to be adopted by resolution. A motion was made by Mayor Pro Tem Koutsoupas to approve Resolution 2017-03 to adopt the Build A Better Boulevard Master Plan. The motion was seconded by Commissioner Neeley and approved by all.

Wilkinson South Small Area Plan: A motion was made Commissioner Rice to adopt the final draft of the Wilkinson South Small Area Plan as "Addendum 1" making it part of the Build A Better Boulevard Corridor Study and approve Resolution 2017-04 to adopt this plan. The motion was seconded by Mayor Pro Tem Koutsoupas and approved by all.

Board of Commissioners:

- **Appointment to Parks and Recreation Advisory Board: Consider application for appointment to the Parks and Recreation Advisory Board.** A motion was made by Commissioner Neeley to appoint Jim Gaddy to the Parks and Recreation Advisory Board. The motion was seconded by Mayor Pro Tem Koutsoupas and approved by all.

Manager's Report: An updated map of the 2017 projects was given to the Board. The Board asked about the Lakewood Greenway. Mr. Pettine stated the specifications can be sent out for bid per NCDOT.

General Staff Reports:

Two Rivers Utilities: No report from TRU. Mr. Bynum was not in attendance.

Town Attorney: Nothing to report.

Town Clerk: Town Hall will be utilized for one of the upcoming NCAMC regional clerk sessions in April. The clerk will be out of town on Friday, February 17th traveling to several off site locations for possible sites to be considered for the 2019 annual NCAMC conference.

Police Department: Chief Ratchford had nothing else to report.

Fire Department: Chief Foulk was absent.

Planning: Mr. Pettine stated he had nothing else to report.

Finance Director: Mr. Lineberger stated he would have the January financial reports to be distributed later.

- **Consider accepting bank proposal:** At this time the Board returned to the completion of the information regarding the presentation of the bank proposals from earlier in the meeting. A motion was made by Mayor Pro Tem Koutsoupas to approve the proposal for installment financing from Park Sterling Bank for a term of seven years. The motion was seconded by Commissioner Rice and approved by all.
- **Resolution 2017-01:** A motion was made by Mayor Pro Tem Koutsoupas to approve Resolution 2017-01 for general terms to finance the 2017 Cramerton Road Maintenance and Paving Project. The motion was seconded by Commissioner Neeley and approved by all.
- **Resolution 2017-02:** A motion was made by Commissioner Abernathy to approve Resolution 2017-02 authorizing the filing of an application for approval of a financing agreement authorized by North Carolina State Statute 160A-20 and approving the findings of fact as presented. The motion was seconded by Commissioner Neeley and approved by all.
- **Capital Project Ordinance 2017-01:** A motion was made by Mayor Pro Tem Koutsoupas to approve and adopt Capital Project Ordinance 2017-01 for Street Repair and Resurfacing. The motion was seconded by Commissioner Abernathy and approved by all.

Parks and Recreation: Mr. Smallwood stated spring sports registration continues. Work was started on the trails at Central Park but due to rain had to stop. The loop at Washington Street will be part of phase one. Commissioner Rice asked that the Community Committee be notified so they can assist with painting of the shelter and putting the benches together.

Committee Reports:

- **Parks and Recreation Advisory Board:** Mayor Pro Tem Koutsoupas stated he was glad to have Mr. Gaddy appointed to serve as an alternate member. Two more alternate members are needed. The next meeting will be held on Monday, March 6th, at Town Hall.
- **Cramerton Historical Society:** Mayor Pro Tem Koutsoupas stated a banner dedication will be held on Saturday, February 18th, at 8:30 a.m. at the C.B. Huss Complex in honor of the 1944 and 1945 State Basketball Championship.

- **Cramerton Merchants Association:** Mayor Cauthen stated the next meeting will be held next Tuesday at 8:00 a.m. at Shannon Irish Photography.
- **Community Committee:** Commissioner Rice stated a meeting was held on February 14th and Jessica Quinlan and Olivia Smallwood were welcomed as the new alternate members. The committee is looking at possible logos along with creation of some type of door hanger. Attorney Brown asked if the committee researched the logo to see if it was similar or restricted to other organizations. Mayor Cauthen stated this is a non-profit municipal agency and he did not foresee this as a concern. The Board agreed to the use of the proposed logo for the Community Committee. The Gaston Gazette has offered to donate discarded newspaper dispensers to be converted into Free Little Library boxes in other areas.

Commissioner Neeley stated she attended the recent CCOG meeting on February 8th. Jay McCosh from McAdenville's Board was appointed to their executive committee. They asked that consideration be given to completing the Comprehensive Economic Development Strategy survey that can be found at Centralina.org/2017CDES. An annual conference is scheduled for April 6th at the Charles Mack Citizens Center to discuss "Creative Solutions for Thriving Communities – Controlling Cost of Government Sessions".

Topics of Discussion for Each Commissioner:

Commissioner Rice stated he would not be in attendance at the March 2nd Board meeting.

Commissioner Abernathy complimented the staff on the recent newsletter. She stated she would like to receive an update regarding the timeline for the Veterans Memorial. She thanked the staff for all of the prep work that went into tonight's meeting.

Mayor Pro Tem Koutsoupas stated he would be available to attend the upcoming MPO meeting on February 23rd.

Commissioner Helms stated he had nothing to report.

Mayor Cauthen had nothing to report.

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)(4) To discuss matters relating to the location or expansion of business in the area served by this body. A motion was made by Commissioner Neeley to enter into closed session. The motion was seconded by Commissioner Rice. Chief Ratchford asked that Deputy Chief Adams be permitted to remain during the closed session. The Board agreed. The motion passed by unanimous vote.

Adjournment: Upon return to open session, with no further action being taken and no further business to be discussed, a motion was made by Commissioner Abernathy to adjourn at 10:24 p.m. The motion was seconded by Commissioner Rice and passed by unanimous vote.

Mayor Will Cauthen

ATTEST:

Wilene Cunningham, Town Clerk