

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

February 7, 2017

The Board of Commissioners for the Town of Cramerton met in workshop session on Tuesday, February 7, 2017 at 7:00 p.m., in the G.M. Michael Room at the Cramerton Town Hall.

Board Members present: Mayor Will Cauthen, Commissioners Dixie Abernathy, Houston Helms (arrived at 7:19 p.m.), Donald Rice, and Susan Neeley. Mayor Pro Tempore Demetrios Koutsoupas was absent.

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.

Invocation and Pledge of Allegiance: Attorney Brown gave the invocation and the pledge of allegiance was given by all.

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

Adoption of Agenda for this meeting: Mayor Cauthen stated the Town Manager has requested the addition to the proposed agenda for closed session items of NCGS 143.8.11(a)(3) consult with the attorney to protect the client-attorney privilege and NCGS 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 adopt the amended agenda. The motion was seconded by Commissioner Rice and passed by unanimous vote.

Mayor Cauthen stated that Martha Bridges passed away after several years of declining health. She had taught first grade for many years. She served on the Beautification Committee and was recognized as an honorary emeritus member of the Beautification Committee. No funeral arrangements are available at this time.

Public Comment: Thurman Linker, 301 Mayworth, addressed the Board stating that the Town has spent around four million dollars on various projects. This amount includes monies spent for recent work on Goat Island along with a commitment from the Town for \$260,000.00 to add a path to the South Fork Apartments; roofing repairs due to water leakage at Town Hall; and payoff for McAdenville Volunteer Fire Department, remodeling for fire department, purchase of new fire truck, increase cost of personnel, vehicle for the fire chief, and purchase of new brush truck. The Town received a USDA loan of \$1.44 million dollars for the renovation of Town Hall with no assistance from grant monies. A one million dollar loan was obtained for the bridge to Goat Island and he questioned where the Town received the financing for the purchase of the new fire truck along with the brush truck. Mr. Linker stated that the Town is now looking at spending a million dollars for paving and road work. He feels Goat Island has been a cost to the Town and over \$100,000.00 is spent yearly for operational expenses with no revenue back to the Town. He asked about the status of the Veterans Memorial. He addressed issues concerning the railroad underpass. Mr. Linker stated he had sent letters to everyone at Town Hall to no avail and he had to work directly with NCDOT to get a sign placed on Eighth Avenue indicating there was a single car underpass. He commented that the vehicles turning off of North Main Street onto Eighth Avenue enter into the underpass without properly looking.

Agenda Items Requiring a Public Hearing:

- **Consider Approval to set a public hearing for February 16, 2017 BOC meeting for the purpose of a Conditional Rezoning of Gaston County Parcel Number 208728 consisting of approximately 23.84 acres on Armstrong Ford Road.** The Planning Director asked that the public hearing for this parcel be moved to the next Board meeting on February 16th. A

motion was made by Commissioner Rice to set a public hearing on Thursday, February 16th to consider approval of the conditional rezoning of Gaston County Parcel Number 208728 consisting of approximately 23.84 acres on Armstrong Ford Road. The motion was seconded by Commissioner Abernathy and approved by all.

- **Consider Approval of the staff proposed text amendment to modify the side and rear setback requirements of the Central Business District (CBD) Zone in Sections 7.3.10(D)(1) and 7.3.10(E)(1) of the Land Development Code.** The Planning Director stated this text amendment would affect only the areas in this district as there are currently several homes that are being used for businesses. This amendment would allow for the Central Business District to be expanded over time for the natural transition of homes to offices without significant hindrance in their ability to grow within reason on their lot. The staff is proposing to amend the setback requirements so the fifty foot requirement would only apply to lots adjacent to a residential district that are over 25,000 square foot in size. Lots adjacent to a residential district that are smaller than that would have to meet a ten foot setback requirement. This would allow a reasonable opportunity for growth or redevelopment of the property and its use.

Open Public hearing: A motion was made by Commissioner Neeley to open the public hearing. The motion was seconded by Commissioner Rice and approved by all.

Staff Comments/Board of Commissioners Questions and Answers: The Planning Director stated the purpose of this proposed text amendment would be to modify the side and rear setback requirements of the Central Business District. Currently there are no required side and rear setbacks except in cases where a lot is in the Central Business District and is adjacent to a residential district which then requires a fifty foot setback. This proposed text amendment would affect Ninth Avenue down to Floyd and Blackie's Coffee Shop. This amendment would allow the Central Business District to be expanded over time for the natural transition of homes to offices without any significant hindrance in their ability to grow within reason on their lot. Mr. Pettine stated staff recommends a minimum side setback of ten foot required on all lots less than 25,000 square feet that abut a residential district and fifty feet shall be required on all lots 25,000 square feet and larger that abut a residential district. Minimum rear setback of ten feet shall be required on all lots less than 25,000 square feet that abut a residential district and fifty feet shall be required on all lots 25,000 square feet and larger that abut a residential district. The proposed text amendment would allow current homes in this district to be converted to businesses and allow room for expansion for additions. (Commissioner Helms arrived at 7:19 p.m.)

Commissioner Neeley asked if the Planning Board met regarding this issue. Mr. Pettine stated no. The Board asked if the homeowners that would be affected by this proposed text amendment were notified and Mr. Pettine stated yes.

Public Comments: Kitty Russell, 3015 Greenmont Circle, questioned if the fifty foot setback could be used for parking. She encouraged that businesses be allowed to use the setback area for parking to help with making more street parking spaces available.

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

Consider approval of the staff proposed text amendment to modify the side and rear setback requirements of the Central Business District Zone: A motion was made by Commissioner Abernathy to approve the staff proposed text amendment to modify the side and rear setback requirements of the Central Business District Zone. The motion was seconded by Commissioner Neeley and approved by all.

- **Public hearing to receive public comment regarding proposed installment financing of up to \$1,100,000.00 for street repairs and paving projects.**

Open Public hearing: A motion was made by Commissioner Neeley to open the public hearing. The motion was seconded by Commissioner Rice and approved by all.

Staff Comments/Board of Commissioners Questions and Answers: The Town Manager stated the bid requests were sent out last spring regarding the road paving and street repairs project. Contractor bids did not offer any unit price discounts due to the size of the project. The Finance Director submitted financing request for proposals to six banking institutions for the proposed loan terms of ten, seven, and five years. The application for financing approval with the LGC will need to be filed by February 24th in order to meet the guidelines for the LGC board meeting on April 4th. Commissioner Helms asked if several additional financial institutions could be contacted. Mr. Lineberger stated several other banks were contacted but failed to respond to the request for proposal. Attorney Brown advised the Board that no action was required at this meeting and further details would be offered at the February 16th meeting. The Board asked that additional financial institutions be contacted.

Public Comments: No one signed up to speak.

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

Agenda Items Not Requiring a Public Hearing:

Police:

Consider Amending Cramerton Golf Cart Ordinance and Cramerton Utility Vehicle Ordinance: Chief Ratchford stated this information was presented to the Board several months ago for consideration and changes to the ordinances at tonight's meeting would become effective as of March 2018. Mayor Cauthen stated the proposed changes would require golf carts and UTVs be inspected according to the Federal Motor Vehicle Safety Standard No. 500 (49 CFR 71.500). This inspection shall be completed at a North Carolina inspection station by a person certified to perform such inspections. Chief Ratchford stated that golf carts and UTVs could be inspected at the same locations that vehicles are inspected for their North Carolina inspection. He advised the Board that Belmont and McAdenville are continuing to look at possible reciprocity. The City of Belmont allows golf cart usage but no UTVs. Commissioner Abernathy asked about the greenways. Chief Ratchford stated this item is addressed under item #14: "Carts shall not be operated on greenway or pedestrian trails unless they have been approved and designated by proper signage installed by the Town of Cramerton". A motion was made by Commissioner Helms to approve and adopt the amended golf cart and UTV ordinances revising Title VII, Chapters 77 and 78. The motion was seconded by Commissioner Rice and approved by all. Attorney Brown stated the approved amended ordinances would be effective upon adoption for all newly registered golf carts and UTVs and previously registered golf carts and UTVs would be affected as of March 2018.

Cramerton Board of Commissioners:

Consider applications for appointment to the Community Committee: A motion was made by Commissioner Neeley to appoint Sunny Severance as a voting member on the Community Committee and to appoint Jessica Quinlan and Olivia Smallwood as alternate members. The motion was seconded by Commissioner Rice and approved by all.

Consider setting Fiscal Year 2017-2018 Budget Work Session for last week of March: The Town Manager stated the work session meeting would last from 8:00 a.m. to 5:00 p.m. The Board was reminded that Town Hall Day in Raleigh is on Wednesday, March 29th. Commissioner Helms recommended the meeting be held on Monday, March 27th. A motion

was made by Commissioner Rice to schedule the fiscal year 2017-2018 budget work session for Monday, March 27th, for a full day session. The motion was seconded by Commissioner Helms and approved by all.

Town Manager's Report:

NCLM Town Hall Day: The Town Manager stated Town Hall Day is scheduled for Wednesday, March 29th, in Raleigh and last year we teamed up with the City of Belmont and met with various representatives. Commissioners Neeley and Rice stated they plan on attending.

2017 Roads Maintenance Project pre-bid meeting update: The Town Manager stated one contractor was present for the pre-bid meeting. US Infrastructure reported there has been four firms that requested printed copies and eight to ten firms that have viewed the material via the online portal. An update will be given at the February 16th Board meeting.

Two Rivers Utilities: Mike Bynum stated TRU responded to twenty-two water meter related service requests, repaired three water leaks, and responded to two sewer related calls. TRU installed one new water tap, one new sewer tap, and completed two utility locates. Four locations were sampled and four fire hydrants were flushed and sampled. All samples were in compliance with state drinking water quality standards. Forty-two preventive maintenance service requests at the pump stations were completed. Mr. Bynum reported there was a water outage last week due to a valve that was broken by a contractor. Commissioner Neeley asked about the City of Belmont regarding installation of new water meters allowing customers to view their usage. Mr. Bynum stated the City of Gastonia has many various types of meters and this type of installation would cost millions of dollars for this type of upgrade.

Town Attorney: Nothing to report.

Town Clerk: The Town Clerk stated there are two vacancies for alternate members on the Parks and Recreation Advisory Board. An application has been received from Jim Gaddy. The Town Clerk stated she enjoyed attending the recent Montcross Chamber of Commerce dinner. She advised Commissioner Helms that she had contacted Mark Brockman regarding the Goat in the Boat merchandise.

Police Department: Chief Ratchford had nothing to report.

Fire Department: Chief Foulk was absent.

Planning: Mr. Pettine stated the conditional rezoning request for the age-restricted property off of Armstrong Ford Road will be discussed at the public hearing to be held at the next Board meeting. He thanked the Board for approving the text amendment for the Central Business District. The Planning Director stated the proposed apartments off of Peach Orchard are waiting on a landscaping plan for this site and Two Rivers Utilities is working with them regarding utilities. Commissioner Neeley asked about activity regarding the sidewalks. Mr. Pettine stated survey work is being done. Design work will follow and should take a few months due to the extreme slopes and design of planting strips.

Finance Director: Mr. Lineberger distributed the bound copies of the annual audit to the Board. This information has been provided to USDA, Bank of the Ozarks, and BB&T Governmental. A draft capital project ordinance has been drafted for review as part of the installment financing information for the street maintenance and road paving project. Draft resolutions for the authorization of filing of an application for approval of a financing agreement authorized by North Carolina General Statute 160A-20 and resolution approving financing terms have been prepared for review and consideration for approval at the next Board meeting. The Board discussed utilizing the transfer of storm water funds. Mr. Lineberger recommended financing of no greater than one million dollars. Commissioner Helms and the Board thanked the Finance Director for an outstanding job regarding the audit as having no noted significant deficiencies.

Parks and Recreation: Mr. Smallwood said there are three open vacancies on the Parks and Recreation Advisory Board. A banner dedication is scheduled for Saturday, February 18th, at the C.B. Huss Complex to recognize the 1944 and 1945 State Basketball Championship team. Members of the Cramerton Historical Society and Centennial Committee will be there. Trails will be cut at Central Park next week and goats are scheduled to arrive in April to begin the kudzu removal. Commissioner Rice asked for an update regarding the Goat Island bathroom. Mr. Smallwood stated he spoke with McGill Associates today and manufacturing should be completed at the end of March. Installation will be completed in one day.

Committee Reports:

- **Parks and Recreation Advisory Board:** No further updates.
- **Community Committee:** Commissioner Rice said the committee has a full board and they are excited about the Central Park project and they are ready to start. The next meeting will be held on February 14th.
- **Cramerton Merchants Association:** Mayor Cauthen stated the committee will meet on Tuesday, February 21st, at Shannon Irish Photograph at 8:00 a.m. Attendance has been strong and they are planning some projects.

Topics of Discussion for Each Commissioner:

Commissioner Helms stated that Harvey Elmore contacted him regarding the Town's policy regarding traffic calming devices when there is not a neighborhood homeowners association. The Town Manager stated this topic will be discussed at the 6:00 p.m. meeting on February 16th during the work session. Discussion will be in reference to different types of traffic calming, funding, and public safety.

Commissioner Abernathy commented on what a testimony it is for the Town to have citizens wanting to serve on boards and committees. She stated that the Town lost a great and gentle lady with the passing of Martha Bridges.

Commissioner Rice stated he had a great time at the recent Montcross Chamber of Commerce dinner and enjoying meeting everyone from other municipalities.

Commissioner Neeley stated she attended the Montcross Chamber of Commerce dinner and purchased a gift certificate at the silent auction for Mayworth's Public House. She stated she enjoyed the comradery. Commissioner Neeley stated she worked with Martha Bridges at the voting poll and she will be truly missed.

Commissioner Helms thanked Rodney Baker and the Public Works Department's staff for keeping the Town clean. He stated Mr. Baker does an excellent job and works well with the staff in getting things done. Commissioner Rice stated the Public Works staff are always smiling and friendly.

Mayor Cauthen stated there is a CCOG meeting tomorrow night at the Levine Senior Center. He asked if anyone on the Board could attend. Commissioner Neeley stated she would attend.

Mayor Cauthen asked for a ten minute recess prior to entering into closed session. Chief Ratchford asked the Board if Deputy Chief Adams could remain. The Board consented.

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 Rice to enter into closed session. The motion was seconded by Commissioner Abernathy and approved by all.

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 Neeley to adjourn at 9:38 p.m. The motion was seconded by Commissioner Abernathy and passed by unanimous vote.

Mayor Will Cauthen

ATTEST:

Wilene Cunningham, Town Clerk