

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

April 6, 2017

The Board of Commissioners for the Town of Cramerton met in regular session on Thursday, April 6, 2017 at 7:00 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, Susan Neeley, and Donald Rice.

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 meeting to order and determined a quorum was present.

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

Adoption of Agenda for this meeting: Mayor Cauthen asked that Kim George with the Gaston Arts Council be added to the proposed agenda as a speaker. A motion was made by Commissioner Neeley to approve the amended agenda. The motion was seconded by Mayor Pro Tempore Koutsoupas and approved by all.

Public Comment: No one signed up to speak.

Recognition of Cramerton Police Officer Gibson: Deputy Chief Adams introduced Officer Gibson to the Mayor and Board and stated he was a recent graduate of the BLET program. Officer Gibson stated has ties to the town as he played baseball for our Parks and Recreation department. He thanked the Mayor and Board for the opportunity to be work for the town on the Police Department.

Presentation by Joel Long of Greater Gaston Development Corporation regarding funding for access to Charlotte Douglas Airport growth and economic development information and data. Mr. Long stated the airport just finished a million dollar economic study for the future and what businesses may be attracted to this area. MXD has approached Gaston County regarding partnering with the airport. The cost to assist with this study for small municipalities will be \$3,500.00 and will allow a seat for someone on the steering committee. Commissioner Helms asked if prior studies included Gaston County and Mr. Long said no. Mr. Long stated the proposed Catawba Crossing is listed as part of the river district on the Charlotte-Mecklenburg side. Information will be needed from the local towns and a local representative will need to be appointed. Commissioner Helms stated he would like to serve as this representative. Commissioner Abernathy asked how long this study will take. Mr. Long said he did not know. Commissioner Neeley stated our health ranking for the county falls in the bottom of the rankings regarding environmental as few people commute together to work. A motion was made by Commissioner Rice to approve funding of \$3,500.00 for access to Charlotte Douglas International Airport growth and economic development information and data. The motion was seconded by Commissioner Helms and approved by all.

Presentation by Kim George with the Gaston Arts Council: The Town Manager reminded the Board that the Sip and Stroll event that was planned with the Gaston Gazette was cancelled and has not been rescheduled to happen. Mr. Pugh introduced Ms. George to the Mayor and Board. Ms. George stated that she was impressed with the downtown Centennial Center and would like to offer an opportunity to the Town to hold a fine dining experience on September 28th. She stated she has met with Mr. Smallwood, Deputy Chief Adams, and the Town Manager regarding logistics. The event would be an outdoor fine dining experience with musicians playing and fine arts displayed. Alcoholic beverages would be available. Ms. George stated the monies collected

for this event would cover the costs incurred and any funds left would be donated to the Gaston Arts Council. A rain date is proposed for the second Thursday in October. Ms. George estimated 200 to 250 people to sign up for this event. Local vendors will be contacted. This event would require Eighth Avenue to be blocked off but would not impede Center Street. The Board suggested possible use of the Cramerton Merchants Association for valet parking. The cost for two tickets would be \$75.00. Commissioner Abernathy asked how the event was going to be monitored for people wanting to just come in and look around. Ms. George stated there would be specific ingress and egress points. Attorney Brown asked about lighting as it will be dark by 9:00 p.m. on that date. Ms. George stated the town will be listed on their insurance as a rider for this event. She stated lighting will be provided inside the tents and the grounds area will have lighting set up. Alcohol sales will be through a barkeeper and the ABC permit will be requested by the Gaston Arts Council.

Agenda Items Requiring a Public Hearing:

Consider Approval to set a public hearing for the April 20, 2017 BOC meeting for the purpose of Conditional Rezoning of Gaston County Parcel Number 223684 consisting of approximately 3.35 out of a total of 12.07 acres on Wilkinson Boulevard. Mayor Cauthen asked if this zoning request conforms to the town's small area business plan. The Planning Director stated yes and this would place the entire parcel into one conditional zoning district. A motion was made by Mayor Pro Tempore Koutsoupas to set a public hearing for the April 20, 2017 BOC meeting for the purpose of conditional rezoning of Gaston County Parcel Number 223684 consisting of approximately 3.35 acres out of a total of 12.07 acres on Wilkinson Boulevard. The motion was seconded by Commissioner Rice and approved by all.

Consider approval to set a public hearing for the April 20, 2017 BOC meeting for the purpose of Conditional Rezoning of Gaston County Parcel Number 202233 consisting of approximately 2.27 acres at the corner of South Main Street and Seventh Street Extension: The Planning Director stated eleven single-family homes are being proposed for construction. Mayor Pro Tem Koutsoupas asked if the Board ever approved the proposed downtown plan. Attorney Brown stated no. A motion was made by Commissioner Neeley to approve setting of a hearing for the April 20, 2017 BOC meeting for the purpose of conditional rezoning of Gaston County Parcel Number 202233 consisting of approximately 2.27 acres at the corner of South Main Street and Seventh Street Extension. The motion was seconded by Commissioner Abernathy and approved by all.

Agenda Items Not Requiring a Public Hearing:

Board of Commissioners Meeting Minutes: Consider approval of the March 2, 2017 Board of Commissioners meeting minutes: Mayor Cauthen asked that the March 2, 2017 minutes be amended to read "social media" instead of "social medial" under the Cramerton Board of Commissioner's Goals and Objectives regarding a disclaimer. A correction is needed under the report from Two Rivers stating "twelve hydrants" were inspected not "four twelve". A motion was made by Commissioner Neeley to approve the amended March 2, 2017 meeting minutes. The motion was seconded by Mayor Pro Tem Koutsoupas and approved by all.

Cramerton Board of Commissioners: Veterans Memorial – Presentation of updated Veterans Memorial Architect RFO: The Town Manager stated the selection criteria information would include review of the statement of qualifications and "specifically working with materials and design that are flood and water resilient" and "demonstrated ability to manage community input/process". A proposed draft timeline was discussed. A motion was made by Commissioner Rice to authorize the Town Manager to pursue the architectural request for quote for the Veterans Memorial with some wordsmithing changes. The motion was seconded by Commissioner Abernathy and approved by all.

Parks and Recreation: Mr. Smallwood stated Brushy Mountain Builders has been the only bidder both times the request has been sent out for the trailhead restroom project. McGill Associates recommended that the contract notice to proceed be given to Brushy Mountain Builders as soon as possible in order to meet the completion date prior to the town's July 4th event. Mr. Smallwood stated the restroom will arrive completely constructed. Staff recommended acceptance of the proposed bid with both options. A motion was made by Commissioner Helms to approve the proposed base bid with the addition of bid alternate #1 for concrete paving of the parking lot

expansion and bid alternate #2 for concrete paving of the restroom facility and utilities. The motion was seconded by Mayor Pro Tem Koutsoupas and approved by all.

Manager's Report:

Road Paving Projects: The Town Manager stated a pre-construction meeting is scheduled with B&N Grading to discuss paving projects. Work will begin at South Fork Lane on April 17th and should take ten days to two weeks for completion. The paving crew will then move to the downtown area and then onto Woodlawn, Washington, and Riverside. This part of the project should take approximately 45 days.

Town Hall Day: The Town Manager stated meetings were held with Representative Bumgardner, Representative Torbett, and Senator Harrington at the recent Town Hall event held in Raleigh. Discussions were held regarding the proposed Catawba Crossing Bridge and the need for a North Carolina route number to be assigned, along with continuing odd-year local elections and having them remain non-partisan. Discussion was held with Senator Harrington regarding impact fees.

Two Rivers Utilities: Mike Bynum stated TRU responded to fifty-three water meter related service requests, repaired two water leaks, and responded to three sewer related calls. TRU installed four new irrigation taps and repaired one fire hydrant. Five locations were sampled and two hydrants were flushed and sampled. All samples were in compliance with state drinking water quality standards. Thirty-three preventive maintenance service requests at the pump stations were completed. The Consumer Confidence Report for 2016 is now available on the City of Gastonia's website at <http://www.cityofgastonia.com/water-services/water-confidence-report-2016.html>. Any questions or comments can be directed to Donna Smith at donnasm@cityofgastonia.com or calling her at 704-869-1017. Sewer line easement clearing will begin on Cramer Mountain the week of April 17th. Notices will be sent out to all affected property owners.

Town Attorney: Nothing to report.

Town Clerk: The Town Clerk stated she recently attended the Town Hall Day Event in Raleigh and also attended the Centralina Council of Government meeting today. She reminded the Board that the regional municipal clerk school will be held here on Friday April 21st. She encouraged the Mayor and Board members to stop by and be introduced at the meeting.

Police Department: Chief Ratchford had nothing to report.

Fire Department: Chief Foulk was absent.

Planning: Mr. Pettine stated there are two public hearings to be held at the next meeting on April 20th. Work continues on formation of a steering committee regarding the bike plan for the town. The survey has been completed for the Cramer Mountain sidewalk project and engineering work is underway. NCDOT is reviewing engineering plans that may need design adjustments for retaining walls. The town is waiting on construction authorization for the Lakewood Greenway. A lunch meeting was held with representatives of the City of Belmont to discuss a comprehensive Land Use Plan update. Mayor Pro Tem Koutsoupas asked about development at the Eighth Avenue Extension and Market Street property. The Planning Director stated the proposed project includes a dentist office along with a medical office. This property contains four parcels and will have a sidewalk at the front. A discussion needs to be held with NCDOT regarding traffic flow. Commissioner Helms asked for an update regarding the Peach Orchard apartment project. Mr. Pettine stated the billboard on the corner of Peach Orchard and Wilkinson Boulevard has been taken down but he has not received any other information. The plats from True Homes should be available for review in April. Commissioner Helms stated a graphic showing single-family growth and multi-family growth would be informative. Mayor Pro Tem Koutsoupas asked about the completion of the sidewalk from the Eagle Park development into Cramerton. Mr. Pettine stated he will follow up with the City of Belmont. Commissioner Neeley asked about construction at the Villages of Cramerton Mills. The Planning Director stated no permits have been requested.

Finance Director: Mr. Lineberger stated the loan with Park Sterling Bank was approved by LGC this week and the loan closing is scheduled for next Thursday morning. There are three current capital projects all fully funded based on current engineering estimates.

Parks and Recreation: Mr. Smallwood said he has been working with a local business regarding development of professional designs to be used for signature events. The Float the Fork event was successful and discussion was held regarding offering kayak lessons. The Easter Egg Scramble is to be held this upcoming weekend along with a book donation. Multiple age groups will be scheduled for various times for the egg hunt. The event will begin at 10:00 a.m.

Commissioner Abernathy asked about the status of banners. Mr. Lineberger stated the Go Gaston banners were displayed for a while. Mr. Smallwood stated he thought seasonal banners with upcoming events could be used. Commissioner Rice stated the Public Works Department would be in charge of placement of banners. Mr. Smallwood commented there has been overflow parking on the green area at Centennial Center and there could be an issue with damage to the sprinkler system. The Parks and Recreation Department has placed railroad ties at the parking lot and decorative removable bollards will be placed in various areas.

Committee Reports:

- **Parks and Recreation Advisory Board:** Mayor Pro Tem Koutsoupas stated the Parks and Recreation Advisory Board took a bus tour of the town and it was quite informative. He stated this might be something the other Board members might want to consider. Next meeting is scheduled for Monday May 1st.
- **Community Committee:** Commissioner Rice stated the book drive at the Easter Egg Scramble is part of the Community Committee. He stated survey information is being received and has been quite helpful. The next meeting will be held on Tuesday April 11th at Town Hall. He thanked former Commissioner Lawrence and her husband for continuing to provide the upkeep of the planters in the down town area. The two donated newspaper boxes from the Gaston Gazette are going to be refurbished and will be used as part of the Free Little Library project.
- **Cramerton Merchants Association:** Mayor Cauthen stated the next meeting will be held at Floyd and Blackie's Coffee Shop on April 18th at 8:00 a.m. The membership drive to encourage new members to join continues.

Topics of Discussion for Each Commissioner:

Commissioner Helms asked about the recent emergency removal of a tree by Duke Energy. The Town Manager stated that someone reported the tree as being dangerous and an appraiser was sent to that address to access the situation. A decision was made that the tree was dangerous and needed to be removed as soon as possible. Notification was sent to all residents and business owners via telephone and social media that Duke Energy would need to turn off the power in the affected area. Commissioner Helms reminded the Board that he wanted to be the representative for the airport committee. He commented that the sign for Riverside Church is missing. Mr. Smallwood stated the church recently put in a new sign.

Mayor Pro Tem Koutsoupas stated the incident with the tree was handled well and everyone was kept informed. He stated the Town Hall Day was a good event and there was positive feedback. He asked if the project map that was provided at the last meeting be placed on the town's website.

Commissioner Rice stated the Goat Island restroom installation is removing several of the fire department's parking spaces. They will now have only six spaces and there are thirty-six firefighters on the roster. Two new firefighters have joined the department. He stated he attended Town Hall Day and was given the opportunity to speak in front of a judiciary committee.

Commissioner Neeley stated a recent newspaper article discussed a health study and Gaston County lags behind the other areas of the state. Since 2011 Gaston County has fluctuated but has consistently performed among the bottom third among all of state's counties. The newspaper article stated drinking water standards, severe housing problems, obesity, and physical

environment are considered. Gaston County is ranked poor as few people commute together and do not use public transportation. The Gaston Gazette quoted Steve Eaton, division director of public health for the Gaston County Department of Health and Human Services, stating "I think it also shows that we have a lot of work to do as a community around obesity and transportation." She stated she enjoyed the Town Hall Day event and enjoyed meeting Senator Jackson who sponsored the bill that Commissioner Rice spoke on. She recently attended the Mayor's Breakfast event. She stated she had received two calls from the Timberlake neighborhood regarding signage at the entrance at Armstrong Road and they want to upgrade the sign into their neighborhood. She said she spoke to former Mayor Worley and discussion is being proposed with the developer for the upcoming construction as this neighborhood does not have a homeowners association. Mayor Pro Tem Koutsoupias stated the Timberlake residents have been working with AV Construction regarding this matter. Commissioner Neeley stated she spoke with a resident who said she was being contacted by Two Rivers Utilities about not receiving her utility payment. This resident stated she pays her bill within eight days of receipt but continues to receive phone calls that she has not paid her bill and no one from TRU has returned her calls.

Mayor Cauthen stated he attended the Centralina Council of Government event and valuable information was presented by the keynote speakers. A meeting was held last week with several youth from Stuart W. Cramer High School to discuss possible ideas for spring merchandise. He asked that we expedite the process to have payment by debit or credit card available. The Town Manager stated staff has been researching for use of a Square reader. Mayor Pro Tem Koutsoupias stated one of the local banks might be able to assist with this payment option.

Mayor Cauthen stated "So Blessed" banners with a floral background have been ordered. The banners will be put up each year through the spring season from March to June. Other banners could be designed to be used for various seasons.

The Finance Director stated that a grant regarding trails and connectivity is being worked on by the Town Manager and Mr. Smallwood for consideration. The Town has funded over \$1.9 million since 2007 for Riverside Park, Central Park, greenways, sidewalks, and bridges. Commissioner Neeley stated working to provide a healthy community assists with promoting good health and to help reduce health insurance premiums. Mayor Cauthen asked that a copy of the spreadsheet be provided to the Board with this information.

Adjournment: A motion was made by Commissioner Neeley to adjourn at 9:17 p.m. The motion was seconded by Commissioner Helms and passed by unanimous vote.

Mayor Will Cauthen

ATTEST:

Wilene Cunningham, Town Clerk