

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

May 3, 2016

The Board of Commissioners for the Town of Cramerton met in a regular session on Tuesday, May 3, 2016 at 7:00 p.m. in the G.M. Michael Room at the Cramerton Town Hall.

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

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

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

Invocation: Given by Attorney Brown.

Pledge of Allegiance: Given by all.

Adoption of Agenda for this Meeting: A motion was made by Mayor Pro Tem Cauthen to approve the proposed agenda. The motion was seconded by Commissioner Rice and approved by all.

Public Comment: No one signed up to speak.

Proclamation to Recognize Municipal Clerks Week. Mayor Pro Tem Cauthen read the proclamation recognizing May 1st through May 7th as Municipal Clerks Week. The Board thanked the Town Clerk for her service to the Town.

Proclamation for National Police Week 2016. Mayor Pro Tem Cauthen read the proclamation recognizing the week of May 15th through May 21st as National Police Week. The Board thanked Chief Ratchford and his staff for their hard work and service to the Town. Mayor Pro Tem Cauthen encouraged everyone to visit the law enforcement memorial in Washington, D.C.

Tree City U.S.A. Presentation 2016 Growth Award: The Town was presented the 2016 Growth Award by the local North Carolina Forest Service and the National Arbor Day Foundation. The Town was recognized for tree maintenance, pruning, and completing an inventory of the trees. Mr. Krouse accepted the award.

Agenda Items not requiring a Public Hearing: Consider approval of the April 5, 2016 BOC meeting minutes. Commissioner Rice stated the sentence on page two of the draft minutes stated stating “Mayor Tem Helms” needed to be corrected. It should read Commissioner Helms seconded the motion. The motion to approve the April 5, 2016 as amended was made by Commissioner Rice. The motion was seconded by Commissioner Helms and approved by all.

Finance:

Presentation of Fee Schedule. The Town Manager stated that it was recommended by staff that no changes be made to the stormwater fees until further research can be completed. Discussion was held regarding the possible collection of a tax and tag fee. Commissioner Koutsoupas stated that the Parks and Recreation Advisory Board met last night and voted unanimously to approve the rate increase for rental of the Community Center from \$100.00 for residents to \$200.00. The rental rate for non-residents would be increased from \$200.00 to \$300.00. The Community Center has been updated with new windows along with some other building improvements. The rental fee covers the cost for use of the center for a full day and the cost of the building being cleaned after each rental. The team sports registration fee is currently \$55.00 for residents and \$80.00 for non-residents. The recommended new fee is

\$60.00 for residents and \$80.00 for non-residents. The additional \$5.00 fee would cover league fees, referees, uniforms, and field maintenance. Commissioner Koutsoupas stated the split is about 40 percent residents and 60 percent non-residents for league participation. The \$80.00 fee is the common amount charged by local municipalities.

Stormwater: The Town Manager stated staff recommendation regarding the lengthy amount of time it will take to research and update the stormwater section of the fee schedule it is recommended that the stormwater fee schedule remain as is. Mr. Krouse stated the fee at this time is not collected equitably as it not being based on impervious area. The current stormwater fee for residential homes is \$3.50 and this rate would not be affected. The rate change would affect commercial and industrial rates as all impervious areas would be used in the calculation. The calculation is the square footage divided by an equivalent residential unit of 2,500 square foot. Mr. Krouse stated the Town has several structures such as Food Lion, Burger King, and the high school which include large impervious areas. Some areas offer rebates and encourage best management practice regarding retaining stormwater. The Town is utilizing this program to protect our rivers, creeks and streams. Mike Bynum stated the City of Gastonia set their program up as utility fee and not a tax. Mr. Krouse stated businesses would need to be able to demonstrate how they are saving water. Commissioner Helms stated he would like to see a list of projects that Public Works is considering using stormwater funding for. Commissioner Helms asked how the businesses would be contacted. The Planning Director stated there would be a public education process and allow them time to budget for this change. Mr. Krouse stated the stormwater fee could be a utility fee or added to the property owner's tax bill. If added to the tax bills the Town would be able to collect this fee when the taxes are paid even if the home is vacant.

Motor Vehicle License Fee: The Town Manager stated one option for the fee schedule that could be considered was the \$5.00 motor vehicle tax. Lowell, Ranlo, and Cramerton are the only municipalities in Gaston County that are not currently collecting this fee. Collection of this fee would generate \$19,000.00 as revenue. Mayor Pro Tem Cauthen stated he was not a fan of this source of revenue as it is a tax. He said if this fee is charged he would want it used for vehicular traffic projects such as a speed monitoring device that the police department has requested or street maintenance. Commissioner Helms agreed with Mayor Pro Tem Cauthen. Commissioner Rice said he thought the citizens might be more upset about the increase in the sports fees. No action was taken by the Board.

Town Hall and Gym Roof Repairs:

Mr. Lineberger stated that he and Jim Holder conducted a walk-through of Town Hall regarding window replacements, damage from water infiltration, and providing water repellant to the exterior of the Town Hall building. A quote for \$25,000.00 was received from Baker Roofing in December of 2014 regarding the Town Hall roof. Mr. Lineberger stated Gaston Sheet Metal met with him on Monday and a quote regarding both the Town Hall and gym roofs will be provided later in the week. An updated quote from Baker Roofing will also be requested. Additional information will be provided at the next Board meeting. Discussion was held regarding funding for the Town Hall and gym repairs be taken out of the General Fund or finance for five to seven years. The Board asked if the Town Hall repairs would complete everything. Attorney Brown stated there may be some type of warranty left. Mr. Lineberger stated Jim Holder was the last project manager during the renovations to the Town Hall building and this information was gathered for budgeting purposes. Commissioner Rice asked about the floor damage in the weight room at the gym. Mr. Lineberger stated other vendors could be contacted. Mayor Pro Tem Cauthen stated since the amount of the repairs is approximately \$180,000.00 the Board may want to consider some type of financing for five to seven years. Mr. Lineberger stated the Bank of Ozarks quoted 3.5 percent financing rate. An additional quote can be obtained from BB&T. Attorney Brown stated a contingency is definitely needed.

Committee Board Appointments: Commissioner Koutsoupas asked if the bylaws had been prepared for the Community Committee. Mayor Pro Tem Cauthen stated they should be completed soon. A motion was made by Commissioner Rice to appoint Wendy Cauthen, Shelly Kinley, Fred Miller, and Scott Kincaid to serve on the Community Committee. The motion was seconded by Commissioner Helms and approved by all. The Town Manager recommended that another interest meeting be held and to maintain this committee as ad hoc.

Board of Commissioners:

Consider cancelling Tuesday, July 5, 2016 BOC meeting. A motion was made by Commissioner Neeley to cancel the Board of Commissioners meeting scheduled for Tuesday, July 5th. The motion was seconded by Commissioner Koutsoupas and approved by all.

Set 6:00 p.m. workshop session meeting for Thursday, May 19th, for staff to present Fiscal Year 2016/2017 budget message. A motion was made by Commissioner Helms to set the workshop session meeting time to 6:00 p.m. on Thursday, May 19th, for presentation by staff of the Fiscal Year 2016/2017 budget message. The motion was seconded by Commissioner Koutsoupas and approved by all.

Consider naming an alternate Centralina Council of Governments (CCOG) Representative (Mayor Pro Tem Cauthen serves as the primary member). Mayor Pro Tem Cauthen stated he would not be able to attend the upcoming May 11th CCOG meeting. He stated CCOG meetings are held four times a year in various locations. Commissioner Neeley volunteered to serve as the alternate CCOG member and stated she would attend the upcoming May 11th meeting. A motion was made by Commissioner Koutsoupas to appoint Commissioner Neeley as the alternate CCOG member. The motion was seconded by Commissioner Helms and approved by all.

Town Manager's Report:

Town Hall Day: The Town Manager stated this year's Town Hall Day in Raleigh will be held on Wednesday, June 8th. He asked if anyone is interested in attending to please let him know for registration of attendance for this event.

Gaston Image Campaign: A memo was included in the agenda packet regarding the Greater Gaston Development Corporation "Image Campaign" regarding branding and marketing of the county. The Board asked if there were any municipalities that were not participating. Lowell and Ranlo are not participating. The Town Manager stated video footage will be filmed this upcoming weekend. The cost for continuing a second year will be \$3,125.00 and will allow the Town to continue to have a voice in how Gaston County is portrayed and to be included in the video footage. This will be year two and the length of time runs from July 2016 to December 2017. A motion was made by Commissioner Neeley to approve the second year funding for alliance for the Growth Gaston County Image Campaign of \$3,125.00. The motion was seconded by Commissioner Helms and approved by all. The Town Manager stated he would inform them that the film crew might want to come to Cramerton on Friday and film the activity planned on Goat Island.

Two Rivers Utilities: Mike Bynum stated TRU responded to thirty water meter related service requests, repaired four water leaks, repaired one water/sewer concrete patch, and completed sixteen lift station inspections. Water quality samples were taken at five locations and all were in compliance with the State Drinking Water Quality Standards. The pressure reducing valves on Market Street will be serviced in May once the parts are received. TRU is working on a project to begin clearing the sewer line easements on Cramer Mountain. The Utilities Maintenance Division Manager has met with the Cramer Mountain Board and a letter will be sent to the residents on Cramer Mountain later this week regarding maintenance of sewer easements.

Town Attorney: Nothing to report.

Town Clerk: Nothing to report.

Police Department: Chief Ratchford had nothing to report.

Planning and Zoning Department: A meeting was held with the new owner of the deli. The new restaurant will be called the Doffer's Canteen. The sign for the restaurant is already in place. Mr. Krouse distributed an article "Flipping the Strip" to the Board members to read concerning the decline of strip malls and the increase of mixed use districts with multi-story buildings arranged in a street-and-block fashion.

Finance Department: Nothing to report.

Committee Reports:

Parks and Recreation Advisory Board: Commissioner Koutsoupias stated a meeting was held last night and Cristy Busler provided them with an update. The spring sports season is about halfway completed. The swimming pool has been filled and will open on May 28th. Swimming lesson classes will be provided. A part time employee has been hired to assist in maintaining the parks. Shelter rentals continue to stay full. Dredging by Rowboat for the canoe launches and observation decks should begin soon. The Arbor Day Celebration was well attended. The Goat Island Games will be held on Friday and will include prizes and events. The Movie in the Park will be held on May 27th beginning at dusk. The Fourth of July celebration will be held on Saturday July 2nd.

Cramerton Merchants Association: Mayor Pro Tem Cauthen stated he has received approximately thirty verbal commitments. Discussions to begin soon regarding events their group will sponsor.

Topics of Discussion for Each Commissioner:

Commissioner Neeley stated she continues to work with the Cramerton Merchants Association.

Commissioner Rice thanked the police department for their professionalism at last night's fatality.

Commissioner Koutsoupias had nothing to report.

Commissioner Helms asked about staff contacting Sarah Duncan at Cramerton Village as she said no one had called her. He asked about the status of contacting other auditing vendors. Mr. Lineberger stated both e-mails and printed copies had been issued to various firms. The last day to reply is May 17th. Commissioner Helms asked about what will be the last day that the McAdenville Bridge would be open to traffic. Chief Ratchford stated the McAdenville Bridge will close once the Christmas lights end and will remain closed for about a year. Commissioner Helms stated several parents had commented on the timing of games and how late it is by the time they get their children home. Commissioner Koutsoupias stated that part of the problem is having access to facilities and there are a lot of teams that are being scheduled. Commissioner Helms asked about the color codes on the fire hydrants. Mr. Bynum stated the color indicates the gallon per minute rating and is part of the requirements for the ISO rating.

Mayor Pro Tem Cauthen presented for review a sample of a door knocker that could be placed in neighborhoods by the elected officials requesting feedback.

Closed Session: A motion was made by Commissioner Rice to enter into closed session regarding NCGS 143-381.11(a)(6) to consider the qualifications, competence, performance, condition of appointment of a public officer or employee or prospective public officer or employee; 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. The motion was seconded by Commissioner Helms and approved by all.

ADJOURNMENT: On return to open session, there being no further business, a motion was made by Commissioner Rice to adjourn the meeting at 9:27 p.m. The motion was seconded by Commissioner Neeley and approved by all.

Mayor Pro Tem Will Cauthen

ATTEST:

Wilene Cunningham, Town Clerk