

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

July 20, 2017

The Board of Commissioners for the Town of Cramerton met in workshop session on Thursday, July 20, 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 Tem Demetrios Koutsoupas, Commissioners Dixie Abernathy, Houston Helms, Susan Neeley, and Donald Rice.

Staff Present: David Pugh, Town Manager; Anthony Fox, Interim Town Attorney; and Wilene Cunningham, Town Clerk.

Call to Order: Mayor Cauthen called the 6:00 p.m. meeting to order and determined there was a quorum.

Closed session: A motion was made by Commissioner Neeley to enter into closed session. The motion was seconded by Commissioner Abernathy and approved by all.

Adjournment: A motion was made by Commissioner Neeley to adjourn the closed session at 6:58 p.m. and enter into open session. The motion was seconded by Mayor Pro Tem Koutsoupas and passed by unanimous vote.

A two minute recess was taken prior to entering into regular work session meeting.

7:00 p.m. Work Session:

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

Staff Present: David Pugh, Town Manager; Anthony Fox, Interim Town Attorney; Greg Ratchford, Police Chief; Dave Pettine, Planning Director; and Wilene Cunningham, Town Clerk. Joel Lineberger, Finance Director, was absent.

Call to Order: Mayor Cauthen called the 7:00 p.m. meeting to order and determined there was a quorum.

Adoption of Agenda for this meeting: Mayor Cauthen stated the agenda needs to be amended to add the swearing in of the Interim Town Attorney and a discussion and action on the employment compensation for the Town Manager. A motion was made by Commissioner Abernathy to approve the amended agenda with the proposed changes. The motion was seconded by Mayor Pro Tem Koutsoupas and approved by all.

Appointment of Interim Town Attorney: A motion was made by Susan Neeley to appoint Anthony Fox of Parker, Poe, Adams and Bernstein as the Interim Town Attorney. The motion was seconded by Commissioner Rice and approved by all.

Oath of Office for Interim Town Attorney: The Town Clerk gave the oath of office to Attorney Fox.

Public Comment: No one signed up to speak.

Recognition of new Cramerton Police Officer Shannon D. Evans: Deputy Chief Adams introduced Officer Evans to the Mayor and Board. Officer Evans is a recent BLET graduate and worked as an international payment investigator at Wells Fargo for ten years.

Agenda Items Requiring a Public Hearing: A Public Hearing to consider approval for Conditional Use Permit request for 4805 South New Hope Road, identified by Gaston County Parcel Number 220570 consisting of approximately 2.12 acres. The request is for Auto Related Uses, as well as the construction of an additional retail/flex space, approximately 4,500 square feet in size.

- **Open Public Hearing:** A motion was made by Commissioner Neeley to open the Public Hearing to consider approval for the Conditional Use Permit request for 4805 South New Hope Road identified by Gaston County Parcel ID number 220570. The motion was seconded by Commissioner Helms and approved by all.

Attorney Fox advised the Board that is a quasi-judicial hearing and will require sworn testimony and anyone wishing to speak during public hearing will also need to be sworn in.

- **Swearing in of witnesses:** Anthony Fox gave the oath to Dave Pettine and Johnny Denton.
- **Staff Comments/BOC Questions and Answers:** The Planning Director stated the parcel is currently zoned B-3 which is Highway Business District within the town limits and allows commercial services and opportunities for a large trading area. The B-3 District offers an expanded list of allowable uses designed to meet most commercial needs. This will be a permitted use and through the conditional use permit rezoning process. The request is being made by The Bike Exchange. They are an existing business looking to relocate and need to establish a building for that use as well as a secondary building for office space on the same property. The conditional use permit is only for the building that is labeled as The Bike Exchange and other building may not need a conditional use permit depending on the future use. The proposed use for the business is sales, customization, accessory sales, and auto related uses which fall under this condition. This request was presented to the Planning and Zoning Board in June and it was favorably recommended to the Board of Commissioners.

Mr. Pettine stated staff recommends the following conditions be considered with any potential approval of the Conditional Use Permit:

1. All buildings shall comply with the Town's commercial design guidelines found in the Land Development Code and Code of Ordinances.
2. Any potential uses in the Retail/Flex space building shall comply with all applicable requirements found in the Land Development Code and Code of Ordinances.
3. Uses proposed for the Retail/Flex space building may require a separate Conditional Use Permit depending on the use being proposed for the space.
4. All driveway locations and points of ingress/egress must be approved by NCDOT. Mr. Pettine stated that discussion on driveway locations and points of ingress/egress was held at the Planning and Zoning Board meeting and he acknowledged that there are some challenges on this point. However, if not possible the developer will need to provide information as why this is not feasible.
5. Provide connection between the two proposed uses on the site to improve traffic circulation. If this is not possible, provide justification as to why the two parking areas cannot be connected.
6. Signage shall comply with all applicable provisions found in the Land Development Code.
7. No business activity in front of buildings in the area facing South New Hope Road. This includes:
 - a. No storage of materials, equipment, or other items in front of the building facing South New Hope Road.
 - b. No storage or parking of any vehicles for sale, service, or storage in front of the building facing South New Hope Road.

Mr. Pettine stated general comments were received from the GCLMPO transportation agency regarding development of a secondary road from this general area back to Armstrong Ford Road regarding realignment. This future road project will still be feasible even with the construction of tonight's proposed project.

Commissioner Helms asked if this proposed project was unanimously approved by the Planning and Zoning Board. Mr. Pettine stated yes.

Commissioner Neeley asked about the number of ADA parking spaces as there only two listed on the plan. Mr. Pettine stated the Town's ordinance states how many handicap spaces and other parking requirements per the Land Development Code. Chief Ratchford stated the formula is one space per twenty spaces and there are several tiers that will be used as part of the formula. Commissioner Rice asked about the suggestion by the GCLMPO to relocate the on street perpendicular parking on the site in reference to future road changes in that area. Mr. Pettine stated this would be revisited when the road is being constructed as it hard to impose restrictions without a clear indication of where the road is going to be built. Commissioner Rice asked if the applicant was aware of this and had access to the MPO's information and Mr. Pettine stated yes. Commissioner Helms asked if this project is in line with the long term plan regarding Armstrong Ford Road and New Hope Road. Mr. Pettine said yes and this future road would only affect the right of way at the top northwest corner of this property possibly affecting parking and this project would allow future development of the roadway.

Billy Gene Jones, 103 Pine Street, asked if his property would be rezoned to business. Mr. Pettine stated the zoning request tonight does not affect his property. Mr. Jones stated there was an artesian spring on this property and it feeds two ponds. The Planning Director stated Gaston County will review all environmental impact issues. Mr. Jones wanted to know if there may be an issue with noise. Mr. Pettine stated the county would review this. Mr. Jones said he did not want this place to look like the one that is up the road near the school. He asked if this property owner would be burning their trash or carrying it off. Mr. Pettine stated the applicant for this property would be advised they would need to have a garbage service.

- **Developer Comments:** Johnny Denton, engineer with Diamond Engineering, testified that he was hired by the developer to prepare the plans and to submit the conditional use permit request. He stated that the existing business is located on Franklin Boulevard at Briley's Lawn and Leisure and is a well-maintained facility. Mr. Denton stated the same construction company that built the ABC Store will build this facility and both buildings will be similar in construction. The Bike Exchange sells high end motorcycles and part of the building will be a work area for customization along with a showroom and offices. The flex area will be for a supporting business such as retail space to sell motorcycle apparel. The building will be constructed with brick or stucco type materials. Mr. Denton stated he had no objections to the MPO's comments or the Planning and Zoning Board's recommendations.

Mayor Pro Tem Koutsoupas asked if the memo from the MPO was considered for the current design. Mr. Denton said yes and no. Mr. Denton testified that there were no design changes based on this memo. He stated that the subdivision is owned by Zebe, LLC and The Bike Exchange is purchasing one of the parcels. A center driveway on the left hand side of the property will be built using heavy duty asphalt and will be used as an access for trash trucks, fire trucks, and other large equipment. The driveway will be built inside an easement area and will allow access to the back of the property. This roadway will be built as a driveway and will not be built to be accepted by NCDOT standards. Parking spaces along the driveway will be flex space area and vehicles will back out of the parking spaces. If the future roadway is dedicated, then the roadway will be built to the left of the driveway with access to the parking area or it will move the parking spaces.

Mr. Denton stated one of the hardships with this property is the lack of water or sewer services and a large part of the property has to be kept for a sewer drain field. If the MPO's comments require the applicant to build a road, then the applicant will need to move to another property since he will lose that sewer field area. Mr. Denton stated he worked for the City of Gastonia before going into private practice and is familiar with the MPO's long range plans and funding. He added that an MPO decision to require the applicant to dedicate a right-of-way or reserve a corridor, may result in the property never being developed, especially since these lots do not have water or sewer. This lot was filled years ago and only certain areas can be utilized as a septic field and that area is in the front of the property.

Mayor Pro Tem Koutsoupas asked if an environmental study had been completed by the engineer since Mr. Jones mentioned the artesian spring. Mr. Denton stated that the lot was

filled years ago and he saw no evidence of an artesian spring. He stated erosion and stormwater permits have been obtained through Gaston County.

Findings of Fact: Attorney Fox stated the Board is required to make certain Findings of Fact that they must evaluate regarding this application. He asked that the developer speak to each of the Findings of Fact as they are read to him as to whether or not this proposed application meets the requirements as set forth in the Town's Land Development Code.

- A. **The use will not materially endanger the public health or safety if located where proposed and developed according to plan.** Mr. Denton stated he did not foresee any dangers to the public and they are meeting all requirements such as environmental standards such as stormwater quality ponds. He added that the site will have low traffic volume and does not foresee any other issues. Attorney Fox asked about the comments regarding an artesian pond or possible spring that is located on the property. Mr. Denton stated he saw no evidence of an artesian spring and a lot of fill was already placed on the property before they got there which will need to be removed prior to construction of these buildings. He stated a lot of times construction, dumping, and filling operations will damage springs and stop the flow of these type of streams. Attorney Fox asked Mr. Denton if part of the development will include a Phase I of the Phase II site or have you already conducted that. The applicant stated there is no requirement for that.
- B. **The use meets all required conditions and specifications.** Mr. Denton said the plan he submitted as far as he knows meets the current ordinances as they stand and they propose to meet all other conditions except the MPO request.
- C. **The use will not substantially injure the value of the adjoining or abutting property.** Mr. Denton stated it is currently zoned for the proposed usage with conditions with no other changes to the zoning are being proposed.
- D. **The location and character of the use, if developed according to the plan as submitted and approved, will be in harmony with the area in which it is to be located and will be in conformity with the plans for the physical development of the Town as adopted by the Town Board.** Mr. Denton stated it should conform because of the low volume and low impact of the proposed use. The business will have working hours from 8:00 a.m. to 5:00 p.m. Mr. Denton stated he believed this type of business should fit this neighborhood well as it will be low impact and low volume.

Attorney Fox reminded the Board they can add to impose reasonable conditions in addition to the ones outlined by staff.

Commissioner Abernathy asked about the 8:00 a.m. to 5:00 p.m. operating hours and does this apply to the weekends. Mr. Denton said he was not sure if there would be any weekend hours. He said where the applicant is now located there is a fence and he does not think they work on the weekends.

- **Public Comment:** No one signed up to speak. Billy Gene Jones spoke earlier.
- **Close Public Hearing:** A motion was made by Commissioner Neeley to close the public hearing. The motion was seconded by Commissioner Abernathy and approved by all.

Commissioner Rice asked the Planning Director about the adjoining property. Mr. Pettine stated the majority of the property beside the ABC Store is vacant and is owned by the same entity, Zebe, LLC, and is zoned B-3 for commercial use. Walnut and Pine Streets are closest to residential area and there will be no cross over from the residential area to the commercial area. Commissioner Helms asked what is located across the street. Mr. Pettine stated there is a fruit stand and the New Hope Fire Department. The Board asked that the Planning Director work with the applicant regarding providing an adequate landscaping buffer. The applicant agreed to this request. Commissioner Neeley asked that the parking be in accordance with ADA guidelines. The Planning Director stated it will be in alignment with the Town's Land Development Code. Mr. Denton asked if this deviated from the federal guidelines. Mr. Pettine stated he did not think so but he would follow up on this item.

Attorney Fox stated the Board needs to consider each Findings of Fact and make a motion:

The use will not materially endanger the public health or safety if located where proposed and developed according to plan. Commissioner Helms made a motion to approve this Findings of Fact and confirm that the use will not materially endanger the public health or safety if located where proposed and developed according to plan. The motion was seconded by Mayor Pro Tem Koutsoupas and approved by all.

The use meets all required conditions and specifications. A motion was made by Commissioner Rice to approve this Findings of Fact that the use meets all required conditions and specifications as demonstrated by the approval of the Planning Staff and the testimony of the applicant that the use meets all of the conditions and specifications. The motion was seconded by Commissioner Neeley and approved by all.

The use will not substantially injure the value of the adjoining or abutting property. A motion was made by Commissioner Rice to approve this Findings of Fact that the use will not substantially injure the value of the adjoining or abutting property, recognizing that the residential area will be separated by a natural buffer of primarily undeveloped land, per the information given by the Planning Director. The motion was seconded by Commissioner Abernathy and approved by all.

The location and character of the use, if developed according to the plan as submitted and approved, will be in harmony with the area in which it is to be located and will be in conformity with the plans for the physical development of the Town as adopted by the Town Board. A motion was made by Commissioner Neeley to approve this Findings of Fact as to the character surrounding the area being primarily business and commercial with limited residential, and there being no connection to the residential areas adjacent to property the surrounding area. The motion was seconded by Commissioner Abernathy and approved by all.

The Planning Director asked if there were any changes or additions to the proposed conditions. Mayor Cauthen asked about the addition of natural barrier between the residential and commercial uses. The Planning Director said the request could be added. The applicant said this area is on a slope. The applicant agreed to the additional landscaping condition being added if requested. Commissioner Rice asked that the landscaping request be added to the conditions. Commissioner Neeley asked about adding the handicapped parking being addressed. Mr. Pettine stated this could be added to be in accordance per the Town's Land Development Code.

A motion was made by Commissioner Rice to approve the Conditional Use Permit request for 4805 South New Hope Road, identified by Gaston County Parcel Number 220570 consisting of approximately 2.12 acres. The request is for Auto Related Uses, as well as the construction of an additional retail/flex space approximately 4,500 square feet in size. The motion was seconded by Commissioner Neeley and approved by all. The Findings of Fact will be included as part of the minutes.

Agenda Items Not Requiring a Public Hearing:

Planning and Zoning: Traffic Calming Policy: Mr. Pettine stated speed study data was collected for Lake Drive and the Lakewood neighborhood following requests from citizens. Findings for Lake Drive found the average speed of twenty-one miles per hour indicating a Class A traffic issue. Average speed was within the zero to nine miles per hour range over the posted speed limit. Findings for Armstrong Drive found the average speed to be approximately twenty miles per hour per the weekday study and twenty-five miles per hour for the weekend study for each day indicating a Class A traffic issue. Average speed was within the zero to nine miles per hour range over the posted speed limit. Mr. Pettine stated the Board will make the final determination of any additional traffic calming measures to be considered or implemented. Items offered for consideration are increased enforcement by the Police Department for several months; installation of additional stop signs to create three-way stops at Treeline Drive and Armstrong, and Oak Drive and Lake Drive. If speed bumps are installed, they need to be placed on both Lake Drive and Armstrong Drive. Commissioner Abernathy thanked staff for this information. Chief Ratchford stated the three-way stops may not be effective as many people do not stop and speed bumps slow response times. He did recommend the placement of speed bumps on Lake Road and Armstrong Road.

Commissioner Helms asked about the timeframe of increased police enforcement and how soon this will be revisited. Chief Ratchford stated a speed study will be conducted and the officers will begin speed enforcement issuing citations. Mayor Cauthen asked if the speeding was due to high

school students in the area. Chief Ratchford stated the speed study was completed during on a weekday and on a weekend. Commissioner Helms stated the use of the speed trailer and increased police enforcement seems to be a better deterrent than installing speed bumps. Placement of speed bumps in this neighborhood may encourage the requests for other areas of town along with negative comments voiced against the use of speed bumps. Commissioner Rice stated the policy was amended to add the different classifications to prioritize and to see what solution is best for each area. He stated if speed bumps are installed based solely on speeding then all streets would need speed bumps installed. Increased police presence and enforcement should assist in reducing speeding.

Commissioner Helms stated the Lakewood area has a strong and active neighborhood community and the next time a meeting is held with them then discussion can be held regarding increased police presence. Neighbors could advise others about helping regarding the speeding in their area.

Commissioner Abernathy stated Lakewood has become a unique neighborhood and may be considered as a pathway to Goat Island and other areas around town. Mayor Cauthen speed bumps were installed due to the increased traffic created by the development of Goat Island. Commissioner Abernathy stated she was pleased with the past placement of the current speed bumps and this shows the expertise of the police and town staff. She asked Chief Ratchford his reason for placement of speed bumps. Chief Ratchford stated that the Lakewood neighborhood has changed with the construction of the high school and will continue to change with the completion of the Lakewood Greenway Trail and the Veteran's Memorial. Traffic in this neighborhood has increased due to Goat Island. Commissioner Abernathy stated she has not heard a lot from her neighbors and is not sure how they feel about possible increased police enforcement or installation of speed bumps.

Mayor Pro Tem Koutsoupas stated he agreed with the increased police enforcement. He recommended that this item be revisited in the future with the development of the Greenway and Veterans Memorial.

Commissioner Neeley said she wants to begin with the increased police enforcement and then consider the option of installation of speed bumps. She said she would like to receive feedback from the Lakewood neighborhood.

Chief Ratchford stated increased police enforcement could be provided over the next three to four months. Mayor Cauthen asked if the Board consented to increased police enforcement for the next several months with a study to be completed sometime in January and brought back to the Board for review at that time. Commissioner Abernathy stated she would consent as long as this item will be revisited and a mechanism provided to receive feedback from the Lakewood citizens.

Mayor Pro Tem Koutsoupas stated he would like to see the police monitoring the school areas. Chief Ratchford stated the school hours' time frame is hard to do as the police department covers five other schools. Mayor Cauthen confirmed that the Board would be in favor of increased police enforcement for three to four months and then follow up with a speed study. Other options will be reviewed regarding reducing speeding and then this item will be revisited later. No motion was taken by the Board regarding this matter.

Centennial Center Bike Area: The Town Manager stated information will be presented at the next meeting. Mr. Fankhauser is working to obtain quotes from contractors.

Finance: Fiscal Year 2016-2017 Audit. Approval of contract with Collis and Associates. Mr. Pugh stated the Finance Director is on vacation and asked that the proposed contract be presented at tonight's meeting. Commissioner Helms stated an outside auditing firm should be considered in the future for a different viewpoint. Mr. Pugh stated he would advise Mr. Lineberger of this comment. A motion was made by Commissioner Neeley to approve the contract with Collis and Associates. The motion was seconded by Commissioner Abernathy and approved by all.

Cramerton Board of Commissioners: Alcoholic Beverage Control (ABC) Board. Discuss submitted applications and consider appointment of one applicant to the Cramerton ABC Board. Commissioner Abernathy asked that she be recused as her husband, John, is one of the proposed applicants. A motion was made by Commissioner Rice to recuse Commissioner Abernathy. The motion was seconded by Commissioner Neeley and approved by all.

Commissioner Helms stated that Jerry Roche had reached out to him indicating his willingness to serve on the ABC Board. Commissioner Rice stated that John Abernathy had spoken to him. Mayor Cauthen stated that he had spoken with John Abernathy and Mr. Abernathy advised him

that he was in the process of starting a new business and may not be available for a while. Commissioner Helms asked Attorney Fox if there was any issue if Mr. Abernathy was selected as Commissioner Abernathy is serving on the Board of Commissioners. Attorney Fox explained the ABC board conflict of interest policy. He stated that per state statute there cannot be a conflict of interest which would result in financial benefit to the local ABC board member, the local ABC board member's spouse, any person related to the local ABC board member, or any business with which the local ABC member is associated per state NCGS 18(b)201. A motion was made by Commissioner Helms to appoint Jerry Roche to fulfill the remaining term of Rick Houser through October 6, 2018. The motion was seconded by Mayor Pro Tem Koutsoupas. The vote was 3 to 1 in favor with Commissioner Rice voting nay. (Commissioner Abernathy was recused from voting.)

Cramerton Board of Commissioners: Alcoholic Beverage Control (ABC) Board Travel Policy. The Town Manager stated that each year the ABC Board adopts the Town's travel policy per the state's requirement. A certified copy of the minutes will be provided to the ABC Board along with the travel policy. A motion was made by Mayor Pro Tem Koutsoupas to approve the use of the town's travel policy by the Cramerton ABC Board. The motion was seconded by Commissioner Rice and approve by all.

Parking on Central Park Area Streets: The Town Manager stated the staff reviewed the parking concern for the Central Park area streets for other possible options. Angle parking was considered as Washington Street is a one-way street. There are public safety concerns as parking occurs on both sides of the street which creates an issue for emergency response vehicles along with trash collection. If parking spaces are removed in this area, this would reduce parking by ten to twelve spaces on Washington Street. Parking was considered at the vacant town property near Central Park. Parking would need to be ADA compliant. Estimated costs range from \$3,000.00 to \$4,500.00 per parking space. The town could offer permitted parking for the local residents. Commissioner Rice stated one solution offered was to have the resident who lives near the blind spot to begin back parking in their driveways. Commissioner Abernathy asked where are people parking that are using Central Park. Mr. Pugh stated the property by the ballfield can be used and then people would walk up to the park. Commissioner Rice asked if there had been any contact from the property owner on Eighth Avenue and the Town Manager said no. Chief Ratchford stated additional speed limit signs have been posted, striping is going to be placed at the fire hydrants marking the fifteen foot area, and a furtive speed study was completed on Washington Street. Commissioner Helms stated the safety of the streets needs to be ensured. No action was taken by the Board.

Town Attorney Position Search Information: The Town Manager stated Attorney Fox will be serving as the town's Interim Attorney until the end of this calendar year. Commissioner Helms stated the Board and staff are accustomed to working with an individual attorney. He asked if there was any value to reaching out to other municipalities to see if may be interested in a shared relationship. Commissioner Helms asked if a firm is chosen how do they determine who is appointed. Attorney Fox stated the firm can appoint someone. He asked the Board about someone lobbying or would the Board prefer a provision that no one contacts the Board members directly. Commissioner Rice was okay with a minimum of five years' experience. Attorney Fox stated an attorney with seven years' experience is moving closer to partnership status. Discussion was held by the Board regarding years of experience and depth of experience that will be needed. Mayor Pro Tem Koutsoupas asked to review the request for proposal before it is distributed.

Cramerton Veterans Memorial: Mayor Cauthen stated information was distributed via a post card along with the August newsletter for the upcoming July 26th and July 27th meetings. Mayor Cauthen stated he reached out to Ron Rickard and Larry Rick for their input.

NCGS 143-318.11(A)(6): To consider the qualifications, competence, performance, condition of appointment of a public officer or employee or prospective public officer of employee. A motion was made by Commissioner Neeley to approve a \$5,000 increase in the Town Manager's salary from \$75,000 to \$80,000 with retroactive pay to July 1, 2017. The motion was seconded by Commissioner Rice. The vote was 4 to 1 with Commissioner Abernathy voting nay. Commissioner Abernathy thanked Mr. Pugh for all of his hard work and explained to him that she considered the proposed salary percentage increase excessive.

Manager's Report: Update of Road Paving Project: Mr. Pugh stated B&N Grading began work this week on Front Street. Business owners in this area will be contacted regarding the construction traffic and changes to garbage pickup services. Rodney Baker will meet with the

owner of Doffer's regarding the dumpsters. The alleyway will be on the paving schedule in a few weeks.

Get Ready Gaston: The Town Manager stated the town received a Montcross invitation to the Get Ready Gaston Forum on Preparing for Growth to be held at the Haid Theatre on August 17th from 8:00 a.m. to 1:30 p.m. Montcross is also planning an amazing race challenge. This will consist of two person teams and clues will be given. Cramerton is being considered to be part of the venue.

Update from Two Rivers Utilities:

Stephanie Scheringer reported that TRU responded to twenty-seven water meter related service requests, repaired two water leaks, and had no sewer related calls. One irrigation service was installed. Thirteen preventative maintenance requests were performed at the pump stations. The sewer line easement clearing on Cramer Mountain is approximately seventy-five percent complete and should be finished within the next few weeks. Nine water samples were tested for water quality control and all were in compliance with the State Drinking Water Quality Standards. The design is progressing well for the Southeast Sewer Project with the final design anticipated in late 2017. TRU will be replacing a pressure reducing valve in the Cramer Mountain area as the current valve has reached the end of its useful life. The project is scheduled for Monday August 14th. All area residents will be contacted prior to work beginning. Land application of bio-solids from the Eagle Road Wastewater Treatment Plant is planned to begin in early July and there will be increased tanker truck traffic.

Town Attorney: The buyer of VCM has requested a thirty day extension for the closing date. A request can be made for an additional thirty days. Mayor Cauthen asked that the original contract along with conditional permits be reviewed as this project has changed from when it was originally presented.

Town Clerk: The Town Clerk thanked Stephanie Scheringer with Two Rivers Utilities for her help with several recent requests from citizens regarding water issues.

Police Department: Chief Ratchford presented the fifty-year anniversary badge to the Board for their review. Officers will begin wearing the anniversary badges now and continue to wear them for a year. A reception will be held in September at the work session meeting. Statistical information was distributed for review. Chief Ratchford stated this information is available at any time. He stated Officer Evans replaced Officer Howell. No applications were received as a result of the advertising for the investigator's position. Discussion was held about salaries in comparison with other municipalities. The Town Manager stated an adjustment was made last year and this can be reviewed again this year before the next budget cycle. Commissioner Rice stated retention is important. Deputy Chief Adams stated there are current issues with having enough applicants for the BLET classes for new officers.

Fire Department: Chief Foulk presented statistical information. Annual preventative maintenance is being performed this month. The Fire Department assisted with the recent River Sweep Clean Up and July Fourth events. The Fire Department began its fifth year in operation on May 1st. Chief Foulk stated Luke Karagias has been hired full-time in Charlotte as a firefighter. Commissioner Abernathy asked about receipt of grant funding. Chief Foulk stated grant funding opens in August and information will be presented in December for possible use of CIP monies for SCUBA equipment.

Planning: Mr. Pettine stated there are some possible changes to the VCM project. Two new builders, David Weekley and Brookline, have purchased lots.

A bike plan meeting is scheduled to be held in August with the first public meeting to also be held in August. Commissioner Neeley asked about the timeline for the The Groves and Haven Apartments. Mr. Pettine stated some road improvements need to be completed due to addition of turn lanes. The Cramer Mountain Sidewalk plans are being reviewed by NCDOT. Once the engineer has reviewed the plans then budget information will be available.

Finance: Mr. Lineberger absent for vacation.

Parks and Recreation: Mr. Smallwood stated the pre-fabricated bathrooms have been installed. The goats have been delivered to Central Park to begin the kudzu eradication. Mr. Smallwood thanked the Community Committee for the 600 pounds of trash that was picked up during the recent River Sweep Clean Up. He stated the cleanup group consisted of citizens along with people from other municipalities who joined in to assist with this river clean up.

Committee Reports:

Cramerton Historical Society: Mayor Pro Tem Koutsoupas stated the Historical Society is holding their meeting tonight.

Parks and Recreation Advisory Board: Mayor Pro Tem Koutsoupas stated the next meeting is scheduled for Monday, August 7th at Town Hall. The swimming pool will close on August 19th.

Community Committee: Mayor Cauthen stated the River Sweep Clean Up was quite successful. He stated when this event is scheduled again it will be at a time when the weather is cooler and there is less vegetation.

Cramerton Merchants Association: Mayor Cauthen stated discussions are being held regarding the upcoming golf tournament on September 22nd.

Centralina COG: Mayor Cauthen stated he would not be able to attend the next Centralina COG meeting. Commissioner Helms stated he would be available to attend.

Topics of Discussion for Each Commissioner:

Commissioner Helms stated he plans on being in attendance at the airport meeting. He will not be in attendance at the August 17th Board meeting.

Mayor Pro Tem Koutsoupas asked that the Public Works Department check on the potholes between 214 and 216 Timberlane. He stated the signage area has been cleaned up at the entrance to the Timberlake neighborhood and it looks nice.

Mayor Pro Tem Koutsoupas asked about the possible updating of photos on the Town's website. He stated many of the photos are now several years old and many are of winter scenes.

Mayor Pro Tem Koutsoupas asked about the status of 216 Tenth Street. Chief Ratchford stated they have complied with codes and are not in violation. Mayor Cauthen asked is this a possible home business. Discussion was held regarding possible changes to the minimum housing policy.

Commissioner Abernathy asked for an update regarding the transition regarding the retirement of Chief Ratchford and the transition process as this is a key position. The Town Manager stated this can be discussed in closed session at the August 3rd Board meeting.

Commissioner Abernathy thanked the Community Committee for a job well done and how well it was organized. She thanked the Parks and Recreation Department for their assistance with helping the Community Committee in preparation of this event.

She asked about the dinner that had been discussed at prior meetings to be held in the downtown area. Mr. Pugh said "An Evening Under the Stars" is scheduled for September 28th and sponsorships are being pursued. Kim George with the Gaston Arts Council is out of town and will be available to give an update at one of the upcoming Board meetings. Commissioner Helms stated he communicated with Ms. George regarding a sponsorship by the Bank of America and he was able to assist her with that request.

Commissioner Abernathy stated she will not be in attendance at the August 3rd meeting.

Commissioner Rice stated he had recently returned from vacation and was happy to be back. He stated he was excited about working with Attorney Anthony Fox.

Commissioner Neeley stated she participated in the River Sweep Clean Up. She attended and assisted with the swimming pool party lunch on July 4th. She attended the recent ABC Board meeting. She stated she has visited the Timberlake neighborhood as the liaison for that area several

times and has been able to meet with the residents. She stated she spoke to the Town Manager about a speed study for Cimarron Boulevard and Armstrong Road.

Mayor stated he received a call from the Catawba Artisan Guild about the possibility of allowing an art show in downtown Cramerton.

Mayor Cauthen stated he recently saw Rodney Baker, Public Works Director, picking up garbage on Eighth Avenue. He also said that Eric Smallwood, Parks and Recreation Director, and his son came out to the River Sweep Event. He thanked the department heads for all they do.

Adjournment: A motion was made by Susan Neeley to adjourn at 10:08 p.m. The motion was seconded by Commissioner Abernathy and passed by unanimous vote.

Mayor Will Cauthen

ATTEST:

Wilene Cunningham, Town Clerk