

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

June 7, 2016

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

Board members present: Mayor Ronnie Worley; Mayor Pro Tempore Will Cauthen; Commissioners Houston Helms, Demetrios Koutsoupas (arrived at 7:14 p.m.), Susan Neeley, and Donald Rice.

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 Worley called the meeting to order and determined a quorum was present.

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

Public Comment: No one signed up to speak.

Proclamation and Recognition:

- **Proclamation Recognizing the 2016 Championship Teams for Cramerton Middle School:** Mayor Worley read the proclamation recognizing the Cramerton Middle School Girls' Basketball Team, Girls' Soccer Team, and the school's baseball team. Mayor Worley recognized individual wrestlers for their achievements along with the first place winner for the girls' track team and the individual medalist for the golf team. Principal Denton stated this was his first year as the principal at the school. He thanked the Mayor and Board for recognition of the students and coaches.

Presentation: Cramerton Five Year General Budget Projections. Information was distributed to the Board regarding capital outlay expenditures budget projections and the five year revenue and expenditure projections. The Town Manager stated information is presented from 2010 until 2016 determining an average of increases or decreases in both operating expenses and operating expenditures. The stormwater account will be a key factor moving forward especially with road and storm drain maintenance. The Board thanked the Town Manager and staff for this update.

Agenda Items requiring a Public Hearing:

- **Open Public Hearing:** A motion was made by Commissioner Neeley to open the public hearing for the fiscal year 2016-2017 Cramerton Town Budget. The motion was seconded by Commissioner Koutsoupas and approved by all.
- **Staff Comments/Board of Commissioners Questions and Answers:** The Finance Director presented to the Board the proposed budget ordinance and fee schedule. He stated there was a change in the parks and recreation department's fee schedule for gymnasium rentals. The fee for cleanup has been increased to \$20.00 per hour. Mayor Pro Tem Cauthen stated he wanted to be ensured that these type of increases are incremental. The Town Manager stated discussion regarding repairs to the gymnasium roof will be discussed later in the meeting.
- **Public Comment:** No one signed up to speak.
- **Close Public Hearing:** A motion was made by Commissioner Neeley to close the public hearing for the fiscal year 2016-2017 Cramerton Town Budget. The motion was seconded by Mayor Pro Tem Cauthen and approved by all.

- **Motion to Consider Adoption of FY 2016-17 Cramerton Town Budget:** A motion was made by Commissioner Helms to adopt the fiscal year 2016-2017 Cramerton Town Budget with the tax rate to remain at 47.5 cents per \$100 valuation. The motion was seconded by Commissioner Neeley and approved by all.

Consider approval of the April 21, 2016 and May 3, 2016 BOC meeting minutes. Commissioner Koutsoupas stated a correction was needed in the May 3, 2016 meeting meetings regarding the team sports registration fee stating “is currently \$55.00 for residents and \$85.00 for non-residents” to be corrected to read “is currently \$55.00 for residents and \$80.00 for non-residents”. The motion to approve the proposed April 21, 2016 meeting minutes and the amended May 3, 2016 meeting minutes was made by Mayor Pro Tem Cauthen. The motion was seconded by Commissioner Koutsoupas and approved by all.

Finance:

- **Town Hall Building and Gym Repairs: Review the new quotes and direct staff to move forward with either financing option or the fund balance option.** Mr. Lineberger stated he was waiting for a second proposal for repairs to the town hall and gymnasium roofs. A request has been made of the lowest bidder if the four safety anchors were included in their bid along with unit pricing for replacement of the any damaged wood or insulation. The current quote is now \$214,000.00. The Board requested that a third bid be requested. A motion was made by Mayor Pro Tem Cauthen to empower the Town Manager and Finance Director to fund any work through fund balance contingent upon the third bid being received. The motion was seconded by Commissioner Rice and approved by all.

Planning:

- **NCDOT Grant for a Bicycle Plan: Review memo and provide direction for bid/contract process.** The Planning Director stated NCDOT now offers two processes regarding the grant administration process. The first process allows NCDOT to administer the process taking some of the burden off of local government staff mostly relating to the procurement process. NCDOT has a contract with firms for performing the on-call planning services. Staff was interested in considering a proposal from Stewart Engineering but they were not included on the pre-qualification list. Discussion was held by the Board and agreed for NCDOT to provide the grant administration process.

Public Works:

- **Road Paving/Maintenance:** The Town Manager stated the memo outlines the proposed road paving and maintenance projects proposed for Woodlawn Avenue, Washington Street, Front Street, and the Front Street alley. The quote from US Infrastructure is \$369,000.00 with funding from the Powell Bill and stormwater accounts. The bid has been issued informally to nine engineers with four of these requesting engineering plans. One bid was received from Blythe Construction. The original bid price given was \$488,901.49 which has been reduced to \$415,224.00. The drainage repair to Front Street Alley increased the bid as the drain will need to be heavy duty industrial quality due to the amount of truck traffic. After a follow up meeting with Blythe Construction the bid was reduced by a reduction of grading and traffic control to be provided by the town, using a slotted drain instead of a French drain, and a reduction of paving costs by maintaining the center of alleyway due to the quality of paving already in place. Mayor Pro Tem Cauthen asked if concrete pads would be part of the improvements. The Town Manager stated this was not currently engineered into this project.

Mayor Pro Tem Cauthen asked the reason why there was only one bidder. The Town Manager stated US Infrastructure reached out to several of them and most did not bid due to the small size of the project. The City of Belmont is currently in the process of road resurfacing and the Town Manager stated he would speak with Adrian Miller, Town Manager for the City of Belmont, regarding the financing of their project and the price breaks they received. Discussion was held regarding requirements if the bidding and financing are over \$500,000.00. Attorney Brown stated any loans over \$500,000.00 will need to be reviewed by the LGC. Mayor Pro Tem Cauthen asked who the paving contractor was for the City of Belmont. The Town Manager stated Blythe Construction. Commissioners Helms and Rice stated they would like to see additional bids prior to

making a decision. Discussion was held regarding doing a larger project to create a possible cost savings. Attorney Brown stated a larger project due to cost would slow the process down as the LGC would have to be involved.

- **Branding: Receive presentation of Branding and Steering Committee's final recommendation of primary and secondary brands and provide direction to move forward.** Mayor Pro Tem Cauthen thanked everyone who served on the Branding and Steering Committee. He stated the decision was made to retain the current logo as it has stood the test of time and is both classic and timeless. Information was presented regarding the use of the logo of the goat in the boat for items such as tee shirts, hats, etc. Goat Island is one of the town's chief assets and is used by everyone. The tagline presented was "So Blessed" as an indication of faith in our future. The Board asked about the trademarking of goat in the boat. Attorney Brown stated we would have common law trademark. Mayor Pro Tem Cauthen stated he has the goat in the boat stickers already printed and the proceeds could be used for the veteran's memorial fund or the community board. Commissioner Rice asked about the possibility of someone using the goat in the boat logo on merchandise without asking for permission. Attorney Brown stated then there would be a reason to ask for outside legal assistance regarding copyright laws. He recommended the Board take action to adopt the goat in the boat as the town's logo. A motion was made by Commissioner Helms to adopt the proposed goat in the boat as created for the town's logo and to be used for town purposes. The motion was seconded by Commissioner Neeley and approved by all. Mayor Pro Tem Cauthen stated the current oval Town of Cramerton logo may be modified. Attorney Brown stated if changed a motion will be needed. Discussion was held regarding having Arnett Muldrow and Associates presenting deliverables. Attorney Brown asked about the research regarding the tagline. The Town Manager stated research indicated this tagline is not being utilized in local government. Attorney Brown recommended a broad search to include corporations and businesses.

Town Manager's Report:

- **Patterson Street Gate:** The Town Manager provided pictures of a possible eighteen feet gate that could be installed at Patterson Street. The gate should be installed by the Public Works Department this week. Two Rivers Utilities will be allowed access.
- **Go Gaston Branding:** The Town Manager presented the Go Gaston branding logo along with a promotional video.

Two Rivers Utilities: Mike Bynum stated TRU responded to forty water meter related service requests, repaired four water leaks, and responded to one sewer related call. TRU installed two irrigation taps, installed two new sewer taps, and performed thirty-three preventive maintenance requests at the pump stations. Ten water quality samples were taken and all were in compliance with state drinking water quality standards.

Town Attorney: Nothing to report.

Town Clerk: Stated she enjoyed the recent visit to Raleigh for Town Hall Day.

Police Department: Chief Ratchford had nothing to report.

Fire Department: Chief Foulk was absent.

Planning and Zoning Department: A zoning permit was requested for Vip's Pizza to be located at Market Street Shopping Center Suite I. A zoning permit was issued for a Waffle House to be located off South New Hope Road in the town's ETJ area. True Homes is doing their due diligence regarding water and sewer for the single-family homes in the South Fork Village and their engineer is working on that. Proposed elevations for the single-family homes were presented to the Board. Single-family homes will be constructed of Hardie plank or brick. The elevations will remain the same. Garages are being designed to allow parking of two vehicles in the driveways. The price range is \$180,000.00 to \$280,000.00. The south side Wilkinson Boulevard plan is being finalized. Discussion has been held regarding realigning the bypass connector to avoid the Lakewood intersection. Information will be presented at a later date. Triangle Real Estate filed their conditional rezoning application regarding the parcel near State Farm Insurance for a location to move dirt from one site to another. A public input meeting has already been held and the Planning

and Zoning Board will hear this information at the June 21st meeting. An amendment has been filed to the conditional use regarding the Villages at Cramerton Mills. A public information meeting regarding the Villages at Cramerton Mills will be held at Town Hall on June 20th from 4:00 to 6:00 p.m. Plans will be available for review.

Finance Department: Preliminary year end projections and preliminary revenue sheet were presented to the Board for review. Mr. Lineberger stated he would not be in attendance at the next Board meeting but would prepare any budget amendments that may be needed to reallocate funds for the currently approved budget. Discussion was held regarding moving the \$150,000.00 for the Lakewood/Eagle Road project to the Cramer Mountain Road sidewalk. Mr. Krouse stated a pre-fab pedestrian bridge is being considered for the Lakewood/Eagle Road project and would provide connectivity to the sidewalk from Eagle Road on the high school side. Mayor Worley and the Board liked the pre-fab bridge idea but commented on the need for completion of the sidewalks. Attorney Brown stated the project ordinance will need to be closed out and then the sidewalk ordinance can be addressed later. Mr. Lineberger stated the regional utility project which started around 2010 is coming to a close. The Town owes \$33,000.00 and he is working with Two Rivers Utilities regarding an invoice in order to close the project.

Planning Department: Mr. Krouse stated the right of way has been received from NCDOT regarding the Lakewood greenway. Advertising for construction will begin soon.

Committee Reports:

- **Parks and Recreation Advisory Board:** Commissioner Koutsoupas stated spring sports have been completed. The pool will operate full time starting on Saturday. The Independence Day Celebration is scheduled for Saturday July 2nd featuring live music.
- **Cramerton Merchants Association:** Mayor Pro Tem Cauthen stated the next meeting will be held on Tuesday June 21st at 8:00 a.m. at Town Hall. Consideration is being discussed regarding involvement in the Town's Independence Day celebration. Commissioner Neeley asked if receipts had been printed. Mayor Pro Tem Cauthen stated they are working on printing receipts.
- **Historical Society Interest Meeting:** The next meeting will be held on Thursday and discussion will be held regarding tagging artifacts. Commissioner Koutsoupas stated he had concerns regarding liability about the artifacts that Attorney Brown stated specific items need to be listed on the Town's insurance. The Finance Director stated he would contact the Town's insurance carrier tomorrow regarding this matter.

Topics of Discussion for Each Commissioner:

Commissioner Neeley had nothing to report.

Commissioner Rice had nothing to report.

Mayor Pro Tem Cauthen asked if the Gaston County School Board or the Carolina Thread Trail had been contacted regarding possible financial assistance with construction of a walkway to the high school. Mr. Krouse stated that we have a new contact person at the Carolina Thread Trail and he will reach out to them and the school board regarding this matter.

Commissioner Koutsoupas requested that the practice fields at Stuart W. Cramer High School be mowed as the school is preparing for graduation. He asked about the possibility of placement of a mirror at the railroad underpass to assist with safety.

Commissioner Helms thanked the Town Manager for the information regarding forecasts up to 2020.

Mayor Worley commented on the house located next to the parish at the First Baptist Church. There are vines growing up the side of the house along with high grass. Chief Ratchford stated he would follow up on this.

Closed Session: A motion was made by Commissioner Neeley to enter into closed session regarding 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 Mayor Pro Tem Cauthen and approved by all.

ADJOURNMENT: On return to open session, there being no further business, a motion was made by Commissioner Neeley to adjourn the meeting at 9:35 p.m. The motion was seconded by Commissioner Rice and approved by all.

Mayor Ronnie E. Worley

ATTEST:

Wilene Cunningham, Town Clerk