

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

**April 19, 2018**

The Board of Commissioners for the Town of Cramerton met in workshop session on Thursday, April 19, 2018 at 6:00 p.m., in the G.M. Michael Commission Chamber at the Cramerton Town Hall.

**Board Members present:** Mayor Will Cauthen; Mayor Pro Tem Demetrios Koutsoupas; Commissioners Houston Helms, Donald Rice, and Susan Neeley were present. Commissioner Abernathy arrived at 6:48 p.m.

**Staff Present:** David Pugh, Town Manager; Attorneys Kevin Bringewatt and Karen Wolter; Dave Pettine, Planning Director; and Wilene Cunningham, Town Clerk.

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

**6:00 p.m. Closed Session Meeting.**

**NCGS 143-318.11(a)(3) Consult with the attorney to protect the attorney-client privilege.** A motion was made by Commissioner Neeley to enter into closed session to consult with the Town's attorney. The motion was seconded by Commissioner Rice and approved by all.

A motion was made by Mayor Pro Tem Koutsoupas to return to open session and was seconded by Commissioner Helms. The motion was approved by all.

A motion was made by Mayor Pro Tem Koutsoupas for a five-minute recess. The motion was seconded by Commissioner Abernathy and approved by all.

**7:00 p.m. Board of Commissioners Meeting:**

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

**Staff Present:** David Pugh, Town Manager; Attorney Karen Wolter; Brad Adams, Police Chief; Joel Lineberger, Finance Director; Dave Pettine, Planning Director; and Wilene Cunningham, Town Clerk.

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

**Adoption of Agenda for this meeting:** The Town Manager asked that the agenda be amended to add Cimarron Boulevard traffic calming under the update for Planning and Zoning. A motion was made by Commissioner Neeley to approve the amended agenda. The motion was seconded by Mayor Pro Tem Koutsoupas and approved by all.

**Public Comment:** No one signed up to speak.

**Agenda Items Requiring a Public Hearing:**

**A public hearing for the purposes of considering Wilkinson /Lakewood Overlay District.**

- **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 / BOC Questions and Answers:** Mr. Pettine stated that the public hearing is to consider a text amendment to the Town's Land Development Code. This amendment will create a new overlay district for the area studied in the Lakewood/Wilkinson South Small Area

Plan. The Planning and Zoning Board approved the text amendment to the Land Development Code.

Mayor Pro Tem Koutsoupias asked about the right-of-ways such as the pipeline. Commissioner Helms asked about the twenty-foot buffer. Mr. Pettine stated the buffer could be increased. A motion was made by Commissioner Helms to increase the proposed buffer to fifty feet. The motion was seconded by Commissioner Abernathy and approved by all.

- Mr. Pettine stated only single-family homes would abut the Lakewood property. Commissioner Abernathy asked about the inclusion of multi-family units such as apartments. The current text amendment would include multi-family units. Mr. Pettine stated multi-family units are not listed as a prohibited use. The multi-family units such as apartments would not abut the Lakewood neighborhood. Commissioner Rice asked if multi-use family units could be added to the list of restricted uses and Mr. Pettine stated yes.
- **Public Comments:** No one signed up to speak.
- **Close Public Hearing:** A motion was made by Commissioner Rice to close the public hearing. The motion was seconded by Commissioner Neeley and approved by all.
- **Action Item: Consider approval of the Wilkinson/Lakewood Overlay District.** A motion was made by Commissioner Helms to approve the Wilkinson/Lakewood Overlay District as amended to include a fifty-foot natural buffer from the property line. The motion was seconded by Commissioner Rice and approved by all.

Commissioner Abernathy stated she would like to amend the previous motion to include “stand alone multi-family units or traditional apartments” to the list of restricted uses. The motion to amend was seconded by Commissioner Rice. The vote was 4 to 1 with Commissioner Helms voting nay.

**Action to approve overlay as amended:** Mayor Cauthen asked if there was any additional discussion by the Board with the two amendments. As there was no further discussion the Mayor asked the Board to vote on approval of the Wilkinson/Lakewood Overlay District motion as amended to include a fifty-foot natural buffer from the property line and the addition of the restriction of no multi-family units or traditional apartments to be added to the list of restricted uses. The motion passed by unanimous vote.

Mr. Pettine stated he would contact Donnie Hicks with Gaston County Economic Development to advise of the amendment regarding the added restriction of no multi-family units or traditional apartments.

**Consider approval of the March 1, 2018 BOC meeting minutes.** Mayor Pro Tem Koutsoupias asked that the draft March 1, 2018 BOC meeting minutes be corrected with the date of Thursday, April 19<sup>th</sup> under the request to set public hearing information. He asked that the sentence reading “the firing range continues to track with a date of March 30<sup>th</sup>” be corrected with the addition of the word “closing” date. A correction to add the “greenway” to the Lakewood Greenway Project was recommended. Commissioner Abernathy requested that the sentence under Topics of Discussion be amended to read “would the Board consider” instead of considering. The clerk stated she would make the recommended corrections. A motion was made by Mayor Pro Tem Koutsoupias to approve the amended March 1, 2018 BOC meeting minutes. The motion was seconded by Commissioner Abernathy and approved by all. Commissioner Helms was not in the Board room at the time of this vote.

**Cramerton Code of Ordinances: Presentation and Initial Draft Edits to Nuisance/Abatement Ordinance.** Attorney Wolter offered an overview of what is allowed by the State of North Carolina regarding zoning violations, minimum housing, junked vehicles, and various other items. The Town Manager stated this is the draft version of this document and it will be on the next agenda for further consideration and review. Attorney Wolter went over several of the proposed changes. Discussion was held regarding the responsibility of code enforcement and if the process would be complaint driven. No changes are being made to the solid waste section of the ordinance at this time.

## **Planning and Zoning: Traffic Calming Policy:**

- **Discussion regarding update on Tenth Street Traffic.** Mr. Pettine stated a speed study was conducted on Tenth Street and was evaluated under the newly adopted Traffic Calming Policy. The posted speed limit on Tenth Street is twenty miles per hour and the average speed of vehicles was twenty-three miles per hour.
- **Update on Timberlake traffic signs review and Cimarron Boulevard traffic calming.** Discussion was held regarding the number of traffic signs in the Timberlake neighborhood. The Town Manager stated a “children at play” sign can be placed at the entrance on Cimarron Boulevard. Mr. Pettine stated that Cimarron Boulevard could be modified with the addition of a bike lane and pedestrian path as there is not a sidewalk. The Board consented for staff to proceed with this option. The Town Manager stated information regarding cost would be presented at the next Board meeting. Commissioner Abernathy asked about a radar speed sign for this neighborhood. Chief Adams advised that a mobile unit has been applied for and that unit could be used. The Town Manager stated that Attorney Bringewatt is researching information regarding ownership of the Cimarron Boulevard median.
- **Update of pedestrian safety at North Main Street and Eighth Avenue.** The Town Manager stated staff met on site and discussion was held regarding various striping options. Commissioner Helms asked about placement of striping at the Hampton Meadows Apartments. Mayor Pro Tem Koutsoupas asked that signage be placed to encourage everyone to cross at the designated striped areas. The Board also asked that existing crosswalk areas and speed bumps be painted. The Town Manager stated Rodney Baker and his crew will be completing that task soon. Commissioner Abernathy stated that when the weather is cold and water gathers under the railroad underpass it becomes slippery and even freezes. The Town Manager reminded everyone that this property is owned by the railroad but signage can be placed prior to underpass.

**Big Board Review:** The Town Manager stated the bike repair area will be discussed later. He advised the Board that the language had been amended regarding the Timberlake connectivity and small Lakewood Bridge. The GCL MPO has placed this project on the State Transportation Improvement Program (STIP) list.

## **Cramerton Board of Commissioners:**

**Cramerton Veterans Memorial: Review and consider bids for General Contractor for the Cramerton Veterans Memorial.** Commissioner Helms stated that collection of pledges is going well. He will be meeting with the Cramerton Historical Society to discuss planning of the event for the Veterans Memorial. The Town Manager stated two bids were received for the construction of the Veterans Memorial and Bike Repair Station. The Finance Director stated the general contractor would need to invoice the Town separately as the Bike Repair Project is not a capital project.

**Action Item: Consider approval to direct staff to negotiate a contract with the lowest responsible bidder for a General Contractor for the Cramerton Veterans Memorial.** A motion was made by Commissioner Helms to empower staff to negotiate with the lowest responsible bidder for the General Contractor for the Cramerton Veterans Memorial. The motion was seconded by Mayor Pro Tem Koutsoupas and approved by all. The Town Manager stated the lowest bidder was Southside Constructors, Inc. and the bid amount was \$144,625.00. Commissioner Abernathy asked for a chart providing details.

**Manager’s Report:** The Town Manager stated that he would provide the update for Parks and Recreation since Mr. Smallwood was absent. A tree fell at the C.B. Huss Recreation Complex and was removed by the Town’s Parks and Recreation staff for a savings of about \$4,000.00.

## **General Staff Reports:**

- **Update from Two Rivers Utilities:** Mike Bynum provided his report to the Board. He advised that the second phase of the right-of-way clearing for Cramer Mountain will begin this summer. A map will be provided to the Board indicating the areas that will be affected. Two Rivers Utilities has contacted the homeowner’s association and discussed coordination of this

project. Mr. Bynum advised the Town Clerk that Two Rivers Utilities followed up on the reported leak on Eagle Road.

- **Town Attorney:** A pledge of \$500.00 has been made in support of the Veterans Memorial from their firm. The Board thanked them for their pledge.
- **Town Clerk:** The Town Clerk stated she attended the CCOG meeting in Charlotte along with the Town Manager.
- **Police Department:** Chief Adams provided a monthly report to the Board and stated the recent Glock class was well attended.
- **Fire Department:** Chief Foulk provided a monthly report and advised the Board that Emily Robinson joined the Fire Department. He stated one firefighter graduated today from recruit school.
- **Planning:** Mr. Pettine stated the re-bid for the Lakewood Greenway Project will be sent out tomorrow. He updated the Board on the construction of homes at the Villages at Cramerton Mills. A stakeholders meeting is being planned regarding the Market Street area. Commissioner Neeley asked about the Cramer Mountain Sidewalk Project. No update available at this time. Mr. Pettine reminded the Board of the joint Arbor Day Celebration with the City of Belmont to be held on April 28<sup>th</sup>.
- **Finance:** Mr. Lineberger stated an audit was completed on Monday of the 401(k) retirement savings plan and the auditor advised when he left there were no exceptions noted. The new garbage truck is scheduled to be delivered tomorrow. Commissioner Abernathy asked what is considered “miscellaneous revenue”. Mr. Lineberger stated he would look over that line item and provide an update later.
- **Parks and Recreation:** Mr. Smallwood was absent.

#### **Committee Updates:**

- **Parks and Recreation Advisory Board Update:** Mayor Pro Tem Koutsoupas advised that the next Parks and Recreation Advisory Board meeting would be held on May 7<sup>th</sup> at 7:00 p.m. at Town Hall. Volunteers are needed to assist in setting up the Catawba River Artisan’s Event on Saturday.
- **Cramerton Merchants Association:** The next meeting will be held next month at Town Hall.
- **CCOG:** Mayor Cauthen stated a delegate’s meeting is scheduled for next Wednesday.
- **Community Committee:** The next meeting is scheduled for Tuesday, May 8<sup>th</sup>, at 6:00 p.m. at Town Hall. Commissioner Rice stated the suggestions regarding the Lending Library at Riverside have been provided to the members.

#### **Topics of Discussion for Each Commissioner:**

Commissioner Neeley stated there was a great article in the Gaston Gazette newspaper about the promotion of Chief Adams. She attended the Gaston County School Board of Education meeting where Carol Neimeyer received The Order of the Longleaf Pine. She thanked Rodney Baker and his staff for picking up some items in her neighborhood. She stated she would like to make sure that the Gaston Symphonic Band is asked to be available to perform at the Veterans Memorial Dedication.

Commissioner Rice stated he received the Judicial Partner of the Year Award from Governor Cooper and a handwritten letter of congratulations from Senator Harrington. He stated he wanted to publicly thank Senator Harrington for her letter and her support of those who are public servants.

Commissioner Abernathy had nothing to report.

Mayor Pro Tem Koutsoupias thanked the Public Works staff for getting the debris picked up on the Wilkinson Boulevard Bridge so quickly.

Commissioner Helms congratulated Chief Adams for his promotion to Chief of Police. He stated he did a ride-along with the Public Works Director around Town and visited various facilities and looked at equipment. He advised the Board that the Cramerton Historical Society has requested use of a room at the Community Center. They also asked for the use of a tent and table so they can set up at this Saturday's Catawba Artisan's event. Commissioner Helms thanked Attorney Wolter for the code enforcement information and advised that he would like to move forward with considering someone to provide code enforcement.

Commissioner Helms asked about the status of possible lighting for the pedestrian crossing at Lake Drive at Stuart W. Cramer High School. He asked that staff follow up with this. He asked if the orange barrels at the old Duhart Creek Bridge that protect some valves could be removed. The Town Manager stated he spoke to Rodney Baker about other possibilities. Commissioner Helms advised the Board that he would be absent for several meetings due to his work schedule. He thanked the attorneys for their work and stated he was pleased with the Board choosing their group to be our legal counsel.

Mayor Cauthen thanked the Public Works crew for the prompt installation of signage in the Baltimore neighborhood. He thanked the staff for the creative solution offered for Cimarron Boulevard. Mayor Cauthen stated that several articles will be published in the Gaston Gazette newspaper regarding our trails and the river along with an article about Chief Adams.

**NCGS 143-31.11(a)(3) Consult with the attorney to protect the attorney-client privilege.** A motion was made by Commissioner Neeley to enter into closed session after a two-minute recess. The motion was seconded by Commissioner Abernathy and approved by all.

**Adjournment:** Upon return to open session and no further business to be discussed, a motion was made by Commissioner Abernathy to adjourn at 9:56 p.m. The motion was seconded by Commissioner Neeley and passed by unanimous vote.

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Mayor Will Cauthen

**ATTEST:**

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Wilene Cunningham, Town Clerk