

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

May 3, 2018

The Board of Commissioners for the Town of Cramerton met in regular session on Thursday, May 3, 2018 at 6:00 p.m., in the G.M. Michael Commissioner 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. Commissioner Dixie Abernathy arrived at 6:10 p.m.

Staff Present: David Pugh, Town Manager; Karen Wolter, Attorney; Brad Adams, Police Chief; Joel Lineberger, Finance Director; Eric Smallwood Parks and Recreation Director; Lance Foulk, Fire Chief; 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. FY 2018-2019 Budget Work Session: The Town Manager provided a memo to the Board stating that the draft version of the budget being presented at this meeting is balanced. Mr. Lineberger stated a trash truck has been purchased and delivered to Public Works. Discussion was held regarding possible revenue from the addition of tag and tax along with increased sales tax and ad valorem taxes due to an increase in population. Mr. Lineberger advised that the Town's workers comp rate has decreased. The retirement rate for both police and general government employees are being increased. The new rates will be 7.95% and 8.50%. Commissioner Abernathy arrived at 6:10 p.m.

Mr. Lineberger stated the Town has three USDA loans and a bank loan with Park Sterling. The Town Manager listed the Capital Project requests from Parks and Recreation. The request included replacement of the Goat Island playground pillars, gym floor resurfacing, pool re-plastering, Riverside Drive fence, Greenwood Place parking lot fence, breezeway drainage, and Goat Island Bridge decking. Commissioner Helms asked about the process for board replacement on the Goat Island Bridge. Mr. Smallwood stated boards are purchased in groups of ten and the Parks and Recreation staff replaces any rotten or decayed boards. Commissioner Helms asked if the hemlock pillars are under any type of warranty. Mr. Smallwood stated three of the pillars need to be replaced immediately and the vendor is recommending replacing the hemlock pillars with gray locust. Attorney Wolter stated she would review the contract.

Discussion was held by the Board regarding a replacement vehicle for the Fire Department, salary increases, and Town Hall repairs. Commissioner Rice stated he would like to recommend monies be set aside for a vehicle amortization schedule such as a ladder truck. Commissioner Helms asked about monies for paving projects. Mr. Lineberger stated there is \$60,000.00 in the budget for remedial repair work.

Recommendations were made by the Board to consider the items presented by the Parks and Recreation Department that are safety oriented. This would include replacement of the playground pillars, repairs to the Goat Island Bridge decking, and pool re-plastering. Mayor Pro Tem Koutsoupas recommended the newsletter be done on a quarterly basis and to increase electronic means for distribution.

Mayor Cauthen called for a five-minute recess. Mr. Lineberger advised the Board that he was not feeling well and would not be in attendance at the 7:00 p.m. meeting.

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.

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

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

Invocation and Pledge of Allegiance: Commissioner Neeley provided the invocation and the pledge was given by all.

Adoption of Agenda for this meeting: A motion was made by Commissioner Helms to approve the proposed agenda. The motion was seconded by Commissioner Neeley and approved by all.

Public Comment: Dale Bowen, 11 Fourth Street, advised the Board that he was in favor of any traffic calming procedures that would assist in providing public safety as there is a lot of foot traffic and children in the Riverside neighborhood.

Recognition of CPD Officer Neill Jones' recent promotion from Sergeant to Captain: Chief Adams stated that Sergeant Jones was recently promoted to Captain over the support services.

Proclamations:

- **Municipal Clerk Week 2018: A proclamation to recognize May 6th through May 12th as Municipal Clerk Week in the Town of Cramerton.** A signed copy of the proclamation will be placed in the minute book as part of recordkeeping.
- **Police Officers Memorial Week: A proclamation to recognize May 13th through May 19th as "National Police Week" in honor of the service and dedication of all law enforcement officers.** A signed copy of the proclamation will be placed in the minute book as part of recordkeeping.

Agenda Items Not Requiring a Public Hearing:

Consider approval of the March 15, 2018 and March 27, 2018 BOC meeting minutes. Mayor Pro Tem Koutsoupas requested the following amendments to the proposed March 15, 2018 minutes: 1) that the motion regarding the statement of reasonableness be reviewed; 2) that "for the" be removed as it is repeated under the Cramerton Board of Commissioners section regarding the Veterans Memorial; 3) confirm whether Commissioner Helms was in attendance at the time of a motion. Mayor Pro Tem Koutsoupas requested the following amendment to the proposed March 27, 2018 minutes be made. Remove the letter "f" at the end of the sentence regarding Public Works; and to change "the" to "their trash pickup services. Commissioner Neeley asked that the Order of the Longleaf Pine be amended to read "The Order of the Longleaf Pine" in the March 27, 2018 minutes. A motion was made by Mayor Pro Tem Koutsoupas to approve the March 15, 2018 and March 27, 2018 BOC minutes as amended. The motion was seconded by Commissioner Helms and approved by all.

Planning and Zoning:

- **Consider approval to set a public hearing for the May 17, 2018 BOC meeting for the purpose of rezoning of Gaston County parcel number 202233 consisting of approximately 2.27 acres located at Main Street Extension and Seventh Street Extension.** A motion was made by Mayor Pro Tem Koutsoupas to set a public hearing for the May 17, 2018 BOC meeting for the purpose of rezoning of Gaston County parcel number 202233 consisting of approximately 2.27 acres located at Main Street Extension and Seventh Street Extension. The motion was seconded by Commissioner Neeley and approved by all. Commissioner Helms stated he would not be in attendance at the May 17th Board meeting.
- **Discussion regarding MT Land's Riverside Development presentation from the April 5th BOC Work Session.** The Board discussed how this proposed development would fit with the Town's Comprehensive Land Use Plan. This project consists of 475 acres and is divided into multiple phases to include commercial, single-family homes, mixed use/town homes along with infrastructure and road improvements. This parcel is located in the Town's ETJ and the sphere of influence. The Board discussed the importance of the proposed Catawba Crossing project and the economic development of this area. Mayor Cauthen stated this area is a corridor into Cramerton with great potential. The Board consented that this was not the development project that would best fit the Town's Comprehensive Land Use Plan. Mr. Pettine stated he would contact the developer.

Traffic Calming Policy.

- **Riverside Drive Traffic Study:** Mr. Pettine stated that a speed study was conducted in two phases on Riverside Drive. The posted speed limit is 20 miles per hour. There have been two collisions reported in the past twelve months. Increased police enforcement is recommended by policy. Placement of additional “children at play” signs will be discussed with Rodney Baker, Public Works Director. Mr. Smallwood stated that the utility pole at Riverside Park was damaged this past week. He stated placement of fencing would be helpful as there are two sharp blind curves along that area.
- **South Main Street Traffic Study:** Mr. Pettine stated that a speed study was conducted in two phases on South Main Street. The posted speed limit is 20 miles per hour. No collisions have been reported in the past twelve months. Mr. Pettine stated the proposed new development in this area will have sidewalks. He recommended possible placement of a stop sign at the end of the road near the railroad tracks. Findings of the study show an average speed of 21 miles per hour indicating a Class A traffic issue. Increased police enforcement will be initiated.

Big Board Review: Mayor Cauthen stated there is interest in the Centennial Center mural and the BB&T Building. The Town Manager stated that Gary Spangler, NCDOT Division 12 Engineer, is retiring. Jackie McSwain with NCDOT is working with staff. The Town Manager stated we are still waiting on a timeline from NCDOT regarding the painting of the fog line.

Cramerton Board of Commissioners:

- **Cramerton Veterans Memorial Update.** Commissioner Helms stated the collection rate is currently about 86 percent. The next step will be planning for the event. He stated he would be willing to lead this committee. Commissioner Abernathy stated she would be willing to serve on this committee.
- **Discussion of possible gift of public art:** Information was presented to the Board regarding possible donation of art. The Board requested that information be given to Attorney Wolter for review.

Manager’s Report: The Town Manager stated he had nothing further to report. He requested that the last two items on the agenda be switched. A motion was made by Mayor Pro Tem Koutsoupas to amend the agenda to correct the last two items to read “closed session” and then “adjournment”. The motion was seconded by Commissioner Rice and approved by all.

Update from Two Rivers Utilities: Mike Bynum provided his report to the Board.

Town Attorney: Attorney Wolter stated an inventory of the items prior to completion of the storage agreement between the Town and the Cramerton Historical Society is necessary.

Town Clerk: The Town Clerk stated she attended clerk training in Hendersonville.

Police Department: Chief Adams stated the Police Officer’s Memorial Service will be held at Catawba Heights Baptist Church to recognize officers that have been killed in the line of duty. He stated Officer Berry was sworn in today.

Fire Department: Chief Foulk was absent.

Planning: Mr. Pettine stated that the deadline for the Lakewood Greenway Project is Monday. He reminded the Board that the groundbreaking ceremony for the Courtyards at Cramerton is May 24th. He stated the survey for the teardrop property off of Lakewood Road should be completed soon and the metes and bounds will be determined and then the deed will need to be recorded.

Finance: Mr. Lineberger was absent.

Parks and Recreation: Mr. Smallwood stated there is a great amount of interest for the Goat Island Games 5K run. National Trails Day will be on June 2nd. The Arbor Day Celebration has been rescheduled for September 29th. The Fishing Tournament will also be held on September

29th. The pool opens May 26th. Repairs are being made to the pier due to damage from a tree falling. The Parks and Recreation staff removed the tree. Six new rocking chairs have been purchased. Notification will be provided to business owners regarding road closures for the upcoming 5K race. Commissioner Abernathy asked if the 5K is raising funds for any Parks and Recreation event. Mr. Smallwood said no as this was budgeted revenue to offset the cost of the expense for the Goat Island Games. Commissioner Helms asked about the use of pedestrian counters to study foot traffic on Goat Island. The Town Manager stated the MPO provides counters for foot traffic. Commissioner Abernathy commented about a broken area of asphalt located at Riverside Park. Mr. Smallwood said this area will need to be resurfaced from the parking lot to the circle.

Topics of Discussion for Each Commissioner:

Commissioner Helms had nothing to report.

Mayor Pro Tem Koutsoupas asked about the status of the CCOG State funding for low income communities. Mr. Pettine stated the list has been reduced to fifty-two tracts and the tract between Cramerton, Lowell and McAdenville was selected. Follow up will continue with the Town of McAdenville. Mayor Pro Tem Koutsoupas stated he would like to have business owners encouraged to leave prime parking spaces open.

Commissioner Abernathy thanked staff for installation of the speed bumps in Lakewood today. She asked about when the radar sign would be activated. Chief Adams stated the Town is waiting on Duke Energy and it should be about two weeks.

Commissioner Rice stated that Coleman Hattaway was recently appointed as the newest Fire Department's Captain.

Commissioner Neeley stated she attended her first meeting for the Institute of Medicine in Raleigh. She stated a Timberlake citizen stated they were not in favor of painting to encourage traffic calming on Cimarron Boulevard but would agree to installation of a three-way stop sign.

Mayor Cauthen stated the Catawba River Artisan Show was well attended. He thanked everyone for their help in volunteering for this event.

NCGS 143-318.11(a)(3) 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 enter into closed session. The motion was seconded by Commissioner Abernathy and approved by all.

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

Adjournment: Upon return to open session and with no further business to be discussed, a motion was made by Commissioner Helms to adjourn at 9:01 p.m. The motion was seconded by Commissioner Abernathy and passed by unanimous vote.

Mayor Will Cauthen

ATTEST:

Wilene Cunningham, Town Clerk