

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

October 18, 2018

The Board of Commissioners for the Town of Cramerton met in a workshop session on Thursday, October 18, 2018 at 7:00 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 Dixie Abernathy; Houston Helms; Susan Neeley; and Donald Rice were present.

Staff Present: David Pugh, Town Manager; Attorney Kevin Bringewatt; Josh Watkins, Planning Director; Brad Adams, Police Chief; and Wilene Cunningham, Town Clerk. Joel Lineberger, Finance Director, was 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.

Adoption of Agenda for this meeting: The Town Manager stated Joel Long with Greater Gaston Development Corporation was present at tonight's meeting to give an updated presentation. Mike Bynum from Two Rivers Utilities will be placed under agenda item "Agenda Items Not Requiring a Public Hearing" to offer his staff report. Discussion regarding MT Land was added under "Manager's Report". The proposed closed session topics can be removed but there may be some need to enter into closed session to discuss the award for "Citizen of the Year" and "Lifetime Service Award" to maintain anonymity for the recipients. A motion was made by Mayor Pro Tem Koutsoupas to approve the amended agenda. Commissioner Rice seconded the motion and it was approved by all.

Public Comment: No one signed up to speak.

Recognition of Officer Dan Harris's recent promotion to Sergeant: Chief Adams stated Officer Harris has been with the Cramerton Police Department for eight years and was recently promoted to Sergeant. He thanked Sergeant Harris's family for being in attendance. The Board congratulated Sergeant Harris regarding his promotion.

Presentation by Joel Long of Greater Gaston Development Corporation: Mr. Long stated it was about a year ago when information was presented regarding the Gaston County CLT Airport Connected Economic Positioning Strategy and the impact this project would have on the local area. The economic impact is estimated to be \$16.2 billion direct with creation of about 224,000 jobs with an \$11.5 million payroll. Information was presented regarding potential growth and the businesses that would be interested in moving into other parts of the county and even from other parts of the country. Mr. Long stated when information is presented to county commissioners, he would encourage local municipal officials to be in attendance to show their support. Mr. Long thanked the Board for their support.

Update from Two Rivers Utilities: Mr. Bynum presented his report. Preliminary plans were received from Labella Engineering for the sidewalk improvements along Market Street. Water and sewer utilities on the plan are being reviewed for accuracy. Surveying for the Cramer Mountain Sewer Easement should be completed in a week or two. The property owners and homeowner's association will be notified before clearing begins. The utility construction continues at Courtyards at Cramerton. Construction of the off-site improvements at Village at South Fork single-family are complete and acceptance testing is underway. The contractor has started construction on the wet well for the pump station. The agreement for improvements to Baltimore have been executed and mailed by VCM to allow additional phases to be built. The initial water and sewer submittals were returned with comments for the Grove at Peach Orchard and the Haven. Comments on the revised preliminary plat have been returned to Josh Watkins on October 8, 2018.

AGENDA ITEMS NOT REQUIRING A PUBLIC HEARING:

Board of Commissioners Meeting Minutes: Consider approval of the September 20, 2018 BOC meeting minutes. The Board was given a revised section of the September 20, 2018 meeting minutes with the following recommended correction: “a motion was made by Mayor Pro Tem Koutsoupas to reappoint Jerry Roche to continue to serve on the ABC Board for a term of three years. The motion was seconded by Commissioner Helms. The vote was 5-0 (with four affirmative votes and Commissioner Abernathy abstaining) and the motion passed”. Commissioner Abernathy asked that the sentence regarding an ad hoc committee for wayfinding state that she wanted to serve on the committee and that creation of the ad hoc committee was suggested by someone. Commissioner Rice asked that the word “projection” be changed to “project”. Mayor Pro Tem Koutsoupas recommended that several typographical and spelling changes be made to the proposed minutes. A motion was made by Mayor Pro Tem Koutsoupas to approve the September 20, 2018 with amendments. The motion was seconded by Commissioner Rice and approved by all.

MT Land Project Update: Discussion was held regarding the preliminary plat to subdivide property into two projects. The preliminary plat information will be presented to the Planning and Zoning Board at their meeting on December 18th. The proposed project is about 1,555 residential units and about a third of the project is in the Town’s ETJ. Mr. Watkins stated the part of the project for Cramerton is zoned residential R1 and is “use by right” and is allowed under the Town’s Land Use Plan. Mr. Watkins stated the county has a comparable R1 zoning. The Board discussed a proclamation to be prepared to be given to the county. Discussion was held regarding possible future voluntary annexation. Commissioner Rice asked about public services to this area. The Town Manager stated Two Rivers Utilities could provide water and sewer and assistance would be provided by the police and fire department to other agencies. NCDOT or a homeowner’s association would be involved with the roadways. Mr. Watkins stated he returned comments to the developer as they indicated on their plans that the streets would be built to the Town’s standards even though this area has not been annexed and remains in the Town’s ETJ area. Attorney Bringewatt and the Planning Director will prepare a proclamation. Commissioner Rice stated that it was important that the county commissioners understand the protentional burden on services for this project and how it affects the Town of Cramerton.

Planning and Zoning:

EPA Grant Funding for Brownfields. Consider acceptance of the Withers Ravenal (Engineering Firm) proposal to submit for Brownfield EPA Grant. The Town Manager stated the EPA is providing grant funding regarding brownfield developments. There are several areas in Cramerton that would be eligible such as the old utility site off of Woodlawn Avenue. Properties will need to be town owned. The Town Manager stated he will contact Jessica Martin to confirm charges regarding costs plus reimbursable expenses and request a cap be placed on it. A motion was made by Commissioner Rice to accept the Withers Ravenal proposal to submit for Brownfield EPA Grant. The motion was seconded by Commissioner Neeley and approved by all.

Traffic Calming: Discussion of Traffic Calming Study Results on Timberlane Drive (located in the Timberlake Neighborhood). Mr. Watkins stated the speed study was completed in two phases and were completed in September. Chief Adams stated increased police patrol presence is already in place. Mayor Pro Tem Koutsoupas asked about the number of traffic citations issued. Chief Adams stated there had been one written speeding citation. Commissioner Neeley asked about installation of traffic calming devices or possibly a flashing radar sign. Chief Adams stated per the traffic calming study completed in this area that increased patrol presence will be utilized. Mayor Pro Tem Koutsoupas asked about future repair work on Timberlane. Mayor Cauthen stated this entire neighborhood’s roadways will be considered for repaving. The Town Manager stated the entire neighborhood will be repaved once the development of that neighborhood is completed.

South New Hope Road Widening (by NCDOT): Consider approval of 20% of the cost share for South New Hope Road sidewalks that fall within Cramerton’s jurisdiction. Mr. Watkins stated he received information from NCDOT regarding widening of South New Hope Road which does not include construction of sidewalks. Gaston County, the City of Gastonia, and the Town of Cramerton’s plans include sidewalk construction. NCDOT is asking for a 20 percent matching amount for an amount of \$24,000.00. The project is slated for fiscal year 2021. The Town Manager stated a sample letter of support has been prepared for review by the Board. Commissioner Neeley asked if there would be a bike lane. Mr. Watkins stated no. A motion was made by Commissioner Helms to approve 20% of the cost share for South New Hope Road

sidewalks that fall within Cramerton's jurisdiction. The motion was seconded by Mayor Pro Tem Koutsoupas and approved by all.

BIG BOARD REVIEW: The Board discussed the Masonic Lodge parking lot improvement and scheduling a meeting with the stakeholders and lodge members to discuss information from the engineer. Attorney Bringewatt stated the first draft of the contract has been prepared.

Discussion was held regarding a possible location of the Helix R artwork. Commissioner Neeley asked if Central Park could be considered. Possible placement at the new Caromont facility was discussed. Mayor Cauthen stated Gary Fankhauser could be contacted regarding pros and cons for placement. Commissioner Rice stated he would like to see a variety of spaces to consider.

Mayor Pro Tem Koutsoupas asked about the status of the painting of the fog line on Main Street. He asked about the temporary paving lines on Wilkinson Boulevard. Due to the condition of the temporary paint being used for the lane striping it creates poor visibility especially at night or if it is raining. He asked if the painting contractor could possibly paint the fog line when they finish striping on Wilkinson Boulevard.

The Town Manager stated fencing pricing quotes for Goat Island will be presented at the next meeting. Mayor Pro Tem Koutsoupas asked about improvements to the boardwalks. Mr. Smallwood said the contractor will be working on this project as soon as the area dries up from the recent rains.

Mayor Pro Tem Koutsoupas asked about the deadline for request for proposals for wayfinding and how many have been received. The Town Manager stated tomorrow is the deadline for receipt of proposals and at this time two firms have responded. He advised that the ad hoc committee will meet next week to discuss wayfinding. The selected firms will make a presentation at the November 15th meeting.

Commissioner Abernathy asked if the hours of operation about Goat Island Greenway would be discussed at an upcoming meeting. The Town Manager stated the discussion at tonight's meeting was regarding fencing for Goat Island but hours of operation could be discussed at a future meeting. Commissioner Abernathy stated she feels these two items impact the ability to see alterations with the other. The Town Manager said these two items can be discussed together at upcoming meeting.

Mayor Cauthen asked about the extension of the greenway and a request for CMAQ funding to be reappropriated. The Town Manager stated discussion has been held with the local MPO staff and a request has been discussed with the NCDOT to move to another project. A revised application will need to be submitted once okayed by the MPO staff. Mayor Pro Tem Koutsoupas stated he received information Randi Gates with the MPO who stated she was waiting on information from the NCDOT staff about reassigning the funding that was originally for the Cramer Mountain Road Sidewalk Project.

Commissioner Helms asked that the Baltimore School be placed on the Big Board items. A meeting is scheduled for November 1st at 1:30 p.m. to meet with the Gaston County Historical Preservation Society.

Commissioner Neeley asked about lighting for Goat Island. Mayor Cauthen stated no estimates on solar lighting has been received.

Cramerton Board of Commissioners

Veterans Memorial Update: Light Fixture Change Order. Commissioner Helms presented information regarding the logistics for the upcoming dedication event. The event is scheduled to last approximately an hour. The Town Manager stated the sidewalk is being replaced prior to the dedication event. The parking areas will be closed at the fall festival. A change order has been submitted regarding a change of lighting to provide in ground lighting. A motion was made by Commissioner Helms to approve the change order for placement of in ground lighting for the Veterans Memorial. The motion was seconded by Commissioner Rice and approved by all.

Mural in Downtown “Centennial Center”: Discussion was held regarding the artist’s rendition for the mural. A possible reprint from the “Our State” magazine may be used as one of the informational insets.

Community Committee: Consider approval for Community Committee appointments. A motion was made by Commissioner Neeley to reappoint Fred Miller to the Community Committee for a three-year term ending November 30, 2021. The motion was seconded by Commissioner Rice and approved by all.

A motion was made by Commissioner Neeley to appoint Jeanne Valliere to the Community Committee for a three-year term ending November 30, 2021. The motion was seconded by Commissioner Rice and approved by all.

A motion was made by Commissioner Neeley to appoint Marcia Grant as an alternate member to the Community Committee for a term ending November 30, 2021. The motion was seconded by Commissioner Rice and approved by all.

Community Committee:

- **Consider the Community Committee recommendation for Cramerton Citizen of the Year Award.** A motion was made by Commissioner Helms to approve the Community Committee recommendation for Citizen of the Year. The motion was seconded by Commissioner Abernathy and approved by all.
- **Community Committee: Consider the Community Committee recommendation for Cramerton Lifetime Citizen Service Award.** A motion was made by Commissioner Neeley to approve the Community Committee recommendation for Lifetime Citizen Service Award. The motion was seconded by Commissioner Rice and approved by all.
- **Cramerton Christmas Parade: Discussion and consideration of Christmas Parade Grand Marshal.** The Board agreed that the Lifetime Citizen Award recipient be the Grand Marshal for this year’s parade. A motion was made by Commissioner Abernathy for the Lifetime Award recipient to be the Grand Marshal for this year’s parade. Commissioner Neeley seconded the motion and it was approved by all. This year’s Citizen of the Year will also be in the parade.

Manager’s Report: Two proposals have been received regarding wayfinding signage. This topic will be discussed at the November 15th meeting at 6:00 p.m. A discussion regarding website requests for proposals will be discussed at the November 1st meeting at 6:00 p.m. The Town Manager reminded the Board that only one Board meeting will be held in December on the 13th. He stated he missed the last Board meeting due to being sick.

GENERAL STAFF REPORTS:

Town Attorney: Nothing to report.

Town Clerk: She advised the Board of the phone calls being received to RSVP for the Veterans Memorial Dedication on Saturday, November 10th.

Police Department: Chief Adams presented his monthly report. September was a busy month due to an increased number of incidents reported.

Fire Department: Chief Foulk was absent.

Planning: Nothing to report.

Finance: Joel Lineberger was absent.

Parks and Recreation: Mr. Smallwood stated the fall festival is scheduled for this weekend. A Movie in the Park is scheduled after the fall festival. Parks and Recreation is helping hosting the 5K Veterans Run scheduled for next Saturday. Goat Island is open and the trail construction is moving along well.

Topics of Discussion for Each Commissioner:

Commissioner Helms asked that the Baltimore School be placed on the Big Board as a topic. He publicly thanked Wendy Cauthen for all of her help with the Veterans Memorial Project. He stated he hoped the Board would approve and support the information presented by Joel Long at the next Board meeting. He thanked Bringewatt and Snover for their legal services and support. He thanked the Town Manager for providing good communication and transparency.

Mayor Pro Tem Koutsoupas stated he attended the MPO meeting and a state representative was in attendance to discuss the widening of Interstate 85. Randi Gates was asked to gather information regarding NCDOT plans and future upgrades. Construction on Interstate 85 may begin in a year.

Mayor Pro Tem Koutsoupas asked about the ants in the Centennial Center area. Mr. Smallwood said the area was treated today and will be sprayed for ants again tomorrow.

Mayor Pro Tem Koutsoupas stated he recently attended an event and several people mentioned that they drive from Charlotte to visit Goat Island. He thanked Parks and Recreation for the good work.

Commissioner Abernathy thanked the Town Manager for the recent phone updates during the inclement weather. She asked the Town Clerk for a holiday schedule for upcoming events. She asked the Planning Director for an update regarding code enforcement. Mr. Watkins stated code enforcement is being updated with new software and full reports should be available at the next meeting. She stated she will be out of town the day of the Veterans Memorial Dedication due to a prior professional obligation. She voiced her appreciation of all the time and hard work that went into the Veterans Memorial project.

Commissioner Rice thanked the Community Committee for all of their hard work and dedication. He stated he was proud to be the liaison to this committee. He thanked the Parks and Recreation Department and how quickly Goat Island was reopened after the recent rains. He stated he spoke with Attorney Wolter about amending the committee appointment process and possible changes as the Planning and Zoning Board and ABC Board have legislative powers. He stated he hopes to see an updated application along with an interview with the Board as part of the process.

Commissioner Neeley thanked the Town Manager for the quick response regarding the emails he answered regarding questions from citizens she had received about Timberlake. She thanked the Community Committee for all of their hard work. The picket fence project was successful. Commissioner Neeley stated she attended the induction ceremony for Jack Brown as a county commissioner.

Mayor Cauthen introduced Claudia Escobar and Zachary Hooper to the Board and staff.

No closed session was held.

Adjournment: A motion was made by Commissioner Neeley to adjourn at 9:26 p.m. The motion was seconded by Commissioner Helms and passed by unanimous vote.

Mayor Will Cauthen

ATTEST:

Wilene Cunningham, Town Clerk