

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

July 19, 2018

The Board of Commissioners for the Town of Cramerton met in work session on Thursday, July 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 Dixie Abernathy, Susan Neeley, and Donald Rice were present. Commissioner
Houston Helms was absent.

Staff Present: David Pugh, Town Manager; Attorney Karen Wolter; 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. Attorney Wolter advised that she would take the
minutes for this session.

6:00 p.m. Closed Session Meeting:

**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 or employee.** A
motion was made by Commissioner Neeley to enter into closed session. The motion was seconded
by Commissioner Rice and passed by unanimous vote.

Upon return to open session with no action being taken, a motion was made by Commissioner
Neeley to return to open session for the 7:00 p.m. workshop meeting. The motion was seconded
by Commissioner Rice and approved by all.

7:00 p.m. Workshop Meeting:

Board Members present: Mayor Will Cauthen; Mayor Pro Tem Demetrios Koutsoupas
Commissioners Susan Neeley, and Donald Rice were present. Commissioner Dixie Abernathy
was connected via phone. Commissioner Houston Helms was absent.

Staff Present: David Pugh, Town Manager; Attorney Karen Wolter; Brad Adams, Police Chief;
Lance Foulk, Fire Chief; Eric Smallwood, Parks and Recreation Director; Josh Watkins, Planning
Director; 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: Mayor Cauthen advised the Board that the proposed
agenda needs to be amended to add a closed session under NCGS 143.18-11(a)(3) Consult with

the attorney to protect the attorney-client privilege and the continuation of NCGS 143.18.11(a)(6) To consider the qualifications, competence, performance, condition of appointment of a public officer or employee or prospective public officer or employee. A motion was made by Commissioner Neeley to adopt the amended agenda. The motion was seconded by Mayor Pro Tem Koutsoupas and approved by all.

Public Comment: Mickey Jenkins, 204 Front Street, thanked the Town for not spraying the railroad banks with insecticide. He stated he would like to see some type of ground cover placed on the railroad banks and he has some ideas on what could be planted. The Board thanked him for his input.

Presentation by Brad Milton (Planning and Zoning Board Member and South Fork Masonic Lodge Member) regarding parking at the Masonic Lodge building during their meetings. Mr. Milton stated the parking lot along the side of the Masonic Lodge building is owned by the lodge. Some of their members are elderly and have been having a difficult time finding a parking space on their meeting nights. Mr. Milton stated the lodge members are agreeable to working with the town regarding shared parking areas. Signage has been drafted to identify the lodge's parking spaces and they are asking that the spaces be left available to their members on the nights they hold meetings. Discussion was held regarding striping of the parking spaces and possibly striping with a different color for identification. Mayor Pro Tem Koutsoupas suggested usage of the same style signage that the Parks and Recreation Department places on the A-frame boards to identify the lodge's meeting nights and to mark that area to deter traffic. The Board asked that Mr. Milton contact Eric Smallwood to discuss options regarding striping and repaving of the lots. The Board thanked Mr. Milton for his presentation.

AGENDA ITEMS NOT REQUIRING A PUBLIC HEARING:

BOC Meeting Minutes

- **Consider Approval of the May 29, 2018 and June 7, 2018 BOC meeting minutes.** Mayor Pro Tem Koutsoupas asked that the May 29, 2018 minutes be changed to read that Commissioner Helms was present. He asked for clarification under "Staff Comments" regarding sewer drainage. Mayor Cauthen stated the sewer drainage was an issue with the last developer for that property. Mayor Pro Tem Koutsoupas asked for corrections to the June 7, 2018 minutes for the term "tag and tax fee" to be consistent. He asked that under Staff Comments regarding the playground pillars that the sentence be amended to read "to place the playground pillars on a concrete slab, no mulch near poles, and remedy the moisture entering from the top of the pillar with a sealant". Commissioner Neeley asked that a correction be made to the sentence that reads "the \$7,500.00 received from Caromont" to read "the \$7,500.00 received from Travel and Tourism". Mayor Pro Tem Koutsoupas asked the sentence under "Community Committee" to be amended to read "once this information is received from Ms. Booker". He asked that the sentence under "Topics of Discussion for Each Commissioner" the sentence that reads "preparing for meetings with the stakeholders" be amended. Commissioner Abernathy asked that additional information be added to the section for the bike repair station regarding the cost discrepancy and the increased cost from the original data. Commissioner Abernathy asked

about addition of information about a consensus of the Board to add fleet schedule appropriations into the budget. The Town Manager stated the fleet schedule will be presented to the Board at the second Board of Commissioner's meeting in August. Commissioner Rice asked about the addition of information in the June 7, 2018 minutes adding that he was not a proponent regarding the implementation of the tag and tax fee and but he was in favor of department head salary increases. A motion was made by Mayor Pro Tem Koutsoupas to approve the May 29, 2018 and June 7, 2018 meeting minutes with the proposed amendments. The motion was seconded by Commissioner Abernathy and approved by all.

Planning and Zoning

Discussion of Traffic Calming Study Results on Dolphin Street (located in Lineberger Place Neighborhood). Chief Adams stated that a speed study was conducted on Dolphin Street in two phases. The speed limit of Dolphin Street is set by local ordinance at 25 miles per hour and there have not been any reported traffic collisions in the study area within the last twelve months. Phase I of the speed study conducted between June 1, 2018 and June 3, 2018 the speed of 748 vehicles were evaluated. The average speed was recorded as 17 miles per hour. The highest recorded speed was 43 miles per hour. Phase II of the speed study was conducted between June 5, 2018 and June 7, 2018 and the speed of 435 vehicles was evaluated. The average speed was recorded as 20 miles per hour and the highest speed was 35 miles per hour. Chief Adams stated the police department will continue increased speed enforcement in this area. Discussion was held by the Board requesting some minor amendments to the graphs for a truer representation of the collected speed data. The Town Manager stated a letter can be mailed to the residents in the Lineberger Place neighborhood with the graphs being updated and stating that the police will continue speed enforcement in this area. The Board agreed to residents receiving a letter along with the data to be placed on the Town's website and newsletter.

BIG BOARD REVIEW: The Town Manager stated Mr. Watkins stated he has been working with Labella Engineering regarding the as-builts for the Veterans Memorial. Wendy Cauthen stated that over \$160,000.00 of the pledges has been collected for the Veterans Memorial. The Town Manager stated that he and Mr. Watkins are scheduled to meet with Donnie Hicks with the Gaston County EDC to receive feedback from future developers about the overlay district in reference to the sale of the county school property. Further discussion will be provided at the August 2nd Board meeting regarding the sale of the Gaston County property following a meeting with Donnie Hicks with the Gaston County EDC. The Town Manager stated Labella has been chosen to engineer the Wilkinson Boulevard/Market Street improvements and activity should be seen on this project in late summer or early fall. Mr. Watkins stated he is working with the MPO regarding CMAQ funds as a new application will need to be completed in order to change funding to the Timberlake Connectivity/Small Lakewood Bridge Project from the Cramer Mountain Road Sidewalk Project. Mayor Pro Tem Koutsoupas asked if a resolution from the Town supporting the construction of the bridge to provide connectivity to the school on Lakewood Road would be helpful. The Town Manager said he would contact Belmont and McAdenville for their support once funding is confirmed. Commissioner Abernathy asked about the bike plan and funding the Small Lakewood Bridge Project using STIP monies. Mr. Watkins stated if the bridge is on the

STIP plan then it is on the seven-year plan. Commissioner Rice asked that consideration of paving and striping of the Masonic Lodge parking lot be added to the big board list. The Town Manager stated an engineer will need to be involved prior to paving. Commissioner Abernathy stated the big board is working exactly the way it should and keeps the Board on task reviewing items periodically.

Cramerton Board of Commissioners

Cramerton Veterans Memorial Update: Mayor Cauthen stated a contribution of \$3,500.00 has been given from the City of Gastonia. Mr. Smallwood was asked to coordinate with the Masonic Lodge regarding the Veterans Memorial Dedication in November. Commissioner Neeley asked if the Cramerton Khaki logo was going to be placed on the statue. Mayor Cauthen stated no as this was not part of the original uniform. Mayor Cauthen advised that the statue is being blocked in by the sculptor and information is available on the Big Statue's website page.

Purple Heart Parking Space: Consider request from Ronald Wade of the Military Order of the Purple Heart (NC Chapter 634) regarding placement of parking signage stating "Reserved for Combat Wounded (Purple Heart). The Town Manager stated the Town of Cramerton is a "Purple Heart City" and a request has been made to reserve a parking space for purple heart recipients. Mayor Pro Tem Koutsoupas asked how this space would be monitored or enforced. He suggested possibly having a "veterans" parking space. Commissioner Abernathy stated the parking space would be symbolic. She asked if a lot of other smaller municipalities have a spot reserved. Mr. Pugh stated he would reach out to other local municipalities and see if they have spoken to Mr. Wade and what they have done. The Town Manager stated he would follow up with Mr. Wade regarding the number of purple heart recipients in our area and provide an update at the next Board meeting. Commissioner Rice said purple heart recipients could be recognized within the memorial as an alternative especially if the parking space would remain unused most of the time.

Community Committee Appointment: A motion was made by Commissioner Neeley to appoint Jessica Quinlan as a full-time member of the Community Committee with her term ending November 30, 2020 and to appoint Zachary Hooper as an alternate member with his term ending November 30, 2019. The motion was seconded by Commissioner Rice and approved by all.

Commissioner Neeley said she attended the Community Committee meeting and discussion was held regarding the new lending library at Parks and Recreation, bat houses/butterfly boxes, pop up fence art project, painting the salt building, welcome packets, pollinator gardens, nativity scene uplift, and a river sweep in March. This committee is looking for nominations of citizen of the year and lifetime citizen awards. They are considering construction of some type of storage for boats and kayaks in the Riverside neighborhood. Ms. Booker advised Commissioner Neeley that she did not know of anyone in her neighborhood at this time that needed assistance.

Manager's Report: Nothing to report.

GENERAL STAFF REPORTS:

Update from Two Rivers Utilities: Mike Bynum provided his report to the Board. He advised that Phase II and Phase III of the Cramer Mountain sewer easement clearing has been completed. Removal of bio-solids from the Eagle Road Wastewater Treatment Plant will be completed in July. A meeting is scheduled for July 26th with the developer of South Fork Village to discuss the pump station installation. A meeting is scheduled for July 31st with the Villages of Cramerton Mills developers to discuss the Baltimore upgrade. He stated that if anyone thought someone was getting water from a hydrant without permission to please contact TRU with their tag number and a description of the vehicle. Commissioner Abernathy thanked Mr. Bynum and TRU for their quick response to Armstrong Road in Lakewood for an emergency that recently occurred.

Town Attorney: Nothing to report.

Town Clerk: The clerk updated the Board regarding several upcoming reappointments for the various Boards and Committees.

Police Department: Chief Adams stated Officer Harris attended an opioid overdose death investigation conference that was offered by the North Carolina Justice Academy. Rifle qualification training for the department is scheduled for July and August. Mayor Pro Tem Koutsoupas asked about some data that seems high. Chief Adams said it is due to possible secondary charges showing and those are not differentiated by the system.

Fire Department: Chief Foulk presented his report and stated the fire department is a school supply collection site.

Planning: Mr. Watkins presented information from Bill Bailey who is the town's code enforcement administrator. He stated he received a request from MT Land for a preliminary plat request review. He updated the Board regarding clearing that is occurring at the Groves Apartments. Mr. Watkins stated NCDOT was notified that the Board approved the lowest bidder for construction of the Goat Island Greenway. Mr. Pugh stated Withers Ravenel certified the lowest construction contractor. Additional information has been requested regarding the inspection segment of the contract and we are awaiting information from NCDOT.

Finance: Mr. Lineberger was absent.

Parks and Recreation: Mr. Smallwood stated the gym has reopened as the floors have been refinished. A letter is going to be mailed to the Riverside residents regarding installation of fencing. The goats in Central Park will be picked up on Saturday. Drainage repairs for the gullies and ditches is being completed at the lower end of Central Park.

Topics of Discussion for Each Commissioner:

Commissioner Neeley said she attended the Veterans Memorial Dedication meeting. Discussion continues regarding preparation of the agenda for the dedication ceremony on Saturday, November 10th. She stated she attended the Grizzlies game and thanked Michael Applegate of Travel and Tourism for the tickets. She asked about the possibility of placement of “deer crossing” signs on Cramer Mountain Road.

Commissioner Rice welcomed Zachary Hooper as a member of the Community Committee. He thanked the Masonic Lodge for their willingness to work with the Town. He stated he was selected to attend the National Drug Recognition Expert Conference in Nashville and he will be representing North Carolina. The Board congratulated him.

Commissioner Abernathy stated that there have been orange cones in the downtown area blocking the road. She said she thinks they are from one of the downtown businesses. She said she has received some complaints about noise early in the morning from workout groups. Commissioner Abernathy stated she would like to have a discussion at a future Board meeting regarding Goat Island. She would like to discuss Goat Island being locked up at night as someone could be on the island without any way to get out without having to climb a fence. She stated that locking up the island deters from connectivity. She said a new greenway will be coming on line in the near future. She asked that these topics be considered for discussion at the August 16th meeting or the first of September.

Mayor Pro Tem Koutsoupas asked if staff could follow up on a light pole that was damaged. The Town Manager stated he would ask Public Works for a status regarding this repair.

Mayor Cauthen had nothing to report. He called for a five-minute recess prior to entering into closed session.

NCGS 143-318.11(a)(3) To consult with an attorney employed or retained by the public body in order to preserve the attorney-client privilege between the attorney and the public body.

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

A motion was made by Commissioner Rice to enter into open session. The motion was seconded by Commissioner Abernathy and approved by all.

Upon return to open session a motion was made by Mayor Pro Tem Koutsoupas to extend the Town Manager’s contract for one year until June 30th, 2020. The motion was seconded by Commissioner Abernathy and approved by all.

Adjournment: A motion was made by Commissioner Rice to adjourn at 10:30 p.m. The motion was seconded by Commissioner Abernathy and passed by unanimous vote.

Mayor Will Cauthen

ATTEST:

Wilene Cunningham, Town Clerk