

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

**August 2, 2018**

The Board of Commissioners for the Town of Cramerton met in a workshop session on Thursday, August, 2018 at 6:00 p.m., in the G.M. Michael Commission Chamber at the Cramerton Town Hall for a presentation of the Town's proposed bike plan.

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

**7:00 p.m. Meeting:**

**Staff Present:** David Pugh, Town Manager; Attorney Karen Wolter; Chief Brad Adams, Police Department; Josh Watkins, 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. He thanked everyone for their attendance at the 6:00 p.m. meeting to discuss the proposed draft bike plan.

**Adoption of Agenda for this meeting:** Mayor Cauthen advised the Board that the proposed agenda needs to be amended to add a discussion regarding the Goat Island Greenway Extension and to discuss a change order regarding the Veterans Memorial Project from South Side Constructors. A motion was made by Commissioner Neeley to adopt the amended agenda. The motion was seconded by Commissioner Rice and approved by all.

**Invocation and Pledge of Allegiance:** Commissioner Neeley offered the invocation and the Pledge of Allegiance was given by all.

**Public Comment:** Mickey Jenkins, 204 Front Street, stated he would like to meet with the Community Committee to share ideas regarding ground cover and landscaping for the railroad area his input. Mayor Cauthen asked that Mr. Jenkins provide his contact information.

**Proclamation honoring those recipients of the Purple Heart Medal who have selflessly served the United States of America.** A signed copy of this proclamation will be placed in the minute book.

**Presentation: Cramerton Master Bike Plan Presentation by AECOM (Charlotte).** Margaret Keener and Cindy Camacho presented information to the Board. Discussion included the Town's strong commitment to bike planning improvements to assist with public safety and connectivity. Bike routes would be color coded ranking the degree of difficulty and skill level. Wayfinding signage would be implemented throughout Cramerton. Cost estimates were provided regarding various items such as placement of signage, asphalt repairs, improvements to the railroad

crossings, painting of sharrows, and installation of bike rack. Recommendations made for the key steps were to adopt the bike plan; expand parks and recreation committee into a bicycle and pedestrian advisory board; strengthen partnerships with surrounding governments; coordinate with NCDOT Division 12 to incorporate projects on a regional scale; coordinate with Gaston-Cleveland-Lincoln MPO to include infrastructure projects in the regional planning process; coordinate with local bicycle organizations and clubs as the Carolina Thread Trail and South Main Cycles; include requirements for bicycle facilities in town ordinances and policies; apply for funding sources and develop local funding for match requirements for the plan's projects and programs; coordinate with the Catawba Lands Conservancy; partner with NC Department of Commerce and others to promote ecotourism; carry out programs that educate residents on the health benefits of bicycling; program local funds for bicycle projects; coordinate with Region 4 Active Routes to school coordinator; develop a wayfinding program apply and participate in NCDOT's Watch for ME NC Campaign to raise awareness and provide educational details; and prepare the first Cramerton Bicycle Annual Report.

Commissioner Helms asked about the funding sources. Cindy Camacho stated this could include public-private partnerships, Tiger Grant, Golden Leaf Foundation, and researching grant funding. Mr. Dean Ledbetter, Division 12 Corridor Development Engineer with NCDOT, stated he would be available to work with the Town and MPO regarding this project. Commissioner Helms asked about the possibility of electric scooters and bikes that could be rented as part of the bike plan. Cindy Camacho stated this is addressed but not comprehensively. The Board thanked Cindy Camacho and Margaret Keener for the presentation. The Town Manager stated the final draft of the bike plan would be presented at the August 16<sup>th</sup> Board meeting for approval. Mayor Cauthen asked about beginning the process for procurement of wayfinding signs. The Town Manager stated he could prepare a request for proposal. Attorney Wolter advised that this could be an informal bid and interested parties could be contacted via phone.

## **AGENDA ITEMS NOT REQUIRING A PUBLIC HEARING:**

### **BOC Meeting Minutes**

**Consider Approval of the June 28, 2018 BOC meeting minutes.** Mayor Cauthen asked that the Bank of OZK be amended to read "Bank OZK". A motion was made by Commissioner Rice to approve the amended June 28, 2018 meeting minutes. The motion was seconded by Commissioner Helms and approved by all.

### **Planning and Zoning**

**Traffic Calming: Discussion of traffic calming study results on Weavers Run (located in Mayflower Meadows Neighborhood).** The Planning Director stated a speed study was conducted on Weavers Run which indicated it was a Class A traffic issue. During Phase I of the speed study there were 179 vehicles evaluated and the average speed recorded was 21 miles per hour. The highest speed was 32 miles per hour. During Phase II of the speed study there were 28 vehicles evaluated and the average speed was recorded as 18 miles per hour. The highest speed recorded was 28 miles per hour. The posted speed limit on Weavers Run is twenty miles per hour and there have been no reported traffic

collisions within the last twelve months. The Board discussed policy change to include information regarding streets that are below the criteria set for the current Class A standards. Commissioner Helms asked how many Class B actions have been put into place. The Town Manager stated none. Mayor Cauthen stated traffic calming measures were put in place on Center Street and Lakewood due to increased traffic volume.

**Update regarding the Goat Island Park Greenway Extension:** The Town Manager distributed a memo to the Board regarding the Goat Island Park Greenway Extension. He stated that NCDOT has concurred with the selection of contractors and the Town is prepared to move forward with execution of the contracts. The lowest bidder was Eagle Wood, Inc. for \$792,157.66. The contingency is \$43,085.00. Mayor Cauthen stated the contingency amount seems greater than five percent. The Town Manager agreed and said the ordinance for this project will be amended to reflect the corrected amount of ten percent. A motion was made by Commissioner Helms to proceed with approval of the Goat Island Park Greenway Extension contract. The motion was seconded by Commissioner Rice and approved by all.

### **Legal:**

**Cramerton Code of Ordinances. Resolution 2018-05 – Resolution to amend the Code of Ordinances of the Town of Cramerton; Chapter 70 Traffic Code.** Attorney Wolter stated Chapter 70 of the Town’s Code of Ordinances has been reviewed. The addition of 70.10 Traffic Control Signs and Devices is recommended. The removal of 71.01, 71.02, 71.03, and 71.04 was recommended. A motion was made by Commissioner Neeley to approve the proposed amendments to Chapter 70 Traffic Code and the adoption of Resolution 2018-05. The motion was seconded by Commissioner Helms and approved by all.

**BIG BOARD REVIEW:** Mayor Cauthen stated Representative Dana Bumgardner advised that \$50,000.00 grant monies has been approved. The Town Manager stated a grant letter was received from the North Carolina Department of Natural and Cultural Resources Budget and Finance Office awarding a grant in the amount of \$50,000.00 to the Town of Cramerton. Attorney Wolter stated the grant award would be reviewed to determine what it can be used for. Mayor Cauthen stated the pledge from the City of Gastonia for \$3,500.00 for the Veterans Memorial will be discussed at their Board meeting on August 7<sup>th</sup>. Commissioner Helms asked if there were any pavers available. Mayor Cauthen stated no pavers for purchase are available and only a few scholarship pavers are left.

Commissioner Rice asked about the Masonic Lodge parking lot. The Town Manager stated an engineer will be hired to provide information regarding paving of the lot. Mayor Cauthen said that an exit may need to be considered onto Eighth Avenue which would increase the parking space. Discussion was held regarding possible placement of permeable surfaces in the green space. The Town Manager stated a meeting was held with the EDC regarding the sale of the school property and an update will be provided at the next meeting. No additional information has been received from NCDOT regarding painting of the fog line on North Main Street.

## **Cramerton Board of Commissioners**

**Cramerton Veterans Memorial Update:** Commissioner Helms stated that Larry Rick and Scott Kinkaid had agreed to be speakers at the Veterans Memorial Dedication. Representative John Torbett and U.S. Congressman Patrick McHenry have been asked to be speakers. The dedication event is being designed to last approximately one hour. Rhett Cozart has been contacted to be the emcee. Rehearsal dates have been scheduled and work continues on the logistics.

**Discussion of Approval of Change Order:** The Town Manager advised that a change order is being requested for sidewalk replacement along Center Street beside the Centennial Center “green” space. In order to move forward with the Veterans Memorial and bike repair station project, a change order with South Side Constructors is required to perform the sidewalk replacement. The change order price is a not-to-exceed amount of \$22,800.00 for 1,800 square feet of sidewalk (approximately 350 linear feet). This funding would be available from the Fiscal Year 2018-2019 Powell Bill Fund. This change order if approved would add approximately ten days to the project and would not affect the budget for the Veterans Memorial Project. A motion was made by Commissioner Rice to approve the proposed change order for the sidewalk replacement along Center Street. The motion was seconded by Commissioner Neeley and approved by all. Commissioner Neeley asked about the bike rack as Travel and Tourism donated \$7,500.00 and had requested a prominent spot to place information on the kiosk as part of the bike share.

### **Manager’s Report:**

**Light Rail Connection Public Input Meeting August 21, 6 to 7:30 p.m. at Gaston College Kimbrell Campus.** The Town Manager stated that Commissioner Rice recently attended the MPO meeting and was informed of this upcoming meeting regarding the light rail connection. Elected officials were encouraged to attend to show support. The meeting will be from noon until 1:30 p.m. The Town Clerk will advise the media of a possible quorum.

**Montcross “Get Ready Gaston: A Forum on Preparing for Growth” on Wednesday, August 15<sup>th</sup>, 2018 at Belmont Abbey College.** The Town Manager stated additional information will be available from Ted Hall with Montcross Chamber of Commerce and he will forward it to all Board members. The meeting will be from 8:30 a.m. to 1:30 p.m. He encouraged Board members to attend and to notify the clerk so she can make the reservations. The Town Clerk will advise the media of a possible quorum.

**Fleet Report:** The Town Manager stated a fleet list will be presented at the next Board meeting for review.

### **GENERAL STAFF REPORTS:**

**Update from Two Rivers Utilities:** Mike Bynum provided his report to the Board. The Cramer Mountain Country Club and the Cramer Mountain HOA have been contacted regarding the next area of Cramer Mountain for sewer easement clearing. Grading has started at the South Fork Phase

II Regional Sewer Project. TRU is waiting on Norfolk Southern Railroad regarding a revised bore under the railroad between Eighth Avenue Extension and Gaston Road. Expected completion date is January 17, 2019. Phase I and II of the Southeast Sewer Project is in final design with easement acquisition underway for Phase I. The Courtyards at Cramerton contractor is working on sewer line relocations which will allow them to abandon sewer lines within the site. The construction of off site improvements for the Villages at Cramerton Mills are complete. The contractor continues to lay utility lines. The preliminary plat for the Overlook at Riverside Project is being reviewed and comments will be returned to Cramerton by August 10<sup>th</sup>.

**Town Attorney:** Nothing to report.

**Town Clerk:** The clerk stated a single-page newsletter is being prepared to ask for input for the Veterans Memorial regarding the list of names for those killed in action, killed in service, or missing in action. The newsletter will be mailed out on Wednesday, August 8<sup>th</sup>.

**Police Department:** Chief Adams advised that the grant for a modular battery powered sign was denied. He stated the grant reopens on August 24<sup>th</sup> and he will reapply.

**Fire Department:** Chief Foulk was absent.

**Planning:** No further updates.

**Finance:** Mr. Lineberger was absent.

**Parks and Recreation:** No update.

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

Commissioner Neeley said she attended the Veterans Memorial Dedication meeting. She stated that a long-time resident, Boyce Bridges, passed away.

Commissioner Rice stated he attended the MPO meeting. He said that he met with a council member from the Town of McAdenville and he was quite complimentary regarding Chief Adams and how they are pleased with the interlocal relationship with the police and fire departments. Commissioner Rice stated he completed his firefighter's certification. Everyone congratulated him on this achievement.

Commissioner Helms publicly thanked Commissioner Neeley, the Town Clerk, John Cunningham, Eric Smallwood, Wendy Cauthen, and others who have attended the Veterans Memorial Dedication meetings. He asked for an update on the artwork. The Town Manager stated no notification has been received. Attorney Wolter said it would be four to six weeks from the date the agreement is signed. Commissioner Rice asked if a site has been chosen for the artwork. The Town Manager said not at this time.

Mayor Cauthen reminded the Board that Attorney Wolter will be handing out a 360 standard template to be completed by Board members.

**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 Neeley to return to open session. The motion was seconded by Commissioner Rice and approved by all.

**Adjournment:** A motion was made by Commissioner Helms to adjourn at 8:40 p.m. The motion was seconded by Commissioner Rice and passed by unanimous vote.

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Mayor Will Cauthen

**ATTEST:**

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Wilene Cunningham, Town Clerk