

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

October 23, 2014

The Board of Commissioners for the Town of Cramerton met in workshop session on Thursday, October 23, 2014 at 7:00 p.m. in the G.M. Michael Room at the Cramerton Town Hall.

Board members present: Mayor Ronnie Worley, Mayor Pro Tempore Will Cauthen, Commissioners Sam Carpenter, Demetrios Koutsoupas, Tammy Lawrence, and Sandra R. Ware.

Staff present: Michael Peoples, Town Manager; Bill Brown, Town Attorney; Greg Ratchford, Chief of Police; Joel Lineberger, Finance Director; Kevin Krouse, Planning Director; and Wilene Cunningham, Town Clerk.

Call to Order and Determination of Quorum: Mayor Worley called the meeting to order and determined that a quorum was present.

Adoption of Agenda for this Meeting: Commissioner Ware made a motion to adopt the agenda as presented. The motion was seconded by Commissioner Lawrence and approved by all.

Public Comment: Mr. Rick Houser, Chairman of the Gaston Regional Chamber of Commerce, presented a proclamation to the Board of Commissioners from the Chamber's Board of Directors regarding the Town's centennial celebration. The proclamation was read to the Mayor and Board of Commissioners. The Board thanked him and Mayor Worley stated the proclamation would be displayed in Town Hall.

Mayor Worley recognized Mr. Donald Costner, Eagle Scott from Troop #114, who stated he was attending tonight's meeting as he is working on his citizenship merit badge.

UPDATES FROM TWO RIVERS UTILITIES, MR. MIKE BYNUM AND UPDATES FROM CRAMERTON DEPARTMENT HEADS (TOWN ATTORNEY, POLICE CHIEF, FIRE CHIEF, PLANNING DIRECTOR, FINANCE DIRECTOR, AND MORE AS NEEDED):

Update from Two Rivers: Mr. Mike Bynum stated Two Rivers Utilities completed 22 weekly checks for lift stations, responded to nine water meter related calls, and repaired one water leak. TRU responded to four sewer related calls and responded to one miscellaneous water call. Commissioner Lawrence asked Mr. Bynum to follow up on the sewer issue at 144 North Main Street which is one of her rental properties.

Town Attorney: Nothing to report.

Police Department: Chief Ratchford stated there would be increased police coverage for the Halloween weekend. He stated he would be out of Town next week attending a conference.

Fire Department: Chief Foulk stated the Fire Department would be holding the annual Santa Ride on Saturday, December 13th, with fire trucks in both the Cramerton and McAdenville neighborhoods starting at 8:30 a.m.

Planning Director: Mr. Krouse stated the tree inventory has been completed and a report will be available early next year. Mayor Worley asked if a "plumagranate" tree had been located as he was informed by Mr. Ted Reece that these grow trees grow locally and this was a plum and pomegranate hybrid. Mr. Krouse stated he was not aware of these.

Mr. Krouse stated there was an opportunity to apply for a grant for a bicycle plan and the timing would align with the current study being conducted regarding the Build a Better Boulevard, Town Center master plan, and the land development code update. A partnership is being considered with the Town of McAdenville to assist with the grant application. A letter of support will be provided in November.

A meeting is scheduled on Monday with Mr. William Ratchford to discuss the geotechnical study completed regarding the greenway trail at the South Fork Apartments.

The requests for proposals for the Goat Island greenway are due by November 3rd. A recommendation for an engineer to be hired will be presented to the Board at the November 20th meeting.

Finance Director: The Finance Director stated financing is being prepared for the recent purchase of two police cars. Radios are being installed in the vehicles.

The Toshiba copier lease has been negotiated which will upgrade the copier downstairs and the existing machine will be moved upstairs to the Police Department. A savings of \$2,700 will be generated and the same contract terms will continue.

Town Clerk: Ten applications have been completed for the upcoming Municipal Citizens Academy.

Recommendation to Appoint Mr. Zack Horne as Full Member on the Planning and Zoning Board. A motion was made by Commissioner Ware to appoint Mr. Zack Horne as a full member on the Planning and Zoning Board. The motion was seconded by Mayor Pro Tem Cauthen and approved by all. An alternate seat is now available.

TOWN MANAGER'S REPORT:

Water Amenities in the South Fork: An agreement has been signed with McGill Associates for 401 and 404 permitting. This information has been mailed and permitting should be received some time in the next month. The NC Wildlife Commission has made their commitment of \$42,000 and a discussion is to be held with Mr. Nick Parker regarding the financial support for their water amenities at the Villages at Cramerton Mills. Bid information is being gathered by Mr. Cam Carpenter for all water amenities permitted by FERC and this packet will be presented to the Board at the next meeting.

Intersection Improvements for Wesleyan, Market, and Wilkinson Boulevard: Mr. Krouse is working with US Infrastructure for a budget regarding a proposal to be submitted to NCDOT for their review for enhancements and public safety purposes.

Gaston EDC Wilkinson Boulevard Study: A draft EDC report has been received and is being reviewed. More information will be available at the November 6th meeting after mapping has been completed.

Grand Marshal for Christmas Parade: A list of past parade grand marshals was presented to the Board. Information is needed as soon as possible to be given to the Parks and Recreation Department.

Central Park Engineering Study Proposal: Information has been given to Mr. Cam Carpenter and this information will be presented to the Parks and Recreation Advisory Board regarding the scope of work for their review. The study will focus on stormwater and hydraulics along with renderings as part of the scope of work. The consultant will be here on November 20th to answer any questions. Commissioner Ware asked about the status of wayfinding signs. Mr. Krouse stated he has been gathering examples. Improvements to the entrance signs to the Town are being considered.

Internship for Mr. William Michael McCumbee: Mr. McCumbee will begin his internship in January 2015 and will be working until May. He will be at Town Hall tomorrow to fill out paperwork. He is a Gaston County resident and is working on his undergraduate degree in Town and City/County Management of Appalachian State University.

REVIEW AND DISCUSSION OF AGENDA ITEMS NOT REQUIRING A PUBLIC HEARING:

Presentation of the FY 2014 Audit by Mr. Rob Collis, Collis and Associates. Mr. Collis was not in attendance and this item was moved to later in the meeting.

Presentation of Information on the Centralina Council of Government by Mayor Pro Tem Cauthen. A meeting is scheduled on Thursday, December 11th, beginning at 8:00 a.m. until 5:30 p.m. in Mooresville. The topic will be Creative Solutions for Thriving Communities. He stated this would be a great opportunity for the elected officials as there will be several tracts regarding classes to choose from and this would provide a great opportunity to network. CCOG represents nine counties and seventy-three municipalities in the Charlotte Metro area. Mayor Pro Tem Cauthen stated he would discuss this in further detail at a future meeting.

Presentation and Discussion of Proposed Purchase of New Fire Apparatus by Chief Foulk, Finance Director Joel Lineberger, and Town Manager Michael Peoples. Chief Foulk presented a powerpoint presentation regarding the proposed purchase of new fire apparatus and specifications. Specification requirements include a less than ten foot ride height, ability to seat six firefighters, increase the current pumping capacity to 2,000 gallons per minute, increase ground ladder complement, Class B foam capabilities, engine/transmission configuration to accommodate uniqueness of Town's topography, proper compartmentation for needed equipment, and firefighter safety. He stated Smeal Fire Apparatus is being proposed as the recommended builder. They are located in Snyder, Nebraska and many local fire departments use the piggyback process and utilize them. Total cost for the apparatus is \$468,500 with a performance bond requirement that will cost \$3,200. Total cost is not to exceed \$500,000 including loose equipment.

Mr. Lineberger stated four banks were contacted regarding financing of the apparatus and BB&T Governmental is the proposed vendor. The vehicle purchase could be purchased 100% from Smeal with a 3% savings. Mr. Lineberger spoke to the finance director at Smeal who stated they would offer a performance bond. It will take 240 to 300 days for the apparatus equipment to be built. The Town's current money market accounts and capital investment accounts have an earnings rate of .02%. The fund balance reserve would remain within the approved parameters of the fiscal procedures policy. Mayor Pro Tem Cauthen thanked Mr. Lineberger and Chief Foulk for all the work that was put into this presentation. Chief Foulk stated the City of Charlotte and the City of Gastonia both use Smeal fire trucks so the Fire Department staff is familiar with this style of apparatus. Commissioner Carpenter asked how much money is in the money market. Mr. Lineberger said there is \$3 million available. Mayor Pro Tem Cauthen made the motion to approve the 100% with a 3% savings from purchase of new fire apparatus from Smeal using the piggyback purchasing procedure as recommended by staff. Attorney Brown stated the Town would be using the piggyback process and a notice will need to be published in tomorrow's newspaper and on November 6th the Board would need to formally approve the purchase of the vehicle. The motion was seconded by Commissioner Lawrence and approved by all.

Commissioner Ware stated this item has been an ongoing discussion for a long time. Mayor Worley and the Board thanked the firefighters and stated how proud they were of the ISO rating.

Discussion and Possible Action to Approve Agreement with Solutions for Local Government for a Fire Station Space Needs Assessment and Site Assessment. A meeting was held with a consultant regarding possible future fire station needs and possible site locations. Three different sites will be considered and a report will be presented to the Board. The cost for this study is not to exceed \$2,500. Commissioner Carpenter asked if the Planning Director will be involved with this study. The Town Manager said yes. A motion was made by Mayor Pro Tem Cauthen to approve the agreement with Solutions for Local Government for a fire station space needs assessment and site assessment. The motion was seconded by Commissioner Koutsoupas. Commissioner Carpenter asked if this was agreeing only to look at sites and the Town Manager stated yes. The motion was approved by all.

Discussion and Possible Action to Approve Budget Amendments as Presented by Joel Lineberger, Finance Director. The budget amendments include an insurance reimbursement from Geico Insurance for \$1,600 to make repairs to Captain Robinson's vehicle; revenue

received of \$2,000 for the purchase of 100 traffic cones from the Governor's Highway Safety Grant Program; funding of \$79,000 to Metrocology for the development of Town Center Strategic Plan and update and implementation of a municipal form based land development code; and funds of \$500,000 for the purchase of new fire truck and accessory equipment. Commissioner Carpenter asked about \$2,000 reimbursable amount regarding the Metrocology study. A motion was made by Commissioner Ware to approve the proposed budget amendments. The motion was seconded by Mayor Pro Tem Cauthen and approved by all.

Proposed September 18, 2014 Meeting Minutes. Commissioner Carpenter asked that the September 2, 2014 minutes reflect that he left the meeting due to medical reasons. He stated Commissioner Lawrence left that meeting early and the Board voted to excuse her to leave. He stated Attorney Brown requested the Board make a motion that when Commissioner Lawrence left that she would need to be excused by the Board as this was a factor in the voting process. Commissioner Carpenter asked that Attorney Brown be recognized for making sure the Board members stay on task. Mayor Pro Tem Cauthen made a motion to approve the September 18, 2014 meeting minutes with Commissioner Carpenter's amendment.

Mayor Worley stated that the minutes addressed him as being hostile at the August 5th meeting. Commissioner Carpenter stated that was his interpretation. He stated he had made five points of order at that meeting as everyone was excited and he was trying to slow the meeting down. Mayor Worley stated the meeting minutes could reflect that in Commissioner Carpenter's opinion the Mayor was hostile. Commissioner Ware stated there would be a problem if the minutes begin recording temperament in the meetings. Attorney Brown stated the Town Clerk is not responsible for recording the temperament of the Board members in the minutes and the information recorded was Commissioner Carpenter's opinion. Attorney Brown stated the statements made at this meeting will be recorded in tonight's meeting minutes.

Mayor Pro Tem Cauthen amended his prior motion. Mayor Pro Tem Cauthen made a motion to approve the September 18, 2014 meeting minutes with the amendments as presented by Commissioner Carpenter and Mayor Worley. The motion was seconded by Commissioner Ware and approved by all.

Discussion and Possible Action to Adopt the Board of Commissioners Meeting Calendar for 2015. Commissioner Ware asked that the Board work at adhering to the proposed calendar. Mayor Pro Tem Cauthen stated this is a living document and there could be some conflicts. Mayor Worley stated as long as the Board has a quorum then meetings can be held per the schedule. Mayor Pro Tem Cauthen made a motion to adopt the Board of Commissioners Meeting Calendar for 2015. The motion was seconded by Commissioner Ware and approved by all.

Discussion of Centennial Celebration Committee Recommendations for 100 Year Logo. A motion was made by Commissioner Koutsoupias to approve the proposed Centennial Celebration Committee Recommendations for 100 year logo with the minor changes of moving the eagle to the other side of the church steeple and to place the date of the celebration at the bottom of the logo. The motion was seconded by Commissioner Carpenter and approved by all.

Discussion and Possible Action to Approve the Proposed Amendment to the Police Services Contract with the Town of McAdenville. Chief Ratchford stated the Town of McAdenville's Council unanimously approved the proposed amendment to the police services contract for five years. The contract amount is \$215,000 for five years with the right to request reasonable increases in police service fees should material increases in the costs of salaries, benefits and/or fuel occur during the first three years of the contract period. Mayor Worley stated he attended the meeting regarding the upcoming Christmas holiday tree lighting and they spoke highly of public services received and were complimentary of both the police and fire departments. A motion was made by Commissioner Ware to approve the proposed amendment to the police services contract with the Town of McAdenville. The motion was seconded by Mayor Pro Tem Cauthen and approved by all.

Discussion of NC Hazard Mitigation Grant Program and Possible Acquisition of the Fire Department Property. An e-mail was received from Mr. Nicholas Burk explaining the mechanics of the HMGP acquisition program. The State has requested the Town follow through with this application as \$400,000 could be allocated to the State. Once a grant is submitted to

FEMA the anticipated award date is the first or second quarter of 2015. The grant will fully reimburse expenses such as first and third appraisal, a metes and bounds survey, along with title work. The ratio would be 75 percent FEMA's share and 25 percent State of North Carolina's share. The paperwork presented would be non-binding and the deadline is tomorrow morning. A motion was made by Commissioner Ware to approve the submittal of necessary paperwork to continue in the grant application process. The motion was seconded by Commissioner Koutsoupias. Commissioner Carpenter said he is in favor of the survey but is not in favor of participating in the program long term but could see many other uses for the property. The motion was approved by all.

UPDATE ON CONTINUING PROJECTS:

Update on Goat Island Park, Phase II Schedule and Update from Parks and Recreation Advisory Board: Commissioner Koutsoupias stated a Parks and Recreation Advisory Board meeting was held to discuss the playground equipment and returning to natural element and colors. Discussions have been held with Mr. Cam Carpenter and a recommendation regarding playground equipment should be available to be presented at the November 6th Board meeting.

Commissioner Koutsoupias stated that the Parks and Recreation Advisory Board has several committee members that have been informed they will need to fill out an application form for consideration to be reappointed.

Commissioner Koutsoupias stated there had been over 200 applications for the basketball season. The gym lights are being replaced and AKW Electric is doing the installation of the double ballast light system. The Turkey Shoot, Christmas Parade, and Breakfast with Santa are current upcoming events. Commissioner Koutsoupias stated that the Parks and Recreation Department needs to be notified as to whether the Board of Commissioners will be riding on a float or using their own vehicles and also who the grand marshal will be. Two Eagle Scouts are working on completing their projects and will need to be recognized at a later Board meeting. Commissioner Lawrence stated she was impressed with the number of attendees that met for the special meeting of the Parks and Recreation Advisory Board.

The Town Manager stated the end bent on the island has been constructed. The crane will be on the Fire Department side of the river in approximately two weeks to begin the second end bent. The second end vent will extend 30 feet into the river. The pre-fab bridge sections are scheduled to arrive in November and will require approximately a week to put together. Commissioner Lawrence asked if this would affect the Christmas parade. The Town Manager stated there would be some possibility that the parade would be affected but to date no change orders have been issued.

Presentation of the FY 2014 Audit by Mr. Rob Collis, Collis and Associates. Mr. Collis distribute draft copies of the audit to the Board and that the opinion stated should remain unmodified which means there should not be any adjustments. He stated they anticipate that there will be no findings to be reported. The cash balance was more due to financing for Goat Island Park Phase II. The fund balance increased due to restatement for sales and use tax as there was an extra month of sales tax revenue for the fiscal year. General fund revenue increased due to change of collection process for the motor vehicle tax collection creating four months of additional revenue for tax and tag. Expenditures decreased in Powell Bill spending. The Town has a very healthy fund balance and the ad valorem collection increased on real property collection rate is 98.7 percent. Mr. Collis thanked the Finance Director and Town staff for their cooperation and stated he made very few audit adjustments this year.

NCDOT Projects: The Town Manager stated the due date for engineering proposals for the Goat Island greenway project was November 3rd. Mayor Worley stated a resident had asked him about the intersection at Lakewood Road and Wilkinson Boulevard regarding the two turn lanes and confusion with the traffic control lighting. NCDOT agreed to remove one of the traffic light heads.

UPDATE ON DEVELOPMENT PROJECTS:

Village at South Fork: The geotechnical report was received this week and is being reviewed. A meeting is scheduled with Mr. William Ratchford at 9:00 a.m. on Monday morning to discuss

the geotechnical report. Commissioner Carpenter stated he would like for us to assist Mr. Ratchford with this matter.

Villages at Cramerton Mills: Work has started on Phase I of this project on Hamrick Road. A pre-construction meeting with Mr. Nick Parker and TRU to discuss installation of water and sewer is scheduled next week. Construction of homes could begin as soon as December if the weather permits. The mulch from this project will be available for the Town to use. Commissioner Carpenter asked about the closing status of the Wriston's home. The Town Manager stated as part of the contract they will locate property for them prior to demolition. This property will be the connector to South New Hope Road and easement for the natural gas utility.

PSNC: This project should be completed prior to the end of the year. Curbing has been poured and the roofing is being completed.

Commissioner Carpenter asked about the 35 acres that is on Hamrick Road that was listed for sale. The Town Manager stated it is under contract for purchase.

BUSINESS ITEMS/TOPICS OF DISCUSSION FOR EACH COMMISSIONER:

Commissioner Lawrence commented on the graffiti that is on Mayflower Avenue. She asked if there was some type of paint that could be used to cover it up. The Town Manager stated he could ask Norfolk Southern if they would consider removing the structure. Commissioner Lawrence stated this structure is an eyesore.

Commissioner Carpenter had nothing to report.

Mayor Pro Tem Cauthen stated there had been some concerns about the noise at the South Fork Deli due to the volume of the live music being played. Chief Ratchford stated that he has researched decibel ordinances and they are very difficult to prove in court due to multiple variables involved. Chief Ratchford stated that the event was properly permitted and possibly in the future the event could be permitted without amplification. Attorney Brown asked if the Police Department has subjective discretion to revoke the permit and Chief Ratchford said yes.

Mayor Pro Tem Cauthen stated he wanted to discuss the Beautification Committee as there has been a lot of emotion involved and the lack of clear direction. He recommended the activities of this committee be suspended until the Board of Commissioners is able to provide them with specific goals and objectives along with specific parameters such as the budget. Mayor Pro Tem Cauthen stated this would minimize any negative emotions and provide the committee with the tools they needed. He stated he did not want to approve any committee member appointments at this time

Commissioner Carpenter stated this action would just make matters worse as these members are already upset and have put years into an activity and thought they had direction and now they are not wanted any more. Mayor Pro Tem Cauthen asked what activities were currently on their agenda. Commissioner Carpenter stated Mr. Jeff Ramsey is scheduled to meet with their group on Monday to discuss the Centennial Celebration Committee and some items he wanted taken care of.

Mayor Pro Tem Cauthen made a motion to suspend the current activities and meetings of the Beautification Committee and Veterans Memorial Subcommittee until the Board has further information and objectives are considered by the Board. Commissioner Lawrence stated she did not want any more contention. Mayor Pro Tem Cauthen agreed and stated there needed to be a cooling off period. He recommended the committee members be given a budget and timelines as he did not think they were provided with enough information and were given only a concept about the Veterans Memorial. He thinks additional meetings without clear direction would be futile.

Commissioner Carpenter stated he feels if the Board takes this action then this is saying they do not want them anymore and are dissolving this committee. Mayor Pro Tem Cauthen said they were not dissolving them but suspending the meetings. Commissioner Carpenter said Mr. Ramsey is scheduled to meet with the Beautification Committee to discuss signage. The

Planning Director stated the Beautification Committee members had been discussing wayfinding and welcome signs.

Commissioner Lawrence stated once information is received back from Norfolk Southern then this could be presented to the Beautification Committee and Veterans Memorial Subcommittee. Mayor Pro Tem Cauthen stated no action regarding the Veterans Memorial until a decision is made regarding the secondary site and at that time this could be expedited and completed. Commissioner Lawrence asked how the Veterans Memorial Subcommittee would be affected by tonight's discussion. Mayor Pro Tem Cauthen stated they would be placed on hiatus along with the Beautification Committee.

Commissioner Lawrence seconded the motion. Commissioners Carpenter and Koutsoupas voted nay. Commissioner Ware said the biggest failure as a Board is a lack of proper instruction. She abstained from voting. The vote was 3 to 2.

Commissioner Lawrence agreed there needs to be better communication and more specific information to the committees. Mayor Worley stated they are an advisory board committee. Commissioner Koutsoupas stated the Parks and Recreation Advisory Board recently held an emergency meeting to review additional information and he does not want them to be penalized.

Commissioner Carpenter stated many committee members are going to consider this a punitive action. He stated his personal opinion was this was because they showed disagreement with what went on. Commissioner Lawrence stated there needed to be a less negative attitude. Commissioner Carpenter stated he tried to change who was going to be the liaison during last year's November Board of Commissioner's meeting but he was unable to finish discussing this change with the other commissioners.

Commissioner Ware stated parking needs to be considered. Commissioner Lawrence stated the study by Metrocology will address additional parking.

ADJOURNMENT: A motion was made by Commissioner Ware to adjourn the meeting at 8:46 p.m. The motion was seconded by Mayor Pro Tem Cauthen and approved by all.

Mayor Ronald E. Worley

ATTEST:

Wilene Cunningham, Town Clerk