

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

**January 6, 2015**

The Board of Commissioners for the Town of Cramerton met in regular session on Tuesday, January 6, 2015 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, and Sandra R. Ware. Demetrios Koutsoupias was absent. Commissioner Lawrence arrived at 8:11 p.m.

**Staff present:** Michael Peoples, Town Manager; Bill Brown, Town Attorney; Captain Adams; 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. He thanked everyone that was in attendance tonight. He stated the Municipal Citizens Academy held their first meeting tonight.

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

**Invocation:** Presented by Attorney Brown.

**Pledge of Allegiance:** Given by all.

**Public Comment:** Mr. Dave Starrett, 384 Woodlawn Avenue, requested the Board's approval for the use of the Town's official seal to be placed on the cover of a book that he has written. Attorney Brown stated there was no specific statute regarding this matter and it would be at the Board's discretion as the Town's logo is public domain. Commissioner Ware asked Mr. Starrett what the book was about. Mr. Starrett stated the book is a centennial project and is based on memoirs from approximately 27 people providing a presentation of the Town's past from 1920 to 1965. He stated he analyzed each memoir and then provided a generalization along with an editorial. He stated the book contains a rebuttal regarding a negative story that was presented about three years ago on television regarding textile workers and he wanted to show the value of textile workers and the progress of their children. A motion was made by Commissioner Carpenter to allow the usage of the Town's logo for Mr. Starrett's publication. Mayor Pro Tem Cauthen asked if the Board could receive copies of the book. Mr. Starrett stated yes. Mayor Pro Tem Cauthen seconded the motion and it was approved by all. Mayor Worley stated Mr. Starrett had been gathering the Town's history for many years.

**Introduction of 2015 Municipal Citizen Academy Participants:** Mayor Worley asked the participants to introduce themselves to the Board and the rest of the audience.

Ms. Stephenie Berggrun stated she lives on Woodlawn Avenue and works at the Schiele Nature Museum. She stated she was new to Cramerton and was excited about attending the Municipal Citizens Academy.

Ms. Wendy Cauthen stated she lives on Ellis Court and is married to Mayor Pro Tem Cauthen.

Ms. Clare Charzewski stated she and her husband have lived in Cramerton for eighteen years.

Ms. Joyce Dellinger stated she moved to the Cramerton in 1986 and her family is friends with Mr. David Young's family.

Mr. Jose Frelier stated he lived in Argentina where he worked in the police department as the Chief Inspector. He stated he has children that moved to America. He is married to Mary Ann Case and they live here in Cramerton.

Ms. Mary Ann Case Frelier stated she has lived in Cramerton for a long time and was married to Mr. Tom Case of Case Tire Company.

Mr. Phil Humphries stated he moved to California due to his job and lived there for many years but returned to Cramerton.

Mr. John Oshman stated he moved to Old Town and loves it.

Mr. Ted Reece stated he was born and raised in Cramerton and feels this is a good place to be.

Mr. Donald Rice stated he and his family moved to Cramerton about a year ago. He works as the assistant district attorney for Gaston County.

Mayor Worley stated Mr. Shannon Irish is one of the candidates but was unable to attend tonight.

Mayor Worley introduced Commissioner Ware, Mayor Pro Tem Cauthen, and Commissioner Carpenter. He introduced the Town Manager, Attorney Brown, Town Clerk, and Planning Director. The Board thanked everyone for attending the Municipal Citizens Academy.

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

**Discussion and Possible Action to Approve Proposed December 2, 2014 and December 18, 2014 Meeting Minutes.** Mayor Pro Tem Cauthen stated page two of the December 2, 2014 meeting minutes was not included in the agenda packet. The Board asked that the December 2, 2014 and December 18, 2014 meeting minutes be tabled until the January 22, 2015 meeting.

**Discussion and Possible Action to Amend the Town of Cramerton Position Classification Plan.** The Town Manager stated the positions of Town Manager and Planning Director currently exceeds approved ranges. Commissioner Ware asked how they compare with other municipalities. The Town Manager stated 2014 information was released today by the NC League of Municipalities. Mayor Pro Tem Cauthen stated setting the bar at \$60,000 as a minimum for the Town Manager and the Planning Director at a maximum of \$70,000 gives flexibility. Commissioner Carpenter stated the City of Mount Holly's Planning Director has three staff members and an annual salary of \$56,000. Commissioner Carpenter asked if consideration was being given to size regarding population. The Town Manager stated the Town's Planning Director is busy with all of the activity occurring around Town. Commissioner Ware stated Mr. Krouse does the same duties and responsibilities that the staff does in Mount Holly and he does his job without a staff. A motion was made by Commissioner Ware to approve the amendments to the salary ranges for the positions of Town Manager and Planning Director. Mayor Pro Tem Cauthen seconded the motion. The vote was 2 to 1 with Commissioner Carpenter voting nay. Attorney Brown stated this action requires a vote of 3 to 5 per Statute and this action will need to be reconsidered once additional Board members are in attendance. Commissioner Ware explained to the audience that it was unusual to have two Board members absent.

**Discussion and Possible Action to Approve the Grant Application to the NC Department of Insurance, Office of State Fire Marshal for Funding the Replacement of the Cramerton Fire Department's Brush Truck.** Mayor Pro Tem Cauthen stated the proposed grant request is for \$30,000.00 with a dollar for dollar match. The grant would allow for the replacement of the 1978 brush truck along with the purchase of a UTV which would provide patient transport capabilities. A motion was made by Commissioner Ware to approve the grant application to the NC Department of Insurance, Office of State Fire Marshal for funding the replacement of the Cramerton Fire Department's brush truck. The motion was seconded by Mayor Pro Tem Cauthen and approved by all. Mayor Pro Tem Cauthen requested the Fire Department staff be notified when the brush truck is scheduled to be surplus.

**Discussion of Proposed Beautification Committee Responsibilities and Charge for 2015.** Mayor Pro Tem Cauthen asked that this agenda item be considered when Commissioner Lawrence arrives.

**Discussion and Update on Town Manager Search.** Mayor Pro Tem Cauthen distributed to the Board a color brochure for the recruitment of a Town Manager. He asked that the Board review this document and respond back to him by noon tomorrow with any feedback. Mayor Pro Tem Cauthen stated eight applications have been received and recommended the search committee meet after the next batch of applications are received. He stated a meeting is scheduled with CCOG for next week to meet with the Board of Commissioners to discuss challenges, goals, attributes, and to assist with guidance. Mayor Pro Tem Cauthen stated Mr. Jim Prosser with CCOG could address the Board at next Wednesday's meeting. The Town Manager stated the ad for the Town Manager will be placed on the Clerk's listserv and the Finance Director's listserv along with the Managers listserv for a second time. The agenda for Wednesday's meeting will be amended to include the attendance of Mr. Jim Prosser. The Town Manager reminded the Board that Mr. Demetri Baches from Metrocology will also be in attendance.

#### **UPDATE ON CONTINUING PROJECTS:**

**Update on Goat Island Park, Phase II Schedule:** The Town Manager stated four 50,000 pound concrete slabs will be brought in tomorrow to continue connectivity for the bridge at the Fire Department. A plan of action is in place for any traffic concerns. Weather may be an issue for schedule of paving the trail on Goat Island but the project remains ahead of schedule. No payout requests have been received from Blythe Construction at this time. The fit pavilion has been completed with ten exercise stations. The Town Manager stated Commissioner Koutsoupas would not be able to attend tonight's meeting but sent an update regarding the Parks and Recreation Advisory Board meeting that was held last night. The Parks and Recreation Advisory Board will be working with the Police Department in establishing rules for the dog park and golf cart usage and this will be discussed at next month's meeting. Commissioner Ware asked where the newspaper acquired their information regarding access to the canoe and kayak launches along the South Fork River as the street information was incorrect. The Town Manager stated the Town did not provide this information.

#### **NCDOT Projects:**

- **Lakewood Road/Eagle Road Sidewalk.** The Planning Director stated he spoke with Ms. Jackie McSwain with NCDOT and she stated information would be available in June 2015 regarding funding and before contracts being put in place. A \$150,000 is allotted currently for this project along with another \$50,000 possibly. NCDOT is waiting to receive information from several other municipalities.
- **Alternative Fuel Kits for Vehicles.** The Planning Director stated a meeting was held with Alliance Natural Gas to discuss alternative fuel kits. Currently the fuel kits are only available for the Dodge Challenger. Mr. Krouse stated additional information should be available in two months.
- **Lakewood to US 29/74 Greenway.** Nothing new to report.

#### **UPDATE ON DEVELOPMENT PROJECTS:**

**Village at South Fork Greenway:** The Town Manager presented photos of the storefront installed in the commercial and retail side of the project. Spaces are available for lease. Work continues on the greenway near the retention pond. The Town Manager stated no pavement schedule has been received from the developer.

**Villages at Cramerton Mills Project:** The Town Manager stated the developer has been contacted regarding necessary paperwork for closing of property and discussion continued regarding the firing range agreement. A draft copy of the firing range agreement has been submitted to VCM Bowman.

**PSNC:** Mr. Todd Mingus with PSNC stated the project is almost complete and have received the temporary certificate of occupancy.

**Discussion and Possible Action to Amend the Town of Cramerton Position Classification Plan.** Mayor Worley stated the Board would return to this agenda item to discuss position reclassification. A motion was made by Mayor Pro Tem Cauthen to reconsider the Town's

position reclassification plan. The motion was seconded by Commissioner Carpenter and approved by all. Commissioner Carpenter stated he was concerned about the Planning Director position not being in align with other municipalities that have larger populations. He stated he did not have concerns about the Town Manager's position. Attorney Brown explained that the earlier vote was 2 to 1 and did not meet Statute requirements. Commissioner Carpenter stated the City of Mount Holly has a Planning Director along with a three person staff. Commissioner Ware stated Mr. Krouse does planning and zoning for the Town without a staff to assist him. Commissioner Ware made a motion to approve the position classification plan with amendments to the Town Manager's and Planning Director's salary range. The motion was seconded by Mayor Pro Tem Cauthen. The vote was 3 to 1 with Commissioner Carpenter voting nay.

#### **COMMITTEE REPORTS:**

**Beautification Committee:** Mayor Pro Tem Cauthen stated a change had been considered regarding the Neighbors Helping Neighbors to a once a year project instead of twice. He stated since Mr. Krouse is taking on the position of interim manager that it would be best to reactive this committee once a new Town Manager is in place. Commissioner Ware recommended Mayor Pro Tem Cauthen make the proposed changes to the Neighbors Helping Neighbors section and present this at the next meeting.

**Parks and Recreation Advisory Board:** The Town Manager stated Commissioner Koutsoupas was not going to be able to attend tonight's meeting and had sent an update. There are 362 participants in basketball. A meeting is scheduled for January 21<sup>st</sup> regarding an update on Central Park. The Farmers Market was discussed regarding what day of the week it will be held on and the date it will begin. The Parks and Recreation Advisory Board discussed Goat Island Park Phase II regarding golf cart ordinances, dog park rules, and the grand re-opening. The date of May 1<sup>st</sup> is being considered for the Goat Island Park Phase II grand re-opening. Commissioner Lawrence stated she wanted to see the Farmers Market open and that Wednesdays were being considered. She stated she wanted anyone with ideas to please contact her by the first meeting in February.

**Centennial Celebration Committee:** The Centennial Celebration Committee met tonight and reviewed the proposed brochure. All checks will be made out to the Town. Commissioner Lawrence asked how the sponsorship banners will be attached. The Town Manager stated sponsors would be added to banners as received. Mayor Worley stated fifty-five banners were ordered. Samples of golf shirts, tee shirts, vests and hats will be ordered. Commissioner Lawrence asked about the sponsorship banner. The Town Manager stated the sponsorship banner will be attached underneath.

He stated the collection of artifacts was going well and members on the Centennial Celebration Committee will be here on Saturday from 9 a.m. to noon. Mayor Worley stated he had discussed with Commissioner Carpenter the possibility of the ABC Store being a platinum sponsor. Mayor Pro Tem Cauthen stated if they were a platinum sponsor they could support the fireworks. Commissioner Carpenter stated the ABC Store cannot advertise. Mayor Pro Tem Cauthen made a motion to request the participation of the ABC Store as a platinum sponsor for a donation to the Town for \$6,000 to be designated to for the fireworks display for the Centennial Celebration. The motion was seconded by Commissioner Ware and approved by all.

#### **BUSINESS ITEMS/TOPICS OF DISCUSSION FOR EACH COMMISSIONER:**

Commissioner Ware stated parking would need to be discussed once the Goat Island Park Phase II Bridge is complete.

Mayor Pro Tem Cauthen stated he would like to wish the Finance Director a happy birthday and the celebration of his fifth work anniversary with the Town.

Commissioner Carpenter had nothing to report.

Commissioner Lawrence apologized for being late due to traffic. Mayor Worley stated she could meet the Municipal Citizens Academy participants later.

Mayor Worley wished everyone a happy new year.

## **TOWN MANAGER'S REPORT:**

*Gaston EDC Wilkinson Boulevard Corridor Study:* No update at this time.

*Miscellaneous:* A dumpster has been placed on Center Street in front of where Center Street Tavern was located. The dumpster will be in this location not to exceed two weeks and will occupy only one parking space. Cones will be used to mark the area. The restaurant may be open as early as March 1<sup>st</sup>. Commissioner Lawrence stated the party opening the restaurant has another restaurant located in Charlotte and the name of the new restaurant is unknown at this time.

*Caromont Grand Opening:* The Town Manager stated that he and Commissioner Koutsoupas attended the grand opening of the 35,000 square foot emergency room facility along with ambulatory services in Mount Holly. They will open on Tuesday.

*January 14<sup>th</sup> meeting:* The Town Manager stated the agenda is structured similar to the annual retreat meeting to include roundtable discussions along with a presentation from Mr. Demetri Baches of Metrocology. A discussion with Mr. Jim Prosser from CCOG can be added from 1:00 to 1:30 p.m. The transition report from the Town Manager should be available at that time. The Board agreed to amend the proposed agenda.

## **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 thirty weekly checks for lift stations, responded to four water meter related calls, and repaired four water leaks. TRU obtained water quality samples at two locations and all samples met or exceeded the minimum State drinking water standards. TRU responded to one sewer related call and completed a video inspection for one sewer line segment. The generator at the Lakewood pump station was replaced following an alarm failure. Operations are normal at the Eagle Road Wastewater Treatment Plant.

**Town Attorney:** Nothing to report.

**Police Department:** Captain Adams stated no incidents were reported during the holiday light season in McAdenville.

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

**Town Clerk:** The Board was reminded of the Town Manager's reception to be held on Friday, January 16<sup>th</sup>, from 5:30 to 7:30 p.m.

**Planning Director:** Mr. Krouse reminded the Board of the upcoming Build A Better Boulevard meeting scheduled for January 15<sup>th</sup> at 6:00 p.m. at Town Hall. This meeting is open to the public. Commissioner Carpenter stated there had been an article in the Gaston Gazette regarding this project. Mr. Krouse stated his wife and the new baby were doing well.

**Finance Director:** The Finance Director stated \$448,000 had been collected for current year property taxes. The Sales and Use Tax revenue is averaging about \$4,000 a month more than budgeted. The Powell Bill Fund has a cash balance of \$290,000 which will cover the asphalt paving proposed for the current budget year. Natural Gas collections and excise taxes are exceeding estimates. He stated a full report would be given at the next meeting.

A motion was made by Commissioner Ware to enter into closed session after a five minute recess. The motion was seconded by Mayor Pro Tem Cauthen and passed by unanimous vote.

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

A motion was made by Mayor Pro Tem Cauthen to compensate the Planning Director at the adjusted rate of \$5.65 per hour during the time he will serve as interim Town Manager along with his current salary. The motion was seconded by Commissioner Lawrence and approved by all.

A motion was made by Mayor Pro Tem Cauthen for the Town Clerk to receive the 2.5% merit raise placed in effect as of January 2, 2015 with a payout of 200 hours of compensatory time. The motion was seconded by Commissioner Ware and approved by all. The Town Clerk's position will be revisited in three months.

**ADJOURNMENT:** A motion was made by Commissioner Ware to adjourn the meeting at 9:29 p.m. The motion was seconded by Mayor Pro Tem Cauthen and approved by all.

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Mayor Ronald E. Worley

**ATTEST:**

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Wilene Cunningham, Town Clerk