

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

November 19, 2015

The Board of Commissioners for the Town of Cramerton met in workshop session on Thursday, November 19, 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 Demetrios Koutsoupas; Tammy Lawrence; and Sandra R. Ware. Commissioner Sam Carpenter was absent.

Staff present: David Pugh, Town Manager; Bill Brown, Town Attorney; Chief Greg Ratchford; Kevin Krouse, Planning Director; and Wilene Cunningham, Town Clerk. The Finance Director was absent.

Call to Order and Determination of Quorum: Mayor Worley called the meeting to order and determined a quorum was present. Mayor Worley welcomed and thanked School Board Commissioner Jeff Ramsey and Commissioners elect Rice and Neeley for being in attendance tonight.

Adoption of Agenda for this Meeting: Commissioner Ware made a motion to adopt the proposed agenda. The motion was seconded by Mayor Pro Tem Cauthen and the motion passed by unanimous vote.

Public Comment: No one signed up to speak.

Recognition of new Cramerton Police Officer Miguel Peña: Chief Ratchford announced Miguel Peña. Officer Peña stated he completed graduated his Basic Law Enforcement Training from Gaston College and is a graduate of Hunter Huss High School. He thanked everyone for the opportunity to be employed by the Town. He stated he currently lives in Gastonia. Mayor Worley stated he would be the Town's first bi-lingual officer.

Proclamation to recognize the Stuart W. Cramer Women's Golf Team for their 2015 season of excellence: Mayor Worley recognized Principal Devine and Coach Dobran along with several of the golf team members that were in attendance. Coach Dobran stated nine young ladies tried out and all made the team. He said they compete against all of Gaston County and they went to the regionals. Ellie Porman was the runner up in the regional 1A/2A conference. Coach Dobran was awarded coach of the year. Coach Dobran introduced Ellie Porman, Morgan Warhsam, and Ellie McAbee. Mayor Worley read the proclamation recognizing the Stuart W. Cramer's golf team and all were given signed copies of the proclamation.

Proclamation to recognize the celebration of Thanksgiving in the Town of Cramerton: Mayor Worley read the celebration of Thanksgiving in the Town of Cramerton proclamation.

AGENDA ITEMS REQUIRING A PUBLIC HEARING: No agenda items requiring a public hearing.

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

Discussion and Possible Approval of Board of Commissioner Meeting Minutes from September 17, 2015: A motion was made by Commissioner Ware to approve the meeting minutes from September 17, 2015. The motion was seconded by Mayor Pro Tem Cauthen and approved by all.

Planning and Zoning:

- **Update on Lakewood Petition:** The Planning Director stated a meeting time is being planned for discussion of a possible smaller size traffic calming device. An update will be presented to the Board at the next meeting.

- **Resolution #2015-4: A resolution endorsing the application of the Town of Cramerton for NCDOT Bike and PED planning grant initiative.** The Town Planner stated the Town applied for this grant last year and was unsuccessful. Brett Baronak with the MPO is assisting with the grant application. He is a Cramerton resident and a bicyclist. A motion was made by Commissioner Ware to approve resolution #2015-4 in support of the Town's application for a NCDOT Bicycle and Pedestrian Planning Grant with the grant match not to exceed \$4,000.00. The motion was seconded by Commissioner Koutsoupas and approved by all. Commissioner Lawrence stated this grant funding would assist in making it safer for bicyclists.

Finance: The Town Manager stated the Finance Director is absent tonight. Chief Ratchford stated there had been a change of vendors for purchase of the police vehicles and this had created an increase in cost. The budget amendments were \$3,000.00 to provide additional funding for purchase of police mobile data terminals reflecting additional grant funding; \$8,000.00 to transfer budgeted funds from operating department to capital outlay to cover additional cost of two police vehicles. Funds arise from actual fuel cost for the four months significantly less than projected in budget; \$2,425.00 to reflect citizen donations towards Boy Scout project materials funding project costs of \$1,580.00 with excess designated by donor for other recreation expenditures; and \$40,000.00 to increase 2016 budgeted revenues for corporate sponsorships, banner sales, concession sales and golf fees in excess of adopted budget amounts providing funds for expenditures in excess of budgeted amount for Centennial.

Mayor Pro Tem Cauthen asked about projected revenue from Centennial merchandise. Cam Carpenter stated there are coins, trestle limited pictures, hats, clothing and other merchandise still available for sale. There are some monies to be collected for several banners.

Jeff Ramsey stated there will be income from the sale of the DVD and some have already been reserved for purchase. A motion was made by Commissioner Ware to approve the budget amendments as presented. The motion was seconded by Mayor Pro Tem Cauthen and approved by all.

Parks and Recreation: Cam Carpenter stated the Christmas parade and festival will be held on Thursday December 3rd. The tree for the tree lighting will be purchased tomorrow. The lineup for the parade begins around 2:30 and the parade starts at 4:00 p.m. Three bands are confirmed and 85 parade participants. The grand marshal has been confirmed. Commissioner Lawrence asked about lighting for the vendors as there has been an issue with this in the past. Mr. Carpenter said this has been taken care of. The Town Manager stated the new fire truck possibly may be in the parade. The staff appreciation luncheon is scheduled for Friday December 4th at noon at the Community Center.

Branding and Marketing Initiative: Mayor Pro Tem Cauthen stated it had been a very productive week with a lot of meetings with various groups. He stated the initial concept has been designed and will be presented soon. The Town Manager stated a meeting will be held in early December and information will be presented to the Board.

Committee Appreciation Dinner will be on Thursday, December 10th at 6:00 p.m. at Amberjack's: A head count is needed for the dinner on Thursday December 10th. The Board was asked if the Centennial Committee including volunteers be included. The Board stated yes and the invitation was to include everyone who assisted that committee. Mayor Worley stated this committee is also working on developing a historical society.

Committee Board Update: Mr. Ray Andrews spoke to the Board regarding his interest in continuing to serve on the Parks and Recreation Advisory Board. Commissioner Koutsoupas stated this action should be considered at the regular meeting. Mayor Pro Tem Cauthen asked what outlets the Town was utilizing in order to advise citizens of committee and board openings. Information is placed in the Town's newsletter along with notice on Facebook and the Town's website.

Committee Appointments: A list was provided to the Board regarding openings and committee re-appointments. The Parks and Recreation Advisory Board has two members and one alternate position available. The Planning and Zoning Board has two openings as Mr. Oliver declined being reappointed and Mr. Rice was elected to the Board of Commissioners. Mr. Rice served as the alternate member. Cam Carpenter said several people have picked up applications for the Parks

and Recreation Advisory Board but have not turned them in. Ray Andrews stated he would like to stay on the Parks and Recreation Advisory Board and was willing to continue to serve. Commissioner Koutsoupas said the proposed members are asked to attend a workshop meeting prior to re-appointment and action to be taken at a regular meeting. Mayor Pro Tem Cauthen asked how positions are advertised. The Town Manager stated this information will be posted on the Town's website and Facebook page.

TOWN MANAGER'S REPORT:

Township Grants: A grant process is in place regarding the \$500,000.00 CaroMont funding. The Town would share this grant with Belmont, Lowell, and McAdenville as part of the South Point Township. The Town Manager stated the staff reviewed shovel ready projects and the Planning Director recommended that the money be requested for the Cramer Mountain sidewalk project. The project ranks high in scoring such as sustainability, being supported by NCDOT, and public safety. The money could be divided into fourths and the Town would receive a minimum of \$125,000.00. Commissioner Koutsoupas asked if the grant process would be handled by Town staff. The Town Manager said yes and Commissioner Mickey Price will be contacted regarding this request. Mayor Pro Tem Cauthen stated per the scoring he recommended the Town ask for \$175,000.00. The Board recommended staff proceed with the grant process and to request \$175,000.00.

Goat Island AGC Award: Blythe Construction contacted former Town Manager Michael Peoples advising that the Goat Island pedestrian bridge was being considered for an AGC Award. The awards will be presented in Charleston in several months.

Public Works: The Town Manager recognized the Public Works department for the great job providing leaf pick up for the Town and responsiveness they are providing.

Gaston Arts Council: Mr. Pugh stated he was nominated to serve on the Gaston Arts Council with his appointment to begin in January. Mayor Pro Tem Cauthen asked about the time commitment needed to serve. The Town Manager stated about an hour or two per month. The Board consented to allow the Town Manager to serve on the Gaston Arts Council.

STAFF REPORTS:

Two Rivers Utilities: Mike Bynum with Two Rivers Utilities stated TRU responded to 27 water meter related requests, installed nine new sewer taps, responded to two sewer related calls, repaired three water leaks, and completed 44 lift station inspections. Water quality samples were taken at five locations and all samples were in compliance with state drinking water quality standards.

Town Attorney: Nothing to report.

Town Clerk: The newly elected Board members were asked to confirm with the Town Clerk if they would be able to attend the Essentials of Municipal Government Courses being offered through the School of Government as this would include the mandatory ethics training.

Police Chief: Chief Ratchford asked about the manning of the Lakewood Road intersection during the month of December due to the increase of traffic due to the Christmas lights in McAdenville. He stated there had been a cut back of assistance from the Sheriff's office. He asked the Board if they want his staff to man the Lakewood intersection during the two busiest weekends of December. The Board said yes.

Planning Director: Mr. Krouse stated he is working with NCDOT regarding right of way for the Lake Road encroachment. A pedestrian count has been completed and visual inspection is currently being done regarding signalization for that intersection. The Planning and Zoning Board met on Tuesday and a plat was presented by Nick Parker regarding Villages at Cramerton Mills Phase I-A. This item will be presented at the December 1st Board meeting as old business to be considered for approval. The plat is available for review in the Planning Director's office.

COMMITTEE REPORTS:

Parks and Recreation Advisory Board: Cam Carpenter stated there were forty basketball teams registered this year and games begin in January.

Centennial Committee: The Town Manager stated the Board had a memo in their agenda packets regarding a centennial celebration commemorative DVD. The Centennial Committee met and considered two proposals regarding editing and packaging of the DVD. Image Design Productions, Inc. quoted \$8,800.00 to \$9,000.00 and Carolina Media Productions quoted \$1,000.00 to \$1,200.00 for this service. The Centennial Committee voted to recommend to the Board to accept the quote from Carolina Media Productions. Jeff Ramsey stated the proposed cost from Carolina Media Productions is at a government friendly rate as the person who is offering this service is employed by Gaston County. Mr. Ramsey commented that he felt the DVD's would be a good item to have for sale at the upcoming Christmas festival. The Board asked about a proposed sale cost for the DVD. The Board discussed possible cost. Jeff Ramsey said there will be two CD's and will have approximately four to five hours of footage. Cam Carpenter recommended \$15.00 and the Board agreed. Pre-orders of the DVD's could be made at the festival with delivery by December 18th or 19th. A motion was made by Commissioner Lawrence to approve the proposal from Carolina Media Productions up to \$1,200.00 for the production and packaging of the Centennial DVD. Mayor Pro Tem Cauthen seconded the motion and it was approved by all. Commissioner Koutsoupas asked about the purchase of the DVD by parties who live out of town. Requests will be forwarded to the Parks and Recreation Department regarding orders. Commissioner Koutsoupas asked that a link be added to the Town's website for the Centennial DVD.

BUSINESS ITEMS/TOPICS OF DISCUSSION FOR EACH COMMISSIONER:

Commissioner Lawrence thanked Jeff Ramsey and Cam Carpenter for all of their hard work and dedication regarding the Centennial celebration. She acknowledged the commissioners-elect.

Mayor Pro Tem Cauthen thanked Commissioner Lawrence and Commissioner Ware for their many years of service. He thanked everyone who was involved with the branding and marketing meetings. He asked if there was any Centennial information from the event that he could have for his portfolio.

Commissioner Koutsoupas asked Cam Carpenter about the rocking chairs on the observation decks. Mr. Carpenter one of the rocking chairs had been stolen and the others do not seem to be durable. He said a better quality rocking chair needs to be purchased.

Commissioner Ware thanked everyone and stated how much she had enjoyed serving the Town. She asked that the Board continue to keep parking on the agenda as a discussion item.

Mayor Worley thanked the staff and everyone for their dedication to the Town. He thanked Commissioner Lawrence and Commissioner Ware for their many years of service.

A motion was made by Commissioner Ware to enter into closed session to consider the qualifications, competence, performance, condition of appointment of a public officer or employee of prosecution public officer or employer per N.C.G.S. 143-318.11(a)(6); and consult with the attorney to protect attorney-client privilege per N.C.G.S. 143-318.11(a)(3). Commissioner Lawrence seconded the motion and it was approved by all.

ADJOURNMENT: There being no further business, a motion was made by Commissioner Ware to adjourn the meeting at 845 p.m. The motion was seconded by Commissioner Mayor Pro Tem Cauthen and approved by all.

Mayor Ronnie Worley

ATTEST:

Wilene Cunningham, Town Clerk