

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

February 19, 2015

The Board of Commissioners for the Town of Cramerton met in workshop session on Tuesday, February 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 Koutsoupias; Tammy Lawrence; and Sandra R. Ware were present. Commissioner Carpenter was absent.

Staff present: Kevin Krouse, Interim Town Manager and Planning Director; Bill Brown, Town Attorney; Greg Ratchford, Chief of Police; Joel Lineberger, Finance 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: Mayor Pro Tem Cauthen recommended the closed session be removed from the agenda. A motion was made by Commissioner Ware to approve the adoption of the agenda as amended. The motion was seconded by Mayor Pro Tem Cauthen and approved by all.

Public Comment: No one signed up to speak.

Presentation from Mr. John Sugg, Arborist: The Town Manager stated that Mr. Sugg would not be making his presentation at tonight's meeting as he was unable to travel due to inclement weather.

Updates from Two River Utilities, Mr. Mike Bynum and Updates from Cramerton Department Heads (Town Attorney, Police Chief, Fire Chief, Planning Director, Finance Director, and more as needed):

TRU Update: Mr. Mike Bynum stated TRU completed twenty weekly checks for lift stations, responded to eight water meter related requests, and repaired four water leaks. TRU took water quality samples at three locations in Cramerton and all samples met or exceeded the minimum state drinking water standards. TRU responded to two sewer related calls and patched one street cut. Operations are normal at Eagle Road Wastewater Treatment Plant.

Mr. Bynum stated 21 of the required 30 non-Pharr easements have been acquired regarding the Phase II South Fork Sewer Project. The remaining nine property owners have committed to providing easements. Mr. Bynum stated the pipeline alignment change was required to accommodate the new PSNC Energy warehouse driveway. Submittal of permits will be finished by mid-March and awards are anticipated by May. The project construction contract should be awarded in June 2015 with the project being completed as of June 2016.

Town Attorney: Nothing to report.

Police Department: Chief Ratchford presented the statistical report for January to the Board. An annual report will be available in March.

Planning and Zoning Department: Mr. Krouse stated he would provide updated information regarding projects later in the meeting.

Finance Department: Mr. Lineberger stated the \$918,000.00 paid to Blythe Construction was from an interim financing loan from BB&T. A check for \$450,000.00 was received from PARTF grant monies.

The Finance Director stated he prepared a list of all checks exceeding \$1,000.00 for informational purposes and this was distributed to the Board. Revenue and ad valorem collections have been consistent. Mr. Lineberger stated consideration was being given to opening some type of account with BB&T. Mayor Worley stated it was important to have monies at BB&T as they are the longest standing bank in Cramerton.

Town Clerk: A production of Tarzan the musical will be held at Stuart W. Cramer High School from March 6th to March 8th. Cost is \$10.00.

COMMITTEE UPDATES:

Parks and Recreation Advisory Board: Cam Carpenter, Parks and Recreation Director, addressed Goat Island stated that paving would begin based on the weather conditions and should take about four weeks. Installation of railing on the ramps should be completed by the end of next week. The fit pavilion is complete and the sponsorship signs for Caromont were approved by Madeline Keeter. The 2 to 5 year old playground is complete and passed inspection. The loop trail is complete and is ADA accessible. One of the cornhole boards was damaged during construction and has been replaced. Rowboat Dock and Dredge has started placement of the piles for the first of three observation piers and placement of the decking will follow. Approval was received from NC Wildlife for design modification for a wheelchair accessible fishing pier behind the C.B. Huss Recreation Complex. Austin Biles will be doing the landscaping for this project as part of his Eagle Scout requirement. Benches, pet waste stations, recycling stations, and trash containers for the island have been received and are stored at the Parks and Recreation Department. Mr. Carpenter stated some clearing will be required at the berm area on the Lakewood side. Commissioner Lawrence asked about port-a-johns on the island and Mr. Carpenter stated he would address this at the budget workshop meeting such as a restroom trailer.

The Planning Director discussed the landscaping within the fifty foot protected river buffer. Mr. Krouse presented a planting scheme along with a proposed plant list. Mr. Carpenter stated that the plantings in the buffer area are governed by the permitting process. The Town can pick which species they prefer from the list and variety was encouraged. Mr. Krouse stated the suggestion of using hydrangeas did not receive good feedback due to maintenance and upkeep. Commissioner Ware stated hydrangeas do not thrive well in evening sun. Mr. Krouse stated the plantings in the buffer zone should be random and natural. Mayor Pro Tem Cauthen asked if the services of a professional were being used. Mr. Krouse stated McGill Associates has a landscape architect and the plants listed were recommended for the buffer area. Mr. Krouse stated the areas outside of the buffer area can be choices other than what is on the buffer plant list. He reminded the Board that maintenance of the area after the plantings needs to be considered.

Centennial Celebration Committee: Cam Carpenter, Parks and Recreation Director, stated eleven banners have been sold, three gold sponsorships, and one bronze sponsorship. A \$1,500.00 deposit is needed to reserve the date for the golf tournament at Cramer Mountain golf course. The total cost is \$6,500.00 and the cost per foursome will be \$400.00. The Finance Director stated the funds are budgeted for this committee and the Board recommended the invoice be processed.

Cam Carpenter also stated the annual Easter Egg Hunt will be held at Cramerton Middle School on Saturday, March 28th. A joint Arbor Day celebration is scheduled with the City of Belmont to be held at Stowe Park on Saturday, April 25th. The grand re-opening and dedication ceremony for Goat Island Park and Greenway is scheduled for Friday, May 1st. Invitations along with the agenda are being prepared. Merchandise is being ordered to be available for sale.

Interim Town Manager Report:

Lakewood Greenway Update: Mr. Krouse stated Mr. Rudisill has been contacted regarding possible donation of property in the floodway area. An update regarding progress will be given at the budget workshop meeting.

Goals and Objectives: Mr. Krouse stated the goals and objectives would be reviewed at the February 24th budget workshop meeting. Mr. Krouse stated he had made a few changes including the adding of maintenance of assets and information was added to the transportation item for the Board to consider. Mayor Worley stated maintenance of assets was important. The Finance Director is putting together capital expenditures and capital improvement plan information that can be used as a guiding principle along with the goals and objectives. Mr. Krouse stated information for large ticket items will be placed on boards as a visual aid. A presentation will be provided by Freese and Nichols regarding the Central Park study at the budget workshop. Mr. Krouse stated he would add information regarding programming for Goat Island to be discussed at the budget workshop as part of the goals and objectives.

Mr. Krouse stated that Attorney Brown has created a fee in lieu of document for the construction of the boardwalk at the Village at South Fork. The document has not been returned at this time. Mr. William

Ratchford is offering to pay the \$30,000.00 fee in lieu of construction. Commissioner Koutsoupas asked about receiving a quote from Rowboat Dock and Dredge regarding the boardwalk construction since they have a crew working in the area. Mr. Krouse stated he would address this with Mr. Ratchford regarding coordination of services.

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

Discussion and Possible Action to Approve the January 14, 2015 Meeting Minutes. Mayor Pro Tem Cauthen requested the January 14, 2015 meeting minutes be tabled to the next meeting. The Board agreed.

Discussion and Possible Action to appoint Joyce Sanders to the Centennial Celebration Sub-Committee. Discussion was held by the Board regarding the number of voting members and non-voting members. Commissioner Koutsoupas stated he thought there are five voting members. The Board discussed reviewing the bylaws and allowing non-voting members on the committee as advisory members. Attorney Brown stated other members appointed could be non-voting members. Mayor Pro Tem Cauthen recommended her to be appointed as a non-voting affiliate member. Commissioner Koutsoupas stated there was no current residency requirement. A motion was made by Commissioner Ware to appoint Joyce Sanders to the Centennial Celebration sub-committee as an affiliate and was seconded by Mayor Pro Tem Cauthen. The motion passed by unanimous vote.

Discussion and Possible Action to Set a Public Hearing for April 7, 2015 to consider two text amendments to the Land Development Code. A motion was made by Commissioner Ware to set a public hearing for April 7, 2015 to consider two text amendments to the Land Development Code. The motion was seconded by Commissioner Koutsoupas. Mr. Krouse stated the text amendments referenced an amendment to the private residential quarters definitions and a change to the accessory structures definition. The Planning Director stated the School of Government states ownership cannot be regulated. Mr. Krouse stated the second text amendment was regarding accessory structure size which would be based on the size of the primary structure as there have been some issues with the height of accessory structures. The motion passed by unanimous vote.

A public hearing is scheduled for April 7th for the annexation of property on Wilkinson Boulevard that was scheduled at the last Board meeting.

Town Manager Search Discussion. Mayor Worley stated interviews are scheduled for March 2nd beginning at 8:30 a.m. Mayor Pro Tem Cauthen stated the candidates have been contacted and confirmed attendance. He asked the Board to prepare any personal questions they would like to ask. He stated the interviews should last about an hour with a half hour allowed for Board discussion between candidates. Attorney Brown stated the Town Clerk will provide a notice for a special meeting to be given to the newspaper.

BUSINESS ITEMS/TOPICS OF DISCUSSION FOR EACH COMMISSIONER:

Commissioner Lawrence had nothing to report.

Mayor Pro Tem Cauthen had nothing to report.

Commissioner Koutsoupas had nothing to report.

Commissioner Ware stated parking will need to be expanded down town with the new business and Goat Island opening. She stated a plan was developed in 2010 and it includes the area over to the driveway cut in the town center area and two sprinkler heads would have to be moved. Discussion was held regarding parallel parking and adding a knee wall. Mr. Krouse stated parking is available for Goat Island on the Lakewood side.

Closed Session: No closed session was held.

ADJOURNMENT: A motion was made by Mayor Pro Tem Cauthen to adjourn the meeting at 8:01 p.m. The motion was seconded by Commissioner Lawrence and approved by all.

Mayor Ronald E. Worley

ATTEST:

Wilene Cunningham, Town Clerk