

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

February 18, 2016

The Board of Commissioners for the Town of Cramerton met in workshop session on Thursday, February 18, 2016 at 7:00 p.m., in the G.M. Michael Room at the Cramerton Town Hall.

Board Members present: Mayor Ronnie Worley; Commissioners Demetrios Koutsoupas, Donald Rice, Houston Helms and Susan Neeley. Mayor Pro Tempore Will Cauthen was absent.

Staff Present: David Pugh, Town Manager; Bill Brown, Town Attorney; Chief Greg Ratchford; Joel Lineberger, Finance Director; Kevin Krouse, Planning Director; and Belinda Robinson, recording secretary.

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

Adoption of Agenda for this meeting: A motion was made by Commissioner Neeley to adopt the proposed agenda. The motion was seconded by Commissioner Koutsoupas to adopt the amended agenda and the motion passed by unanimous vote.

Public Comment: No one signed up to speak.

Recognition: Chief Ratchford introduced Officer Jason Howell and Officer Timothy Dockery.

Resolution: Mayor Worley read the resolution 2016-01 in support of passage of the Connect NC Bond referendum. Commissioner Rice made a motion to pass resolution 2016-1 in support of Passage of the Connect NC Bond referendum that will be on the March 15, 2016 North Carolina Ballot. The motion was seconded by Commissioner Neeley and the motion passed by unanimous vote.

Agenda items requiring a public hearing: None

Agenda items NOT requiring a public hearing:

- **BOC Minutes:** Commissioner Koutsoupas made a motion to approve the minutes from the January 21, 2016 Board of Commissioners meeting. The motion was approved by Commissioner Neeley and the motion passed by unanimous vote.
- **ABC Board updates:** Sam Carpenter provided an update on the new ABC store on South New Hope Road. Sam Carpenter stated that it would take \$200,000.00 to \$300,000.00 to stock the store. He stated it takes \$120,000.00 to stock the current store. A second bathroom has been added to the plans. They are waiting on erosion control permit. Commissioner Koutsoupas asked how many parking spaces will there be. Mr. Carpenter stated that there will be 25 parking spaces and they have discussed adding some parking at the back of the building. He stated they discussed putting up an awning for the customers but decided not to. Commissioner Koutsoupas asked about lighting and Mr. Carpenter stated the structure will be very well lit. A fence will be erected around the building. Commissioner Helms asked about the retail traffic taken from the current store. Mr. Carpenter stated it would only take about 25% of sales from the current store. He also stated that sales went up at the current store 26% since the new store in Gastonia on Cox Road opened. Mayor Worley asked what the cost of the new store is. Mr. Carpenter stated that the new store is costing about \$700,000.00 to build and should be completed by July 1st, and no later than September 1st. Mayor Worley asked how many employees the new store will have. Mr. Carpenter stated less than fifteen.
- **Planning and Zoning:** The Planning Director proposed a text amendment and to set a public hearing for March 17th, 2016. The Land Development Code will be to provide guidelines for the development of commercial structures in all zoning districts. Mr. Krouse states that we are currently in the process of rewriting the entire code. He also states that the code addresses the following items: height, roof form and pitch, façade, articulation and detailing, building materials and configurations, street façade and building mass, building elements such as awnings and balconies, windows and doors, pedestrian access,

and mechanical screening. Commissioner Helms asked if this was largely adopted by Belmont and will this be the standard that we set. Mr. Krouse stated the concept is how the building relates to the street along with the neighborhoods and the environment around it. Mr. Krouse asked that the public hearing be set for March 17, 2016. Commissioner Rice made a motion to have the public hearing on March 17, 2016. The motion was seconded by Commissioner Koutsoupas and passed by unanimous vote.

Mayor Worley stated the second item is the public hearing for an application for conditional zoning district at parcel ID 223684. Mr. Krouse stated at the last meeting a public hearing was set for this same parcel for a general rezoning. After speaking further with the applicant, it was agreed that a conditional rezoning would be the best approach so we did not advertise that public hearing. A motion was made by Commissioner Helms for the public hearing. Commissioner Rice seconded the motion. All in favor with a unanimous vote. Mr. Krouse stated that the site plan in the agenda packet has changed some and he will provide an updated site plan.

- **Marketing & Branding:** The Town Manager stated that there were no updates at this time.
- **Committee/Board Appointments:** Attorney Brown stated that Phillip Pressley was appointed to the board as a full member by accident. The board is already full with two alternates. Phillip Pressley will be held for a future vacancy. The Town Manager stated that George Adcock passed his back ground check and can be appointed to a committee upon a vacancy. A motion was made to appoint George Adcock by Houston Helms and Commissioner Neeley seconded the motion. The motion was passed by unanimous vote.
- **Manager's Report:** The Town Manager did a follow up presentation on Veteran's Memorial. He provided a hand out about other town monuments, the cost, location, monument name and type, town population and dedication date. It contained pictures of the monuments with names of the creator and sponsors for comparison sake. The Town Manager asked if the Board had any follow up questions. He also stated that he will have more information that the Board asked staff to gather regarding 501(c)3's in contacting some architects and be able to update for the March 1st meeting.
- **Continuing Projects:** The Town Manager also provided a handout from a legislative update from the League of Municipalities that he received from the manager's conference. At the conference he stated a comprehensive update is provided with some of the possible items regarding topics and bills that could be coming up with the Short Session April 25th, along with general topics, budget specific, revenue, sales tax, and Powell bill. The General Assembly is redefining what a city is in North Carolina with all the changes. Commissioner Helms asked does this affect Cramerton. Attorney Brown stated that it does not. Mayor Worley asked if there were any other projects. The Town Manager stated that public works is pushed to the max with leaf season. They have asked Rodney Baker to work in the Baltimore area getting it cleaned up. Public works has picked up 23 bags of garbage. The Town Manager also stated that as part of Leadership Gaston that he will be participating in "Are you smarter than a 5th grader?" sponsoring Woodhill Elementary. His team won the people's choice award.

General Staff Reports:

- **Two Rivers Utilities:** Mike Bynum with Two Rivers stated they will be repairing the waterline at Riverside and Eighth Avenue tomorrow. TRU responded to eight water meter related service request; responded to two sewer related calls; repaired four water leaks; completed sixty-six lift station inspections; retrofitted the number II pump at Lakewood I pump station with a new style impeller to improve operations; took water quality samples at eight locations and all samples were in compliance with the water quality standards. He stated that they are working on a \$65 million water plant upgrade. Operations are normal at the Eagle Road WWTP. Mayor Worley asked who was becoming a part of Two Rivers. Mr. Bynum stated that they did away with Ranlo and are currently working with Stanley and McAdenville in trying to find grant money to help. Mr. Bynum stated that Cramerton had the highest sewer rate in Gaston County. Commissioner Koutsoupas asked what area will be affected tomorrow. Mike Bynum responded he did not know yet what area would be affected.

- **Town Attorney:** Attorney Brown stated the Legislative Committee was going to review the revised redistricting plans and are going to take action on that today and that there is a companion bill wanting to possibly move back the March 15th primary. The committee had recommended the revised district with two additional revised recommendations. The House and the Senate will be meeting later this evening to act on this. The Finance Director said that on the six o'clock news the Senate had passed the resolution and it was going over to the House. Chief Ratchford said that the House has passed the primaries on June 7, 2016.
- **Town Clerk:** The Town Clerk was absent.
- **Police Chief:** Chief Greg Ratchford stated that he reached out to Nick Parker about posting "No Trespassing" signs on his property in the area of Patterson Street and Patterson Street Extension. That has not been done yet. He stated that we have a registered sex offender living in the woods on his property. He is a monitored sex offender and is wearing an ankle bracelet. Mr. Krouse and the Town Manager stated they will contact Nick Parker to push him along on that.
- **Fire Chief:** Absent.
- **Planning Director:** Mr. Krouse stated that William Ratchford with Southwood Realty is looking for additional land to develop. There is a piece of property in front of Timberlake for apartments currently zoned as residential R1. However there are deed restrictions that are on it from many years ago. They are needing to clear those deed restrictions before they can come back to us with a plan. The deed restrictions are about a density requirement as well as requiring a grocery store somewhere. They are wanting to use Town Hall as a meeting place. They are wanting to meet property owners out of Timberlake to hear their proposal and see if they can get them to sign up to get those deed restrictions removed. They want to meet on February 23, 2016 at Town Hall at six o'clock p.m. Mr. Krouse stated that he will be here to unlock the door and we are only providing a meeting place. The Town Manager asked Attorney Brown to provide a disclaimer for the residents attending the meeting so that they will understand that this meeting has nothing to do with the Town of Cramerton. The Town Manager will read it before the meeting starts. Attorney Brown stated that at some point the town may want to adopt a public use and rental property agreement or a facility usage policy for use to the town's facilities.
- **Finance Director:** Mr. Lineberger provided the monthly financial report for January and a copy of the final fiscal year 2015 audit report that Mr. Collis presented as draft at the January meeting. The Finance Director stated that Mr. Collis said in January that statements had been submitted to the Local Government Commission for their review. They came back with four comments. They questioned disclosure of what the City of Gastonia owes us. Mr. Lineberger stated Mr. Collis changed the balance sheet notes receivables due from other government separate. The numbers did not change on the balance sheet. They asked that the Goat Island capital project note that the state grants came from Parks and Recreation Trust Fund, he just added (state grants) so that the state agencies can see on the financial statement their money is going into the capital projects and likewise on the 29/74 Greenway capital project. He added a USDOT notation. Mr. Lineberger stated the final report is posted on the Town's website. Mr. Lineberger explained fund balance numbers from June 30, 2015 from page 34 of the June 30, 2015 report. This schedule is labeled Fund Balance and designed to show ultimately what is available for expenditure. It reduces the available fund balance by \$498,000.00 which includes a deposit on the fire truck and \$32,000.00 on the observation piers. The Powell bill amount of \$224,000.00 is restricted cash so it is not available for general expenditures appropriated in the fiscal year 2016 budget year an amount of \$466,500.00. The next line item \$697,000.00 is what is self-imposed by previous boards that said we would reserve 40% of our next year's expenditures for contingencies. That leaves a remaining fund balance of what you can further appropriate through fiscal year 2016 of \$870,000.00. The Finance Director stated the first budget meeting scheduled for department heads and the Board will be March 22nd.

Park and Recreation Report: No report.

Committee Reports: Commissioner Koutsoupas stated that there are ten to twelve people coming to the Historical Society meetings. The last meeting they had one of the original

members of the Belmont Historical Society attend and they gave a presentation about the steps they took as far as getting people involved. They will be meeting again the second Thursday of the month here at the town hall. Commissioner Neeley ask about the Merchants Association. Commissioner Koutsoupas stated that the Merchants Association had a meeting on Tuesday at 8 o'clock a.m. and he was not able to attend but the evening meeting had a good turnout.

Commissioner Koutsoupas also talked about the Community Committee. The next step is putting together the bylaws so that we have good guidance as to what we want that committee to do such as some specifics. Commissioner Koutsoupas asked if the Veteran's Memorial will be one of the projects for the Community Committee. The Town Manager stated that it would be good to have a couple of board members acting on that committee and to be able to implement it. Commissioner Rice stated that he would like to be involved in the Community Committee. Commissioner Neeley also stated that she would like to be involved.

Topics of Discussion for Each Commissioner:

Commissioner Helms stated that he thinks there are more opportunities to reach out to the citizens of the town by boroughs. The Town Manager stated that he will come up with a proposed map and include in the agenda packet for March. He also asked for an update on the Central Park tennis courts. The Town Manager stated the tennis courts were removed and it came in under budget at \$4000.00. The Town Manager also stated that the brush removal in Central Park may possibly be done as a control burn for the fire department. The kudzu will need to be performed by a contractor to help get that cleaned up instead of volunteers due to the topography of that area.

Commissioner Helms also asked about how much tolerance we have for the one lane bridge.

Commissioner Rice had a few questions about the Cramer Mountain sidewalk project. He asked about the timeline on the Cramer Mountain sidewalk project. The Town Manager stated that we are looking at June/July 2016 for the start of that project. Mr. Krouse stated that he is waiting on the approval from NCDOT as the letter of interest has taken months to get them to approve our RFQ letter and several months for them to approve our PE funding. We are just waiting on them to give us approval to go ahead with the project. Advertising for engineers will begin soon and design is getting ready to start. Chief Ratchford asked if we are looking into lighting for the sidewalk. Mr. Krouse stated that when they do the design that lighting will be an option. Commissioner Rice also stated that he was wanting to look at having the workshop meetings at 6:00 p.m. and he would like to see that start in March. He recommended the Board pick a topic from the sheet and stick to that topic for the hour and then go into the agenda meeting. Commissioner Rice stated that he would like to get a Community Committee meeting scheduled. The Town Manager stated that he should get in touch with the Town Clerk to help contact the people who have applied for the committee. A motion was made to appoint Commissioner Rice and Mayor Pro Tempe Cauthen as the head of the Community Committee board. Commissioner Neeley seconded the motion. The motion passed unanimously.

Commissioner Neeley wanted to thank everybody for Central Park. She stated that she and Mayor Worley went to the Rader Center and spoke to the Board of Education and welcomed them to Cramerton. They also went by and visited with the Cramerton Bunch at Cat Fish Cove.

Mayor Worley stated that he wanted to get something done about the paving of roads and rank them on the work that needs to be done. He would like to see a push on getting something done to the roads and get some bids in place.

Commissioner Helms asked for a list of the top ten roads that need to be repaired for the next meeting and discuss it.

Adjournment: Commissioner Helms made a motion to adjourn the meeting at 9:11 p.m. Commissioner Rice seconded the motion and it passed unanimously.

Mayor Ronnie Worley

ATTEST:

Belinda Robinson, Recording Secretary