

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

March 1, 2016

The Board of Commissioners for the Town of Cramerton met in regular session on Tuesday, March 1, 2016 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 Houston Helms, Demetrious Koutsoupas, Donald Rice and Susan Neeley.

Staff present: David Pugh, Town Manager; Bill Brown, Town Attorney; Chief Greg Ratchford; 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 a quorum was present.

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

Invocation: Given by Attorney Brown.

Pledge of Allegiance: Given by all.

Public Comment: No one signed up to speak.

Agenda Items Requiring a Public Hearing: None.

Agenda Items Not Requiring a Public Hearing:

Planning and Zoning:

- **Update from Nick Parker regarding the Villages at Cramerton Mills:** Mr. Parker stated a plat had been approved to begin construction but there had been an error and the plat had to be modified prior to being recorded. He stated presented a slideshow showing the five house plans that will be used for this phase of construction. Mr. Parker this first phase would include the courtyard cottages, village cottages, and bungalows. Pricing starts in the \$230,000's and will be custom built with the availability of upgrades. The price point is \$150 per square foot. Sixty-four units are to be constructed in the first phase with another thirty-seven units to be constructed in the spring and these units will remain true to the information that was originally presented to the town regarding sustainability and energy efficiency. Final contracts with marketing and public relations are being worked on for development of the website and apps and tours will soon be offered to contractors and realtors. Mr. Parker stated they are waiting on the electric phase to be completed. Commissioner Helms asked about grading on phase II. Mr. Parker stated some grading has been done on phase II but the current grading is mainly phase I.

Mr. Parker stated there is a unit in York, South Carolina that can be visited. Homes will contain 2x6 advanced framing, exterior walls are R-27 instead of R-13 per code, cellulose insulation, low emission windows, ductless electric heating, LED lighting, advanced energy monitoring system, water fixtures that meet or exceed EPA's water sense certification, Electrolux brand Energy Star appliances, building materials will be chosen based on sustainable attributes and life cycle analysis, all units are pre-wired for solar panels, and homes to meet Department of Energy's "zero ready" home standards. All windows will be locally made. Each home will have a gas dryer and an on demand water heater. Mr. Parker said the appliances will be installed in the homes prior to being purchased. Upgrades to the homes would cost around \$10,000.00.

Mr. Parker stated a meeting will be held with the Planning Director next week and discussion will be held regarding development on New Hope Road. He stated a commitment has been received from a restaurant and also for a brewery as an anchor tenant.

Mr. Parker stated the market would be similar to the Seventh Street Public Market concept in Charlotte. Mr. Parker stated financing was in place and they are ready to begin construction. Commissioner Helms asked about the light industrial phase. Mr. Parker stated there light manufacturing will be in Phase D. Commissioner Neeley asked if this would be a gated community. Mr. Parker stated no. Mayor Worley and the Board thanked him for this update.

- **Plat Approval for Parcel ID #223684:** The Planning Director stated this item was discussed at the prior Board meeting. He stated this item is not about rezoning but for subdivision approval due to the two sixty foot right of way dedications being proposed. Staff worked with the property owner to ensure the recommendations from the Build A Better Boulevard would be included to preserve access right of way. A motion was made by Commissioner Neeley for approval of the subdivision plat for Parcel #223684 (property owner The Pier at Cramerton LLC) as presented. The motion was seconded by Commissioner Helms and approved by all.

Parks and Recreation Department:

- **Central Park:** An updated map of the Central Park area was distributed to the Board showing where the proposed dog park would be located. Cam Carpenter stated a study was conducted last year by Freese and Nichols. Staff has met and is working with PARTF and the Clean Water Management Trust Fund regarding Central Park. Mr. Carpenter stated PARTF scores projects based on the site plan and master plan. He stated this project scored well as it meets PARTF's requirements. Mr. Carpenter stated costs could be reduced by installation of a smaller playground and use of asphalt instead of concrete for the pads. The game of pickleball is a growing sport and Central Park would be a suitable location. Commissioner Helms asked about stream restoration. Mr. Carpenter stated costs could be reduced by having the local scouts to construct natural bridges. A thousand foot of trail could be removed behind Eighth Avenue and parking could be reduced from sixteen spaces to eight spaces. Mr. Carpenter stated a resolution would be required and would need to be included with the grant that is due in May. Announcement of the grant award would be in October with contracts being issued in December. Mr. Carpenter stated the deadline had passed to apply for assistance from Clean Water Management Trust Fund.

Mayor Pro Tem Cauthen commented on the importance of stream rehabilitation. Mr. Carpenter stated the Town could apply for a grant from Clean Water but the deadline has already occurred or this can cost be added to PARTF and it increases the cost. He stated minimal construction will occur near the stream. Grading and stream restoration is not considered as elements of the application. The Town Manager stated the stream would be stormwater eligible. The Town Manager stated no red flags have been noted by Freese and Nichols and McGill Associates regarding funding or having two separate projects being completed simultaneously. Mr. Carpenter said work on the dog park and pickle ball courts would not be in close proximity to the stream.

Commissioner Rice asked about the difference in asphalt and concrete costs. Mr. Carpenter stated maintenance costs would be the same but the concrete should last longer. The proposed trail off of Eighth Avenue would offer access to those homes. The Town Manager stated this trail could be added later. Mr. Carpenter said the playground, walking trails, dog park, and pickleball court would have to be retained. The Board discussed the necessity of sixteen parking spaces. Mr. Carpenter stated there would be access from the C.B. Huss Recreation Complex and eight parking spaces would be adequate.

Mr. Carpenter stated he spoke with Fire Chief Foulk regarding a controlled burn to remove overgrowth. The gutters will be cleaned out by staff. The Board asked if this decision could be made at the next meeting. Mr. Carpenter said yes. He stated he would request storm restoration costs prior to the next meeting. Commissioner Rice stated he would like to see this park remain natural and create connectivity. Central Park was built utilizing LWCF funds and is to be kept maintained in perpetuity by the town. Commissioner Rice asked if limiting renovations to only adding a trail system and storm restoration affect the town's possibility of being awarded the grant. Mr. Carpenter said yes. He stated he considers this a neighborhood park.

Commissioner Rice asked about the construction material for the pads. Mr. Carpenter said the pickleball pads can be either pavement or concrete. The base is already in place from where the tennis pads were removed. The pickleball area will be fenced with a six to eight foot fence. Commissioner Rice asked about the size of the dog park. Mr. Carpenter said the Central Park dog park would be twice as large as the Goat Island dog park. Discussion

was held regarding possible reduction of trail footage to 1,000 feet and reduced parking. Mr. Carpenter stated trail maintenance is performed at least every five years and the park is already included in the current landscaping contract. He stated the rip rap would be taken out and feathered. Commissioner Helms recommended a decision on this project be held until other projects are reviewed. Discussion to be held at the next Board meeting.

- **Cramerton-Belmont Joint Arbor Day/Earth Celebration:** A joint celebration will be held on April 23rd from 11:00 a.m. to 2:00 p.m. with the City of Belmont. The event will be held on Goat Island. A plaque has been ordered to be placed in memory of Mr. Cyrus Reese during the dedication ceremony. The Whitewater band is scheduled to play. Shred It along with other vendors will be on site. Mayor Worley stated Mr. Reese always commented on the importance of planting trees.

Cramerton Board of Commissioners:

- **Review draft map and discuss Commissioner Liaisons to Cramerton “boroughs” for the purposed of strengthening public outreach.** Commissioner Koutsoupas asked if the term boroughs could be changed to districts as this is the term the police department uses. The Board agreed to this amendment. Commissioner Helms stated he would like to be appointed to represent district six which includes Newport Landing Way, Tomshir Estates, Lineberger Place, and the Baltimore neighborhoods. Commissioner Rice stated he would like to represent district three which is inclusive of the Hampton Meadows Apartment, Mayflower Meadows, along with the down town area. Mayor Pro Tem Cauthen asked to represent district one which is inclusive of South Fork Village and the Lakewood area. Commissioner Neeley stated she would like to represent district four which is the Timberlake neighborhood area along with the ETJ areas. Commissioner Koutsoupas stated he would like to represent district five which includes the Cramer Mountain area. Mayor Worley stated he would represent district two which includes Market Street, Mayflower Avenue, Cramerton Village, Cramerton Oaks, Woodlawn, Brooklyn, along with Eighth Avenue to Eleventh Street.
- **Review memo of BOC topics through May 2016 (next five BOC meetings) and provide staff direction.** The Board discussed starting the workshop meetings at 6:00 p.m. in order to provide time to discuss topics regarding goals and objectives. Commissioner Koutsoupas asked if the schedule could be modified on a case to case basis. Attorney Brown stated the media would need to be notified of the meeting time change. The Board agreed to meet at 6:00 p.m. on March 17th. The Town Clerk will notify the media of the meeting time change.

Public Works:

- **Cramerton Street Maintenance Program.** The Town Manager displayed photos of the Front Street alley. Discussion was held regarding poor drainage in this area and the importance of a culvert to encourage proper drainage. The Town Manager stated this alley supports heavier trucks that are making deliveries to the businesses. Mayor Worley recommended that the businesses being given ample notice prior to any work to be started. The Public Works department will begin the process of easement acquisition. Commissioner Helms asked about the ranking of this project. The Town Manager stated this at the top of the list with paving repairs to Washington and Woodlawn to follow. The Town Manager stated repair work including patching on Front Street has been completed. Mayor Pro Tem Cauthen asked if another project could be included while the repair work crew is mobilized. The Town Manager stated he would address this at the next meeting. Commissioner Rice asked how much of an interruption would be created for the businesses. The Town Manager stated this would be a good time to discuss with the business owners the topic of garbage pickup. The Town Manager stated he and Rodney Baker will be meeting to discuss acquisition of easements and preparation of bid package. A motion was made by Commissioner Koutsoupas to prepare and send out bid request for repaving and storm drain installation of the Front Street alley between Ninth Street and Center Street. Commissioner Helms stated he wanted to make sure this was the best investment at this time. The Finance Director stated stormwater funding could be used. Mayor Pro Tem Cauthen seconded the motion and it was approved by all.

Manager's Report:

- **Veterans Memorial:** A meeting was held today with Richard Atkinson and he has offered to work as an advisor regarding this project. Requests for quotes for this project need to be prepared.
- **Duke Energy Breakfast Meeting:** A breakfast meeting will be held on March 17th at 8:30 a.m. at the Little Rock Operations Center.
- **Road Repairs:** The Public Works crew is currently patching roads in an effort to continue integrity of the roadways. The sidewalk on Seventeenth Street has been repaired. Pothole repairs have been made in Timberlake, Riverside, and Lakewood neighborhoods. Repairs have also been completed on Eleventh Street and Washington. Commissioner Helms stated this information was helpful and asked if the Board could be given a quarterly update. The Town Manager stated yes.

STAFF REPORTS:

Two Rivers Utilities: Eric Howard stated TRU responded to twenty water meter related service requests, three sewer related calls, repaired three water leaks, completed forty lift station inspections, and completed two concrete patch repairs. Water outage was due to contractor closing wrong valve at Eagle Mountain Mill. Commissioner Koutsoupas asked that someone check on the possible water leak on North Main Street.

Town Attorney: Attorney Brown had nothing to report.

Town Clerk: The clerk stated she attended the NCLM Tax and Finance Committee meeting in Raleigh last week.

Police Chief: Chief Ratchford had nothing to report.

Fire Chief: Absent.

Planning Director: Mr. Krouse stated pedestrian counters are going to be placed on Goat Island on March 9th. Counters will be placed at each end of the bridge and be up for a couple of weeks. Cam Carpenter asked if a power source would be needed. The Planning Director stated they are battery powered. Mr. Krouse stated the recommendation for an engineer will be presented to the Board on April 5th regarding the Cramer Mountain sidewalk design. Mr. Krouse stated sixty permits for single family homes have been issued since September 2014. Forty have been issued in the past year.

Finance Director: Mr. Lineberger stated he did a walkthrough of the Town Hall building with James Holder to discuss repairs and pricing for the capital budget. The roof continues to leak along with water damage due to leakage around windows. Mr. Lineberger stated the roof option was waived in the original contract process. The windows in the older portion of the building were discussed at the time of renovation but this option was not chosen to be completed. The Town Manager stated other estimates can be obtained.

Parks and Recreation Director: Cam Carpenter stated the FERC permit passed and is now being forwarded to the other agencies for review.

COMMITTEE REPORTS:

- **Parks and Recreation Advisory Board:** The next meeting is scheduled for Monday, March 7th. Commissioner Koutsoupas stated the annual Easter Egg Hunt will be held on Saturday, March 19th. The historical society interest meeting will be held on March 10th here at Town Hall at 6:30 p.m.
- **Branding and Steering Committee:** Mayor Pro Tem Cauthen stated that he and the Town Manager met with Aaron Arnett with Muldrow and Associates and an update should be forthcoming.
- **Cramerton Merchant's Association:** Mayor Pro Tem Cauthen stated the networking event held recently went well. They are setting up banking information and invoices should be mailed out next week. The next meeting will be held on March 15th at 8:00 a.m. here at

Town Hall. Mayor Worley asked about possible associate members. Mayor Pro Tem Cauthen stated there will be a reduced rate for individuals.

BUSINESS ITEMS/TOPICS OF DISCUSSION FOR EACH COMMISSIONER:

Commissioner Neeley had nothing to report.

Commissioner Rice asked about the possibility of the curbs and sidewalks being pressure washed. He stated this item could be added to the Public Works Department's update. Commissioner Rice asked how parking and adding recreational activities would affect the Central Park neighborhood. Cam Carpenter stated there had been a charrette held previously and a survey showed the residents were interested in these amenities. Mr. Carpenter stated he would provide this data to the Board.

Mayor Pro Tem Cauthen stated he recently walked through the New Town area and there are some code enforcement issues that need to be addressed. He asked that the Board receive weekly updates. Mayor Pro Tem Cauthen stated he visited West Jefferson, North Carolina and picked up a brochure showing the murals they have in their town.

Commissioner Koutsoupas had nothing to report.

Commissioner Helms stated the City of Belmont would hold their Board meeting next Monday at 6:00 p.m. He stated he would be attending and encouraged other Board members to also attend. He also asked that someone follow up about the cable hanging down on Mayflower near the Essex entrance.

Mayor Worley stated during his campaigning as a county commissioner he has encountered many people who praise the good work the town is doing. He stated everyone is very complimentary.

A motion was made by Mayor Pro Tem Cauthen to enter into closed session after a five minute recess to consider the qualifications, competence, performance, condition of appointment of a public officer or employee or prospective public officer or employee. The Town Manager stated that he, Attorney Brown, Finance Director, and the Town Clerk would be in attendance. Commissioner Rice seconded the motion and it was approved by all.

ADJOURNMENT: On return to open session, there being no further business, a motion was made by Commissioner Koutsoupas to adjourn the meeting at 9:49 p.m. The motion was seconded by Mayor Pro Tem Cauthen and approved by all.

Mayor Ronnie Worley

ATTEST:

Wilene Cunningham, Town Clerk