

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

**April 25, 2016**

The Board of Commissioners for the Town of Cramerton met in a budget workshop session on Monday, April 25, 2016 at 8:00 a.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, Demetrios Koutsoupias, Susan Neeley, and Donald Rice.

**Staff present:** David Pugh, Town Manager; Bill Brown, Town Attorney; Chief Greg Ratchford; Kevin Krouse, Planning Director; Joel Lineberger, Finance Director; and Wilene Cunningham, Town Clerk. Captain Adams and Captain Robinson were also in attendance.

**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 Helms to approve the proposed agenda. The motion was seconded by Commissioner Neeley and approved by all.

**Fiscal Year 2016-2017 Budget Workshop:**

- **Overview of FY 2016-17 Budget:** The Town Manager presented to the Board a memo regarding the fiscal year 2016-2017 with the concentration being on Capital Outlay projects specifically the non-reoccurring expenditures. Additional information is included in the executive summary notes. Discussion began with the budget summary regarding salaries, training, fuel, and other expenditures. Non-recurring expenditures include “one-time” costs that are usually under Capital Outlay. The bicycle grant and street resurfacing is not included as part of Capital Outlay. The proposed budget amounts include both the recurring and non-recurring expenditures.

The revenues include grant funding that will align with some of the Capital Outlay expenditures. The proposed budget amount includes several one-time expenditures. The Powell Bill account provides \$122,000.00 with routine maintenance budgeted for \$300,000.00. The non-recurring Capital Outlay expenditures include \$6,400.00 for a security system upgrade; \$100,000 repairs to the Town Hall building; \$102,500.00 for the fire department grant; \$15,000.00 for a John Deere utility vehicle for the Parks and Recreation Department; \$8,500.00 pool deck repairs; \$13,000.00 Central Park pickleball court; \$8,000.00 Central Park nature trail; \$45,000.00 gym roof repair; and \$120,000.00 for the Goat Island public restroom project. Mayor Pro Tem Cauthen asked about the federal grant requirement to construct a pickleball court as an amenity to replace the original tennis court that had been in place in Central Park. The Town Manager stated he and Attorney Brown would check and see what the requirement is regarding this amenity. Discussion was held regarding repairs to the town hall and gym roof repairs and possibly financing of \$150,000.00 at 3.5 percent interest rate. If the loan option is utilized, the fund balance needed for fiscal year 2016-2017 will be \$49,400.00 which will increase debt service. Mayor Pro Tem Cauthen asked if the 3.5 percent interest rate was applicable for the loan term either seven years or fifteen years. Mr. Lineberger stated the interest rate remained the same for either option. Commissioner Helms asked about repairs to the town hall structure. The Town Manager stated the town hall roof along with the windows would be repaired. Mr. Lineberger stated the problems consist of roof leaks, leakage of water around the windows, along with infiltration of water into the structure. Mayor Worley asked if the bricks would be covered with a sealant. Mayor Pro Tem Cauthen stated he would choose a short term loan of seven to ten years. The Board discussed the installation of a pickleball court and what would serve Central Park best.

Discussion was held regarding removal of budget items such as a reduction of the number of rifle scopes to be purchased and the rifle mounts to be installed only in the new SUV police department vehicles.

The Town Manager asked the Board for direction regarding input in regards to securing a loan for repairs to the town hall structure and the gym roof, installation of pickleball court, and non-recurring expenditures. Mayor Pro Tem Cauthen spoke about the Build A Better Boulevard corridor and other projects that may affect revenues for the upcoming year. The Town Manager stated no anticipated revenues had been included. Commissioner Helms asked about the effectiveness of pursuing a loan if the principal could be reduced. The Finance Director stated the Town is receiving earnings of two-tenths of a percent and the interest rate for a loan would be 3.5 percent. Mayor Pro Tem Cauthen stated regarding the budget officer's recommendation he wants information regarding the pickleball court and assurance that there is no concern about ramifications from the original contract. If there are no or very low concerns, then he recommended the Board look at what amenity can be placed in Central Park. He also said once cost estimates are firmed up regarding repairs to the town hall structure and the gym roof they would consider either loan financing or funding from the general fund. The Board was in consensus regarding this matter. The Finance Director stated information would be forthcoming regarding the fire department grants. Mayor Pro Tem Cauthen asked the timeframe for receiving exact cost estimates for repairs to town hall and gym roof repairs. The Town Manager stated this information could be available at the May 3<sup>rd</sup> or May 17<sup>th</sup> meeting. Commissioner Helms asked about the pool deck repair. The Town Manager stated the pool lining will need to be replaced in the future. Mayor Pro Tem Cauthen stated this was a good time to review other projects that could occur in the next year.

Discussion was held regarding upkeep of stormwater drains and how much time the Public Works crew spends cleaning and maintaining the stormwater drains. Mayor Pro Tem Cauthen commented as to whether the stormwater revenue should remain approximately the same each year. The Finance Director stated \$69,000.00 from the stormwater account was appropriated for repairs to Front Street. The residential stormwater rate per month is a flat fee of \$3.50 and \$1.50 for irrigation. The commercial stormwater rate is \$10.00 and is not based on the amount of impervious area. The Planning Director stated impervious areas were not calculated years ago and a flat fee was implemented. The Town Manager said the stormwater fee can be scheduled for discussion at the May 3<sup>rd</sup> meeting. The Planning Director stated most municipalities charge schools and churches. Discussion was held funding of Public Works employees using the stormwater fund along with a percentage for the Planning Director. The Town Manager stated that the Public Works Department spends two days a week cleaning storm drains. The Public Works Department will need to keep a log of time spent related to stormwater maintenance.

Commissioner Koutsoupas asked about the HVAC replacement unit for the weight room. The Finance Director stated the \$3,600.00 as deleted was correct.

There was discussion regarding the need for entering into closed session. The Town Manager stated he would speak to the Board members individually later.

**ADJOURNMENT:** A motion was made by Commissioner Helms to adjourn the meeting at 9:25 a.m. The motion was seconded by Mayor Pro Tem Cauthen and approved by all.

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Mayor Ronnie Worley

**ATTEST:**

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Wilene Cunningham, Town Clerk